



C 15	GENERAL CONGRESS
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C 15.1 The General Congress is the highest authority of FINA and shall have the power to decide upon any matters arising in FINA. Decisions by the Technical Congress may be overruled by the General Congress. The Bureau may decide to consider proposals relating to Technical Rules as well as other proposals.

C 15.2 The General Congress of FINA shall consist of:

C 15.2.1 two (2) duly appointed delegates of each affiliated Member. Each delegate shall have one vote, provided, however, where a Member is represented by only one delegate, such delegate shall be entitled to two votes. Notice of the appointment of delegates, certified in writing by the Member they represent, must be lodged with the FINA Honorary Secretary prior to the commencement of the Congress.

C 15.2.2 all members of the Bureau without vote,

C 15.2.3 the Honorary Life President without vote, and

C 15.2.4 all Honorary Members without vote.

C 15.3 The President of FINA shall preside at all Congress meetings or in his absence one of the Vice-Presidents appointed by the Bureau.

C 15.4 The Congress shall be convened every four (4) years. The Honorary Secretary shall inform the Members not later than twelve (12) months ahead of the exact date fixed for the Congress concerned. The Honorary Secretary shall send an invitation to all Members, together with the agenda for the Congress and the reports as in C 15.8.2 and C 15.8.3 below and together with all duly submitted motions and applications at least three (3) months prior to the date fixed for the meeting.

C 15.5 A special or extraordinary meeting of the Congress shall be convened by a decision of the Bureau or upon receipt of a written request of one-third of the Members. The Honorary Secretary shall call such a meeting, not to be held earlier than five (5) months from the date of the notice, which shall state the reason for the meeting. No subject shall be discussed at the special meeting other than the matters stated in the requisition. The quorum shall be twenty (20) Members. Should there be no quorum present, the motion shall be deemed to have been lost and shall not be raised again until the next ordinary meeting of the Congress.

C 15.6 The General Congress may, in order to reward exceptional merit in or service for the advancement of international Swimming, elect an Honorary Life President, who shall be a member of the Bureau without vote. The General Congress may also elect Honorary Members.

C 15.7 The General Congress has a quorum if more than half of the Members are represented. If a quorum is not present at the previously announced opening time of the Congress, the meeting shall not open until one hour later, at which time the quorum shall not be fewer than forty (40) Members. Decisions by the Congress are made on vote of a majority of those Members present and voting.



C 15.8 At each regular General Congress the following items shall be included on the agenda:

- C 15.8.1** declaration of a quorum,
- C 15.8.2** report of the Bureau on its activities during the time since the previous Congress,
- C 15.8.3** financial report of the Honorary Treasurer,
- C 15.8.4** Confirmation of the new FINA Doping Panel members (C 21.2)
- C 15.8.5** Confirmation of the new FINA Disciplinary Panel (C 22.2)
- C 15.8.6** releasing the previous Bureau from responsibility,
- C 15.8.7** proposals for changes and amendments of the FINA Constitution and General Rules,
- C 15.8.8** election of Bureau members in accordance with C 17.4 and Officers in accordance with C 17.5, and
- C 15.8.9** other business for which notice has been given.

C 15.9 Motions, applications and proposals for alteration of or addition to the Constitution or General Rules of FINA shall be considered only if submitted by a Member or by the Bureau. All motions, applications, and proposals to be considered by the General Congress must reach the Honorary Secretary at least eight (8) calendar months prior to the Congress and must appear on the agenda given to the Members in accordance with C 15.4. On a motion of urgency approved by a two-thirds majority of those delegates present and voting, the Congress may deal with new proposals not appearing on the agenda.

C 15.10 Any alteration of or addition to the Constitution agreed upon by the Congress shall become effective immediately unless otherwise determined at the time of such approval. Any alteration of or addition to the General Rules agreed upon by the Congress shall not become effective earlier than two (2) months after the decision has been made.

C 17 BUREAU

C 17.1 The Bureau shall consist of:

- C 17.1.1** the President,
- C 17.1.2** five Vice-Presidents,
- C 17.1.3** the Honorary Secretary,
- C 17.1.4** the Honorary Treasurer, and
- C 17.1.5** fourteen (14) additional members.

C 17.1.6 The Honorary Life President, the Immediate Past President, the Immediate Past Honorary Secretary, and the Immediate Past Honorary Treasurer are also members of the Bureau, but without vote. The Immediate Past President, the Immediate Past Honorary Secretary and the Immediate Past Honorary Treasurer shall stay as such only for one term of four (4) years.

C 17.2 Members of the FINA Bureau are not personally liable for the debts and obligations of FINA

C 17.3 The Bureau shall be elected by the General Congress. All the Bureau members, except the Honorary Life President, the Immediate Past President, the Immediate Past Honorary Secretary, and the Immediate Past Honorary Treasurer, shall be of different countries or Sport



Countries. Candidates for Bureau membership shall be proposed by the Member from which they come. Persons not actually in attendance may be elected if a written declaration of consent is presented.

C 17.4 The Congress shall elect on the basis of geographical representation fifteen (15) members as follows:

- C 17.4.1** three (3) from Africa,
- C 17.4.2** four (4) from America,
- C 17.4.3** three (3) from Asia,
- C 17.4.4** four (4) from Europe,
- C 17.4.5** one (1) from Oceania.

For this election, only the Members of the respective continent may nominate and vote on their candidates. Another seven (7) members shall be elected from the world at-large, not exceeding one (1) from Africa, one (1) from Asia, one (1) from Oceania, two (2) from the Americas and two (2) from Europe.

C 17.5 The Congress shall elect from among those twenty two (22) Bureau Members

C 17.5.1 the President,

C 17.5.2 five (5) Vice-Presidents who shall be elected on the basis of continental representation, one for each of the continents of Africa, America, Asia, Europe, and Oceania. At the election of the Vice-Presidents only the members of respective continents may nominate and vote on their candidates.

C 17.5.3 the Honorary Secretary, and

C 17.5.4 the Honorary Treasurer.

C 17.6 The Executive Committee shall consist of the President, the Honorary Secretary and the Honorary Treasurer and will be responsible for making decisions on matters referred to it in the FINA Rules and Regulations or matters referred to it by the Bureau or for other cases, which need decisions between the meetings of the Bureau.

The President may, from time to time, call persons with knowledge in special areas to attend meetings with the Executive Committee.

The Executive Committee shall meet on call by the President, when there are items of such importance that cannot be solved by the President alone.

The Executive Director shall attend all the meetings without vote.

C 17.7 Twelve (12) members with vote shall form a quorum at any meeting of the Bureau. The members of the Bureau shall serve until their successors are elected and take office.



C 17.8 The members of the outgoing Bureau, will be eligible as candidates for any position within the incoming Bureau. The President, the Honorary Secretary, and the Honorary Treasurer of the outgoing Bureau, if not re-elected to such posts, or not elected to other posts, shall remain as members of the incoming Bureau, only without votes, as Immediate Past President, Immediate Past Honorary Secretary, and Immediate Past Honorary Treasurer.

C 17.9 The travel and hotel expenses of the Bureau shall be paid by FINA.

C 17.10 The Bureau shall have the authority to fill any vacancy which occurs through death or resignation of any member of the Bureau elected in accordance with C 17.3 or of any Committee member, subject to compliance with the appropriate geographical representation set out in C 17.4

C 17.11 Where a Bureau member has been absent from two consecutive meetings without reasons acceptable to the Bureau, the Bureau shall have the right to declare that such a member has forfeited his membership. The Bureau according to C 17.10 may then fill the vacancy.

C 17.12 Rights and duties of the Bureau shall include the following:

C 17.12.1 to discuss and make decisions on all matters assigned to them by the Congresses,

C 17.12.2 to interpret and enforce the Rules of FINA.

C 17.12.3 to decide and take action on any matter pertaining to the affairs of FINA.

C 17.12.4 to submit proposals to the Congress,

C 17.12.5 to decide on and publish administrative by-laws, including time and manner of payment of any financial obligations,

C 17.12.6 to decide on and publish regulations for FINA competitions,

C 17.12.7 to decide on FINA awards,

C 17.12.8 to make decisions in case of emergency.

C 17.12.9 to approve the title of International Referee, Starter, or Judge on presentation of registered and certified candidates by the FINA Technical Committees. These titles are to be awarded to the Swimming, Open Water Swimming, Diving, Water Polo, and Synchronised Swimming referees, starters, and judges who have received satisfactory marks for their officiating at major international competitions,

C 17.12.10 to establish rules of order for the meetings of the Congress, Bureau, Technical Committees, etc., provided that they will not be in opposition to the Constitution of FINA,



C 17.12.11 to determine the dates and sites of World Championships and other FINA competitions and to organise and control all Swimming, Open Water Swimming, Diving, Water Polo, and Synchronised Swimming competitions at the Olympic Games, World Championships, and other FINA competitions,

C 17.12.12 to instruct the FINA Committees and control their activities,

C 17.12.13 to appoint delegates to the Olympic Games, World Championships, other FINA competitions, and other international competitions. The Organising Committee must guarantee proper accreditation. The responsibilities of the delegates are to observe the organisation and to report back to the FINA Bureau, and

C 17.12.14 to appoint the Executive Director, who shall attend all FINA meetings.

The Executive Director shall be an ex officio member of the Bureau without vote.

The Executive Director shall manage the FINA Office.

The Executive Director shall be responsible for the engagement of the FINA Staff, with the approval of the President and the Honorary Treasurer.

C 17.13 The FINA Bureau is not authorised to make any changes in the Constitution, General Rules, or Technical Rules.



BL 3 - RULES OF ORDER FOR CONGRESSES

BL 3.1 The President or other person appointed pursuant to C 15.3 or C 16.4, as Chairman, regulates the course of business of the meeting and is assisted by the presidium as follows:

- a) The Executive Committee members of the FINA Bureau.
- b) The Honorary Life President.

BL 3.2 At the Congress meeting, only matters appearing on the agenda may be discussed as provided by C 15.4 or C 16.2. All discussions, proposals, recommendations, and resolutions shall be on the basis of the established rules of FINA. If such one of those proposed recommendations or resolutions is not in accordance with the established rules, it shall be automatically rejected.

BL 3.3 Motions for changes or extensions of the agenda may be proposed by accredited members of the Congress at any time up to the end of the Congress, provided they are urgent and are approved by two-thirds majority vote in favour, as provided in C 15.9 or C 16.7.

BL 3.4 Procedures

BL 3.4.1 Motions shall be dealt with according to the order of precedence as printed in the respective supplement or bulletin, providing that the proposals of the Bureau shall take precedence.

BL 3.4.2 Motions are listed by number in order of precedence number 1 having a higher priority than any greater number.

BL 3.4.3 The action proposed by the FINA Bureau shall be first announced at each motion. (Motion recommended or not recommended.)

BL 3.4.4 The main motion may be amended and the amended motion also amended (i.e. further amendment). An amendment to a motion must be voted on before the main motion as amended is brought to a vote.

BL 3.4.5 The proposals, in order of precedence, shall be discussed and voted upon, provided that such proposals are not similar in meaning and intent to those already rejected.

BL 3.4.6 Motions, except those of the Bureau, require a second before discussion can commence. The President must explicitly ask for a second to the motion. Questions on the motion, points of order, or withdrawn motions do not require a second.

BL 3.4.7 The delegate proposing the motion shall be given the privilege of speaking briefly to the motion if he wishes. He has the right of reply before a vote is taken.

BL 3.4.8 Except as provided in BL 3.4.7, delegates may speak only once to the motion. The period of speeches may be limited. If this is the case, the duration will be announced previously.



BL 3.4.9 All accredited members of the Congress, according to C 15.2 or C 16.3 have the right to ask questions during the debate on any agenda item and make comments on the method of voting. In addition, the Bureau has the right to present to the delegates, in written form, its recommendation in relation to a motion submitted pursuant to C 15.4 or C 16.2, provided always that such a submission is made not later than one hour before the beginning of the Congress.

BL 3.4.10 The President or Chairman has the flexibility and power to make any necessary decisions in order to expedite the business of the Congress in an efficient and practical manner.

BL 3.5 Voting

BL 3.5.1 Before submitting a motion to a vote, the President shall present the question concerned in concise, clear, and unequivocal terms.

BL 3.5.2 The decisions shall be made on the basis of simple majority vote of the delegates present and voting.

BL 3.5.3 The Chairman will propose for the approval of the Congress at least three scrutineers, for all votings. Their report shall be given to the Chairman or the Secretary.

BL 3.5.4 The methods of voting which may be adopted by the meeting (for and against) are

- (i) by show of hands,
- (ii) by a standing vote (Division)
- (iii) by calling the roll (Division), or
- (iv) by a secret ballot, proposed and seconded.

BL 3.5.5 If the correctness of a vote is questioned, the President or Chairman of the meeting shall decide the validity of the complaint, taking care that this correctness will not be a reopening of a motion already voted. If somebody asks to reopen the question, it shall be necessary to have two-thirds majority in favour. If not, this motion shall be rejected.

BL 3.6 Elections

If required, the election of the Bureau and officers shall be by secret ballot and in conformity with the provisions of C 17.3, C 17.4 and C 17.5. In the case of a draw for place in the ballot for the election of the Bureau, a new ballot will be taken based on the candidates involved.

BL 3.7 Revision Committee

BL 3.7.1 At all Congresses a Revision Committee shall be appointed in order to correct, improve, update, change, or amend amendments to motions suggested during the discussion of a motion or any other recommendation to the Congress made by the



Bureau or proposed by the delegates for the conformity of the decisions of the Congress.

BL 3.7.2 When an amendment or a recommendation has been referred to the Revision Committee, decisions concerning the motion in question shall be adjourned, but the Congress shall continue with the agenda until the Revision Committee has reported back to the Congress.

BL 3.8 Minutes of the Meeting

BL 3.8.1 At each Congress, a full record of the minutes of the proceedings of the Congress shall be kept. The minutes must be available to all Members within a period of four (4) months following the Congress.

BL 3.8.2 If no objections arise within a period of an additional two (2) months, the minutes stand approved as circulated.

BL 3.8.3 The original draft minutes must be retained until they are finally confirmed.

BL 3.8.4 The minutes shall be published in the FINA Circular. For special reasons, the FINA Members may be informed in written form of the decisions reached before they are published in the Bulletin.