



Commonwealth Powerlifting Federation

Richard - President
Mike Armstrong - Vice President
Bill You - Secretary General

prichard940@gmail.com

Founder Nations:

*Australia | Canada | England |
Fiji Islands | India | Northern
Island |
New Zealand | Pakistan |
Scotland | South Africa | Wales*

CONSTITUTION & BY-LAWS

AMENDMENT RECORD

DATE	AMENDMENT	APPROVED BY
20 th January 2008	First issue	December 2007 Congress
2 nd February 2010	By-Laws Para 7.9.3, 8.1, 9.3 - Unequipped Lifting included. Para 7.10 - Drug testing requirements for records amended. Minor corrections.	December 2009 Congress
10 th January 2011	Constitution Para 5.1.6 – Amended “.....or recognised federation that is affiliated to the IPF.....” <u>By Laws</u> Paragraphs 7.9.3 and 9.3 deleted. In para 8.1 delete the sentence “In addition, unequipped lifting.....”	December 2011 Congress
December 2013	<u>By Laws</u> Paragraphs 7.10 amended in line with IPF rules.	December 2013 Congress
December 2015	<u>By Laws</u> Paragraphs 5.8.2 and 5.8.4 “four” corrected to “two”	December 2015 Congress
October 2019	Constitution Removal of Paragraph 8.3.7 – anti-doping commission Addition of Paragraph 9.2.3 – removal of officers	September 2019 Congress
November 2022	Constitution Paragraph 9.2.1 – term increased to four years. <u>By-Laws</u> 5.2.1 – annual fee corrected to £105.	November 2022 Congress
October 2024	President email address updated. <u>Constitution</u> 2. “flag” changed to “backdrop”. Addition of 3.6 - IPF rule precedence. 5.2.2 Provisional Membership DELETED 7.2.1.2 “ ..technical rules..” deleted. 9.1 amend to read “every four years”. Nomination procedure clarified. Removal of disciplinary clauses (11.2, 11.4) and referral to IPF rules added (new 11.2). Removal of disciplinary clauses 13.1. to 13.16 and referral to IPF rules added. 14. Anti-Doping amended to reference IPF rules and responsibility of promoters 14.2 added. <u>By Laws</u> 4.2.6 “shall” amended to “may”. 5.2 Subscription and fees – last paragraph amended. 5.2.1 Fee corrected to bi-annual. 7.3 Champion of Champion wording updated. 8.6.1 Goodlift added 8.8 National Federations may not negotiate Television Contracts without Permission of the CPF Executive – DELETED 9.3 to 9.8 inclusive (competition technical rules) DELETED	October 2024 Congress
September 2026	Multi places - General Secretary title changed to Secretary General. <u>Constitution</u> 1.2.11 “Committee” changed to “Federation”. Commonwealth Games Federation changed to Commonwealth Sport Federation. Addition - 5.2.6 Failure to send at least one referee to a championship. £500. 7.2.1.13 addition of “other”. ..every other Commonwealth. 7.3.6.3 addition of “Publishing on the official website shall be considered to suffice.” 8.2 “elect one to act as” deleted. <u>By Laws</u> 3.3 Newsletter Editor – deleted 3.6.3.8 Drug test results - deleted	September 2026 Congress

	4.2.6 “shall” amended to “may”. 8.8 National Federations may not negotiate Television Contracts without Permission of the CPF Executive – DELETED Appendix C - official logo updated in line with Commonwealth Sport Foundation (was CGF).	
--	---	--

By Laws	2	
4.2.6 “shall” amended to “may”.		2
8.8 National Federations may not negotiate Television Contracts without Permission of the CPF Executive – DELETED		2

CONSTITUTION OF THE COMMONWEALTH POWERLIFTING FEDERATION	7
1 DEFINITION.....	7
1.2. Objectives.....	7
2 Emblem and Backdrop.....	7
2.1 Emblem.....	7
2.2 Backdrop.....	7
2.3 Authorisation.....	7
3 GENERAL PROVISIONS	8
4 OFFICIAL LANGUAGE OF THE CPF.....	8
5 MEMBERS.....	8
5.1 Membership.....	8
5.2 Categories of CPF Membership:	8
5.3 Representation.....	8
6 CPF BODIES	8
7 CONGRESS.....	9
7.1 General Provisions.....	9
7.2 Powers.....	9
7.3 Bi-Annual Congress.....	9
8 EXECUTIVE OF THE CPF	10
8.1 Titles.....	10
8.2 Executive.....	10
8.3 Powers of the Executive.....	11
9 ELECTION OF THE CPF-OFFICERS	11
9.1 Election.....	11
9.2 Term of Office.....	11
10 NON-EXECUTIVE OFFICERS.....	11
10.1 Titles.....	11
10.2 Appointment and Rights.....	11
11 COMMITTEES, COMMISSION, PANEL	12
11.1 General Provisions.....	12
11.2 Disciplinary Matters.....	12
11.3 Law and Legislation Committee.....	12
12 SUBSCRIPTIONS AND FEES.....	12
12.1 Subscription.....	12
12.2 Fee for organising a Commonwealth Competition or Championship.....	12
12.3 Permission for organising a Commonwealth Competition or Championship.....	12
12.4 Participation in a contest without permission.....	12
13 DISCIPLINARY ACTIONS AND PENALTIES.....	12
13.2 Withdrawal by a promoter.....	12
13.3 Official Defined.....	13
14 ANTI-DOPING.....	13
14.1 IPF rules shall apply in all anti-doping matters.....	13
15 RESTRICTIONS ON TRADING.....	13

BYLAWS OF THE COMMONWEALTH POWERLIFTING FEDERATION	14
1. THE CONGRESS	14
1.1 Congress May be Open to Public.....	14
1.2 Outside Parties Attending the Congress.....	14
1.3 Constitutional Congress Schedule.....	14
1.4 Commonwealth Games and General Assembly of International Sports Federations.....	14
1.5 Past Presidents Participation in Congress.....	14
1.6 Awarding Commonwealth Championships to Individuals and Commercial Entities.....	14
1.7 Participation Guidelines for Committee Chairmen.....	14
1.8 Speeches by Candidates for CPF Office.....	14
2 DUTIES OF THE EXECUTIVE	14
2.1 President.....	15
2.2 Vice President.....	15

2.3	Secretary General	15
2.4	Treasurer	15
2.5	Board members	15
3	Duties of the Non-Executive Officers.....	15
3.1	Finance Secretary	15
3.2	Media Officer	16
3.3	Records Registrar – update re drug testing	16
3.4	Championship Secretary	16
3.6	Web-site Master	17
4.	Committees, Commission, Panel	17
4.1	General Provisions	17
4.2	Procedures.....	17
4.2.1	CPF Member Nations Addresses	17
4.2.2	Expulsion of Member Nations	17
4.2.3	Election of Regional Board Members	17
4.2.4	Timelines for Submitting, Awarding Bids for Commonwealth Championships	17
4.2.5	Application for National Affiliation	18
4.2.6	Incorporation of the CPF	18
4.2.7	Litigation among CPF Entities	18
4.2.8	Permitted Expenses by Officers	18
4.2.9	Standing Orders Authority	18
4.2.10	Use of “Commonwealth” as Relates to Commonwealth Championships Defined	18
5.	FINANCE	18
5.1	Audit of the Finance Secretary	18
5.2	CPF Subscription and Fees	18
5.3	Suspension for Failure to Pay Appropriate Sanction Fee for Competition	19
5.4	Television Rights of the CPF	19
5.5	Fees Collected from Televising CPF Championships	19
5.6	Hotel Bills for National Federations and Officials at Commonwealth Championships	19
5.7	Hotel Bills for CPF Officials Attending Commonwealth Championships	19
5.8	Travel Costs for CPF Executive	19
5.9	Lapel Pins	19
5.10	Delinquent National Affiliate Fees	20
5.11	Video Fee for Commercial Enterprises and Individuals	20
5.12	Imposition of new Conditions for Commonwealth Championships Promoters	20
5.13	Promoters Responsibility to Honour CPF Contracts	20
5.14	CPF Development Fund	20
6.	TELEVISION	20
7.	RECORDS AND AWARDS	20
7.1	National Records and Claims for Commonwealth Records	20
7.2	Commonwealth Record Certificates	21
7.3	Champion of Champions Award	21
7.4	CPF Medals	21
7.5	Commonwealth Championships Participation Certificates	21
7.6	CPF Hall of Fame	21
7.7	Election to Hall of Fame	21
7.8	Free Entry to Championships, Executive, Committee Chairmen, Hall of Fame Members	21
7.9	Categories of Commonwealth Records	21
7.10	Recognition of Commonwealth Records	22
8.	COMPETITIONS	22
8.1	Categories of Competitions	22
8.2	Non-discrimination in CPF Competition	22
8.3	National Flags	22
8.5	Entry to Championships, Coaches, Officials, Meals for Working	23
8.6	Invitation and Accommodation	23
8.7	Nomination	23
8.8	Meet Director’s Guide	23
8.9	Sanction & Qualification	23
9.	COMPETITION TECHNICAL RULES	24
9.1	Equipment Standards	24
9.2	Rule Interpretations	24
10.	SIGNING AUTHORITY CPF CONTRACTS	24
	APPENDIX A - STANDING ORDERS	25
1.	Order of Business	25

2. Minutes	25
3. Selection of Speakers	25
4. Chairman's Ruling	25
5. Speeches	25
6. Motions and Amendments	25
7. Substantive Motions	25
8. Voting	25
9. Matters of Procedure	25
10. Privileged Immunity of the Congress	25
APPENDIX B - OFFICIAL AGENDA	27
APPENDIX B CONSTITUTION & BY-LAW AMENDMENTS	28
APPENDIX C - CPF OFFICIAL EMBLEM AND FLAG	29

CONSTITUTION OF THE COMMONWEALTH POWERLIFTING FEDERATION

Terminology

Unless specifically stated otherwise, the terms "Congress", "President" "Technical Committee" and such like shall mean the "CPF Congress", "CPF President", "CPF Technical Committee" etc.

Unless specifically stated otherwise, the terms "him", "his" and "Chairman" shall refer to persons of either sex.

1 DEFINITION

1.1 Name

The **COMMONWEALTH POWERLIFTING FEDERATION** hereinafter called “CPF” is an organisation founded in 2005. The Federation comprises affiliated Commonwealth associations governing the sport of Powerlifting on the basis of one national organisation per Commonwealth Country.

1.2. Objectives

- 1.2.1 To further the development of Powerlifting under the umbrella of the CPF, throughout the Commonwealth.
- 1.2.2 To affiliate to or otherwise be recognised by the International Powerlifting Federation (IPF).
- 1.2.3 Maintain a system for recognizing and approving records.
- 1.2.4 Establish appropriate administrative and technical committees from member countries.
- 1.2.5 Establish, define and enforce IPF and CPF rules for the management of Powerlifting within the Commonwealth.
- 1.2.6 Promote, support and encourage drug free Powerlifting.
- 1.2.7 Produce official bulletins and/or Powerlifting publications.
- 1.2.8 Secure other national affiliates (Commonwealth countries).
- 1.2.9 Promote, sanction and supervise Commonwealth development programmes and competitions, including Commonwealth championships and single lift competitions.
- 1.2.10 Maintain a CPF Congress of bona fide Commonwealth representatives.
- 1.2.11 To further the cause of Powerlifting within the Commonwealth and strive for acceptance by the Commonwealth Sport Federation.

2 Emblem and Backdrop

2.1 Emblem

The official emblem of the CPF shall be as shown in Appendix C.

2.2 Backdrop

The platform backdrop shall prominently display the CPF emblem at all championships.

2.3 Authorisation

- 2.3.1 The CPF emblem shall not be used without the CPF's authorisation.
- 2.3.2 Only the CPF may authorise the fabrication of its emblem, badges, medals, etc.

3 GENERAL PROVISIONS

- 3.1 The CPF is recognised by the International Powerlifting Federation.
- 3.2 In its activities, the CPF follows the Commonwealth Games ideal and principles. The CPF accept and recognize the Statutes and aims of the International Powerlifting Federation, the General Association of International Sports Federations (GAISF) and those of the World Anti-Doping Agency (WADA).
- 3.3 All political and religious discussions or demonstrations are forbidden within the CPF.
- 3.4 The CPF supports all initiatives by powerlifters for peace and understanding.
- 3.5 No distinction is made between continents, countries or individuals for reasons of race, colour, gender, religion or politics.
- 3.6 In the event of any conflict between the CPF Constitution and By-Laws and IPF rules, the IPF Constitution and By-Laws shall have precedence.

4 OFFICIAL LANGUAGE OF THE CPF

- 4.1 The official language of the CPF is English.
- 4.2 All publications and reports of the CPF shall be in the English language. The proceedings of the meetings of the Executive and the Committees shall be held in the English language.

5 MEMBERS

5.1 Membership

- 5.1.1 Membership is open to all bona fide member countries of the Commonwealth.
- 5.1.2 The membership of the CPF consists of national affiliates active in Powerlifting. The CPF can recognise only one member (organisation) from each Commonwealth nation.
- 5.1.3 The National Federations affiliated to the CPF must be independent inside their own country.
- 5.1.4 The members of the Executive Committee and the President must be elected democratically and have the nationality of the country concerned.
- 5.1.5 All affiliated Federations and their members shall recognise the Court of Arbitration for Sport in Lausanne as the only external body for jurisdiction
- 5.1.6 A member nation must be affiliated to the IPF or a recognised federation that is affiliated to the IPF, before it can be affiliated to the CPF.

5.2 Categories of CPF Membership:

5.2.1 Full Members

A full member has paid their affiliation fees and has been accepted into membership by the CPF Congress.

5.3 Representation

The CPF is governed by a Congress consisting of a maximum of two delegates from each nation affiliate with one vote per country and CPF Executive Committee (EC) members with one vote each. EC members are restricted to only one vote, even if they are also representing a nation.

6 CPF BODIES

The CPF is composed of the following bodies:

- Congress
- Executive
- Committees

7 CONGRESS

7.1 General Provisions

- 7.1.1 The Congress is the overall governing body of the CPF.
- 7.1.2 The Congress shall meet prior to the start of each Open Commonwealth Championships.

7.2 Powers

- 7.2.1 The Congress has the power:
 - 7.2.1.1 To admit any national affiliate (Commonwealth country) eligible under the Constitution by means of a two-thirds majority of votes cast.
 - 7.2.1.2 To prescribe and amend the constitution by a two-thirds majority of votes cast and the By-Laws by a simple majority of votes cast.
 - 7.2.1.3 To impose and enforce penalties for any violation of the Constitution or By Laws.
 - 7.2.1.4 By a two-thirds majority vote of members present, to remove any suspension or remit any penalty previously imposed on any person or organisation, being members of the CPF.
 - 7.2.1.5 To remove from office by means of a two thirds majority vote, any person who through neglect of duty or misconduct has brought the CPF into disrepute or in any way impaired its function or development.
 - 7.2.1.6 To establish dues of the CPF.
 - 7.2.1.7 To control the income, expenditure and property of the CPF. In particular, it shall examine the audited balance sheet presented by the Treasurer and approve a budget for the period up to the next Congress.
 - 7.2.1.8 To call and determine the time and place of special meetings of the Congress.
 - 7.2.1.9 To institute, locate, conduct and manage all Commonwealth powerlifting.
 - 7.2.1.10 To explain, define and interpret any provision of the Constitution.
 - 7.2.1.11 To nominate and appoint the appropriate number of CPF representatives to the Commonwealth Games Committee when membership has been secured.
 - 7.2.1.12 To consider and accept proposed changes to the Constitution and By-Laws every Commonwealth Championships year.
 - 7.2.1.13 To elect the executive officers of the CPF every other Commonwealth Championships year. Elect executive officers to fill any casual vacancies, which may occur between such election years.
 - 7.2.1.14 To form standing, ad hoc and sub committees and to elect the chairman of the same. The standing committees of the CPF shall include Medical, Technical, Disciplinary and Appeal.

7.3 Bi-Annual Congress

7.3.1 Bi-Annual

Unless otherwise determined by the Congress, the bi-annual meeting of the CPF will be held prior to the start of each Open Commonwealth Championships.

7.3.2 Special

Special meetings of the CPF are scheduled at the request of the President or at the written request of two thirds of the members of the CPF. Specific matters, except amendments to the Constitution, can be considered at a special meeting.

7.3.3 Notices

Time is of the essence. Not less than thirty (30) day's notice must be given of any special or annual meeting of the CPF. The Secretary General will airmail a notice and agenda to all named delegates or their national federation. A notice sent to the last address known to the Secretary General complies with this requirement. The official agenda for the CPF congress must be received by all members at least thirty (with amendment 30) days before the congress takes place. Items not in the agenda cannot be considered in the Congress.

7.3.4 Order of Business

At all bi-annual meetings of the CPF the following will be the order of business:

- 1) Roll Call
- 2) President's Address
- 3) Minutes of the last Congress
- 4) Treasurer's Report
- 5) Finance Secretary's Report
- 6) Secretary General's Report
- 7) Committee Reports
- 8) Elections
- 9) Action on proposed amendments
- 10) New Member Applicants
- 11) Delinquent Nations
- 12) Hall of Fame
- 13) Future Championships
- 14) Any Other Business
- 15) Adjournment

7.3.5 Quorum

At all meetings of the CPF, a quorum will consist of twenty per cent of nations in full membership.

7.3.6 Procedures

The following are the procedural rules for all meetings of the CPF:

- 7.3.6.1 The Standing Orders of the CPF are the supreme document for all CPF meetings except when they are in conflict with the provisions of the Constitution. In such cases, the Constitution prevails.
- 7.3.6.2 A motion to table is debatable only when a time to debate is fixed by a simple majority of the Congress.
- 7.3.6.3 All amendments to the Constitution and the By Laws must be submitted to all national affiliates and the appropriate committee before it can be acted upon at the annual meeting of the CPF. Such proposed amendments must be in the hands of the Secretary General at least sixty (60) days prior to the date of the Congress. A national federation, a regional federation or the appropriate committee, can submit all such amendments. The Secretary General shall send out all such amendments at least thirty (30) days prior to the date of the Congress for the attention of all national affiliates. Publishing on the official website shall be considered to suffice.

7.3.7 Credentials

The following are required:

- 7.3.7.1 The names of all delegates to the Congress. Member Federations may designate a maximum of two delegates, preferably the President and the Secretary General. Delegates other than the President and Secretary General shall present a written authority of their national federation not later than the opening of the annual or special meeting.
- 7.3.7.2 Failure to make the proper certification will deny a seat at such meetings unless the delegate is accepted by a simple majority vote of Congress.

8 EXECUTIVE OF THE CPF

8.1 Titles

The titles of the officers of the CPF are President, Vice-President, Secretary General, Treasurer, and Board Members. A maximum of three executive officers shall be from any single nation.

8.2 Executive

The Executive shall comprise the President, Secretary General, Treasurer and four Board members. Member countries shall determine the four board members and elect one to act as Vice President.

There shall be at least a quorum of four members. In the event of an impasse (stalemate), the President shall have a casting vote.

8.3 Powers of the Executive

- 8.3.1 It shall be the governing body of the CPF between Congresses.
- 8.3.2 To maintain running control of the expenditure of the CPF, in accordance with the budget approved by the Congress.
- 8.3.3 It shall prepare a budget for the forthcoming year for presentation to the Congress.
- 8.3.4 Vacancies. In the event of the death, resignation or in case of inattention to duty by recommendation of the Disciplinary Committee, the various offices are to be filled as follows:
 - 8.3.4.1 President: The Vice President will be designated by the Executive to succeed the President until the next Congress. At this Congress, the presidential successor shall be elected.
 - 8.3.4.2 Vice-President: The Executive shall appoint a successor to serve until the next Congress.
 - 8.3.4.3 Secretary General and Treasurer: The Executive shall appoint a successor to serve until the next Congress.
- 8.3.5 To appoint the non-executive officers specified in 10.1 hereunder. The Executive shall also have the power to remove non-executive officers from office.
- 8.3.6 To administer the CPF Development Fund.

9 ELECTION OF THE CPF-OFFICERS

9.1 Election

Elections for all officers will be held every four years for the time being. Nominations must be submitted to the Secretary General at least one month before the date of the Congress. In the event no nominations are received for a particular post, these may be taken from the floor at the Congress.

9.2 Term of Office

- 9.2.1 The term of office for all officers of the CPF shall be for four years, for the time being. They shall be eligible for re-election.
- 9.2.2 A person may be nominated for CPF office by any national federation member, provided that he is in good standing in his own national federation. "A member in good standing" shall be defined as a fully paid up member of his national federation, who is not under suspension by that body or by the CPF.
- 9.2.3 Any officer who is suspended by, or resigns from, the IPF, shall immediately cease to be a serving official. They shall not be eligible for re-election unless they are re-admitted into the IPF.

10 NON-EXECUTIVE OFFICERS

10.1 Titles

The titles of the non-executive officers of the CPF are: Championships Secretary, Finance Secretary, Newsletter Editor, Media Officer, Web-site Master, Records Registrar.

10.2 Appointment and Rights

The Executive shall appoint non-executive officers. By invitation of the President they may attend meetings of the Executive but without vote and with voice only on matters relating to their respective offices.

11 COMMITTEES, COMMISSION, PANEL

11.1 General Provisions

Each committee shall consist of a chairman elected by the Congress and a maximum of six (6) members from various nations who shall be appointed by the Executive in consultation with the Committee Chairman.

11.2 Disciplinary Matters

All disciplinary matters shall be dealt with by the IPF, in accordance with their constitution and by-laws.

11.3 Law and Legislation Committee

11.3.1 Shall receive any proposals regarding Constitution and By-Laws documents of the CPF from member nations within the proper time frame, evaluate accordingly and suggest to the CPF Congress alternative courses in action.

11.3.2 Shall serve as the parent committee in further amending the Constitution and By-Laws.

11.3.3 Is responsible for updating the Constitution and the By-Laws.

11.3.4 Shall study the Constitutions of new applicant nations and report the results to the Secretary General.

12 SUBSCRIPTIONS AND FEES

12.1 Subscription

The Congress will determine the amount of the annual/bi-annual subscription to the CPF from time to time. The subscription is payable during the first month of the year. Upon receiving payment, a certificate of membership will be issued by the Treasurer. Any country, which has not paid its subscription for the current year, cannot participate or vote in the various meetings of the CPF. Its lifters cannot take part in competitions or meetings organised under the rules of the CPF, nor obtain ratification of their records. A reminder letter shall be sent to every national federation, which has not paid its subscription by the end of January.

12.2 Fee for organising a Commonwealth Competition or Championship

£250

12.3 Permission for organising a Commonwealth Competition or Championship

On payment of the required fee, the Secretary General will issue a permit for the international contest to the organising national federation. An additional condition for permission is, that at the international contest drug tests must be carried out according CPF rules. Facilities must be made available in which doping control may be carried out. These are separate facilities or rooms, and are not used for other purposes.

Only member federations can apply for a sanction of an international contest.

12.4 Participation in a contest without permission

No national federation shall take part in a contest for which a permit has not been issued.

13 DISCIPLINARY ACTIONS AND PENALTIES

13.1 IPF rules shall apply for all disciplinary matters.

13.2 Withdrawal by a promoter

When a promoter, and a National Federation have been granted permission to organise a Commonwealth Championships or cup, and thereafter, withdraws from the obligation to host these

championships, a fine will be imposed which will be paid by the National Federation to CPF. Penalties will be set according to the time period in which the organiser withdraws, as follows:

- 13.2.1 if 6-12 months prior to the scheduled date of the championships the fine to be paid is the same amount as the championships fee (ref. Bylaws 103.2).
- 13.2.2 if 3-6 month prior to the scheduled date of the championships, the fine to be paid is equivalent to twice the championships fee (ref. Bylaws 103.2).
- 13.2.3 if less than 3 month prior to the scheduled championships, the fine to be paid is equivalent to three times the championships fee (ref. Bylaws 103.2). Penalties will also include the documented losses (e.g. cancelled air tickets) from nominated participants (lifters and officials). The fines above will not be imposed if the reason for the withdrawal is due to circumstances the promoter could not possibly have foreseen which are catastrophic and which place potential participants at risk (e.g. natural disasters, political crises, outbreak of war etc.).

13.3 Official Defined

The term "official" wherever it may appear in this Article, shall be deemed to include all persons described as such in the CPF Technical Rules or appointed by the organising committee of a championship, to act in any official capacity during the whole or any part of that championship.

14 ANTI-DOPING

- 14.1** IPF rules shall apply in all anti-doping matters.
- 14.2** The promoter of all CPF championships shall ensure that anti-doping controls are arranged via IPF Anti-Doping.

15 RESTRICTIONS ON TRADING

The President, Board Members, Secretary General, Treasurer, and all Committee Chairmen's and their spouses, de-facto partners, siblings, parents and children shall not be permitted to deal in or supply powerlifting equipment.

BYLAWS OF THE COMMONWEALTH POWERLIFTING FEDERATION

Terminology

Unless specifically stated otherwise, the terms "Congress", "President" "Technical Committee" and such like shall mean the "CPF Congress", "CPF President", "CPF Technical Committee" etc.

Unless specifically stated otherwise, the terms "him", "his" and "Chairman" shall refer to persons of either sex.

1. THE CONGRESS

1.1 Congress May be Open to Public

The Congress may be open provided that space is available.

1.2 Outside Parties Attending the Congress

The President may invite outside persons to attend the Congress.

1.3 Constitutional Congress Schedule

The Congress shall, if necessary, address itself to re-examining the Constitution, By-Laws and their appendices every second year commencing in 2007.

1.4 Commonwealth Games and General Assembly of International Sports Federations

The Congress shall serve and maintain a membership in the General Assembly of International Sports Federations and take part in the Commonwealth Games.

1.5 Past Presidents Participation in Congress

The Congress shall recognise Past-Presidents as active but non-voting members of the Congress.

1.6 Awarding Commonwealth Championships to Individuals and Commercial Entities

The Congress, in the absence of bids from a national federation, may award Commonwealth Championships to an individual or a commercial entity.

1.7 Participation Guidelines for Committee Chairmen

All Committee Chairmen and non-executive officers by virtue of their attaining officer status in the CPF are allowed admission to the Congress in its entirety but without vote and with voice only as pertains to their respective responsibilities.

1.8 Speeches by Candidates for CPF Office

Candidates for CPF office shall be permitted to address the Congress for a maximum period of five minutes.

The duties of various officers are those duties appointed by the Congress and include:

All CPF EC officers, by virtue of their attaining officers status in the CPF, be allowed admission to the Congress in its entirety with vote and with voice.

2 DUTIES OF THE EXECUTIVE

The duties of various officers are those duties appointed by the Congress and include:

All CPF EC officers, by virtue of their attaining officer status in the CPF, be allowed admission to the Congress in its entirety with vote and with voice.

2.1 President

- 2.1.1 He orders meetings of the CPF as provided in the Constitution and presides at all meetings of the CPF and Congress
- 2.1.2 He has the right to exercise all the duties pertaining to his office in accordance with the Constitution.
- 2.1.3 He is an ex officio member of all committees.
- 2.1.4 The President provides leadership in the long-term and day-to-day activities of the CPF,
- 2.1.5 delegating responsibility for completion of tasks, and making necessary contact with
- 2.1.6 outside agencies to conduct CPF business

2.2 Vice President

- 2.2.1 He has such duties as assigned to him by the President and has all the power to perform the duties of the President in the absence or inability of the latter to attend.

2.3 Secretary General

- 2.3.1 To make proper arrangements for keeping the records of the CPF and the Congress.
- 2.3.2 Issue all official notices of all CPF meetings.
- 2.3.3 Keep a complete record of competitions held under the auspices of the CPF. These records shall include the results of national championships, newsletters and magazines.
- 2.3.4 To serve as Secretary of the Congress and at any special meetings or hearings of the CPF.
- ~~2.3.5~~ To certify as a "Provisional Member" any applying nation who submits the proper fees and credentials, until such time as the Congress shall deliberate such membership.
- 2.3.6 Delegate any of the aforementioned duties to an "assistant secretary" appointed by the Executive or to such assistants as may be provided by the CPF By-Laws to perform it.

2.4 Treasurer

- 2.4.1 Receive all monies due to the CPF and deposit it to accounts in the name of the CPF.
- 2.4.2 Sign all cheques, notes and drafts together with one other signature as provided by the CPF By-Laws by a sum greater than £2.5.
- 2.4.3 Pay all bills approved by the duly authorised officer or by the Congress provided it is within the authorised current budget of the CPF.
- 2.4.4 When requested, hand over to the Finance Secretary for audit or other purposes, all monies, accounts, books, papers, vouchers and records pertaining to his office.
- 2.4.5 To present an audited balance sheet to the annual Congress. Audit of CPF accounts is to be made by the Finance Secretary.
- 2.4.6 To be responsible for collecting all fees due the CPF.
- 2.4.7 To be responsible for issuing an invoice and collecting any penalties.

2.5 Board members

- 2.5.1 They shall take an active part in the CPF Executive work and carry out such duty as assigned to them by the President.
- 2.5.2 To represent the CPF in his region at national and international championships and meetings.
- 2.5.3 To supervise and lead the regional federation and organise yearly regional Congresses and championships.
- 2.5.4 To contact and inform potential new member nations in his region.
- 2.5.5 To serve as a consultant to the member federations within that region.
- 2.5.6 To represent his region at the CPF Executive Meetings and the Congress.
- 2.5.7 To make suggestions to the various CPF Committees.
- 2.5.8 To plan and control development programs within his region.

3 Duties of the Non-Executive Officers

Duties of the non-executive officers are those duties mandated by the Executive including.

3.1 Finance Secretary

Shall audit the balance sheet and books of the Treasurer prior to the Congress.
Monitor the expenditure of the CPF in regard to the budget.

3.2 Media Officer

- 3.2.1 Shall promote the CPF through the electronic and print media. The President must approve in writing all promotional material and press releases.
- 3.2.2 Shall work with the Newsletter Editor to obtain paid advertising for the CPF publication and to increase its circulation.
- 3.2.3 All television rights for international competition shall be the sole property of the CPF, less any fee negotiated with the promoting national federation. At Commonwealth championships, the CPF will receive 40%; the promoting national federation 30% and all the participating national federations will share the remaining 30% of the television revenue. This distribution of monies will only apply when the CPF obtains the contract and represents the profit after any costs of providing the signal for the broadcast are deducted. In the event of the CPF not having obtained a signed contract with a TV company at least twelve months before the date of the championships, then the CPF will waive its rights in favour of the promoter and receive an agreed percentage of the TV and sponsorship monies. This percentage will not exceed 25% of said monies.
- 3.2.4 Promoters of Commonwealth championships should be aware that when they apply for a sanction to promote the championships, the CPF does not guarantee that it will be able to obtain a TV contract for the event.

3.3 Records Registrar

Shall certify all Commonwealth records and maintain an up to date register of all records in all categories. Commonwealth records can only be confirmed if CPF drug testing requirements for the acceptance of Commonwealth records have been complied with. Pending the confirmation of a negative drug test by the analysing laboratory records shall be shown on the register as being "pending" for a period of not more than six months from the date of the performance. If the record is not confirmed within this period it shall be erased from the register.

3.4 Championship Secretary

Shall maintain a Calendar of Events covering all major events for a period of not less than 24 months from the date of the Calendar.

In normal circumstances, all Commonwealth and regional championships shall be allocated dates within the calendar that fall at approximately the same time each year. This principle shall be adhered to wherever possible. For example, the Men's Open Commonwealth Championships should be staged in November each year, while the Women's Open Commonwealth Championships should be in May. Regions are to allocate similar annual dates for their own regional events and may combine regional with Commonwealth championships if they are hosts for the Commonwealth event.

The major events in the CPF calendar are as follows:

- a) Commonwealth Championships for Men (Open), Women (Open), Junior 19-23 years (Men and Women), Juvenile 14-18 years (men and Women), and Masters (Men and Women). Masters age categories are 40-49 years and 50-59 years and over 60 years for men. Over 40-49 years and over 50 years for women. Commonwealth bench press championships for Men (Open), Women (Open).
- b) Commonwealth Games.
- c) Other international events as approved.
The Championship Secretary shall ensure that major international events do not clash. If necessary, sanction may be refused in order to achieve an orderly calendar.

Shall distribute to affiliate federations the invitation and details of major events at least six months prior to the event. He shall also distribute team nomination forms and other necessary documents to affiliated federations.

The invitation will be based upon the answers to a standard questionnaire sent to the host national federation and/or promoters of the championship when a bid is accepted. Closing dates for Commonwealth championships are 6 to 8 weeks prior to the contest dates. If special hotel and transport booking forms are required, a draft copy of these forms shall also be sent to the Championship Secretary in order that they may be distributed with the invitation. Nomination forms for Commonwealth championships must provide columns for the following information.

- a) Lifter's family name.
- b) Lifter's first name in full.

- c) Lifter's best total performed within the preceding twelve months at national or international level.
- d) Lifter's year of birth.
- e) Lifter's passport number.

Shall collate all team nomination forms and ensure that they are fully and properly completed. He shall then prepare a full list of lifters nominated for the event. A copy of this shall be sent to the Internet Officer, the Newsletter Editor, the Media Officer, the Secretary General and the President.

Prepare or obtain from the responsible event official, the full results of the event and distribute this to the persons specified in the preceding section. Pending the final drug testing results championships results shall be published as "Provisional Pending Final Drug Test Results."

Before a sanction for a major event is granted he must ensure that the applicant has the capacity for successfully promoting the event and the ability to comply with all the requirements of the CPF.

3.6 Web-site Master

3.6.1 Maintains the CPF Internet site in a professional manner with separate pages allocated where appropriate including, but not restricted to:

- 3.6.1.1 The directory.
- 3.6.1.2 Constitution and By-Laws
- 3.6.2.3 Member countries and contact details
- 3.6.3.4. Commonwealth Records
- 3.6.3.5 Calendar of Events
- 3.6.3.6 Invitations and details on forthcoming events
- 3.6.3.7 Results of major events
- 3.6.3.8 Authorised material from the President or Executive
- 3.6.3.9 Other than replies to routine enquiries he shall not post any other material without the written consent of the President.

4. Committees, Commission, Panel

4.1 General Provisions

Each committee shall consist of a chairman elected by the Congress and a maximum of six (6) members from various nations who shall be appointed by the Executive in consultation with the Committee Chairman.

4.2 Procedures

4.2.1 CPF Member Nations Addresses

All listings of the CPF member nations shall include the name of the national federation.

4.2.2 Expulsion of Member Nations

No national federation shall remain a member of the CPF if the Congress by at least two-thirds majority of votes cast decides that it is not in the best interest of the CPF for that national federation to remain a member.

4.2.3 Election of Regional Board Members

Not applicable.

4.2.4 Timelines for Submitting, Awarding Bids for Commonwealth Championships

Bids shall be made and Commonwealth championships awarded two years in advance. All bids, accompanied by outline reports on the extent of preparations made, shall be sent to the Secretary General at least thirty (30) days before the next Congress.

All organising federation must sign the promoter contract one year before the according championships otherwise the CPF sanctions will apply if this federation withdraws.

The executive committee will examine the bids and takes the decision where the different championships will be held.

The select nation must then report in detail to the Congress.

4.2.5 Application for National Affiliation

The Secretary General shall design and maintain an application form for the use of nations wishing to affiliate to the CPF. The form shall require all necessary information from the applicant including the names and addresses of officers, other affiliations and relevant organisational data. The form will be returned together with a copy of the applicant Nation's constitution.

4.2.6 Incorporation of the CPF

The CPF may be incorporated under the laws of the country in which it maintains its headquarters. It is not necessary to move the country of incorporation with changes in officers or with a move of the headquarters if all functions of the CPF may be continued without interruption and the corporate and legal integrity of may be maintained. The Executive will make the need for changes in location of incorporation.

4.2.7 Litigation among CPF Entities

No entity of the CPF may bring litigation against another entity of the CPF.

4.2.8 Permitted Expenses by Officers

The permitted expenses of all officers of the CPF shall be decided by the CPF-EC and contained in the Treasurer's budget proposals. If necessary, the executive may by two-thirds majority vary payments approved in the budget.

4.2.9 Standing Orders Authority

The Standing Orders of the CPF shall be the supreme document for all CPF meetings. The exception being when they are in conflict with the Constitution (Ref: CPF Constitution 7.3.6.1).

4.2.10 Use of "Commonwealth" as Relates to Commonwealth Championships Defined

The word "Commonwealth" in connection with powerlifting may only be used by the CPF for competition and records.

5. FINANCE

5.1 Audit of the Finance Secretary

The Finance Secretary shall perform an audit closing the books on 1st of October each year. There must be an audit of CPF accounts. The audit is to be made by the Finance Secretary.

5.2 CPF Subscription and Fees

The annual membership subscription shall include all championship and international sanction fees with the exception of Commonwealth championships. For these, sanction fees shall be paid in accordance with the following scale of subscriptions and fees:

5.2.1	National affiliations (bi-annually):	£105/bi-annually i.a.w. application form
5.2.2	CPF Referee Tie	TBD
5.2.3	CPF Badge (if lost)	TBD
5.2.4	Sanction for Commonwealth Championships	TBD
5.2.5	Appeals (refer CPF-Con. 11.4.1)	TBD
5.2.6	Failure to send at least one referee to a championships	£500

The promoter shall be responsible for providing at his own expense all necessary medals, 1st 2nd and 3rd for all competing categories and classes (refer to 105.4 for medals or certificates for individual lifts).

Participating national federations shall pay the IPF anti-doping fee of €60 plus a participation fee of €100 for each lifter entered and declared in the Goodlift final nominations. The promoter shall remit all anti-doping fees to the IPF and retain €90 for each entered lifter. €10 for each entered lifter shall be remitted to the CPF.

5.3 Suspension for Failure to Pay Appropriate Sanction Fee for Competition

Any national federation organising any of the events listed in By-Law 5.2 and who has not paid the necessary sanction fee, shall automatically be suspended from memberships of the CPF until such time as the required fee is paid in full.

5.4 Television Rights of the CPF

All television rights for international competition shall be the sole property of the CPF, less any fee negotiated with the promoting national federation. If the CPF Media Officer cannot obtain a signed contract at least twelve months before the date of the competition, then the CPF will waive its rights in favour of the promoter and in accordance with the terms contained in By-Law 6.

5.5 Fees Collected from Televising CPF Championships

The apportionment of any fees received in respect of television contracts shall be made in accordance with the terms contained in By-Law 6.

5.6 Hotel Bills for National Federations and Officials at Commonwealth Championships

At all Commonwealth championships, participating national federations shall be responsible for their own hotel bills.

Reservations, cancellations etc shall be in accordance with the conditions laid down by the hotel.

5.7 Hotel Bills for CPF Officials Attending Commonwealth Championships

The hotel bills of a maximum of two EC members as decided by the EC shall be paid by the promoter of the championships on the basis of room and breakfast only for a maximum of seven (7) days.

5.8 Travel Costs for CPF Executive

Subject to sufficient funds being available and the CPF shall pay travel costs and other expenses of two executive members as follows:

- 5.8.1 One hundred percent of the cheapest airfare obtainable from recognised carriers less any subsidy paid by any other agency.
- 5.8.2 In the event of a promoter not being in a position to honour his obligations to two executive members with regard to their hotel bills, the CPF shall pay same on the basis of a length of stay at least equal to that of the teams, or for a reasonable period of time not to exceed seven (7) days.
- 5.8.3 Any finance referred to in By-Law 5.8 shall be derived from the championship itself or current CPF deposits. Such funding must not be offset against future deposits.
- 5.8.4 No other recompense shall be made in favour of the two executive members.
- 5.8.5 Both the President and the Treasurer must approve all claims for expenses or reimbursements. This ruling applies equally to the issue and signing of cheques and contracts.

5.9 Lapel Pins

A lapel pin portraying the official CPF emblem shall be obtained for sale to all members. In addition, the Finance Committee will obtain a stock of items such as belt buckles, cuff links, ties and tie clasps etc. for sale to members and as a means of raising funds.

5.10 Delinquent National Affiliate Fees

Delinquent Nations: National federations more than one year in arrears with their annual subscription shall be suspended from membership of the CPF.

5.11 Video Fee for Commercial Enterprises and Individuals

Video Fee: Any person making videos of Commonwealth championships for commercial reasons, i.e. resale to the public at large, shall pay not less than £250 for the privilege. The income will be shared equally between the promoter and the CPF. The organising national federation will however, have the right to its own video coverage with the income to be shared as for commercial video with a free copy for the CPF files. If no commercial contract for videos exists, then individuals may be given permission to video separate bodyweight classes in which a member of their family or club is competing. In these circumstances the CPF will issue a permit at a nominal fee not exceeding £25.

5.12 Imposition of new Conditions for Commonwealth Championships Promoters

The Congress will not impose changes in CPF requirements and conditions for promoting Commonwealth championships upon promoters until twelve months after acceptance of such proposals. Promoters awarded Commonwealth Championships prior to such changes shall be entitled to relinquish their sanctions without penalty, within three months of the change(s) being accepted by Congress. Promoters will not have any recourse against the CPF as a result of such changes.

5.13 Promoters Responsibility to Honour CPF Contracts

The promoter of a Commonwealth championship must honour all contracts legally undertaken between the CPF and any outside commercial concern.

5.14 CPF Development Fund

The CPF may budget for and maintain a development fund. This is to be administered by the Executive. The purpose of the fund is to assist:

- 5.14.1 Unaffiliated nations in the formation of national powerlifting federations and their affiliation to the CPF.
- 5.14.2 Affiliated nations to develop the sport of powerlifting and maintain their affiliation to the CPF.

6. TELEVISION

All television rights for international competition shall be the sole property of the CPF, less any fee negotiated with the promoting national federation. At Commonwealth championships, the CPF will receive 40%; the promoting national federation 30% and all the participating national federations will share the remaining 30% of the television revenue. This distribution of monies will only apply when the CPF obtains the contract and represents the profit after any costs of providing the signal for the broadcast are deducted. In the event of the CPF not having obtained a signed contract with a TV company at least twelve months before the date of the championships, then the CPF will waive its rights in favour of the promoter and receive an agreed percentage of the TV and sponsorship monies. This percentage will not exceed 25% of said monies.

Promoters of Commonwealth championships should be aware that when they apply for a sanction to promote the championships, the CPF does not guarantee that it will be able to obtain a TV contract for the event.

7. RECORDS AND AWARDS

7.1 National Records and Claims for Commonwealth Records

Each national federation shall be responsible for its own records and record claims. A Commonwealth record claim may be submitted upon the form normally used by that nation.

7.2 Commonwealth Record Certificates

The CPF shall provide an honour certificate free of charge to all lifters who establish bona fide Commonwealth records.

7.3 Champion of Champions Award

At all CPF championships, a "Champion of Champions" award shall be given to the male and female lifter who produces the best classic performance based upon IPF GL points. This award shall be called the Peter Fiore Trophy in memory of the late President. Only class winners shall be eligible.

7.4 CPF Medals

- 7.4.1 The CPF shall maintain standardised medals for use at Commonwealth championships. Medals to be presented for first, second and third places in each category based upon totals. In addition, medals or merit award certificates shall be presented for first, second and third places in the individual lifts of squat, bench press and dead lift in each category. Fourth attempts will not be accepted in assessing these awards and the lifter must make a total in the competition in order to qualify for an award. In the event of two competitors lifting the same weight, the lighter lifter will be declared the winner. Other awards may be provided according to the custom of the host nation.
- 7.4.2 Host nations may prepare medals to use as awards for category winners, in lieu of medals obtained from the CPF. Such medals must be of high quality, and must be submitted to the Executive for approval six months prior to the championships in question. Arrangements for manufacture and time of completion must be submitted as well.

7.5 Commonwealth Championships Participation Certificates

Commonwealth championship participation certificates shall be awarded to each lifter and official (team manager, coach) according to CPF regulations. They shall also be awarded to approved CPF officials and referees.

7.6 CPF Hall of Fame

Hall of Fame: There shall be an honorary body titled the "CPF Hall of Fame". Its purpose shall be to honour members who have made an outstanding contribution either by way of lifting achievement or service in general to the sport of powerlifting internationally. A maximum of two lifters and one official may be elected to the Hall of Fame each year but with the added proviso that not more than two men and one woman may be elected in any one year. A certificate of achievement will be awarded. No one who has been involved in drug offences or has been suspended by drug abuse shall be proposed to Hall of Fame. Any lifter or official previously awarded Hall of Fame will lose this distinction if suspended by CPF due to doping abuse.

7.7 Election to Hall of Fame

The Executive decides prior to the congress, after having received the bids from nations, whom will be awarded Hall of Fame. The appointed persons will be honoured at the Congress.

7.8 Free Entry to Championships, Executive, Committee Chairmen, Hall of Fame Members

Members of the CPF Executive Committee, CPF Committee Chairmen and members of the CPF Hall of Fame will have free entry to any powerlifting competition organised by a member federation or its affiliates. An identification card will be issued by the CPF.

7.9 Categories of Commonwealth Records

The CPF recognises Commonwealth records in the following categories: Men's Open, Women's Open, Juniors Men and Women, Juveniles Men and Women and Masters Men and Women, Single lift Bench press: Open Men's, Open Women's, Master's Men and Women.

- 7.9.1 Commonwealth records will be accepted and registered only within the categories listed in this item.
- 7.9.2 Records will only be accepted if applications are made strictly in accordance with CPF/IPF rules and include a copy of the relevant score sheet. Claims to be sent to the Record Registrar.

7.10 Recognition of Commonwealth Records

In accordance with IPF rules, Commonwealth records will only be accepted from international competitions.

8. COMPETITIONS

8.1 Categories of Competitions

The CPF shall recognise championships for all IPF age groups and disciplines.

8.2 Non-discrimination in CPF Competition

No one is to be denied access to competition on the grounds of race, colour or creed.

8.3 National Flags

Each participating nation at a Commonwealth championship must provide if required, a proximately 1.5 m x 1.0 m in size. Any nation failing to meet this obligation will be fined the sum of £20 in order to reimburse the promoter for any loss and inconvenience suffered. It is the responsibility of the promoter to issue a receipt on acceptance of the flag and request the return of this receipt on returning the flag to the team manager. If for any reason whatsoever, the promoter fails to return a nation's flag; he shall be required to reimburse that nation for the loss suffered.

8.4 Visas

Each participating nation is responsible for obtaining the necessary entry visas, in accordance with the rules laid down by the government of the host country.

8.5 Entry to Championships, Coaches, Officials, Meals for Working Officials

At all Commonwealth championships the promoter shall provide free access to the venue and other competition buildings or functions for team officials and coaches on the following scale:

- 8.4.1 For the first three competing lifters, one official or coach shall be permitted access.
- 8.4.2 For every additional three competing lifters, one additional official or coach shall be permitted access to a maximum of three per nation.
- 8.4.3 The courtesy of free access shall also be extended to all officiating referees and jury members to a maximum of three per nation
- 8.4.4 The courtesy of free access shall be extended to all members of the Sports Medicine Team who participate during the championships. The names of such personnel shall be forwarded to the promoter and an agreement reached between the Chairman of the Medical Committee and the promoters upon the number to be accepted
- 8.4.5 Promoters of Commonwealth Championships and Cups shall provide for the referees and the CPF officials free meals during the competition. Free meals should preferably include at least two servings of food and non-alcoholic drinks each competition day served in the competition area. Only referees and CPF officials that work with official duties during a competition day shall be granted such benefit from the promoter.

8.6 Invitation and Accommodation

- 8.5.1 The official invitation and details of Commonwealth championships must be received by member nations at least six months prior to the event. Details shall include the date of the Congress, competition date, names and addresses of hotels and the rates to be charged.
- 8.5.2 Accommodation rates charged by the promoter must not exceed the normal rack rate charged by the establishment providing the accommodation.

8.7 Nomination

- 8.6.1 Nomination of lifters and officials to Commonwealth championships shall be made via Goodlift and received by the CPF Championship Secretary with a copy to the Meet Director within following time limits:
 - Preliminary nomination not later than 60 days prior to a Commonwealth championship.
 - Final nomination not later than 21 days prior to a Commonwealth championship.Later entries will not be accepted.
- 8.6.2 A national federation taking part in Commonwealth championships and cups shall pay the CPF doping test fee and the participation fee for each lifter nominated and entered on the final entry form. No such fees are to be paid for nominated reserve lifters if not replacing any of the nominated lifters.

Latest date of withdrawal of any lifter from the nomination list, to avoid paying the fees for those, is 7 days prior to the technical meeting for this competition.

If a hotel reservation fee is specified in the invitation for the championship or cup, same rule and time limits as above apply for nominated lifters and officials.

8.8 Meet Director's Guide

Meet Directors shall operate in accordance with IPF guidelines, subject to specific requirements laid down by Congress or the EC.

8.9 Sanction & Qualification

- 8.9.1 Any national federation or promoter of international events must not attempt to advertise or invite lifters and officials to the event without first obtaining a written

sanction from the Secretary General. Only written contracts or sanction will be valid.

8.9.2 Only national federations affiliated to the CPF may apply for sanctions

8.9.3 All members of national teams taking part in Commonwealth or international competition must be in possession of a valid passport of the country they are to represent. Failing this, proof of a two-year period of residence in that country will be accepted.

9. COMPETITION TECHNICAL RULES

9.1 Equipment Standards

Equipment standard shall be as defined by the IPF

9.2 Rule Interpretations

The CPF recognises the rule interpretations issued by the IPF Technical Committee.

10. SIGNING AUTHORITY CPF CONTRACTS

The President and the Treasurer (and/or Secretary General) must sign all contracts performed in the name of the CPF when the majority of the EC have accepted such contract to be signed. A copy of the contracts must be given to all EC-members, if it is requested.

APPENDIX A - STANDING ORDERS

1. Order of Business

An agenda shall be prepared by the Secretary General and circulated to all member federations at least 30 days prior to the CPF Congress. All items on the agenda shall take precedence over all other business. Members desirous of introducing any other business for the consideration of the meeting may only do so after the business on the agenda has been completed.

2. Minutes

The minutes of the previous meeting, having been circulated, shall be taken as read. No motion or discussion shall be permitted. The only exception to this rule will be in regard to the accuracy of the minutes. After confirming the accuracy of the minutes, the Chairman shall sign them, and the delegates at the Congress shall be at liberty to ask questions with regard to matters arising from the minutes. Such questions shall be permitted for purposes of information only, and no debate on the policy outlined in the minutes shall take place. No correction or alteration to the minutes will be accepted unless written notification had been received and acknowledged by the Secretary General within four months of the date of circulation of the minutes to member federations.

3. Selection of Speakers

The Chairman shall decide the order of speakers.

4. Chairman's Ruling

The ruling of the Chairman on any question under the Standing Orders or on any point of order or explanation shall be final. If there is a difference of opinion on a point of substance, a vote shall be taken and a two-thirds majority required to the ruling.

5. Speeches

No member shall speak for more than five minutes at any one time.

6. Motions and Amendments

The first proposition on any particular subject shall be known as the original motion. All succeeding propositions in that subject shall be called amendments. Every nation or amendment must be proposed and seconded by members actually present at the meet before they can be discussed. It is permissible for a member to make a speech first and conclude with a motion. When an amendment is moved to an original motion, no further amendment can be discussed until the first amendment is disposed of. Notice of any further amendment must be given before the first amendment is put to the vote.

7. Substantive Motions

If an amendment is carried, it displaces the original motion and itself becomes the substantive motion; whereupon any further amendment relating to any portion of the substantive motion moved, provided that it is consistent with the business and not been covered by an amendment or notion which has been previously rejected. After the vote on each succeeding amendment has been taken, the surviving proposition shall be put to the vote as the main question. If carried, it shall then become a resolution of the meeting.

8. Voting

Except when the chairman at his absolute discretion, authorises a vote to be by secret ballot the voting shall be by show of hands or coloured cards, if these are available. On particularly sensitive matters, such as a vote, which is concerned with members, or prospective members who are present at the meeting, such persons may be asked to leave the room before voting takes place.

9. Matters of Procedure

At meetings, all matters of procedure which are not covered under these standing orders shall be decided by the Chairman of the meeting.

10. Privileged Immunity of the Congress

Anything said In the CPF Congress, committees or subsequent documentation is without prejudice and may not be used in litigation.

APPENDIX B - OFFICIAL AGENDA

1. Roll Call of Nations and Delegates. Presentation of Credentials of each Nation. Certification of Athletes and Referees
2. President's Address
3. Minutes of the last Congress
4. Treasurer's Report:
 - a) To examine the accounts of the previous year
 - b) To approve the budget for the forthcoming year
 - c) Fees (if requested)
5. Finance Secretary's Report
6. Secretary General's Report
7. Committee Reports
8. Elections
9. Proposals
10. New Member Applicants
11. Action on Delinquent Nations
12. Hall of Fame
13. Next Commonwealth Championships
14. Next Commonwealth Games
15. Any Other Business
16. Adjournment

APPENDIX B CONSTITUTION & BY-LAW AMENDMENTS

Proposals to amend the CPF Constitution, By-Laws, and/or Appendices. Hereinafter referred to as rule(s), shall be set out as follows:

1. Clear identification of the exact rule(s) or portion thereof concerned
2. Action to be taken:
 - a. Deletion, or
 - b. Addition, or
 - c. Amendment, delete ... and insert (or replace with)...
3. Text involved
 - a. Exact identification of the text to be deleted. Note: Paragraphs and sections may be referred to by numbers sentences and words should be quoted in full.
 - b. The text of the addition or insertion, accompanied in the former case by the proposed rule No. or location.
4. Optional

A brief statement of the reasons(s) for the proposal: This will form part of the formal proposal but is merely for the guidance of The Congress. It shall appear on a new line separate from the proposal proper and headed 'Reasons(s)'.

Note:

Any proposal, which would cause the rules to become contradictory, shall be ruled out of order. That is, it is the responsibility of the proposer to ensure that the amendments in his proposal are comprehensively framed and all the rules, which would be affected, have been consistently dealt with by the proposal.

Renumbering: It may be desirable to renumber a rule or rules to bring them into a more logical order. In such cases the proposal shall clearly indicate by number if available, which rules are to be renumbered and their intended new location, with new numbers(s) if available.

APPENDIX C - CPF OFFICIAL EMBLEM AND FLAG

