

AMATEUR MARTIAL ASSOCIATION LTD

CONSTITUTION AND ORDER OF REFERENCE

TITLE. The title of the organisation shall be the

AMATEUR MARTIAL ASSOCIATION LTD hereinafter called the AMA

OBJECTS. The objects shall be:-

- 1. To promote the sport and practice of martial arts.**
- 2. To promote codes of safety in the sport and practice of martial arts.**
- 3. To promote the moral, mental, physical and social well-being of the members.**
- 4. To obtain, collect, receive and administer money and funds for these purposes.**
- 5. To provide members with such services and support as may be available through their membership of the AMA**
- 6. To operate and maintain a register of current membership**
- 7. To raise, administer and expend funds in its discretion according to this Constitution.**
- 8. To arrange for the supply, purchase, sale and hire of all materials, goods and services as may be required.**
- 9. To act as an advisory body on matters appertaining to martial arts.**
- 10. To co-operate with other bodies having similar aims and generally to do all such things as are conducive to these objects or any of them for purposes recognized by law as charitable.**
- 11. MEMBERSHIP shall be open to all persons and clubs who subscribe to the "Purposes" above and who shall abide by the constitution and bye-laws in force from time-to-time under the direction of the AMA Directors and its Executive Committee. Membership shall consist of:-Individual Members who shall be in current membership of a member-club, and who shall hold a current registration/licence with an ID code issued by the A.M.A. for instructors and their students.**
- 12. Honorary Members shall be elected by two-thirds majority of the Directors & Executive Committee present and voting.**
- 13. Member Clubs shall have paid due fees and who meet the technical and other requirements of the AMA.**
- 14. Provisional Clubs (12 months membership from joining) shall have paid due fees and await acceptance of their technical and other requirements of the AMA.**
- 15. The AMA Directors may impose such restrictions or conditions as it deems necessary.**
- 16. FEES : Members and Member Clubs shall pay such fees and be subject to such rights and conditions as are determined by the AMA Directors & Executive Committee.**
- 17. INSURANCE: Instructors & their students and Clubs shall be covered by insurance via the AMA, which shall be determined by the AMA Directors & its Executive Committee.**
- 18. DISCIPLINE. A member or club or group of members may be asked to resign or have application or renewal of membership refused or be suspended or dealt with in such a manner as may be determined by the AMA Directors & its Executive Committee. Disciplined member/s shall have the right to appeal and such shall be placed on the agenda of the next AMA Directors & its Executive Committee meeting.**
- 19. LICENCES: Annual Licence/insurance/receipt/and Record Book shall be issued on approved application and payment and the Licence renewed annually.**

- 20. GENERAL MEETINGS:** Shall be called by the General Secretary on behalf of the AMA Directors at its discretion or following a written request in the form of a resolution signed by not less than ten club representatives. This shall require not less than twenty-eight days notice and shall specify the business of the meeting. No other business may be transacted at such meeting except by leave of the Chair. Notices sent to Club Secretaries at their last known address for communication to their members or representative shall be deemed to have been properly served.
- 21.** A General Meeting shall be the highest authority of the A.M.A.
- 22. VOTING AT GENERAL MEETINGS.** Every individual member may attend a general meeting and may exercise one vote. Except as otherwise herein provided, any motion or resolution moved and seconded shall be decided by a simple majority of votes of those present and entitled to vote.
- 23.** The Chair may exercise a second or casting vote in the case of an equality of votes.
- 24.** Only members or AMA Directors & its Executive Officers may propose or second motions. No person may address the meeting except by leave of the Chair.
- 25. THE ANNUAL GENERAL MEETING** shall be held once in each calendar year to transact the following business:
- 26.** To receive and consider the adoption of the Annual Reports.
- 27.** To receive and consider the adoption of the certified accounts for the preceding year.
- 28.** To elect the financial accountant for the coming year. The said accountant shall be a certified accountant who is independent of the AMA Executive Committee.
- 29.** To elect the members of AMA Executive Committee who shall hold office until the next Annual General Meeting.
- 30.** No other business may be conducted at a Annual General Meeting. Other notified business shall be referred to the General Secretary of the AMA who acts on behalf of the Executive Committee or dealt with under article #20 of this Constitution.
- 31. AMA DIRECTORS & EXECUTIVE COMMITTEE.** The business of the AMA shall be managed by the Directors of the AMA. The positions of the executive committee shall be elected at the Annual General Meeting to hold office until the next A.G.M.
- 32.** The Executive Committee shall consist of not less than eight and not more than twelve voting members.
- 33.** Nominations for the Executive Committee must be received not less than 28 days prior to the date of the A.G.M. except for retiring members, or by leave of the Chair in the absence of sufficient nominations.
- 34.** The Directors & Executive Committee shall appoint the Honorary Officers from its own numbers as follows: Chair/President's, Treasurer, Trustees/Officers, General Secretary.
- 35.** The Directors & officers of the association may fill vacancies arising between A.G.M's. These by persons to hold office until the next A.G.M. Such co-options shall not exceed 50% of the total number of elected members of the Committee.
- 36.** Quorum for a meeting of the Executive shall be half plus one of the total membership of the Committee.
- 37.** The Directors & Executive officers of the Committee shall meet from time-to-time as it deems necessary.

38. The Directors of the Committee may delegate powers of interim action.

39. The Directors & officers of the Committee may appoint Technical Officers and/or Committees and other Sub-Committees and Chairs/Conveners of same -determining such duties and duration as it deems necessary.

40. The Directors & officers of the Committee may appoint salaried or paid officers, servants or employees of the AMA; determining such payment, duties and duration as it deems necessary.

41. The Directors & Executive officers of the Committee may present By-Laws to the next following General Meeting for ratification.

42. Voting members of the Committee shall not receive any pecuniary advantage by reason of controlling interest in the AMA.

43. ALTERATIONS: These rules of the Constitution and order of reference may not be altered in effect except - by a majority of two-thirds of the members present and entitled to vote at a General Meeting called for the purpose. Any alterations shall be notified to any relevant approving authority concerned.

44. INTERPRETATION. The rules of debate shall follow the rules laid down for Parliamentary Committees.

45. Any matter not provided for in these rules shall be referred to the Directors of the association whose decisions shall be final and binding.

46. DISSOLUTION. A motion to dissolve the AMA may be made only at a General Meeting called for the purpose, with due and proper notice, and to succeed shall require the approval of not less than two-thirds of the members present and entitled to vote.

47. On dissolution, any property or assets shall be disposed of for similar or charitable purposes subject to the approval of any grant-aiding authorities concerned. Such property or assets shall not be distributed among the remaining members.

**Translation:Transpose for different arts and styles to -fit the requirement:
Dan/Degree/Master/Sifu Kyu/Kup/Pupil/Student.**

BYE-LAWS

6/7/75/a TECHNICAL OFFICERS shall be responsible for the promotion of their own art/discipline/style of martial art. Assessments and disciplines of a technical nature shall, in the first instance, be referred to the General Secretary of the association and then the AMA Directors & its committees. Then a qualified Licensed officer or instructor of the association of sufficient Dan grade of the style who shall then report to the AMA Directors or Executive Committee for approval – A ‘Snr Awarded Up-Grades Application Form’ would be used for this process. amended 05/07/14.

6/7/75/b: GRADINGS: Examiners may not enter or update a grade on a Record Book which has an out-of-date annual licence.

6/7/75/c: Kyu gradings shall require a minimum of three months between gradings.

6/7/75/d: Only AMA licensed Dan grade instructors may examine Kyu levels.

6/7/75/e: Practical Dan gradings shall be conducted by a panel of 3 Dan graded persons led by a Senior Dan Grade and at least three grades higher than that of the person being examined, One panellist must be of the same style and all must be of the same club code.
- amended 05/07/14

6/7/75/f: Gradings to first Dan shall require a minimum - of three years continuous training through the Kyu grades. Gradings to second Dan shall require minimum of two further years from first Dan. The progression is then: Three further years for second to third Dan; four further years to fourth Dan; five further years to fifth and so on. Note that these are MINIMUM times and not to be taken as automatic times.

6/7/75/g Statement of Equality, Equal Opportunity and Anti Racism Policy adopted.

30/6/77/a In very exceptional circumstances an Honorary Dan grade made be awarded for services rendered to the AMA and the Martial Art. Such honorary Dan grade shall have no technical standing unless so defined.

30/6/77/b Practical Dan Gradings of 4th Dan and above require the permission and examination by a panel approved by the appropriate AMA Technical Committee. Gradings of Kyu & 1st Dan and above can be via the AMA Technical Committee and must fit the criteria as outlined in 6/7/75/e – amended 05/06/14.

30/6/77/c All Dan Gradings must be reported to AMA office for registration.

amended -05/07/14

30/6/77/d Instructors must be of contractual age, i.e. 18 years of age and over.

8/6/98/a A Dan under 16 years of age must be marked as a “Cadet “ 1st Dan and must take a senior 1st Dan grade at or after 16years of age.

16/7/99/a “Health & Safety” Policy adopted.

10/7/04/a Child Protection Policy adopted.

10/7/04/b AMA Coaching qualifications or its equivalent required by all instructors.

10/7/04/c First-Aid certificates required by all instructors.

10/7/04/d DBS- Disclosure Barring Service - clearance is required by all instructors. (AMA is an umbrella body for DBS) amended to DBS 25/11/13.

10/7/04e Child Protection awareness certification required by all Instructors teaching children.

05/07/14a – Practical grading by the AMA Technical Officers: Technical officers are permitted to grade at Technical gradings with a minimum of 2 approved officers plus a co-opted dan grade which may/can be the club instructor of the candidate. Technical officers can grade any style. Style instructors or officers closest to a candidates style would be co-opted onto a practical grade if none available. Technical officers may also grade in their own or outside areas with approval and notification from the AMA HQ. These gradings would be exceptional circumstances, guidelines on these grades is as 6/7/75/e - 6/7/75/f - 30/6/77/b - 30/6/77/c

05/07/14b – Appropriate medical cover at AMA held events. 28 days rule applies to competitors who sustain an head injury and who have been withdrawn on medical advise . Details of the rule is via the AMA medical officer.

05/07/14c – Assistant instructors can be from 16-17yrs – they require a full instructors license and current criteria i.e coaching, first aid, DBS clearance and coaching certification. They may not take a class unsupervised, they may assist the instructor.

05/07/14d - AMA Instructors will follow current coaching guidelines as set out by the AMA Executive committee. Current existing good practise would be used as a template, such as SE and Sports Coach UK etc.