

**CONSTITUTION OF THE CARIBBEAN ASSOCIATION OF
NATIONAL OLYMPIC COMMITTEES**

1 NAME

- 1.1** The Name of the Organisation is the CARIBBEAN ASSOCIATION OF NATIONAL OLYMPIC COMMITTEES (“CANOC”).

2 VISION

- 2.1** Acknowledging the International Olympic Committee as the supreme authority of the Olympic Movement, to ensure the observance of the Olympic Charter and to contribute to the achievement of the goals set out therein while upholding the Fundamental Principles of Olympism.
- 2.2** To promote, encourage and assist sport, sport development and physical recreation throughout the Caribbean for the benefit of the nations and people of the Caribbean.

3 DEFINITIONS

- 3.1** “CASCO” refers to the Central American & Caribbean Sports Organisation.
- 3.2** “CARIBBEAN” means all states, islands, territories within the geographic region embraced by the Caribbean Sea extending from the Bahamas in the north to the Netherlands Antilles in the south and includes Belize, Bermuda, Guyana and Suriname.
- 3.3** “CARIBBEAN GAMES” means the Biennial Carifta Sport Games and/or the Quadrennial Caribbean Games for Senior Athletes whether referred to jointly or individually.
- 3.4** “CARIFTA” refers to the Caribbean Free Trade Area.

- 3.5** “CGA” means Commonwealth Games Association.
- 3.6** “CGF” means Commonwealth Games Federation.
- 3.7** “IF” refers to the International Federations for all sports disciplines recognized by members and practiced by Affiliates of such members.
- 3.8** “IOC” refers to the International Olympic Committee.
- 3.9** “NOC” means National Olympic Committee.
- 3.10** “OLYMPIC CHARTER” means the statement of Fundamental Principles and the role, rules and the obligations of the members of the International Olympic Committee as developed and published from time to time by the International Olympic Committee.
- 3.11** “PASO” refers to the Pan American Sports Organisation.
- 3.12** “WADA” refers to the World Anti-Doping Association.

4 OBJECTS

- 4.1** To convene annually an assembly (“the General Assembly”) of the National Olympic Committees (NOCs) of the Caribbean region for the purpose of promoting the development of sport throughout the region.
- 4.2** To strengthen the bonds of friendship and solidarity among the peoples of the Caribbean through the NOCs of the Caribbean region.

- 4.3** To ensure the periodic celebration of the Caribbean Games and to regulate and supervise their organization in conformity with the technical rules of the International Federations (“IFs”) governing the sports concerned.
- 4.4** To promote the shared values of integrity, fair play, discipline, commitment to excellence, respect for gender equality and tolerance, including the fight against the use in sport of performance enhancing drugs and other unhealthy or psychotropic substances consistent with the objectives of the World Anti-Doping Association (WADA).
- 4.5** To provide a forum for the discussion and implementation of ideas and programmes for the development of sport, athletes, administrators, technical officials and other sports professionals.
- 4.6** To maximize and fully utilise all the available human, financial and technical resources in the promotion and development of sports through training, competitions, sports medicine, sports facilities, sports administration and marketing.
- 4.7** To encourage specialisation in marketing, coaching, sports medicine, administration, facilities, sports management and technical aspects of sport.
- 4.8** To encourage and promote recognition of the International Olympic Committee (“IOC”), the Commonwealth Games Federation (“CGF”), the Pan American Sports Organisation (“PASO”), the Central American and Caribbean Sports Organisation (“CACSO”) and other sports confederations, organizations and institutions whose objectives and principles are consistent with those of CANOC.
- 4.9** To enter in to agreements with institutions, organisations and sports federations whose objectives and principles are consistent with those of the CANOC.

5 LANGUAGE, MOTTO

5.1 The official language of CANOC shall be English.

6 HEADQUARTERS

6.1 The headquarters of CANOC shall be at such place as may be fixed from time to time by the General Assembly.

7 MEMBERSHIP

7.1 The members of the CANOC shall be:

- a)** ORDINARY MEMBERS: the National Olympic Committees , or where there is none, the Commonwealth Games Association in the countries listed in Article 18.1
- b)** ASSOCIATE MEMBERS: the National Olympic Committees of ¹the Dominican Republic and Puerto Rico and such other Caribbean countries as may be admitted to membership by the General Assembly.
- c)** IOC MEMBERS: Individuals who are members of the IOC and resident in the country of an Ordinary or Associate Member.

8 RIGHTS AND DUTIES OF MEMBERSHIP

8.1 All the members of CANOC shall have the same rights and duties except where otherwise stated.

¹ Article 7.1 (b) amended: by deleting the word “Cuba,” after the word “of”

8.2 Each Member shall ensure

- a)** the participation of its athletes and officials in the Caribbean Games;
- b)** the attendance of its delegates at the meetings of General Assemblies.

8.3 Each Ordinary Member shall have the right:

- a)** to be represented at Ordinary and Extraordinary General Assemblies by a maximum of two (2) duly accredited delegates (a principal and an alternate);
- b)** to apply for the site of the Caribbean Games in accordance with the regulations pertaining thereto;
- c)** to apply for the site of Ordinary or Extraordinary General Assemblies;
- d)** to request advice and assistance from CANOC which might be useful for the resolution of sports related and/or organisational problems or disputes within its jurisdiction;
- e)** to present matters to be discussed by the Assemblies in accordance with the regulations governing such Assemblies;
- f)** to vote on all matters and resolutions;
- g)** to the participation of its athletes and officials in the Caribbean Games.

8.4 Each Associate Member shall have the right to

- a)** To be represented at Ordinary and Extraordinary General Assemblies by a maximum of two (2) duly accredited delegates (a principal and an alternate). Such delegates may speak on all matters but shall not have a vote on any matter;
- b)** to apply for the site of Ordinary or Extraordinary General Assemblies;

- c) to request advice and assistance from CANOC which might be useful for the resolution of sports related and/or organisational problems or disputes within its jurisdiction;

8.5 IOC Members shall have the right to be present at Ordinary and Extraordinary General Assemblies and may speak on any matter on the invitation of the Chairman but shall not have the right to vote on any matter.

8.6 A member which has not paid full contribution to CANOC shall be deemed non-financial. Such member shall not be barred from attending meetings or assemblies of CANOC, but shall not be permitted to nominate candidates for election to any post, or to speak or to vote or to participate in the programmes and events of CANOC whether by its athletes, coaches or otherwise.

9 ADMINISTRATION

9.1 The organs of CANOC are:

- a) The General Assembly which shall be the Supreme Authority;
- b) The Executive Committee;
- c) The Secretariat.

10 THE ASSEMBLIES

10.1 The General Assembly shall meet annually so that in the year of the celebration of the Caribbean Games, the General Assembly shall be held in the host city on the occasion of the Caribbean Games.

10.2 An Extraordinary General Assembly shall be convened:

- a) on the initiative of the Executive Committee, or

- b)** at the written request of not less than one-third of the members, within 6 weeks of the receipt by the Secretariat of the request.
- 10.3** Written notice of each Assembly shall be given no less than four (4) weeks prior to the date scheduled for such Assembly.
- 10.4** A quorum shall consist of delegates of not less than fifty-one percent (51%) of the Ordinary members. Where a quorum is not present one (1) hour after the scheduled start of an Assembly, such Assembly shall be deemed to have failed for want of a quorum. The Executive Committee shall reschedule the meeting to a date not later than three (3) months after the date scheduled for the Assembly and the Agenda for such rescheduled meeting shall be the same as for the failed meeting. Seven days written notice of such rescheduled meeting shall be given to all members.
- 10.5** The Assembly may allow observers to be present and to speak, with leave from the Chairman. Observers may not propose or second any resolution and shall have no vote.
- 10.6** Each Ordinary Member that is represented at an Assembly shall have the right to cast one vote on any matter through one of its duly accredited delegates.
- 10.7** In order for a matter that is not on the Agenda of a General Assembly meeting to be discussed it shall be proposed and must be seconded by at least two (2) Ordinary members of CANOC. Resolutions may be adopted by a majority of the votes cast (save as appears hereunder) and shall bind all members of the CANOC.
- 10.8** The members of the Executive Committee shall not have the right to vote but the Chairman shall have a casting vote in case of a tie.

11 GENERAL POWERS OF THE ASSEMBLIES

- 11.1** The General Assembly shall
- a)** select the host city of the Caribbean Games;
 - b)** approve the programme of the Caribbean Games;
 - c)** elect the Executive Committee from among Ordinary Members in the year when election is due;
 - d)** elect a Chairman and a Secretary from among members of the Executive Committee;
 - e)** appoint the date and host city of the forthcoming General Assembly;
 - f)** take resolutions in accordance with the Vision, Mission and Objects of the CANOC;
 - g)** approve and/or reject reports and recommendations presented for consideration;
 - h)** appoint Auditors² for the ensuing period of 2 years;³
 - i)** appoint such Commissions as may be necessary to serve or execute the objects and interests of CANOC.

11.2 The Extraordinary General Assembly shall consider only those matters which are set out in the Agenda included in the notice of the meeting. No more than five (5) items shall be included in the Agenda.

12 EXECUTIVE COMMITTEE⁴

12.1 At the inaugural General Assembly the members present shall elect the Executive Committee (by the majority vote of members present) who shall hold office for a period of four (4) years.⁵ The Executive Committee elected in 2007 will hold office until the Annual General Meeting in 2010 when the election of an Executive Committee shall be held. Thereafter, election of an Executive Committee shall be held quadrennially at the Annual General Assembly in the year when such election is due.

² Article 11.1 (h) amended: by deleting the word “Honorary” before the word “Auditors”

³ Article 11.1 (h) amended: by deleting the words “4 years” and substituting it with the words “2 years”

⁴ Article 12 amended: by substituting the words “Managing Committee” with the words “Executive Committee” wherever it appears in the Constitution

⁵ Article 12.1 amended: by inserting after the words “four (4) years” of the third line, the words “The Executive Committee elected in 2007 will hold office until”....

- 12.2** The Notice convening the General Assembly shall include on its agenda the election of an Executive Committee in the year when such election is due.
- 12.3** The Executive Committee shall comprise seven (7) persons who shall be nominated and elected from among delegates present at the meeting.
- 12.4** Each nominee shall be proposed and seconded by Ordinary Members in good financial standing or by the Executive Committee. Such proposal shall be in writing and signed by the duly authorized officers of the Ordinary Member or the Executive Committee, and shall be submitted to the Secretariat not less than six (6) weeks before the General Assembly.
- 12.5** Notice of all such proposals shall be sent by the Secretariat to the Executive Committee and to all members prior to or with the Notice of the General Assembly.
- 12.6** Election of a Chairman, Secretary and Treasurer⁶ shall take place after the election of the Executive Committee. The Chairman and the Secretary shall not be delegates of the same NOC and/or CGA.
- 12.7** Members of the Executive Committee must be citizens and/or residents of a member NOC and/or CGA and shall be eligible for re-election.
- 12.8** The Executive Committee shall:
- a)** authorise the expenses of CANOC
 - b)** submit matters for consideration and decision by the General Assembly;
 - c)** delegate to such persons or Commissions
 - d)** adopt such initiatives or measures as may be necessary to resolve any emergency matters that may arise and report to the next General Assembly on such matters;
 - e)** have full authority to act in the affairs of CANOC subject to the directions of the General Assembly;
 - f)** be responsible for the financial affairs of CANOC;

⁶ Article 12.6 amended: by deleting the words “and Secretary” in the first line after the word “Chairman” and substituting with the words “, Secretary and Treasurer”

- g)** report regularly to the General Assembly;
- h)** appoint such staff (including the staff of the Secretariat) as may be required and define their duties;
- i)** do all such things and incur such expenses as it may consider necessary for the proper conduct of the activities of CANOC;
- j)** cause to be prepared and shall submit to the General Assembly annually a budget, an updated business plan and audited financial statements outlining the revenues and expenditure, assets and liabilities of CANOC
- k)** make By-Laws, Rules and Regulations for governing its operations and administration and for supplementing the general provisions of this Constitution subject to the approval of the General Assembly.

13 THE CHAIRMAN

- 13.1** The Chairman shall:
- a)** preside over all meetings of CANOC;
 - b)** sign all necessary official or private documents except where same has been expressly delegated by the Chairman
 - c)** send (or order to be sent) the Notice of each meeting of the General Assembly or Extraordinary General Assembly and the invitations to such observers as the Chairman deems appropriate;
 - d)** summon Ordinary and Extraordinary General Meetings and fix the date(s) thereof except where fixed by the General Assembly;
 - e)** report to the General Assembly annually or at such intervals as may be decided by General Assembly on all matters affecting the interests of CANOC and its members;
 - f)** supervise and regulate the internal functioning of the Secretariat;
 - g)** supervise the preparation and proper custody of business books and accounting records of the Secretariat regarding the business of CANOC and all matters affecting the interests of CANOC and its members;
 - h)** be an ex-officio member of all Commissions appointed by the General Assembly.

14 THE SECRETARIAT

- 14.1** The Secretariat shall provide all secretarial and administrative functions to CANOC, the Executive Committee and all commissions of CANOC and shall be responsible for acting in accordance with the Constitution, By-Laws, Rules and Regulations of CANOC including its Vision, Mission and Objects.
- 14.2** The Secretarial and Administrative functions above referred to include, but are not limited to:
- a)** receiving, processing, preparing, distributing all correspondence and all resolutions of General Assembly;
 - b)** carrying out the directives of the Executive Committee, the Chairman and General Assembly;
 - c)** providing notices of all meetings to all members and associated organisations and institutions within the specified or a reasonable time thereof;
 - d)** preparing in advance all documentation relative to all matters to be dealt with at the Assemblies including presenting the Agenda therefor;
 - e)** preparing and maintaining a record of all resolutions taken;
 - f)** keeping the accounting records of the Association;
 - g)** collating, storing, analysing pertinent data on the activities, interests, resources, needs of all members for the purpose of research and with the aim of making all CANOC data available to and accessible by all members.

15 ARBITRATION

- 15.1** Any dispute or difference arising under or concerning the interpretation of this Constitution, if not resolved by agreement whether by mediation or otherwise shall be submitted to arbitration by the Court of Arbitration for Sport (“CAS”) or any division thereof as may be appropriate for the dispute

in accordance with the Statute and Regulations of CAS, the decision of which is agreed by all members to be final and binding thereon.

16 AMENDMENTS

- 16.1** The Constitution may only be amended at a General Assembly (or Extraordinary General Assembly duly requisitioned and called for that purpose only) and shall require a two-thirds majority vote of members.
- 16.2** Any resolution to amend the Constitution must be submitted by a member to the Chairman at least six (6) weeks prior to the General Assembly (or Extraordinary

General Assembly). Any other resolution may be considered by the General Assembly providing same has been shown to have been received by at least two-thirds of the members and has been proposed and accepted for consideration by the majority of members present at the General Assembly.

- 16.3** All resolutions for amendment proposed by a member in accordance with Article 16.2 above shall be submitted to the Executive Committee by the Chairman and shall be circulated by the Secretariat to all members not less than five (5) weeks prior to the Assembly. The effective date of circulation shall be four (4) days after the date of posting (postmark in country of postage) or, if circulated by electronic means, the date of transmission.

17 DISSOLUTION

- 17.1** CANOC may be dissolved only by a resolution of not less than seventy-five percent (75%) of the members, passed at an Extraordinary General Assembly called for the specific purpose of dissolution.

17.2 The Auditors⁷ shall within two (2) days of such resolution being passed take possession of all books of account and property records of CANOC and shall examine same and present to the Chairman and each member a full statement of accounts and property of CANOC and shall call in cash and other assets of CANOC and, after payment of all its debts and other outgoings, including such benefits or allowances as are payable upon separation to the staff of CANOC, in accordance with the laws and regulations of the country in which same is located, shall cause the assets to be distributed equally among members who are in good financial standing with CANOC at the date of the passing of the resolution for dissolution but not among members that are deemed non-financial pursuant to Article 8.6.

⁷ Article 17.2 amended: by deleting the word “Honorary” before the word “Auditors”

18 MEMBER COUNTRIES

18.1 ORDINARY MEMBERS

1. Anguilla
2. Antigua & Barbuda
3. Aruba
4. Bahamas
5. Barbados
6. Belize
7. Bermuda
8. British Virgin Islands
9. Cayman Islands
10. Cuba
11. Dominica
12. Grenada
13. Guyana
14. Haiti
15. Jamaica
16. Montserrat
17. Netherlands Antilles
18. St Kitts & Nevis
19. St Lucia
20. St Vincent & The Grenadines
21. Suriname
22. Trinidad & Tobago
23. US Virgin Islands
24. Turks & Caicos Islands

18.2 ASSOCIATE MEMBERS

1. Dominican Republic
2. Puerto Rico

Approved by the inaugural General Assembly of the CARIBBEAN ASSOCIATION
OF NATIONAL OLYMPIC COMMITTEES held at Santo Domingo, Dominican
Republic on the 31st day of July, 2003.