

BALKAN CYCLING UNION

STATUTES

Version 2.3
04/09/2016

Article 1

Name, emblem, registered office, status, official languages

1. It is hereby established a Union of Balkan national Cycling Federations as referred to here below under the name **BALKAN CYCLING UNION (BCU)** hereinafter referred to as “**the Union**”, its emblem for use in relation to its activities shall comprise of five concentric circles with each of them bearing one of the five Olympic colours and with its name printed in English in the centre of the circles while outside and around the outer circle shall appear the emblems of all federations members of the Union in the form/shape of stars.
2. The registered office of the Union will be in the country where the General Secretary lives;
3. The official languages used by the Union are English and French. Any written communication to the Union as well as from the Union to its members, to UEC and/or UCI must be in one of the two aforementioned languages.

Article 2

Mission and Role.

1. The Union's mission and role is to enhance cooperation amongst its members for the promotion and development of the sport of cycling, in all its disciplines, through the organization of Balkan Championships / cycling race events, seminars, training sports camps, and other events helping in achieving the Union's aims and objectives.
2. The Union is an independent, non profit-making organization of unlimited duration bound by the rules and regulations of UEC and UCI

Article 3

Aims and Objectives

The Union's aims and objectives are as follows:

1. To promote and protect/support its interests and those of its members.
2. To take initiatives for the enhancement of the relations amongst its members and to contribute towards the development of the sport in the Balkan area and elsewhere.
3. To work in collaboration with its members in order to set up an annual Balkan cycling calendar.
4. To adopt and support the World Anti-doping Code.
5. To support the efforts of UEC and UCI aimed at servicing/protecting the interests/needs of the sport of cycling in all its disciplines

Article 4

Principles and Values

The activities of the Union are based on the following principles and values:

1. Respect of the independence of its members and non-interference with their internal affairs.
2. Respect of the equality of all member federations, of all sportsmen/athletes and all officials dealing with them in a just and equitable manner.
3. Oppose political or commercial abuse / exploitation of sport and of the athletes
4. Encourage and support awareness and concern for environmental issues.
5. The Union supports UEC and UCI in all aspects of cycling.
6. Preservation of its autonomy and resistance to pressures or undue influence of any kind, including but not limited to political, legal, religious or economic pressure that might prevent compliance with UCI and UEC Statutes.

Article 5

Members

1. Any National Cycling Federation from a country having its territory within the Balkan area is entitled to become a member of the Union.
2. Exception to the aforementioned rule is the case of the Cyprus Cycling Federation which regardless of geographical location is eligible for membership.
3. It is acknowledged that before a Federation may become a member of the Union it must be a member of UCI and UEC. If a member loses its UCI and UEC membership it automatically loses its Union membership.

Article 6

Contributions of the members

1. Members are obliged to pay annual contributions the amount of which is determined by the General Assembly after a proposal by the Union's Management Board.
2. The annual contributions are payable by the 31st of January of each year, and in the year of the elections the day before the start of the elections at the latest.

Article 7

Membership Termination

1. The General Assembly of the Union has the power to decide the expulsion of a member and the termination of its membership in cases where the member:
 - a) does not pay its contributions to the Union for two consecutive years.
 - b) seriously and/or repeatedly undermines the interests of the Union or contravenes any of the provisions in these Statutes.
2. When a membership has been terminated by virtue of Article 7(paragraph 1a) the member of the Union whose membership was terminated may be re-admitted as a member of the Union by the Management Board provided all contributions owed are paid and a satisfactory explanation for the failure to pay the contributions when they were due is given to the Management Board.

Article 8

Suspension/revocation of a Member's rights.

1. In cases where a member does not pay its contribution within the prescribed time limits its member rights (exercise of voting and election rights at the members' General Assembly) are revoked nor can it take part in any Balkan championship events held within the year for which its contribution is outstanding. These rights remain suspended / revoked until the member pays its dues.

Article 9

Financial Management.

1. The Treasurer is responsible for the prudent management of the financial affairs of the Union. He is obliged to prepare and present to the General Assembly detailed written accounts, income and expenses statements on a yearly basis. The Treasurer is obliged to follow and respect any BCU Expenses guidelines and policies.
2. The financial accounts must be audited at least once a year by the auditors appointed by the General Assembly.
3. The auditors have a duty to audit the accounts and to prepare and submit their auditor's report to the General Assembly at its ordinary meeting.
4. The financial year of the Union shall be the calendar year.
5. The Treasurer, with the counter signature of the President and in case of his absence, with the counter signature of the Vice - President replacing him, is empowered to open and manage a creditor account at any bank.

6. For convenience purposes the account may be opened at a bank operating in the area/country in which the Treasurer resides. In case where, by decision of the Management Board, in accordance with Article 14, paragraph 14, the General Secretary is entitled also to have the duties of the Treasurer, the account may be opened at a bank in the area/country in which the General Secretary resides.

Article 10
Secretariat.

1. The Union may operate a Secretariat wherever this may be deemed necessary in order to better facilitate the effectiveness of the operations of the Union.
2. The General Secretary is responsible for the administration of that Secretariat.

Article 11
Bodies of the Union

1. The main Bodies of the Union shall be:
 - a) The Annual General Assembly (or Annual Congress).
 - b) The Management Board.

Article 12
Annual General Assembly (or Annual Congress)

1. The Annual General Assembly is the supreme authority of the Union consisting of the representatives of the member national Federations adequately authorized by means of a proxy
2. The Annual General Assembly of the members is convened once a year by the President by means of an invitation accompanied by an agenda stating the items to be dealt with at the meeting and communicated to the members entitled to attend the meeting. These documents are sent either by post, electronic mail, or facsimile at least a month before the date of the meeting.

Extraordinary General Assembly

Extraordinary General Assemblies may take place:

- a) As the Management Board may decide
or
- b) With a Board's decision if such a meeting is requested in writing by at least one third of the General Assembly members which are entitled to vote also denoting the reasons for which the meeting is requested.

The procedural provisions governing the meetings of the Annual General Assembly shall apply mutalis mutandis to the Extraordinary General Assembly meetings.

3. Any omission to give notice to a member or its non-receipt by any member shall not affect the validity of the proceedings at the meeting of the Annual General Assembly.
4. The issues of the agenda of the Annual General Assembly meeting shall be drawn by the Management Board and shall include inter-alia:
 - a) The report of the President on the activities of the Union for the preceding year.
 - b) The approval of the accounts of the preceding year duly audited and presented by the Treasurer.
 - c) The approval of the budget for the following year.
 - d) The approval of the auditors for the preceding year.
5. The convening of the Annual General Assembly is normally done within the month of December of the year or alternatively the January of the following year at the latest.
6. Each country member has the right to be represented by up to two (2) delegates. One of them will be the Head and voting delegate.
7. The representation of another member through a proxy is not allowed.
8. Each country member has one vote.
9. Meetings of the General Assembly are presided over by the President of the Management Board. When he is absent or unable to perform his duties, by the Vice-President replacing him according to Article 14 paragraph 5, of the present Statutes. The President of the General Assembly will have a casting vote in case of equal division of votes on any issue.
10. The General Assembly is empowered to pass decisions irrespective of the number of the members present.
11. Any member wishing to submit an issue and matter for consideration by the General Assembly, he must do so in time so as to reach the General Secretary of the Union at least 15 calendar days prior to the date of the meeting. Issues and matters submitted late or during the workings of the meeting could be considered provided they have the approval of at least two thirds of the members.
12. As a general rule, issues and matters will be decided by an open ballot. However, on the request of at least seven members, a secret ballot may be carried out.

13. As a general rule, elections are by secret ballot unless there is only one candidate for the post concerned or if the number of positions is the same as the number of candidates. The election will then be declared without the need for a ballot.
14. In case of elections for the Management Board, the candidate elected is the one with the largest number of votes. Abstentions or invalid votes are not counted.
15. The election procedures of the members of the Management Board will be conducted by an Electoral and Voting Monitoring Commission, the EVMC according to Article 19 of this Statutes.
16. Minutes of the meetings of the General Assembly shall be kept and be signed by the President of the meeting and the General Secretary.
17. In cases where the General Assembly procedures and/or the details concerning the agenda and the elections, are not provided for in the present statutes, the relevant principles and provisions stated under the UCI and or UEC Statutes will apply mutalis mutandis.

Article 13

Powers and Responsibilities of the General Assembly

The General Assembly has executive responsibility:

1. To decide with respect to the statutes of the Union and to amend them accordingly.
2. To elect the five (5) members of the Management Board consisting of the President, two (2) Vice-Presidents and two (2) Board members.
3. To elect the auditors for the following years.
4. To approve the annual accounts of the preceding year, duly audited and presented by the Treasurer.
5. To dismiss the Management Board.
6. To determine the amount of the member's annual contribution.
7. To determine the place of the Annual General Assembly.
8. To approve the Union's Annual Calendar.
9. To approve next year's budget.

Article 14

Management Board

1. The Management Board comprises of five (5) members as follows:
 - a) The President
 - b) Two (2) Vice Presidents
 - c) Two (2) Board members.
2. The five (5) members of the Management Board are elected by the General Assembly for four years.
3. Eligible for the elections to the Management Board are all the representatives of the member federations whose membership fees have been paid as on the date of the meeting.
4. The General Assembly elects the President, the two (2) Vice-Presidents and two (2) Board members separately and consecutively for each of these posts by a simple majority of votes.
5. After being elected the members of the Management Board at their inaugural meeting will elect by a simple majority vote one of the two (2) Vice-Presidents as the Vice-President to replace the Management Board's President, whenever he is absent or unable to perform his duties, vested with all powers.

In that meeting the Management Board also will elect by a simple majority of votes, one of the two (2) Vice-Presidents or one of the two (2) Board members to be the BCU Treasurer.
6. After being elected the members of the Management Board at their inaugural meeting will appoint the BCU General Secretary.
7. Meetings of the Management Board are convened either by the President or at the written request of the majority of its members stating the reasons for the request, in which case the President shall convene a meeting within 15 calendar days of receiving the written request.
8. Notice of an ordinary meeting of the Management Board shall be given by the General Secretary in writing to all its members at least 1 month prior to the date of the meeting, together with an agenda which must state the items to be dealt with at the meeting.
9. The Management Board has a quorum if one half of its members plus one are present at the meeting.
10. The decisions of the Management Board are taken by a simple majority of votes and in case of equal division of votes on any issue the President has the casting vote.

11. The Management Board may delegate powers to one or more of its members.
12. If a member of the Management Board submits his resignation in writing to the Management Board or unjustifiably absents himself from three consecutive meetings of the Management Board or is found guilty of any violations such as:
 - a) infringement of the provisions of the present Statutes and/or any Regulations issued hereunder and/or
 - b) being found guilty by a court of law of a criminal offencehis post becomes vacant by a simple majority decision to this effect taken by the rest of the members of the Management Board.
13. The expulsion of a member of the Management Board can take effect following a hearing during which the member of the Management Board concerned is given the right to be heard and raise any objections to the decision of the Management Board when may be submitted to and be considered by the General Assembly.
14. The Management Board has the power to decide, if this is considered to best serve the functionality and needs of the Union, to delegate the duties of the Treasurer to the Secretary General.

Article 15

Duties of the Management Board

The Management Board has the responsibility:

1. To exercise the administration of the Union and to decide on all matters that fall within the boundaries of the scope and objectives of the Union, except on matters that the present Statutes has placed under the jurisdiction of the General Assembly.
2. In exceptional circumstances the Management Board can take decisions through correspondence and/or through the exchange of e-mail messages or conference.
3. To prepare and organize the General Assembly.
4. To implement the decisions of the General Assembly.
5. To propose to the General Assembly the amount of the annual contribution of the members.
6. To prepare the annual budget.
7. To appoint the General Secretary, who will carry out his/her duties in line with the guidelines of the Management Board.

8. To appoint the President and the four (4) members of the BCU Technical Commission. That Commission will be supervised by the BCU General Secretary.
9. To draw up the calendar for the Balkan Championships and other races and to decide on the venues for these competitions, taking in consideration the proposals by the BCU Technical Commission.
10. To decide and to sign any agreements / contracts with third parties.
11. To appoint any Commissions necessary for the functionality of the Union and to determine their powers and terms of reference.
12. To represent the Union for all purposes, including appearance before a court of law by its President and in case he is unable to do so, by the Vice-President elected to represent him.

Article 16

Rights and Duties of the President

1. The President in addition to the rights and duties prescribed in any of the foregoing Articles of the present Statutes, has the following rights and duties:
 - a) Together with the General Secretary, he represents the Union in its official activities.
 - b) He reports on behalf of the Management Board to the various meetings of the General Assembly.
 - c) Together with the General Secretary, he monitors and ensures the strict compliance with the provisions of the present Statutes and of any Regulations approved by virtue of the provisions of the present Statutes.
 - d) He convenes the meetings of the Management Board and presides over these meetings.
 - e) He represents the Union for all purposes including appearance before a court of law.

Article 17

Rights and duties of the General Secretary and the Treasurer.

1. Rights and duties of General Secretary.

In addition to the rights and duties prescribed in any of the foregoing Articles of the present Statutes, the General Secretary has the following rights and duties:

 - a) Together with the President he represents the Union in its official activities.

- b) Together with the President he monitors and ensures the strict compliance with the provisions of the present Statutes and of any Regulations enacted by virtue of the provisions of the present Statutes.
- c) Together with the President he handles all of the correspondence of the Union.
- d) Together with the President he co-signs all outgoing documents.
- e) He keeps minutes of the meetings of the Management Board and of the General Assembly.
- f) He dispatches to the members the final / signed minutes as well as any decisions of the Management Board.
- g) He manages the property of the Union.

2. Rights and duties of the Treasurer

In addition to the rights and duties prescribed in any of the foregoing Articles of the present Statutes, the Treasurer has the following rights and duties:

- a) He is responsible for the timely preparation of the Union's financial accounts and budget and for ensuring that the financial accounts and records of the Union are properly maintained.
- b) He is responsible for monitoring the proper collection of all revenues of the Union and for ensuring that receipts are issued for payments made to the Union which have been approved by the Management Board.
- c) He supervises the entries of all receipts and payments in the Union's accounting books and he is responsible for safeguarding the financial interests of the Union.
- d) He reports regularly to the Management Board as regards the financial status of the Union and he is accountable to the Management Board and the General Assembly of the Union with respect to all matters regarding the finances of the Union.
- e) He respects, follows and applies any BCU expenses policies and guidelines.

- 3. If in accordance with the Article 14, paragraph 14 of the present Statutes, the Management Board decides to assign the duties of the Treasurer, to the General Secretary, then the General Secretary/ Treasurer will be entitled with the above mentioned rights and duties.

Article 18

Elections

1. During the meeting held in the year of the summer Olympic Games, the General Assembly, within the month of December of that year or alternatively the January of the following year at the latest, shall elect for a 4 year period:

- a) The President
- b) Two (2) Vice Presidents
- c) Two (2) Board members.
- d) Two (2) auditors and/or external auditor if necessary,

2. The candidates for the posts mentioned in a),b), c) and d) of paragraph 1 of the present article must be proposed by the federation of the nationality of the candidate. Furthermore, candidates for the post of auditor must have recognized qualifications in accountancy. The applications must be sent to the BCU headquarters, addressed to the Electoral and Voting Monitoring commission, the EVMC (as per Article 12, paragraph 15 and Article 19 of the present Statutes) by post or e-mail, at least thirty (30) calendar days before the General Assembly.

3. The following may apply for the post of BCU President:

- a) The outgoing President, provided he/she is still supported by his/ her federation, BCU member.
- b) Anyone whose application is put forward by the federation of the candidate's nationality.

4. It is possible to be a candidate in several elections, as stipulated in paragraph 1 of the present article, provided that the conditions pertaining to each of them are adhered to.

5. The validity of applications is verified by the EVMC.

6. Every voting member must vote for as many candidates as there are vacancies. Any other vote is null and void.

7. All elections are held with a majority vote in one round. Within the limits of the number of vacancies to be filled, applicants with the highest number of votes cast will be elected.

8. As an exception to paragraph 7 above, the election of the BCU President is held with a majority vote in 2 rounds. In the first round, the candidate with the majority of valid votes cast is elected. Failing which, a second round shall be held between the two candidates who received the most votes that have been legitimately cast. In the event of a tie in the first round between several candidates in first place, the second round will be between these candidates only. In the event of a tie in the first round between several candidates in second place, the second round will be between these candidates and the

candidate in first place. In the last two cases, the candidate with the most votes shall be elected. In the event of a tie in the second round, the oldest candidate shall be elected.

9. When necessary and after consulting the EVCM, the Management Board shall decide on the practical measures for organizing elections which, in any event, must ensure the secrecy of the vote, subject to the measures in paragraph 13 of article 12 of the present Statutes, and equality between candidates. Electronic voting (such as email, sms, etc) is not permitted.

10. At the electoral General Assembly, elections will be held successively in the order stipulated in points a), b), c) and d) from paragraph 1 of the present article. Once he/she is elected, any application of a candidate in another election is declared null and void. If they are not elected, candidates may take part in the next election, provided that they have also applied for this election and have not withdrawn it from the EVCM.

11. All candidates are eligible for re-election.

Article 19

The Electoral and Voting Monitoring Commission (EVMC)

1. There shall be an electoral and voting monitoring commission (EVMC), responsible for monitoring the regularity of electoral and voting proceedings at BCU General Assemblies. It may also be consulted by the BCU President or the Management Board on any matter in relation to its jurisdiction.

2. The EVCM is composed of three (3) members, including a President and two (2) members, appointed for four (4) years by the BCU Management Board at its first meeting following its election. Their term of office shall cease upon the election of the new BCU Management Board. They are not permitted to be members of any other BCU body or to be candidates in elections. For those members it is not necessary to be Balkan countries residents.

3. The EVMC:

- a) Approves the candidates for the various elections stipulated in article 18 of the present Statutes,
- b) Monitors the electoral and voting proceedings at General Assemblies.
- c) Gives its opinion, which is made public, to the Management Board, on the practical measures for organizing elections and voting proceedings at General Assemblies.

Article 20
Dissolution

1. The Union's existence has no limit of duration.
2. The Union may only be dissolved by a decision of the General Assembly of the Union at an extraordinary meeting especially convened for such purpose upon the written request of at least two thirds of the members of the General Assembly entitled to vote.
3. A decision to dissolve the Union shall be taken by an 80% majority of the members of the General Assembly entitled to vote who are present at the particular meeting.
4. The General Assembly also decides on the way in which the disposal of the assets of the Union as on the date of its dissolution is to be effected, that is, to be given over to serve the promotion and development of sport and under no circumstances are they to be distributed between the members of the General Assembly of the Union.

Article 21
Amending of the Statutes

1. An amendment of these Statutes may only be effected by a decision of the General Assembly convened for this purpose and provided that a two thirds members majority is obtained.

Article 22
Approval of the present Statutes

1. This Statutes (version 2.3 of 04/09/2016) revises the existing Statutes of the Union and was approved by the General Assembly of the BCU members during the Extraordinary General Assembly held in Plumelec, France on September 17th 2016 and came in force on the same date.

The President

The General Secretary

APPENDIX 1

List of BCU Affiliated Federations in alphabetic order

Country	Code	National Federations
Albania	ALB	ALBANIAN CYCLING FEDERATION
Bosnia-Herzegovina	BIH	CYCLING FEDERATION OF BOSNIA AND HERZEGOVINA
Bulgaria	BUL	BULGARIAN CYCLING UNION
Cyprus	CYP	CYPRUS CYCLING FEDERATION
Greece	GRE	HELLENIC CYCLING FEDERATION
Kosovo	KOS	CYCLING FEDERATION OF KOSOVO
F.Y.R of Macedonia	MKD	CYCLING FEDERATION OF MACEDONIA
Montenegro	MNE	CYCLING ASSOCIATION OF MONTENEGRO
Republic of Moldavia	MDA	MOLDAVIAN CYCLING FEDERATION
Serbia	SRB	CYCLING FEDERATION OF SERBIA
Romania	ROU	ROMANIAN CYCLING FEDERATION
Turkey	TUR	TURKISH CYCLING FEDERATION