



International Jumping Officials' Club

Statutes for the International Jumping Officials Club – IJOc

Approved at GA 22 January 2017

Article 1. Name, address and legal seat

1. The Club shall bear the name of "International Jumping Officials Club" , with the abbreviation 'IJOc' , hereinafter called IJOc;
2. The postal address shall be situated at the address of the Secretary General of the IJOc, but can be moved to any location, according to a decision of the annual General Assembly;
3. The registered legal seat shall be at the offices of the FEDERATION SUISSE DES SPORTS EQUESTRES, hereinafter called FSSE, in Bern, Switzerland and all legal matters shall be dealt with under Swiss Civil Code.
4. The FSSE will not be responsible for any third party liability and will not assume any legal or financial responsibility for the IJOc.

Article 2. Objectives

1. The IJOc shall be the connecting body for all FEI-acknowledged Course Designers, Judges and Stewards in the discipline of show jumping and the Club shall pursue objectives of a public interest only;
2. The objectives of the IJOc shall not be of a commercial nature of any kind. The resources of the IJOc may only be used in accordance with these Statutes and must be utilised directly or indirectly only in relation to the purposes of the Club, as stated in article 3, paragraph 1.

Article 3. Purpose

1. The purpose of the IJOc is to bring together, develop and promote all issues and interests with regard to course designing, judging and stewarding at international show jumping events as well as promoting good horsemanship.
 2. The IJOc' s objectives are in particular:
 - a) To contribute to the independent position of show jumping officials as well as the impartial exercise of their duties;
 - b) To cooperate with international equestrian associations and other associations concerning course designing, judging and stewarding at international show jumping events under the patronage of the FEI;
 - c) To assist in the continuous training of, and to organize meetings and seminars for, its Members;
 - d) To defend and represent the interests of its Members;
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- e) To provide statements and opinions about course designing, judging and stewarding matters and about the future development of the FEI jumping rules;
- f) To act as an expert body in its field towards the FEI and other international equestrian organisations, especially in matters regarding the technical aspects of international show jumping events;
- g) To keep in close contact with the FEI and other organisations in equestrian sport, such as but not limited to the International Jumping Riders Club (IJRC), the International Association of Chefs d' Equipe in Show Jumping (IACS) and the International Equestrian Organisers Alliance (IEOA);
- h) To promote and preserve good horsemanship and the welfare of the horse in general, in keeping with the spirit of the FEI Code of Conduct.

Article 4. Affiliation

1. The IJOC distinguishes honorary and ordinary Members;
2. In order to become an ordinary Member, the name of the person concerned must appear on at least one of the FEI lists of Course Designers, Judges or Stewards for show jumping;
3. Honorary Members are recognised and appointed as such by the General Assembly, following nomination by the Board, provided they have given special services to the IJOC;
4. Honorary Members do not pay the annual subscription.

Article 5. Application for Membership

1. Applications for Membership shall be made in writing to the Board, by completing an application form, preferably through the IJOC' s home page on the Internet;
2. The Board shall decide whether or not an application for Membership is accepted; the Board may however postpone a decision on an application if this does not (yet) satisfactorily meet the requirements, set in article 4 paragraph 2;
3. In the event of the application being rejected, the reason(s) shall be communicated to the applicant in writing by the Secretary General and, if the applicant so wishes, the matter shall be passed on to the next General Assembly which will take the final decision.

Article 6. Expiry, Suspension and Expulsion

1. Membership shall expire through resignation, expulsion or death;
2. Resignation shall only be authorised at the end of the calendar year. A written statement must be submitted to the Board before the first of November and the Member concerned is – at all times – bound to pay the annual subscription for the current year; any paid membership fees are not refundable;



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3. A Member may be suspended by the Board, following advice of the Treasurer, for failure to pay in full the annual subscription within six months of the date of invoice;
4. Notwithstanding the contents of article 6 paragraph 3, a Member who has not paid the annual subscription at the latest the day before the General Assembly of the same financial year shall be automatically suspended until the Member concerned has met his liabilities;
5. Expulsion shall be authorised when a Member:
 - a) shows a delay of more than one year in the payment of his annual subscription and does not adhere to the second reminder by the Treasurer;
 - b) does not fulfil his obligations as a Member;
 - c) acts against the interests of the sport or the IJOC;
 - d) behaves against common principles of behaviour;
6. An expulsion shall be decided by the Board and – in order to be valid – must be communicated in writing, both by electronic (providing an e-mail address is available) and registered mail, by the Secretary General, to the Member concerned;
7. An appeal may be lodged against a decision, under article 6 paragraph 6, to the next annual General Assembly, which will take the final decision on the expulsion;
8. To be valid the appeal, under article 6 paragraph 7, must be made in writing by the Member concerned within six weeks of the official date of sending the Board' s decision by registered mail; the appeal must be addressed to the General Assembly, through the Secretary General and must include a duly motivated reasoning for objecting against the expulsion;
9. A Member who has been expelled ceases to be a Member of the IJOC; in order to become a Member again the person concerned must make a new application;
10. An application, under article 6 paragraph 9, may be made at the earliest five years after the date that decision, under article 6 paragraph 6, became final.

Article 7. Members' obligations

1. Members shall be required to support the IJOC in the course of its work, to respect the Statutes, as well as to pay to the IJOC the annual subscriptions as set by the General Assembly within the required timescales and deadlines;
2. Members acknowledge that the Statutes of the Club and the Rules of the FEI constitute the basis of their work as international show jumping officials and recognise their legal relationship with respect to the FEI.



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Article 8. Managing bodies

1. The managing bodies of the IJOC are:
 - a) the General Assembly in session;
 - b) the Board;
2. The managing bodies can form advisory or working committees consisting of Members or non-Member consultants; these advisory bodies can be installed for a limited period of time and for certain duly specified matters only;
3. The Board shall also be entitled to appoint expert Members as consultants in certain fields. The duration of appointments of consultants may not exceed the duration of the appointments of Members of the Board; however, consultants may be re-appointed.

Article 9. The Board

1. The Board shall consist of a President and a minimum of four and a maximum of eight Members;
2. The General Assembly in session shall decide upon the total number of Board Members, thus respecting the limits under article 9 paragraph 1;
3. The maximum number of Board Members, including the President, representing the same nationality shall be two;
4. The President and the Members of the Board shall be elected by the General Assembly for a period of three years; with the exception of the provision in article 9 paragraph 6, they shall remain in office until the end of the third annual General Assembly after their election, unless they resign or cease to be Members for any other reason;
5. The President and the Members of the Board shall be eligible for re-election;
6. In order to establish an annual rotation of one third of the Board Members, at the first Board meeting following a General Assembly electing all Board Members, the Board shall establish a rotation schedule to determine one third of the Board Members – excluding the President – who will step down after one year and (if they so wish) stand for re-election at the next General Assembly;
7. In the event of a vacancy arising for any reason other than the normal ending of a term of office, the person elected to fill the vacancy shall serve for the remainder of the original term; filling a vacancy for any period of less than three years, does not count as a full term under the provisions of article 9 paragraph 4;
8. Board Membership is honorary and carries no remuneration; expenses incurred while fulfilling the functions of a Board member shall however be met by the IJOC;
9. Notwithstanding the provisions under article 9 paragraph 8, Board members shall travel to and stay at the venue for any General Assembly at their own account.



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Article 10. Election of the Board

1. The election shall be held by secret ballot; an appeal for candidates shall be launched by the Secretary General at least three months before the date of the General Assembly;
2. The candidates for the Board should send their application in writing to the Secretary General, within 30 days after the launch of the appeal. This may be done via electronic mail
3. At least 30 days before the date of the General Assembly, the Secretary General shall send a ballot document to all Members or make this available for download from the Members' Area of the IJOC website;
4. Members who are unable to attend the General Assembly but who wish to vote have to complete the original ballot document without changing its layout in any way and return it to the Secretary General by postal mail ensuring that it arrives at least two days before the General Assembly;
5. Members who are able to attend the General Assembly may vote on that occasion
6. Should an online electronic voting system become reliably available and is adopted, the postal voting system will be abolished and the electronic system will be used according to the instructions that will be indicated at the appropriate time.
7. During the General Assembly the envelopes/box containing the ballot documents shall be opened and counted by two ballot officials/scrutineers, assisted by a secretary, designated by the General Assembly under the supervision of the Members present; candidates for the Board may not act as a ballot official/scrutineer;
8. Should an online electronic voting system become reliably available and is adopted, the scrutineers will add the results of that system to the votes as counted under Art 10.7
9. The result of the voting shall be put in writing and duly signed by the scrutineers in charge of counting the votes;
10. Candidates shall be elected by a simple majority, respecting the provisions laid down in article 9 paragraph 2; in the event of a tie, a draw which must take place during the General Assembly, shall decide;
11. In keeping with the provisions of article 9 paragraph 3, if more than two people of the same nationality, including the President, are elected as Board Members, those with the most votes shall be selected, and those following shall be replaced by the person/s immediately below them in the final results of the voting.

Article 11. Organisation of the Board

1. The Board shall be composed as follows:
 - a) a President, elected as such for a term of three years;
 - b) a Vice-President;
 - c) a Treasurer;



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- d) a Secretary General;
- e) a maximum of five additional Members;
2. The Board may appoint Members to other duties;
3. For practical reasons in order to centralise the IJOc management the roles of Treasurer and of Secretary General may be combined, if the Board so decides;
4. During the period between General Assemblies, the Board shall take care of the general policy, management and control of the IJOc and of all other matters not reserved under the Statutes to the General Assembly; the Board shall moreover execute the decisions taken by the General Assembly;
5. Notwithstanding the contents of article 11 paragraph 4, the Board may take decisions on behalf of the General Assembly in urgent cases; such decisions must be confirmed at the next session of the General Assembly;
6. Any two together of the President, the Vice-President, the Treasurer and the Secretary General, have the power attorney of the IJOc.

Article 12. President

1. The President is responsible for ensuring that the purposes and principles of the Club are observed and for the general supervision of all its activities;
2. Subject to article 18 paragraph 1 the President shall take the Chair at all sessions of the General Assembly and at all meetings of the Board, unless he delegates this duty or is temporarily unable to carry it out himself;
3. Proposals for candidates for election to the office of President from Members must reach the Secretary General by a date decided by the Board; the Board will notify the list of candidates, including its own nominees, to the Members, not later than 30 days before the relevant session of the General Assembly.

Article 13. Vice-President

1. The Vice-President shall co-operate with the President according to a delegation of duties as defined by the Board;
2. Whenever a President is elected or re-elected, the Vice-President in office must resign as such. In this case the Board will re-allocate duties to its Members; former Vice-Presidents may however be re-installed.

Article 14. Treasurer

1. The Treasurer is responsible for the financial management of the Club, within the budget;



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2. The financial report and accounts, which have been approved by the auditors elected by the General Assembly under article 17 paragraph 10-k of these Statutes, will be presented by the Treasurer to the Board and to the annual General Assembly, together with the draft budget for the next financial year.

Article 15. Secretary General

1. The Secretary General is responsible for:
 - a) The management of the secretariat of the Club and for dealing with all specific duties assigned to him/her according to these Statutes;
 - b) The execution and/or implementation of the policies and decisions of the General Assembly and the Board;
 - c) The preparation for, and the arrangements for taking the minutes of, all official IJOC meetings;
 - d) The preparation and presentation of the Annual Report to the General Assembly in session;
 - e) The correspondence of the IJOC;
 - f) The observance of the principles and spirit of these Statutes and to ascertain that any contraventions are brought to the notice of the Board.
2. The Board may allocate additional responsibilities to the tasks of the Secretary General.

Article 16. Meetings of the Board

1. The Board shall meet at least once during each calendar year, unless otherwise decided as necessary; special meetings may be convened at the request of the President or two-thirds of the Board Members;
2. The Board shall decide the date and the place of the next meeting, but if it does not do so, the President shall decide and notify the Members at least 4 weeks before the meeting is due to take place;
3. Items proposed for the agenda by Members must reach the Secretary General at least two weeks before the meeting is due to take place;
4. The agenda, together with the supporting documents must be sent to the Board Members at least one week before the meeting;
5. The Board shall be entitled to make decisions when at least 51% of the Board Members including the President or the Vice-President are present;
6. Decisions will be taken by a simple majority; in the event of a tie, the vote of the Chairman of the meeting shall be decisive;
7. The President may invite one or more experts on the subjects on the agenda to attend a meeting of the Board, in a consultative capacity;



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8. Minutes of each Board meeting shall be drawn up; they shall contain all decisions made by the Board; a copy of the minutes shall be sent to the Board Members not later than six weeks after the meeting;
9. Board meetings by electronic means or as a telephone or video conference are acceptable and must be recorded as Board meeting minutes.

Article 17. General Assembly of Members

1. Once a year, the Board shall convene the annual General Assembly, preferably during an international equestrian event, not later than March 31st;
2. The date and place of all General Assemblies shall be decided by the Board;
3. The General Assembly, in session under the Statutes, is the supreme authority of the IJOc;
4. An extraordinary meeting can be convened when the Board or one third of the Members, entitled to vote, so requests;
5. The Board is bound to invite Members to the meetings in writing, with the agenda being submitted;
6. A minimum period of one month shall separate the dates between the invitation and the meeting; the invitation shall not be made more than two months before the meeting;
7. Electronic mail shall be accepted as written invitation;
8. Any proposals or requests to the General Assembly by the Members must be submitted in writing to the Board at least two weeks (14 days) before the date of the meeting; electronic mail shall be accepted;
9. With the exception of the provision made in article 19 paragraph 11, decisions cannot be taken for proposals or requests submitted later than the stipulated time or in matters not notified in the agenda;
10. The annual General Assembly has the following functions and powers:
 - a) to elect the Chairman of the meeting, if necessary;
 - b) to approve the minutes of the previous session;
 - c) to accept the annual activity report of the Board;
 - d) to endorse the accounts for the financial year;
 - e) to accept the auditors' report;
 - f) to approve the annual discharge of the Board;
 - g) to elect the President;
 - h) to elect the Board Members replacing the ones due to step down or retire;
 - i) to establish the total number of Board Members;
 - j) to elect the scrutineers;
 - k) to elect the auditors;



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- l) to set the level of the annual subscriptions;
 - m) to decide upon appeals against denied membership;
 - n) to decide upon appeals against expulsion;
 - o) to approve an activity plan as presented by the Board for the coming year and endorse a budget for the same;
 - p) to deal with all subjects, proposals and requests made by the Board and mentioned in the agenda;
 - q) to deal with requests by Members, providing they are delivered according to the provisions of article 17 paragraph 8;
 - r) to modify the Statutes;
 - s) to decide about the dissolution of the IJOC;
11. Only the President, on behalf of the Board, has the right to invite guests to attend the annual General Assembly.

Article 18. Chairman

1. The Chairman of the General Assembly shall be the President of the IJOC or, on his proposal, any other Member approved by the General Assembly;
2. If the President is not present and has not delegated the Chairmanship, the Vice-President or – in his absence – the Treasurer will automatically act as Chairman of the General Assembly;
3. Should none of the above be available, the General Assembly shall elect one of the Members present, to take the Chair.

Article 19. Decisions and Voting

1. Except in the event of indication to the contrary, decisions shall be taken by an overall majority; an overall majority is one half plus one of the valid ballots cast, not counting abstentions;
2. Written proxy may transfer voting rights, except in elections for the Board where article 10 applies; however, no Member may acquire more than three votes, transfers by proxies included;
3. The Secretary General shall check the credentials of the Members present, including deeds of proxy;
4. The scrutineers shall establish the number of ballots entitled to be cast; they shall supervise and count the ballots cast;
5. The total number of votes entitled to be cast shall be the sum of the votes of the accredited Members present, plus any valid proxies;
6. A written secret ballot shall be compulsory for all contested elections (see article 10) and for the dissolution of the IJOC;



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7. All other decisions shall be taken by a show of hands, unless the Chairman or at least one quarter of those present and entitled to vote demand a secret ballot;
8. In the event of a tie the vote of the Chairman shall be decisive, except in elections, where a draw will decide;
9. Minutes of each General Assembly meeting shall be drawn up, containing all decisions taken by the General Assembly and - where applicable - the date(s) where they are to come into effect, as well as the result(s) of the voting;
10. The minutes shall be, made available via publication on the IJOc website, not later than 12 weeks following the date of the General Assembly; the minutes must be approved at the next session of the General Assembly and signed by the President and the Secretary General;
11. All matters where decisions are to be taken by the General Assembly must be notified in the agenda; however, in exceptional cases and with the agreement of the overall majority of the General Assembly in session, the Board may add an item after the agenda has been distributed to the Members.

Article 20. Agenda

The Board shall establish the agenda for the annual General Assembly; the agenda must at least include the following points:

- a) Opening of the assembly;
- b) Election of the Chairman for the meeting, should this be necessary under the provisions of article 18 paragraph 3;
- c) Appointment of ballot officials/scrutineers, proposed by the Board;
- d) Approval of the agenda for the meeting;
- e) Registration of and voting by members present at the GA to elect candidates to the Board
- f) Endorsement of the minutes of the previous General Assembly;
- g) Presentation of the annual activity report as drawn up by the Board;
- h) Endorsement of the annual activity report;
- i) Presentation of the accounts;
- j) Presentation of the auditors' report;
- k) Endorsement of the accounts;
- l) Discharge of the Board;
- m) Presentation of the activity plan for the coming period, suggested by the Board;
- n) Setting of the level of the annual subscription as proposed by the Board;
- o) Approval of the proposed budget for the coming period;
- p) Decision regarding the number of Members on the Board;
- q) Counting of the votes to elect the President of the IJOc, if he/she is due to step down or retire;



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- r) Counting of the votes to elect Members to the Board, replacing the ones due to step down or retire;
- s) Electing the auditors;
- t) Decision on all matters presented in the summons of the meeting;
- u) Decision on matters requested by the Members according to these statutes, as far as specified on the agenda as well as on matters presented as provided for in article 19 paragraph 11;
- v) Other matters brought forward, where formal decisions cannot be made;
- w) Closing of the General Assembly.

Article 21. Official Languages

- 1. English and French shall be the official languages of the IJOc;
- 2. Official documents, agendas, minutes and publications originated by the Secretary General, may be written in one or in both languages;
- 3. All correspondence to or from the secretariat of the IJOc must be in one of the official languages, or be accompanied by a translation into one of the official languages;
- 4. The English text of all documents shall be the authoritative version for legal purposes;
- 5. The annual General Assembly will be conducted in English.

Article 22. Financial Year

The Financial Year shall be from 1 January up to and including 31 December.

Article 23. Legal structure

- 1. These Statutes define the structure under which the legal responsibilities of the IJOc are to be exercised;
- 2. In all matters of civil litigation involving the IJOc, Swiss law shall apply; all civil actions (litigation) shall be brought before the Swiss Courts of the city in which the legal seat of the IJOc is located (see article 1, paragraph 3), subject to requirements regarding arbitration under the Statutes;
- 3. All Members, involved in any activities within the jurisdiction of the Statutes, undertake to recognise the authority and responsibilities of the FEI Tribunal and the Court of Arbitration for Sport (CAS) in the performance of the duties required of them under the Statutes. They also undertake not to resort to any other legal procedures in matters coming within the responsibilities of these bodies;
- 4. The Board, appointed in accordance with the Statutes, has the authority to make decisions under the Statutes and to impose penalties for violation of the Statutes and for any contravention of the common principles of behaviour, fairness and accepted standards of sportsmanship, according to the relevant provisions in the Statutes;



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5. In order to ensure that the execution of these responsibilities is carried out according to the highest standards of justice and equity, the following procedures are established:
 - a) The FEI Tribunal shall decide on all cases which are outside the competence of any other body established under these Statutes and on all other cases which are properly referred to it;
 - b) A procedure of independent arbitration before the Court of Arbitration for Sport (CAS), to hear all disputes and appeals against decisions for which reference to arbitration is provided in the Statutes.

Article 24. Modification to the Statutes

1. The Statutes are established by the General Assembly; the Statutes shall remain in effect until modified;
2. Proposals for modification from ordinary Members must reach the Secretary General by 15th September in the year prior to the year in which the Statutes are being revised;
3. All Members must be given at least eight weeks to study a draft of the revised Statutes and to propose any modifications thereto;
4. The final draft must be sent to, or made available via publication on the IJOc official website for, the Members not later than 30 days before the General Assembly is due to take place;
5. In principle modifications to the Statutes are made every three years; the Board may however propose modifications or the suspension of particular articles or paragraphs for approval by the General Assembly during the three-year period;
6. Modifications must be approved by a two-thirds majority of all valid ballots cast, i.e. disregarding abstentions.

Article 25. Dissolution

1. The dissolution of the IJOc may be decided only at a General Assembly convened for that purpose;
2. Two-thirds of the Members, entitled to vote, must be present or formally represented for the session to be valid; if insufficient numbers are present, the Board will convene a further session after a period of no less than 30 days and such a session will be valid, irrespective of the number of Members present or represented;
3. Should the IJOc be dissolved, after settlement of all undertakings, any assets shall be passed on to the Fédération Equestre Internationale; the FEI shall use these funds for the benefit of educating show jumping officials.



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Article 26. Transitory provisions

1. As a transitory provision and for the purpose of facilitating the introduction of modifications to the previous Statutes, notwithstanding anything contained in the text of the Statutes, the new text of the Statutes shall come into effect on the date decided by the General Assembly;
2. Consequently, the term of office of the President and the Board members, elected at the 2006 General Assembly, will be three years maximum;
3. All modifications or amendments with reference to the Legal Structure shall apply to any case that arises after the enforcement date of the new Statutes; any case arising before that date and still pending decision will be governed by the previous texts of the Statutes.

These Statutes have been endorsed by the IJOc 2017 General Assembly in Leipzig (GER), on Sunday 22nd January 2017 and will come into effect as from Monday 23rd January 2017.

President of the IJOc

Secretary General of the IJOc