

Last updated on 19 February 2017

CONSTITUTION OF INDONESIAN SCRABBLE® FEDERATION

I Name

1. The name of the organization is Indonesian Scrabble® Federation, also known as ISF.

II Objectives

2.1. Its objectives are :

- a) To promote the interests of Indonesia's Scrabble® players.
- b) To assist the growth of local Scrabble® clubs.
- c) To develop and standardise Scrabble® rules and systems across Indonesia when agreed.

III Membership Rights and Application

3.1. Membership consists of :

a) ISF Members : Any person who has an interest in Scrabble® may be admitted to ISA Membership. ISF Members shall be eligible to vote and stand for elections to the Committee.

3.2. Application for membership :

- a) A person who wishing to join ISF should register and fill in a form posted on the website.
- b) His name will be posted and the approval of membership will be decided by the Committee for maximum two weeks after the registration submitted.
- c) A copy of the Constitution shall be furnished to every approved member upon payment of the membership fee.

3.3. Membership of ISF shall be ceased through :

- a) Resignation : Any member may resign his membership by giving to the Secretary a written statement of resignation.
- b) Expulsion : Any member may be expelled if he is convicted of a criminal offence of a serious nature. ISF may also expel a member or suspend his membership, if the member had conducted himself, whether in the association's premises or

elsewhere, by the word or by act, in a manner deemed to be contrary to the objects or interest of the association and/or injurious to its reputation.

IV Membership Fee and Benefit

4.1. The amount of money which has to be paid in order to register as ISF Member is IDR 50.000,- for one year of membership.

4.2. During the membership period, members shall receive several benefits :

- a) 10% Discount for tournaments which are held by ISF.
- b) Special privilege to enter tournaments which are intended only for ISF members.
- c) Become ISF representatives on International tournaments with quota-based.

V Rating System

5.1. Players's ratings will be published only if they are registered as ISF members.

5.2. If players are not active (counted since their last joined tournament) for at maximum 2 years, then their ratings shall be removed from the current standing.

VI Rating Proposal for Tournaments

6.1. Organizers which intend to make their tournaments to be ISF rated, they shall submit a proposal to Secretary at least one month before.

6.2. The Proposal consists of : Tournament Details, Tournament Rundown, Committee List, and Budgeting.

6.3. If granted, the Organizers shall pay Rp. 10.000,- per tournament participant to Treasurer for Rating Administration Fee.

6.4. Tournaments shall meet several inquiries to be ISF rated :

- a) Number of participants shall be at least 10 participants.
- b) Number of Tournament matches shall be at least 15 rounds. Unless decided by ISF for special tournaments.
- c) Implementing One-on-One Tournament system as the standard.
- d) Implementing WESPA rules for the Tournament rules.

6.5. Organizers shall submit Tournament Accountability Report to Secretary at least one months after the Tournament ends.

VII Annual Meeting

7.1. An Annual Meeting shall be held every once in a year.

7.2. An Annual Meeting must be attended by at least three fourth of the number of

Committees.

7.3. An Annual Meeting will be a forum of discussion led by the President and will discuss matters of Constitution and annual workplan.

VIII Management and Committee

8.1. The administration of ISF shall be entrusted to a Committee consisting of the following to be elected at every two years at Annual Meeting.

8.1.1. President

8.1.2. Vice President

8.1.3. Secretary

8.1.4. Treasurer

8.1.5. Tournaments and Ratings Officers

8.1.6. Youth Coordinators

8.1.7. Promotions Officer

8.1.8. 3 Regional Coordinators

IX Duties of Committee

9.1. The President shall chair all Annual and Committee meetings. He shall also represent ISF in its dealing with outside persons.

9.2. The Vice President shall assist the President and deputise for him in his absence.

9.3. The Secretary shall keep all records, except the financial of the association and shall be responsible for their correctness. He will keep minutes of all Annual and Committee meetings. He shall maintain an up-to-date Register of Members at all times.

9.4. The Treasurer shall keep all funds and collect and disburse all money on behalf of ISF and shall keep an account of all monetary transactions and shall be responsible for their correctness.

9.5. The Tournaments and Ratings Officers shall be responsible for the tournaments conducted and ratings system in Indonesia. They shall manage tournaments calendar, review tournament rating proposals and receive the result of every rated tournament and update the rating system and publish the result on the website.

9.6. The Youth Coordinators shall oversee the growth of youth players in Indonesia. They will be in charge in managing activities for youth players and developing new talents.

9.7. The Promotions Coordinator shall promote and maintain the presence of ISF on

different channels and media. He will be in charge in posting contents on social media and groups to gain more awareness.

9.8. The Regional Coordinators shall give updates about Scrabble® activities in their own regional. They shall submit an activity report as well to the Secretary after the activity ends.

X Votings

10.1. In voting a new President, all ISF members have their rights to vote a single President candidate. All members are obliged to give a vote.

10.2. Voting shall be decided by majority vote.

10.3. Where a vote is tied, the status quo shall remain.

XI Alterations to this Constitution

11.1. This Constitution shall take effect after an Annual Meeting where all Committee vote to accept it.

11.2. Alteration to this Constitution may be made by a majority vote at the Annual Meeting.