



BYE LAW MTF 1/2018

TERMS & CONDITIONS OF AFFILIATION OF NEW CLUBS

WITH THE MALTA TRIATHLON FEDERATION

1. In exercise of the powers conferred by the Constitution of the Malta Triathlon Federation, this Bye-Law is being enacted to stipulate and list the Terms & Conditions for the Affiliation of new Clubs with the Malta Triathlon Federation.

REQUIREMENTS

2. A Triathlon Club wishing to become an affiliated club with the Malta Triathlon Federation (Triathlon Malta), the National Governing Body of the Olympic sport of Triathlon and any combined multisport disciplines of swimming, cycling & running in the Maltese Islands, needs to meet the following requirements in order to be accepted and affiliated:
 - 2.i A letter or application signed and endorsed by the Club President, Secretary and any other member of the Executive of the club is to be send to the Secretary General, Triathlon Malta, declaring the reason/s for the request for affiliation and including a declaration that the Constitution of the Malta Triathlon Federation will be strictly observed and adhered to at all times and in all circumstances;
 - 2.ii a proof of the date of foundation must be attached with the application letter;
 - 2.iii A list of all the Directors/Executive Committee members, including their contact details, their position and responsibilities and their roles within the club and their Identity Number. Preferably, at least 20% of the Directors/Executives are from any one of the genders;
 - 2.iv A proof that the Club has at least 5 active members who took part in competitive races organised and/or sanctioned by the Federation in the Maltese islands for the past 2 seasons.
 - 2.v A proof that the Requesting Club is a registered entity with SportMalta, or that an application for such registration is underway;
 - 2.vi The Club's Constitution/Regulations/Statute as approved by the Annual General Meeting or a similar meeting by the Club. This document shall be in line with the requirements of SportMalta and with the Malta Sports Act, CAP. 455 of the Laws of Malta;
 - 2.vii The latest Club's Annual Report which must be signed and dated and which must cover the period of the last two years;

- 2.viii The Club's Annual Accounts, especially the income and expenditure of the past two years;
- 2.ix A one-time non-refundable payment of €250 by cheque payable to the Malta Triathlon Federation for processing fees related to the affiliation. This payment will not be refunded if the request for affiliation is rejected for whatever reason by the Federation.
- 2.x A strategic plan covering not less than 3 years and not more than 5 years in which the club outlines its vision on how to integrate, consolidate, develop and sustain the development of the sport of Triathlon in the Maltese Islands, in line with the vision and aims of the Federation.

For the avoidance of doubt, requests coming from a single-sport background, that is a swimming-only club, or a cycling-only club or a running-only club shall not be entertained unless an in-depth proposal plan covering not less than 3 years and not more than 5 years is submitted, outlining the club's vision on how to change from a single-sport club to a triathlon/multisport club.

PROCESS OF REVIEW BY THE EXECUTIVE

- 3.1 The request for affiliation is to be reviewed in the first instance by the Executive of Federation, who shall decide if the request is rejected, or not.
- 3.2 In case the request is rejected at this stage, the Club shall be informed accordingly by the Executive Board.
- 3.3 If the request is not rejected, but the Executive is of the opinion that further clarifications, or documentation is required, the Club shall be informed of this and asked to clarify/rectify accordingly.
- 3.4 If the request is deemed satisfactory by the Executive, it shall be proposed to the Council for consideration.

PROCESS OF REVIEW BY THE COUNCIL

- 4.1 The Council shall decide whether to accept or reject the proposed request for affiliation during the Congress or during an Extraordinary General Meeting which will be announced at least 3 weeks before.
- 4.2 The Council shall vote for the request via the manner stipulated in the Federation's Constitution.
- 4.3 The request for affiliation is to obtain 75% or more of the valid votes in order to be declared as accepted.

- 4.4 The Club shall be informed immediately of the outcome of the vote and if the request has been accepted or not.
- 4.5 In the case of a rejected request, the Council shall inform the Club accordingly and reserves the right to withhold any further information in connection with the decision taken. Such decisions shall be final and uncontested.

TYPES OF MEMBERSHIP

- 5.1 The accepted club will be conferred with the title of an Associate Member Club of the Federation for the period of two years. During this period, the Associate Member Club has the right to:
- i. Request membership with the Federation of its members under the Club's name;
 - ii. Field its members for any event organised or sanctioned by the Federation under the Club's name;
 - iii. Receive any minutes and information by the Federation as per the Executive Board's discretion;
 - iv. Be invited to the Congress or and Extraordinary General Meeting called by the Federation, as per the Executive Board's discretion. In such cases, the Associate Member Club shall have no vote and no voice in the meeting/s.
- 5.2 If, after the two-year period as an associate member club, the club does not provide proof that it had fielded at least 10 active members, each one taking part in at least 3 competitive events organised and/or sanctioned by the Federation in each of the last two years, then the Club will remain as an associate member club for an undetermined period unless this clause is satisfied, under the same terms and conditions listed in 5.1 above.
- 5.3 If, after the two-year period as an associate member club, the club is in a position to provide proof that it had fielded at least active members, each one taking part in at least 3 competitive events organised and/or sanctioned by the Federation in each of the last two years, then the Club will be conferred with the Title of Full Affiliated Club with the Federation as from the next Congress or Extraordinary General Meeting.

TERMS FOR AFFILIATED CLUBS

- 6.1 Clubs who are already affiliated with the Federation as on the date of coming into force of this bye-law, that is 1 November 2018, as well as any affiliated club who is approved following this date, shall ensure that they meet the following terms for their affiliation to remain active:
- 6.1.i Have at least 5 active and fully-paid members of the Federation at any one time. If this criteria is failed to be reached by any of the Full Affiliated Clubs, than that Club is conferred to an Associate Member Club status with the



terms and conditions listed in 5.1 above, until he can satisfy this clause, that is 6.1.i again;

- 6.1.ii Provide the Secretary General of the Federation with the Administrative Report and the Annual Accounts of the last (financial) prior to the Federation's Congress;
- 6.1.iii Ensure that a Club Representative is chosen and that this person attends regularly and without fail the Meetings of the Federation's Council, as per the Federation's Constitution;
- 6.1.iv Pay the non-refundable annual membership fee of 100 Euro with a cheque payable to the Malta Triathlon Federation at least two weeks before the Federation's Congress;
- 6.1.v Protect, defend and actively seek to sustain the vision and direction of the Executive of the Federation among its club and its members;
- 6.1.vi Actively seek to promote the events of the Federation and ensure a satisfactory attendance to the events and races organised by the Malta Triathlon Federation and any other affiliated club;
- 6.1.vii Provide help to all events and races of the Malta Triathlon Federation by having at least 2 persons from the Club providing help throughout the event.

This Bye-Law is being enacted today, 1 November 2018 and shall enter into force with immediate effect.

signed

CYPRIAN DALLI

VANESSA WOODS

ELISA AZZOPARDI

Executive Board - Malta Triathlon Federation