



CONSTITUTION

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This English translation is provided for information only. The Greek version will be the sole authentic text.

CYPRUS SHOOTING SPORT FEDERATION

CONSTITUTION

Article 1: Name - Headquarters - Purposes

It is established in Cyprus by decision of the General Assembly composed of the 7 (seven) representatives of each Administrative Council of the 5 (five) Founding Clubs, a Shooting Federation, under the name of CYPRUS SHOOTING SPORT FEDERATION (CSSF) based in Nicosia and hereinafter referred to as "the Federation", which is the responsible body for the sport of shooting.

The Aims of the Federation are:

- 1) To encourage, promote, co-ordinate, direct, supervise, nurture and develop the sport of both moving and non-moving target shooting, including the Paralympic events, as a whole and at all ages, regardless of gender, social class, racial, ethnic or religious origin, within the framework of the principles of human rights, equality and equal treatment, without any direct or indirect discrimination and without any form of racism or xenophobia.
- 2) The establishment of shooting ranges in the cities and the countryside and their integration into the Provincial structure.
- 3) The systematic organization of International, Regional, Pancyprian or other shooting competitions or meetings in Cyprus and the participation in international shooting competitions or other events or meetings abroad.
- 4) The financing of local and international shooting competitions in Cyprus and abroad.
- 5) The selection of the best athletes of the Federation to represent Cyprus in international tournaments and meetings and the organization and training of the National Teams regardless of origin, or national community of the athletes and inviting foreign teams to Cyprus.
- 6) To empower talented athletes.
- 7) The selection, awarding and subsidization of the members of the Pre-National, Pre-Olympic, Olympic and other Cyprus teams.
- 8) The association of the Federation with international organizations and Federations pursuing identical goals.
- 9) To create interest among students and adolescents or other organized classes.

10) The cooperation with other Cypriot Athletic Organizations and Federations or Administrations and participate in organizations that exist or will be created and which pursue the same or parallel goals.

11) The frequent organization and conduct of sporting competitions to attract and develop the hunters' interest in the sport of shooting and the tagging of talents.

12) The integration of the Federation with the International Shooting Sport Federation ISSF, the International Shooting Federation FITASC and any other International or Regional Federation or Confederation.

Article 2: Resources of the Federation

The Federation's resources are:

- 1) The annual membership fee of the members which is set by the General Assembly.
- 2) The subsidies of the Cyprus Sports Organization.
- 3) The subsidies of the Cyprus Olympic Committee.
- 4) The subsidies of the Cyprus Commonwealth Games Federation.
- 5) The dividend from the entry fees of the competitions the amount of which is determined by the Administrative Council of the Federation.
- 6) The proceeds from the issuance or renewal of the membership cards of the Athletes which are Members of the Shooting Clubs.
- 7) The proceeds from other events (dances, lotteries, etc.).
- 8) Government subsidies as well as contributions, donations and bequests.
- 9) The Federation may, by decision of the Administrative Council, acquire a loan, from a bank or other financial institution where it holds an account for an amount not exceeding € 20,000 (twenty thousand euros).
- 10) Monetary penalties imposed by the Administrative Council pursuant to Article 25.
- 11) Proceeds from the organization of International competitions.
- 12) Sponsorships from private companies or other organizations
- 13) Other ways of reinforcing the Federation's Treasury, following a decision of its Administrative Council.

Article 3: Members of the Federation

The members of the Federation are:

1)The Founding Member Clubs which are the following:

1. Nicosia Shooting Club
2. Limassol Shooting Club
3. Famagusta Shooting Club
4. Larnaca Shooting Club
5. Paphos Shooting Club

2) The Kyrenia Shooting Club, which will represent the Province of Kyrenia, which is approved and is a Regular member of the Federation and will have the status and all the rights of the Founding Member Clubs.

3) Any other Shooting Clubs operating in accordance with the applicable Laws and Regulations governing the operation of the Clubs and Institutions as well as those operating under the applicable Laws governing Shooting Ranges, which shall be registered as Temporary or Regular Members as provided in Article 5 below.

4) It is understood that under no circumstances can there be more than one Founding Member Club in any of the Provinces of Cyprus.

Article 4: Athletic Status

Athletic Clubs are considered those Clubs that operate in accordance with the applicable Laws and Regulations governing the operation of the Clubs and Institutions, as well as those operating under the applicable Laws governing the operation of Shooting Ranges and whose members retain their athletic status in accordance with the provisions of the CSO, of the CNOC, of the International Olympic Committee and in particular of the International Shooting Sport Federation, the decisions of the Administrative Council of the CSSF, its Constitution and educational regulations, as well as the regulations governing its sports facilities, in accordance with the provisions of Article 37 of this Constitution.

Article 5: Registration of Members

A. Registration of Clubs as Temporary Members of the CSSF

1) To be registered as Temporary Members, as provided for in Article 3 (3,) the Clubs must submit:

2) A written application to the Administrative Council of the CSSF.

3) A copy of their Constitution and a copy of the internal regulations of their Club.

4) A written statement that they accept all the provisions of the Constitution as well as the internal regulations of the CSSF.

- 5) A nominal list of the members of the Administrative Council of the Club, with full details (address, telephones / fax and e-mail addresses), within the framework of the personal data protection acts.
- 6) A nominal list of all their members, with full details, within the framework of the personal data protection acts.
- 7) The Registration Certificate of the Club issued by the Ministry of Interior in accordance with the applicable Laws and Regulations governing the operation of Clubs and Institutions.
- 8) The Registration and Recognition Certificate of the Club by the Cyprus Sports Organization (CSO).
- 9) The registration of a Temporary Member is valid for a period of one year only. After the expiry of the one-year period, the Temporary Member, except in the case of his / her application for registration as an Regular Member, pursuant to paragraphs B (1), B (2), B (3) and B (4) below, where an extension of one year is granted, may apply in writing for renewal of its temporary membership for one more year.
- 10) The application is accepted by decision of the Administrative Council, obtained by a 2/3 majority vote of the members present and the Club is registered as a Temporary Member.
- 11) Upon approval of the Club as a Temporary Member, the Club must pay its annual membership fee and its members must be provided with the Federation's membership card.

B. Registration of Clubs as Regular Members of the CSSF

- 1) After the expiration of one year from the date of registration of a Club as a Temporary Member, the Club may submit a written application to the Administrative Council of the CSSF for registration as a Regular Member, if it fulfills the following conditions:
- 2) Owns or holds exclusive use of a Shooting Range with at least two (2) Olympic Trap / Double Trap shooting ranges and two (2) separate Olympic Skeet shooting ranges, as well as a 10m shooting range for air guns with a minimum of 12 firing positions. Shooting ranges must necessarily comply with the Technical Regulations and Specifications of the International Shooting Sport Federation (ISSF).
- 3) At the date of submission of its application, it has at least twenty-one (21) members recorded in its registry, of which at least ten (10) are athletic members and have been evaluated with a ranking in the Cyprus Championship of the previous year and five (5) of them to be athletes practicing Olympic events.
- 4) If a Temporary Member applies to become as a Regular Member and it is demonstrated that the actions taken to satisfy the conditions set forth in B (2) above are at an advanced stage, then the Administrative Council of the Federation may extend the registration of this Club, as a Temporary Member, for one more year.

5) A Temporary Member is registered as a Regular Member by decision of the Administrative Council, taken again by a 2/3 majority vote of the members present.

Article 6: Deletion of Members

A Club which is a member of the CSSF is deleted from membership by decision of the General Assembly after proposal of the Administrative Council, as follows:

- 1) Upon written resignation.
- 2) Due to the loss of its athletic status following an irrevocable decision of a competent body or in the event of serious breach of the basic or fundamental principles of the sport statutes.
- 3) In the event that it refuses to pay its annual membership fee after a three-month deadline has elapsed from the date on which it was given written notice by the CSSF Secretariat.
- 4) If evidently it pursues goals other than those referred to in this Constitution and takes actions that question the standing and status of the Federation or its officials or tend to induce disruption or division in the relations of the other Members.
- 5) If a Regular or Temporary member ceased to display proper athletic activity. In this case it will only be deleted if, even upon written notice from the CSSF Secretariat there is no indication that the Club has attempted to reactivate.
- 6) If the Club systematically violates the Constitution or the internal regulations of the CSSF.
- 7) If it is dissolved.
- 8) If it does not include at least 21 members in its ranks and fails to comply with the requirements of Article 5 (3) above, where at least ten (10) of its members are exercising athletic activity and have been evaluated with a ranking in the Cyprus Championship of the previous year and five (5) of them are competing in Olympic events. The existing Founding & Regular Members (Articles 2 (1) & 2 (2)) are excluded, from this clause.
- 9) A Temporary Member shall be deleted after the period of one year from the date of his registration and if it does not apply for renewal of its registration in accordance with the provisions of Article 5A (9).

Article 7: Rights of the Members

A. Founding & Regular Members

- 1) Right to vote at the General Assembly of the Federation.
- 2) The right of its representatives to participate in the election of the Administrative Council of the CSSF.
- 3) The Right to participate in all the competitions organized by the Federation.

4) The right to organize championships or other official competitions of the Federation.

B. Temporary Members

1) The Temporary Members are deprived of the rights in A (1), A (2) & A (4) above, but may attend the Annual General Assemblies with one observer.

Article 7 (B) Obligations of Members

Each Club which is a member of the Federation shall:

1) Fully obey the provisions of the Constitution, the internal regulations and the decisions of the Administrative Council and the General Assembly of the Federation.

2) Notify the Federation Secretariat as soon as possible of any changes to the Administrative Council of the club.

3) Participate in competitions and other events organized by the Federation and in any Committees when invited to take part by the Administrative Council.

4) To participate in the Provincial Assemblies of the Province where is based. Temporary Members participate in the Provincial Assemblies with only one observer without the right to vote.

5) The period of office of the Administrative Council of each Club must be in line with the period of office of the Administrative Council of the Federation.

6) Persons who are members of the Approved Employed Workforce of the Federation or of the CSO Vocational Rehabilitation Plan, the time to time members of the national and pre-national teams, Federal coaches, or persons who perform any coaching services for a fee with the Federation or a Club cannot be members of the Administrative Council of the Clubs.

7) Each Club must communicate to the Federation the names, full address, telephone / fax and e-mail addresses (if any) of the members of the Administrative Council in the framework of the personal data protection acts.

Article 8: Bodies

The Bodies of the Federation are:

1) The General Assembly of the Representatives of the Founding and the Regular Member Clubs of the Federation.

2) The Administrative Council of the CSSF.

3) The Judicial Committee.

Article 8 (A) Provincial Assembly (PA)

A. Organizational Provisions

- 1) The PAs, which are divided into Annual and Extraordinary, are composed of the representatives of the Founding Shooting Club and of all the Shooting Clubs that are Regular Members of the Federation of each province that have their financial obligations settled on the day of the PA. Each Club (Founding or Regular) is represented at the PA by five (5) representatives.
- 2) The PA is held once a year (Annual Assembly) and extraordinarily whenever is convened by the Administrative Council of the Founding Shooting Club of the province or after a written request from one-third of the representatives entitled to attend the PA.
- 3) The convergence of the PA is performed by the Secretary of the Administrative Council of the Founding Shooting Club of the province with written notice to all the Regular Member Clubs of the province that are members of the CSSF, which is communicated at least ten (10) days before the PA date. The invitation shall state the place, date and time of the PA and the issues to be discussed.
- 4) The PA is chaired by the President of the Administrative Council of the Founding Member Club of the Province or in the event of being absent or unable to attend, by another member of the Council nominated by him.
- 5) The Annual PA shall take place no later than November 30 of each year.

B. Quorum

- 1) The PA is in quorum when half of the delegates entitled to attend and vote are present.
- 2) In case there is no quorum the PA is postponed for thirty (30) minutes when all the delegates present constitute a quorum.
- 3) The decisions of the PA, including the election of officials, as provided below, shall be taken by a simple majority vote of those present by open or, if so, requested by 1/3 of the delegates, by secret ballot. It is understood that in the decision making and in the elections of the officials only the Club representatives who have the right to elect and be elected, can take part (as provided for in Articles 9 (3) and 13 (3)).
- 4) It is understood that if in a Province there are no Shooting Clubs that are Regular Members of the Federation apart from the Founding Member Club, the General Assembly of the Founding Club will be considered also, as a PA.

C. PA Topics

The topics that necessarily concern the Annual PA are:

- 1) Briefing of the delegates on the activities of the CSSF by the President of the Federation or in his absence by the President of the PA.
- 2) Discussion on any matter specified by the President of the PA or requested by any representative to be included on the agenda by a letter submitted to the President prior to the commencement of the PA proceedings.
- 3) Election of the two (2) members who will be attending the General Assembly of the CSSF, as provided for in Article 9 (3) below.
- 4) Election of the one member who will represent the Shooting Clubs of the Province, which are Regular Members of the Federation, excluding of the Founding Member Club, to the Administrative Council of the CSSF, provided that the previous Administrative Council term of office expires, as provided for in Article 13 (3).
- 5) Filling any vacancy on the Administrative Council of the CSSF and election of the delegates to the General Assembly of the CSSF in replacement of resigned or expired representatives.

Article 9: General Assemblies (GA)

- 1) The General Assemblies, which are divided into Annual and Extraordinary, are composed of the representatives of the Founding and Regular Member Clubs of the Federation who are financially in order on the day of the General Assembly.
- 2) The members of the Administrative Council of the Federation, if they have not been nominated or elected as representatives to the GA, are entitled to participate without the right to vote but with the right to speak.
- 3) Each Province participates in the General Assembly with five (5) representatives, three (3) of whom are appointed by the Administrative Council of the Founding Member Club of the Province with a letter submitted to the President of the Federation before the commencement of the proceedings of the General Assembly and two (2) are elected by the Provincial Assembly. It is understood that these two elected representatives must not be members of the Founding Member Club and in the voting for their election, the members of the Founding Club are excluded from the voting procedure.

If, in a Province, there are more than one Regular Member Clubs other than the Founding Club, the two elected representatives must not be members of the same Club.
- 4) It is also understood that if there is no Regular Member in a Province other than the, Founding, then the Administrative Council of the Founding Member Club shall appoint all the five (5) representatives.
- 5) The General Assemblies are chaired by the President of the Federation unless a new Administrative Council is going to be elected. In this case the President is elected by the General Assembly.

6) The General Assembly is the supreme body of the CSSF and deals with all matters arising from the Law on Shooting Ranges, the Law on Clubs and Institutions, the Constitution and the Internal Regulations of the Federation or any other matter referred to it for decision. The General Assembly outlines the policy that the Administrative Council of the Federation will follow.

7) More specific tasks of the General Assembly are the ratification of the members of the Administrative Council as submitted by the CSSF's Member Clubs, the amendment of the Constitution and the deletion of the members (ratification of the decisions of the Administrative Council).

Article 10: Annual General Assembly

The Annual General Assembly takes place once a year and is convened by the Secretary-General after consultation and instruction of the President and upon written notice to the Members at least ten (10) days prior to it, and in any event before the end of each year. The invitation shall state the place, date and time of the Assembly and the topics to be discussed.

The topics that concern the General Assembly are:

- 1) Reading and approving of the minutes of the previous Assembly.
- 2) Report of the President of the CSSF for the activities of the year, and report of the Treasurer on the financial situation of the CSSF.
- 3) The discussion and approval of the audited financial statements of the Federation and the report of the independent auditor.
- 4) Action plan for the development and promotion of the sport.
- 5) The designation of the Audit Office to audit the Federation's accounts.
- 6) The approval of regulations regulating the functioning of the Federation.
- 7) The awarding after recommendation by the Administrative Council of honorary distinctions to persons who have offered great services to the sport and the proclamation of Honorary Presidents or Honorary Members of the Federation's Administrative Council.
- 8) The designation of the Administrative Council of the Federation, the term of which is four years (from Olympiad to Olympiad).
- 9) Any other topic related to the sport.

Article 11: Extraordinary General Assembly

- 1) Extraordinary General Assemblies are convened by decision of the Administrative Council by the Secretary General in consultation with the President when the Administrative Council feels that a decision on a serious issue must be approved by the General Assembly.

2) An Extraordinary General Assembly is also convened when 40% of the delegates so request in writing whereat the Assembly convenes within three weeks.

(3) The invitation shall state the subject(s) for discussion and the provisions of Article 10 concerning the manner of notification of the members shall apply also. In the category of Extraordinary General Assemblies are included also the Constitutional Assemblies as defined in Article 34.

Article 12: Quorum in the General Assemblies - Decision-making

1) The General Assemblies are in quorum when half plus one of the delegates entitled to vote ~~is~~ are present provided that all the Founding Member Clubs are represented by at least one representative.

2) In case there is no quorum, the General Assembly is postponed for thirty (30) minutes, whereat any representatives present, constitute a quorum. The decisions of the General Assembly are taken by open or secret ballot by a simple majority vote of those present unless it is specifically provided in this Constitution by an increased / specific majority.

Article 13: Administrative Council (A.C.)

1) The CSSF is governed by an Administrative Council, consisting of three (3) representatives from each Province, who are designated as follows:

2) Two representatives are appointed by the Administrative Council of the Founding Member Club by a document submitted to the President of the Federation. These representatives must be members or honorary members of the Administrative Council of the Founding Member Club.

3) One representative is elected by the Provincial Assembly of each Province. This representative shall not be a member of the Founding Member Club and in his election the representatives of the Founding Member shall not vote. It is understood that in case there is only one Regular Member in the Province, then the Administrative Council of the Regular Member shall designate the third representative to the Administrative Council of the Federation, who does not have to be a member or honorary member of the Administrative Council of the Regular Member Club.

4) If in a Province, there is no Regular Member other than the Founding Member, then the Administrative Council of the Founding Member designates the third representative in the Administrative Council of the Federation, who does not have to be a member or honorary member of the Administrative Council of the Club.

5) Persons who are members of the Approved Employed Workforce of the Federation or of the Cyprus Sports Organization (CSO) Vocational Rehabilitation Plan, the time to time members of the national and pre-national teams, Federal coaches, or persons who perform any coaching services for a fee with the Federation or a member Club of the CSSF, cannot be members of the Administrative Council of the Federation.

6) The term of office of the Administrative Council is four years. It is understood that a representative of the Administrative Council who was designated by the Administrative Council of a Founding Member Club as provided above, may be revoked and replaced by a decision of the Administrative Council of the Founding Member and the representative elected as provided for in Article 13 (3) above may be recalled and replaced by decision of the Annual or Extraordinary Provincial Assembly upon recommendation of the Member Club from which it originates.

The new representative must necessarily originate from the same Member Club as the representative who is recalled and replaced.

7) If the recalled and replaced representative holds an office in the Administrative Council, then his / her position is replaced by the Administrative Council with an alternate election within at least thirty (30) days.

8) The oldest member of the Administrative Council immediately after the end of the proceedings of the General Assembly, or at the latest within a week, shall invite the delegates to meet and elect the members to the various positions of the Council.

9) If a member of the Administrative Council is absent from three (3) consecutive meetings unjustifiably, by decision of the, Council he / she shall be dismissed from his / her office and shall be replaced by another representative, in accordance with Rule 13 (2) & 13 (3).

Article 14: Synthesis and Duties of the Administrative Council

1) The Administrative Council elects among its members, a President, two Vice-Presidents, a Secretary-General, an Assistant Secretary-General, a Treasurer, an Assistant Treasurer, a Chief Shooting Range Officer and an Assistant Shooting Range Officer.

2) The duties of the Administrative Council are generally the Administration of the Federation, based on the Constitution and the Internal Regulations, the preparation, implementation and interpretation of the Sports Regulations, the preparation of the annual competition program and the supervision of the organization of competitions, the representation of the Federation at International level, the communication with other National Federations, as well as, working with local organizations or federations that pursue similar goals.

3) The selection of pre-national and national teams, the recognition of performance and the study of measures for the continuous development and promotion of the sport, as well as the preparation and promotion of the goals of the Federation

4) The Administrative Council is also responsible for the preparation, approval and submission of the annual budget under the provisions of the Cyprus Sports Organization.

5) Within the jurisdiction of the A.C., is also the preparation of internal rules that regulate, disciplinary matters, the registration of new Member Clubs under the provisions of the Constitution, the conduct of the Championships of all the shooting events, the selection of pre-national, national, pre-Olympic and Olympic teams, the structure of its services and in general the functioning of the Federation as the national body responsible for shooting in Cyprus.

6) The A.C. is also responsible for managing all matters related to athlete registrations and transfers in accordance with the provisions of the Constitution (see Article 27).

7) The Administrative Council also examines complaints submitted in writing by athletes through their Clubs against decisions of the Administrative Council of a technical or competing nature. The Administrative Council is obliged to examine such complaints within at least fifteen (15) days from the date of their receipt. If the explanations given by the Council are not satisfactory, then the athletes can appeal against the decisions of the Administrative Council, to the CSSF Judicial Committee (see Article 24 (B2)), through their Clubs.

8) It is also in the jurisdiction of the A.C. to issue regulations regarding the operation and implementation of the Athletes Health Certificate. All athletes, members of the Federation participating in the official Olympic events of the CSSF should possess the Health Certificate, as provided by the regulations of the Cyprus Sports Organization, Supreme Council of Athletes' Health (SCAH) and the CSSF.

9) The decision to withdraw the membership of the Federation from International Associations or Federations is under the jurisdiction of the General Assembly.

Article 15: Functioning of the Administrative Council
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1) The Administrative Council holds meetings which are summoned by the President in consultation with the Secretary-General at least once every three (3) months, extraordinarily whenever necessary or when requested in writing by eight (8) members, indicating the matter to be discussed.

2) The Administrative Council is in quorum when the attendees exceed the absentees.

3) If the President is absent, he is replaced by the First Vice-President or if he is absent also then he is replaced by the Second Vice-President, if all three are absent then the Secretary-General will preside.

4) The decisions of the Administrative Council shall be taken by an open or secret ballot and at least with relative majority, that is to say by the President's casting vote. For personal matters if there is a tie, then the vote is repeated.

Article 16: Representation of the CSSF

The President and the Secretary-General shall represent the Federation in all relations with the Judicial, Administrative, Athletic or other Authority. The President with the consent of the Administrative Council appoints the attorneys who will defend the interests of the Federation before the Court, and also appoints an attorney to act as prosecutor and represent the Federation in the presentation of the cases, before the Judicial Committee.

Rule 17: Duties of the President

The President presides at the A.C. meetings, directs its work in accordance with the Constitution and the Internal Regulations, is accountable to the General Assemblies, signs the minutes together with the Secretary General and takes care of the execution of the A.C. decisions.

Rule 18: Duties of the Vice - President

The Vice-President shall replace the President in the event of his / her absence, retaining all the rights deriving from the post. If they are both absent, the Secretary-General shall preside. They perform any of the functions of the President that the President himself wished to delegate to them.

Article 19: Duties of the Secretary-General and the Assistant Secretary-General

The Secretary-General shall keep the following official books and performs the following duties:

- 1) Minutes of the General Assemblies.
- 2) Minutes of the Administrative Council meetings.
- 3) Minutes of Committee meetings.
- 4) Official Register of the Members.
- 5) Register of the athletes who are registered with the Member Clubs of the Federation.
- 6) Record of the results of the competitions and performances.
- 7) Monitors and controls the work of the Federation staff.
- 8) Conducts the correspondence of the Federation, signs the minutes and other relevant documents and keeps the Federation Stamp.
- 9) Manages the correspondence and the filing of the decisions and the minutes of the Judicial Committee meetings.

The Assistant Secretary-General assists the Secretary-General in his task, carrying out any task assigned to him by either the Administrative Council or by the Secretary-General and replaces him in his absence, retaining all the rights deriving from the post. If both are absent, one of the members of the Council shall be temporarily assigned as Secretary by decision of the President.

Article 20: Duties of the Treasurer and the Assistant Treasurer

- 1) The Treasurer is responsible for all receipts and payments of the Federation by issuing the relevant duplicate receipt or providing proof thereof.
- 2) The Treasurer is responsible for the Federation's money and keeps all accounting books.
- 3) Ensures that the accounts of the Federation are audited by the Audit Office approved by the General Assembly and presents the financial report together with the report of the auditors.
- 4) Signs with the President or the Secretary-General all Bank cheques, bills and accounts.
- 5) Presents the financial report to the General Assembly.
- 6) The Treasurer is obliged to deposit the CSSF funds into a Bank designated by the Council, maintaining if necessary, a small amount of up to € 500.00 (five hundred euros) for the current needs of the Federation.

The Assistant Treasurer assists the Treasurer in his work, carrying out any work assigned to him by the Treasurer.

In the event that the Treasurer, by decision of the Administrative Council of the Founding Member Club where he belongs, is revoked or replaced in his / her position as member of the Administrative Council of the CSSF, shall remain in office as provided for in this Article until replaced by the Administrative Council of the CSSF, for a period of at least 30 days.

Article 21: Duties of the Chief Shooting Range Officer and the Assistant Shooting Range Office

- 1) The Chief Shooting Range Officer, acts as a representative of the Administrative Council in supervising and controlling the operations of the shooting ranges belonging to Member Clubs of the CSSF. Points out any room for improvements and developments.
- 2) Checks the implementation and any violations of the technical regulations of the CSSF, the International Shooting Sport Federation (ISSF) or any other International Federation of which is a member and makes appropriate representations in writing to the Member Club for correction. In case of repeat infringement informs accordingly the Administrative Council which takes appropriate action.
- 3) The Assistant Shooting Range Office assists the Chief Shooting Range Officer in his tasks, carrying out any work assigned to him and replacing him in his absence.

4) The Chief Shooting Range Officer may, if he considers it necessary to request from the Administrative Council to appoint 2 or more Provincial Shooting Range Officers to assist him in his tasks. The Provincial Officers assist the Chief Shooting Range Officer in all his duties and ensure the proper operation of the local (provincial) shooting ranges.

Article 22: Paid Personnel

By decision of the Administrative Council the necessary temporary or permanent staff is recruited. Salary and other benefits are decided by the Administrative Council.

Article 23: Committees

1) The Administrative Council may appoint from its members or other qualified persons, ad hoc or General Committees consisting of a number of persons to be decided by the Council for any purpose which, in the opinion of the Administrative Council would be better regulated through a Committee.

2) The Administrative Council may from time to time change the composition of any Committee, terminate existing and appoint new members and fill any vacancies that may arise.

3) The recommendations and decisions of any Committee shall be submitted to the Administrative Council for approval.

4) Committees are in quorum when there are more members present than absent.

5) Each Committee is chaired by an appointed member of the Administrative Council. It is provided that the President of the Administrative Council of the Federation may attend the meetings of any Committee and in such a case he chairs the meeting and is considered as a member of the Committee.

6) Committees deal with issues referred to them by the Administrative Council for the purpose of studying and making recommendations on them.

Article 24: Judicial Committee and Jurisdiction

A. Organizational Provisions

1) The Judicial Committee shall be composed of three (3) members designated by the Administrative Council among persons of recognized standing who are not members of the Administrative Council or affiliated with the CSSF Member Clubs or any of the CSSF bodies and indispensably two of the members must have legal standing. Members of the Federation's, Administrative Council, athletes, referees or persons performing coaching duties are excluded from participating in the Judicial Committee.

- 2) The term of office of the Judiciary Committee shall be the same as the term of office of the Administrative Council. If any position is vacated during the term of office of the Judicial Committee, the Council shall appoint a new person for the remainder of its term of office.
- 3) A position in the Judicial Committee shall be vacated either by the written resignation of its members or by the non-presence of its member, in three meetings of the Judicial Committee through a total of five hearings or in the event of any conviction by a court for committing a criminal offense.
- 4) The Judicial Committee shall elect from among its members its President and its Deputy and for this purpose a special meeting shall be convened by the President of the CSSF, the soonest possible after the formation of the Committee.
- 5) The President of the Judicial Committee or his Deputy shall summon the members at a hearing with at least a three days' written notice, and shall invite in writing the contestants at least four days in advance of the hearing.
- 6) The Judicial Committee shall be in quorum when two (2) of its members are present.
- 7) Every case must be referred to the J.C. as soon as possible but not later than two (2) months from the date on which any offense was committed. The Committee shall decide definitively on each case within two (2) months of its referral.
- 8) The decisions of the Judicial Committee will be effective immediately upon their issuance and pronouncement. Any conviction shall be notified to the Shooting Clubs / Unions or athletes, in writing, by fax or email the next working day. The notification of the conviction through the above means is considered to be as an official notice of delivery.
- 9) The minutes of the meeting of the Judicial Committee become known to the Administrative Council and to interested parties, if requested, at least within 10 days of the date on which the decision was taken.
- 10) The correspondence of the J.C. is executed by the CSSF Secretariat, which records the decisions and the minutes of the meetings of the J.C. in a separate folder and holds a second copy for the CSSF file.

B. Jurisdiction of the J.C.

- 1) The J.C. deals with matters referred to by the Administrative Council following investigation and decision concerning sport disciplinary offenses, non-sporting conduct, violations of the provisions of the Constitution and the Internal or Athletic Regulations of the CSSF, as well as violations of the International Sports Regulations and sporting ethics.

Non-compliance with the decisions of the Administrative Council and the Federation circulars, violations of doping regulations, etc., by the Shooting Clubs, the members of the Shooting Clubs, members of the CSSF and by the athletes or coaches. Generally, to judge or issue opinions on any matter referred to directly by the Administrative Council.

2) Deals, as a secondary level tribunal, with appeals by athletes against decisions of a technical or competitive nature by the Administrative Council of the Federation (see Article 14 (6)) or by the Administrative Councils or Judicial Committees of the Member Clubs of the CSSF.

2a) Every party (athlete, official, club) must appeal to the Judicial Committee of the Federation and if not satisfied, then and only then can he / she be able to appeal to the Supreme Athletic Court.

3) The Judicial Committee may impose the penalties referred to in Article 25.

4) The decisions of the Judicial Committee will be taken in the light of the satisfaction of sporting justice, a concept which should not be in conflict with, for any reason.

5) No direct contact of athletes or members or clubs is permitted by the Judicial Committee for any reason, except only through the Federation Secretariat.

6) An athlete or other member referred to the Judicial Committee of a Member Club of the CSSF, for any offense, may not, for any reason, be referred to the Judicial Committee of the Federation for the same matter or accusation.

C. Jurisdiction of the Administrative Council

1) The Federation's Administrative Council may, in cases of extreme urgency, deal with cases involving non-sporting behavior, non-compliance with the internal regulations or decisions of the Federation by active athletes, members of the CSSF, that does not consider it necessary that such cases should be referred to the Judicial Committee. In these cases, the Council may impose penalties under Article 25 (A1), 25 (A2) and 25 (A3).

2) The cases must be heard within at least forty-five (45) days from the date of receipt of the report of the offense. Any infliction of a penalty should be notified immediately to the Judicial Committee.

Article 25: Interpretations - Penalties

Interpretations

1) "Athletic misconduct" means any act or omission contrary to the laws in force in Cyprus or international rules or regulations or international sports ethics, which include any anti-athletic behavior or action wherever it occurs.

2) "Athlete" means any Athletic Member of a CSSF Member Club who has participated in at least one (1) Federation Championship competition in an Olympic or non-Olympic shooting event in the last twelve (12) months.

3) "Coach" means any person or member of a Member Club of the CSSF, who performs coaching duties on remuneration from his / her Club or the Federation and cooperates with athletes who possess the CSSF membership card.

Penalties

The penalties that the Judicial Committee may impose are as follows, unless in special cases are provided differently.

A. Penalties for Athletes

1) Written reprimand.

2) Exclusion from one or more competitions (national or international competition or both), depending on the seriousness of the case.

3) Exclusion from the pre-national or national team competition plans, incentive plans, development plans or other sports plans of the Federation for as long as necessary depending on the seriousness of the case.

4) Temporary deletion of up to two (2) years from the CSSF register and deprivation of CSSF membership card.

5) Definite deletion from the CSSF register and deprivation of the status as a shooting athlete.

B. Penalties for Members Clubs of the CSSF

1) Written reprimand.

2) Fine up to € 1,000 (one thousand euros).

3) Exclusion of the Shooting Range of the Member Club from one or more Official competitions depending on the severity of the case.

4) Temporary exclusion of up to one (1) year from membership of the CSSF.

C. Penalties for Members (Non-Athletes) of Clubs which are members of the CSSF

1) Written reprimand.

2) Prohibition to enter temporarily or permanently in shooting areas at any time during competitions organized under the auspices of the Federation.

D. Penalties for Coaches

1) Written reprimand.

- 2) Exclusion from one or more competitions (national or international competition or both), depending on the seriousness of the case.
- 3) Exclusion from the pre-national or national team competition plans, incentive plans, development plans or other federations or sports plans of the Federation for as long as necessary depending on the seriousness of the case.
- 4) Definite deletion from the CSSF register and deprivation of the title of shooting coach.

Article 26: Penalties for Members by the Administrative Councils of Member Clubs of the CSSF

A Club that is affiliated to the CSSF has the right to impose penalties on its members and has an obligation to notify the CSSF Secretariat immediately of the decision and a copy of this should be sent to the member concerned.

Article 27: Transcriptions of Athletes and Members of Clubs

- 1) All athletes must be holders of the Federation's Sports Membership Card, issued by the Federation Office upon submission of a special application through their Clubs.
- 2) No member (athlete or non-member) is allowed to be at the same time a member of more than one Shooting Club member of the CSSF.
- 3) Requests for transcription of athletes holders of the Federation's membership card (of any age) from one Member Club of the CSSF to another Federation's Member Club may be freely submitted at least one (1) month prior to the 1st (first) official competition, of the shooting season of the event(s) that the athlete takes part.
- 4) An athlete applying for a transcription must complete a special transcription form of the Federation and submit it to the Club he / she belongs to for approval with the following details:
 - Full Name (as shown on the political identity card or passport), with date of birth.
 - CSSF registration number.
 - The event(s) that are practiced.
 - Date of application.
 - The name of the new club to which he / she wishes to register for the next season.
 - The reasons for the transcription.
- 5) The transcription form must be accompanied by a declaration stamped and signed by the president and the secretary of the new Club stating that they do not have any objection that the athlete is transcribed to their Club.

6) After the form is completed and the transcription is approved by the athlete's Club, it must be forwarded by the Club to the Federation, stamped and signed by the President and the Secretary of the Club.

7) A Club has the right to refuse the transcription of its athlete to another club, ONLY in the event of a disciplinary or financial case pending against that athlete. In such cases the Club is obliged to immediately inform the Federation.

8) In the event of any disagreement between an adult athlete and his / her Club, for disciplinary or financial reasons, the transfer shall be made at the start of the immediately next competition season, provided that any dispute will be resolved.

9) The transcription is forbidden of any athlete (of any age) from one Club to another, in the middle or during a competition season.

10) Transfers are subject to approval by the Federation and enter into force at the start of the next championship season.

11) Ordinary members (non-athletes) of Clubs, members of CSSF will be able to apply for transcription from one Club to another, freely, without any condition provided that there is no pending disciplinary or financial nature against them, with the Club they belong to.

12) All transfers of ordinary members from one Club to another should be notified to the Federation by the Clubs immediately.

13) The term "Athlete" is defined in Article 25.

Article 28: Doping

1) All CSSF athletes are required to accept doping control, at any time and wherever required by the National Anti-Doping Agency, the Administrative Council of the Federation Board and / or the Olympic Committee or the Cyprus Sports Organization, or upon notice shortly thereafter, or without notice.

2) These checks shall be carried out either during or outside the competitions.

3) Both in the event of refusal and in the event of a relapse, the athletes are deprived by decision of the Administrative Council the right to participate in competitions, as specified in both cases by the International Shooting Sport Federation (ISSF) regulations, in ~~case~~ the event of a positive result for the drugs and doping methods, which fall into the following categories.

- Anabolic and related substances.
- Diuretics and related substances.
- Peptide and Glycoprotein Hormones and other similar.
- Blood doping.

- Pharmaceutical, chemical and physical manipulations intended or expected to alter urine integrity and reliability.

4) In special cases the National Anti-Doping Agency has the authority to request a specific prohibited drug control, in addition to the above.

5) It is prohibited to use on an athlete or consumption by an athlete of any substance which may cause artificial alteration of physical doping ability, as well as the use of any means of physical or nervous stimulation, as specified in the provisions of the legislation and in particular the "Anti-Doping Convention (Ratification) Law of 1993" of the banned substances in accordance with the lists of the International Shooting Sport Federation (ISSF) of the International Olympic Committee (IOC), On Torque the World Anti-Doping Agency (WADA) and Narcotic Drugs and Psychotropic Substances Act N. 29/77 and Regulations as amended.

6) For the purpose of detecting the intake of any prohibited substances or the use of the relevant prohibited substances and / or prohibited methods, as described above, doping testing for urine and / or blood shall be carried out as specified in these Regulations.

Article 29: Financial Accounts

1) The necessary accounting books shall be kept and available to any member of the Administrative Council upon request. The accounts are audited each year, before the convention of the Ordinary General Assembly by auditors appointed by it.

2) The Auditors' report is read and analyzed by the Treasurer or themselves at the Annual General Meeting.

(3) The financial year of the Federation shall be fixed from 1st January to 31st December of each year.

Article 30: Honorable Members

The General Assembly by an absolute majority and on the proposal of the Administrative Council, may award the title of Honorary President or Honorary Member of the Administrative Council of the CSSF, to people who have offered invaluable services to the sport of shooting or because of their position may offer moral support or contribute to the promotion of the sport.

Article 31: Donors - Beneficiaries

1) The Administrative Council may nominate Donors - Beneficiaries who have contributed in material goods or funds for the purpose of building new installations, rewarding or providing financial support to athletes or clubs.

2) The decisions of the Administrative Council are ratified by the General Assembly at the earliest opportunity.

Article 32: Federation's Stamp

CSSF has its own circular stamp bearing in circular form the name ΣΚΟΠΕΥΤΙΚΗ ΟΜΟΣΠΟΝΔΙΑ ΚΥΠΡΟΥ and CYPRUS SHOOTING SPORT FEDERATION, while in the middle bears a presentation with the initials CSSF and embossed by a target in the middle of two shotguns, the Cyprus map and the year of the establishment of the Federation, 1983.

Article 33: Federation's Banner

- 1) CSSF has its own banner. The Cypriot flag which bears in its center, the emblem of the stamp.
- 2) It also has small banners with the emblem and colors of the Federation.

Article 34: Amendment of the Constitution

Amendments to the Constitution or additions may be made by a special Constitutional Assembly convened like the Annual General Assemblies.

The Constitution of the CSSF may be amended either by a proposal of the Administrative Council, or by proposal of the 40% of the delegates to of the General Assembly of the CSSF and the decision is valid when 2/3 of the delegates present at a special Constitutional Assembly which convenes extraordinarily, vote for and consist of at least 2/3 of the representatives of the Member Clubs who have the right to vote.

In particular, however, the amendment to Articles 1, 2 (1) and 34 requires the presence of 3/4 of the representatives of the Members and the decision is taken by a majority vote of 3/4 of those present with white ballots considered as negative.

Article 35: Dissolution of the CSSF

- 1) The dissolution of the CSSF is decided at a General Assembly convened for this purpose and attended by 3/4 of the representatives of the Members and the decision is taken by a majority vote of 3/4 of those present with white ballots considered as negative.
- 2) The property of CSSF after its dissolution goes to the Cyprus Sports Organization.

Article 36: Shortcomings in the Constitution

The Administrative Council by simple majority vote shall decide on any matter not provided for in the Constitution and the decision is ratified by the next General Assembly and serves as a precedent.

Article 37: Definition of Athletic Status

- 1) People with Athletic Status are those who love sports, respect the principles of 'fair play', value friendship, support the principles of equal treatment and noble emulation and always act in the sphere of mutual understanding, mutual respect and offer services in sports selflessly.

2) The holders of Athletic Status are obliged to respect and apply the decisions of the Administrative Council of the CSSF and its Member Clubs, its constitutional provisions and the educational regulations, as well as those of the sport venues.

Article 38: Adoption of the Constitution

The present Constitution was approved by the Constitutional Assembly of the CSSF, dated 21st of December 2019.

Amendments to the Constitution:

December 21, 2019

May 11, 2016

November 22, 2014

December 08, 2012

November 25, 2011

July 21, 2010

November 12, 2005

February 07, 2004

December 14, 2002