

CONSTITUTION

International Naginata Federation

[Chapter 1: General Provisions]

(Name)

Article 1: This organization shall be called the International Naginata Federation. (Hereafter referred to as “INF”.)

(Membership)

Article 2: The INF shall consist of National Naginata Organizations, each of which exclusively represents one nation in Naginata. (Hereafter referred to as “Affiliate”.)

(Headquarters)

Article 3: The INF shall have its Headquarters in the country to which the President belongs. The Secretariat shall be located in the country to which the Secretary General belongs.

(Language)

Article 4: The INF’s official language shall be English, and its official technical terms shall be Japanese.

(Character)

Article 5: The INF shall be a non-profit organization for overseeing Naginata. It shall be non-political and not permit any discrimination on account of race, religion or other factors.

(Registration)

Article 6: Each Affiliate shall register with the INF’s Headquarters or Secretariat.

[Chapter 2: Purpose and Activities]

(Purpose)

Article 7: The INF shall develop and promote Naginata on a global basis, and foster mutual trust and friendship among Affiliates through Naginata.

(Activities)

Article 8: The INF shall engage in the following activities to achieve the purposes outlined in Article 7:

- (1) Organize World Naginata Championships
- (2) Promote Naginata worldwide
- (3) Establish international rules of Naginata matches
- (4) Establish standard rules for examination of Naginata Kyu/Dan and review of Shogo
- (5) Establish international rules for examination criteria of Shinpan-in
- (6) Organize seminars and study meetings

- (7) Procure equipment and teaching materials for Naginata
- (8) Exchange information and publish bulletins
- (9) Undertake other projects to achieve the purposes outlined in Article 7

[Chapter 3: Affiliation, Dismissal, Withdrawal]

Article 9: Procedures for affiliation with, dismissal and withdrawal from the INF shall be defined in the "Separate Detailed Regulations".

[Chapter 4: Organization]

(General Assembly)

Article 10: The General Assembly shall be the highest deliberative organ of the INF, having the power to deliver decisions on the appointment of Directors, amendments to the constitution, the annual budget and financial reports, as well as reports on championships and other projects and all other matters of importance to the INF

Article 11: The President shall call a General Assembly every four (4) years. The President may convene an Extraordinary General Meeting when necessary.

Article 12: The General Assembly shall consist of no more than two (2) representatives delegated by each Affiliate and INF Officers (excluding Auditors), and shall be chaired by the President. If an Affiliate's Chairperson cannot attend, another representative may attend with a letter of temporary appointment signed by the Chairperson of the Affiliate. An Officer may appoint another Officer as proxy to exercise his/her voting rights, in which case a letter of proxy signed by the Officer shall be submitted in advance.

Article 13: Each Affiliate and each Officer (excluding Auditors) shall have one (1) vote. Provisional members may attend the General Assembly as non-voting observers.

Article 14: A quorum at the General Assembly shall be a majority of members in accordance with the stipulations in Article 12. A resolution shall be passed by a majority vote of the members present. In the case of a tie, the Chairperson shall cast the tie-breaking vote.

Article 15: Affiliate representatives may attend the General Assembly accompanied by a personal interpreter.

(Board of Directors)

Article 16: The Board of Directors shall make decisions based on the resolutions passed by the General Assembly. The Board may make decisions on all emergency matters. However, they must obtain ratification on such decisions at the following General Assembly.

Article 17: The Board of Directors Meeting shall be called by the President once every year and extraordinary meetings as necessary. An annual report of its activities shall be provided to each Affiliate.

Article 18: The Board of Directors shall consist of the Officers designated in Article 20 (excluding Auditors), and shall be chaired by the President. An Officer may appoint another Officer as proxy to exercise his/her voting rights, in which case a letter of temporary appointment signed by the Officer must be submitted in advance.

Article 19: A quorum at the Board of Directors Meeting shall be a majority of the members. A resolution shall be passed by a majority vote of the members present, and the Chairperson shall have a casting vote.

[Chapter 5: Officers]

Article 20: The INF shall consist of the following Officers:

President	1
Senior Vice President	1
Vice President	3 or less
Executive Director	1
Director	(As defined in the "Separate Detailed Regulations")
Secretary General	1
Auditor	2

(Election)

Article 21: (1) The President shall be elected at the Board of Directors Meeting and the election results shall be reported at the General Assembly.

(2) Vice Presidents shall be appointed by the President, and the appointments shall be reported at the General Assembly with the approval of the Board of Directors. The President shall appoint one Senior Vice President among the Vice Presidents approved by the Board of Directors, and the appointment shall be reported at the General Assembly.

(3) Directors shall be appointed at the General Assembly in accordance with the procedures outlined in the "Separate Detailed Regulations". However, when there is any change during the term of service, a replacement may be assigned with the approval of the Board of Directors.

(4) An Executive Director shall be elected by members of the Board of Directors, and the election shall be reported at the General Assembly.

(5) The Secretary General shall be appointed by the President, and the appointment shall be reported at the General Assembly with the approval of the Board of Directors.

(6) The Auditors shall be assigned at the General Assembly but shall not hold positions as Officers.

(Function)

Article 22: (1) The President shall represent the INF.

(2) The Vice Presidents shall assist the President and conduct their duties in accordance with the "Separate Detailed Regulations". If the President is unable execute his/her duties, the Senior Vice President may temporarily replace the President.

(3) The Executive Director shall manage and supervise the activities of the Board of Directors.

(4) The Directors shall observe the regulations and faithfully execute their duties as Board members.

(5) The Secretary General shall carry out administrative functions for the INF.

(6) The Auditors shall undertake the audit of all financial and other matters.

(Term)

Article 23: (1) The term of office for all Officers shall be four (4) years, and they may be reappointed.

(2) If an Officer's position is filled by a replacement, the term of the successor shall be the remaining term of the predecessor.

(Advisor)

Article 24: An Advisor(s) may be appointed for the Federation.

(1) Advisor(s) shall be commissioned by the President with the consent of the Board of Directors.

(2) Advisor(s) shall be consulted on matters that the President thinks are necessary.

[Chapter 6: Technical Committee]

Article 25: The Technical Committee shall be supervised by the Vice President designated by the President based on Chapter V, Article 22-(2). The Technical Committee shall consist of an appropriate number of members and review technical matters related to Naginata at the President's request.

Article 26: Technical Committee members shall be commissioned by the Board of Directors. A Chairperson shall be designated by the President when the Vice President in charge of the Technical Committee is not determined. The term of office of Committee members shall be the same as that

stated in Article 23.

[Chapter 7: Finance and Accounting]

(Finance)

Article 27: The administrative expenses of the INF shall be financed from affiliation fees, annual membership fees, contributions, subsidies and other income.

(Affiliation and Membership Fees)

Article 28: Affiliation fees and membership fees shall be determined at the General Assembly.

Article 29: Failure to pay annual membership fees for three (3) years or more without just cause may result in disqualification from participation in Championships or other events, depending on the decision of the Board of Directors.

(Fiscal Year and Financial Settlement)

Article 30: The financial year of the INF shall commence on April 1st and end March 31st of the following year. The financial and business report on the fiscal year shall be completed within three (3) months of the end of each fiscal year, and shall be sent immediately to each Affiliate. However, the General Assembly may approve the reports for four (4) fiscal years collectively.

[Chapter 8: Amendment of the Constitution and Dissolution]

(Amendment of the Constitution)

Article 31: Any amendment to the Constitution must be approved at the General Assembly by an affirmative vote with a two-thirds (2/3) majority in accordance with the stipulations in Articles 12 and 13.

[Chapter 9: Dissolution]

(Dissolution)

Article 32: Resolution to dissolve the INF must be approved at the General Assembly by an affirmative vote of two-third (2/3) of its members. In the event of dissolution, all remaining assets and funds shall be allocated to all Affiliates at an appropriate ratio.

APPENDICES

Article 1: (For Article 8-1)

The World Naginata Championships shall be held every four (4) years. The venue, date and the host organization shall be determined at the General Assembly. The program details and budget shall be decided by the Board of Directors based upon the host organization's proposal.

Article 2: (For Article 11)

In urgent cases, a vote of the General Assembly may be made in writing with the President's agreement. In such a case, the details of the process and substance shall be reported at the next General Assembly Meeting.

Article 3: (For Article 17)

In urgent cases, a vote of the Board of Directors may be made in writing with the President's agreement. In such a case, details of the process and substance shall be reported at the next Board of Directors Meeting.

Article 4: Date of Enforcement

This revised Constitution shall
become effective as of
August 15, 2008

/ END

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SEPARATE DETAILED REGULATIONS

1. PROCEDURES for AFFILIATION to INF

Set forth below are the procedures for affiliation to the INF in accordance with Chapter 3, Article 9 of the Constitution.

A. Procedure:

(1) A recommendation in writing by an Affiliate shall be required. However, in the case of Europe-Africa Zone, the national organization shall first become a member of the European Naginata Federation (ENF).

(2) The application shall be filed in writing.

(3) Judgment

a. The Review Committee shall be convened by the President.

b. The Committee members shall consist of a minimum of five (5) persons, including the Secretary General and a representative from the Zone concerned, nominated by the President and others nominated from among Vice Presidents and Directors.

(4) The results of this review shall be reported to the Board of Directors.

(5) The affiliation shall be approved at the General Assembly following the result of the Board of Directors.

B. Matters for Deliberation

(1) Organization

a. Statute, Rules, Regulations etc.

b. President and other Officials.

c. Date of foundation.

d. Population of registered members.

e. Number of members with Kyu/Dan grades.

f. Number of Dojo (training halls) and practice sessions.

(2) Position in the sporting world of that country.

a. The position of the athletic organization, if any, to which the applying Naginata organization is affiliated.

(3) History of the development of Naginata in the country.

C. Manner of Affiliation

Depending on the conclusions of the Committee, INF has the right to validate the affiliation as:

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- (1) Permanent member.
- (2) Provisional member, limited to the term for one (1) year or more.

2. PROCEDURES for EXPULSION and WITHDRAWAL

Set forth below are the procedures for expulsion or withdrawal of an Affiliate from the INF, in accordance with Chapter 3, Article 9 of the Constitution.

A. Request for Expulsion

- (1) Any member organization may file a request with the INF for expulsion of an Affiliate.
- (2) The request shall be made in writing, with reasons clearly stated.

B. Procedures for Expulsion

- (1) The President shall organize an Investigation Committee.
- (2) The Committee members shall be appointed by the President.
- (3) The Investigation Committee shall provide the President with a report on the results of its investigation.
- (4) Expulsion shall be approved at the General Assembly following the result of the Board of Directors.

C. Cause(s) for Expulsion

- (1) Payment default of Annual Membership Fees for three (3) years or more without good reason.
- (2) Insufficient promotion of Naginata and poor leadership.
- (3) Taking inappropriate advantage of Naginata for commercial purposes.

D. Procedures for Withdrawal

- (1) The Affiliate shall file an application for withdrawal from the INF.
- (2) The Board of Directors shall first validate the application.
- (3) Finally, the General Assembly shall validate the withdrawal.

3. RULES for APPOINTMENT of DIRECTORS

Set forth below are the rules for the appointment of the Directors of the Board of the INF, in accordance with Chapter 5, Article 21-(3).

1. The Director shall represent the Zone where he/she belongs to.

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2. One (1) Director shall be assigned from each Zone and any Zone having ten (10) or more Affiliates can assign two (2) Directors.

3. Director(s) shall be assigned from the following four (4) Zones. The Board of Directors shall decide which Zone an Affiliate belongs to in cases of ambiguity.

Asia Zone

Europe-Africa Zone

Oceania Zone

Pan-America Zone

4. Japan may currently nominate three (3) Directors.

5. The Director(s) appointed to represent a Zone must have the nationality of one of the countries in the Zone concerned.

4. FUNCTIONS of VICE PRESIDENTS

Set forth below are the functions of the Vice President in accordance with Chapter 5, Article 22-(2).

1. Each Vice President shall be charged with a specific function indicated by the President.

2. INF has the following four (4) functions for Vice Presidents:

(1) General Affairs

(2) Finance

(3) Technique

(4) Promotion and International Coordination

3. (1) The senior Vice President shall assume the role and responsibilities of the President when the President is unable to perform their functions.

(2) The Senior Vice President shall be in charge of General Affairs and supervise the Secretariat of the INF.

4. The Vice President in charge of finance shall supervise the INF accounts and inspect the financial situation in order to ensure stable administration, as well as study to ways to procure extra contributions and subsidies.

5. The Vice President in charge of Technique shall supervise the Technical Committee.

6. The Vice President in charge of Promotion and International Coordination shall investigate effective means for the promotion of Naginata worldwide, and supervise mutual cooperation, partnership and solidarity among INF member countries and people who practice Naginata.

7. Each Vice President can seek assistance from Director(s) to execute these functions.

8. These functions can be modified when necessary depending on the conditions or situations surrounding the INF.

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5. DUTIES of DIRECTORS

Set forth below are the duties of the Directors in accordance with Chapter 5, Article 22-(4).

1. The Director shall give guidance in the Zone from which he/she has been assigned, based on the resolutions passed at the Board of Directors Meeting, and shall make the greatest possible efforts to implement any resolutions.
2. The Director shall make all possible efforts to understand the conditions in each country in their zone and work to promote and develop the activities of the INF.
3. When the Director(s) is required to assist the Vice President they shall assiduously execute their tasks as directed.

END

August 15, 2008

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