



PCB<sup>®</sup>

Pakistan Cricket Board

**MODEL CONSTITUTION  
FOR  
CITY CRICKET ASSOCIATIONS**

## **MODEL CONSTITUTION FOR CITY CRICKET ASSOCIATIONS**

*In exercise of the powers conferred under the Constitution of Pakistan Cricket Board 2019 (the "PCB Constitution"), the Board of Governors PCB is pleased to approve this Model Constitution for regulating the affairs of City Cricket Associations established pursuant to Clause 17 of the PCB Constitution, which shall be adopted by the First Board of the City Cricket Association notified pursuant to Clause 17(2) of the PCB Constitution and caused to be adopted as the constitution of the City Cricket Association upon its registration pursuant to Clause 17(4) of the PCB Constitution.*

### **Preamble**

**WHEREAS** it is expedient to provide for the establishment, formation, operation and regulation of the affairs of City Cricket Associations as established pursuant to Clause 17 of the PCB Constitution, therefore, this Constitution hereby provides as follows:

### **PART I**

#### **1. Title and Commencement**

This Constitution shall be called the "***Constitution of [Name] City Cricket Association***" and shall come into force immediately upon promulgation.

#### **2. Definitions**

2.1 For the purpose of this Constitution, unless the context otherwise requires:

- a) "**Board**" or "**PCB**" where used means Pakistan Cricket Board;
- b) "**Chairman**" means the Chairman of the Pakistan Cricket Board;
- c) "**Club**" means a cricket club duly organized and established and recognized by and affiliated with the City Cricket Association pursuant to this Constitution, the CA Constitution and the PCB Constitution;
- d) "**Club Cricket**" means cricket played by Clubs and being other than First Class Cricket and list A Cricket;
- e) "**Club President**" means the President of a Club recognized and affiliated with the City Cricket Association;
- f) "**Cricket Association**" or "**CA**" means a Cricket Association constituted and operating pursuant to the PCB Constitution and to which the City Cricket Association is affiliated with;
- g) "**Dues**" includes annual subscription, registration fee, guarantee money of match(es), tournament fees or any other levy or charge or any fine imposed by the PCB, Cricket Association or the City Cricket Association;

- h) **“Elective Meeting”** means the meeting of the General Body called for holding the elections of the members of the Management Committee;
- i) **“Election Commission”** means the office of the Election Commission of the Pakistan Cricket Board represented by either the Election Commissioner PCB or a Deputy Election Commissioner PCB as may be directed by the PCB from time to time;
- j) **“Finance Manager” or “FM”** means the finance manager of the City Cricket Association appointed in the prescribed manner by the Management Committee;
- k) **“Financial Year”** means a year commencing on the first day of July;
- l) **“First Class Cricket”** means level of cricket and its conditions as may be prescribed by the PCB from time to time and authorized to be played by the Cricket Associations affiliated with the PCB;
- m) **“Format of Cricket”** means a 4 day, 3 day, 2 day, One day and T20 cricket match or any other format as may be recognized and notified by the PCB from time to time;
- n) **“General Body”** shall have the meaning ascribed to it under this Constitution;
- o) **“General Manager” or “GM”** means any person appointed as the general manager of the City Cricket Association in the prescribed manner by the Management Committee;
- p) **“List A Cricket”** means level of cricket not being First Class Cricket or Club Cricket and its conditions as may be prescribed by the PCB from time to time;
- q) **“Management Committee”** means the Management Committee of the City Cricket Association consisting of persons as prescribed under Article 9 of this Constitution;
- r) **“Office Bearer”** means the President, Vice President, Secretary, of a City Cricket Association as the context may require;
- s) **“Officers”** means the General Manager, Finance Manager and all other management employees of the City Cricket Association;
- t) **“Participation Category”** means Senior, Under19, Under 16, Under 13 or any other category as may be prescribed by the PCB or the Cricket Association subject to limitations imposed by the PCB from time to time;
- u) **“President”** means any person elected, in accordance with the provisions hereunder and as per rules and regulations issued by the PCB from time to time, as President of the City Cricket Association for a period of three years and as notified by the Election Commission;
- v) **“Principal Sponsor”** means the principal sponsor of a City Cricket Association as appointed by the Management Committee;

- w) **“Scrutiny Committee”** means a Committee constituted by PCB under prescribed regulations for the purpose of carrying out scrutiny of the City Cricket Associations affiliated with the Cricket Association or clubs affiliated with the City Cricket Associations;
- x) **“Secretariat”** means the Head Office of the City Cricket Association;
- y) **“Secretary”** means any person elected, in accordance with the provisions hereunder and as per rules and regulations issued by the PCB from time to time, as Secretary of the City Cricket Association for a period of three years and as notified by Election Commission;
- z) **“Undertaking”** means the undertaking given by the Office Bearer(s) of the City Cricket Association in the format provided by the Board from time to time; and
- aa) **“Vice President”** means any person elected, in accordance with the provisions hereunder and as per rules and regulations issued by the PCB from time to time, as Vice President of the City Cricket Association for a period of three years and as notified by Election Commission.

2.2 All terms herein which have been defined or referred to under the PCB Constitution shall carry the same meanings as ascribed to them under the PCB Constitution.

### **3. City Cricket Association**

3.1 The City Cricket Association shall comprise of a:

- i) General Body;
- ii) Management Committee; and
- iii) Office Bearers

3.2 A City Cricket Association shall be a body corporate having been incorporated and registered and organized as a juristic legal entity under the laws of Pakistan subject to not being a proprietorship or partnership.

### **4. Objects and Functions of the City Cricket Association:**

4.1 The objects and functions of the City Cricket Association shall be to:

- a) promote, control, manage, regulate and develop the game of cricket within its jurisdiction as notified by the CA and as may be notified in addition by PCB from time to time;
- b) organize, assemble, train and maintain cricket teams, for men and women, to represent the City Cricket Association in all the List A Cricket and Club Cricket tournaments organized or notified by the CA or PCB;

- c) organize and hold Club Cricket tournaments, including the mandatory tournaments in terms of Format of Cricket and/or Participation Category as prescribed by the CA or PCB, within its jurisdiction to be participated in by its affiliated Clubs and also maintain all relevant record, i.e. including but not limited to draws, score-books, Match Officials record, player's performance data and registered players record;
- d) to supervise cricket activities as well as functioning of its member(s);
- e) ensure that the Rules, and/or Regulations including Rules of Cricket as notified by the Board are implemented in letter and spirit in their jurisdiction;
- f) coordinate cricket activities within their jurisdiction including but not limited to holding and organizing the tournaments, and endeavor to also organize or assist in organization of tournaments for clubs and schools and assist the CA in such similar matters where required;
- g) generate funds, donations and subscriptions and utilize them in the manner as deemed expedient for achieving objectives and to maintain record of the same;
- h) ensure proper utilization of funds collected by it and maintain record of the same for the preparation of accounts;
- i) undertake selection and formation of cricket team(s) to represent the City Cricket Association in tournaments in accordance with the prescribed policies of the CA and Board;
- j) appoint captains, vice captains, managers and other team officials for its cricket teams;
- k) acquire, construct, develop and maintain stadium, playing grounds and other properties in consultation with the CA and the Board;
- l) educate and ensure implementation of the Code of Conduct, Anti-Corruption and other codes, policies, and rules/regulations to its members/office bearers/officials Match Officials and players, as devised by the Board and/or ICC from time to time;
- m) manage and maintain their Secretariat and recruit and employ necessary staff on terms and conditions to be determined;
- n) manage and operate the bank accounts on behalf of the City Cricket Association;
- o) to formulate rules and regulations, scales, pays and other emoluments for the staff of the City Cricket Association;
- p) ensure elimination of any and all forms of corruption in their jurisdiction and amongst their affiliated members, the Clubs, Match Officials and players

registered with the City Cricket Association and to report any form of corruption or suspected corruption to the Board immediately;

- q) to have the accounts of the City Cricket Association audited on an annual basis by a renowned audit firm approved by the PCB and provide to the Board update/reports on any other financial matter(s) as may be required by the CA or Board at any time;
- r) provide copies of accounts and records to the CA and the Board when required by either;
- s) resolve disputes arising within their jurisdiction, including but not limited to matters forwarded by the Clubs under this Constitution under intimation to the CA and the Board;
- t) distribute the funds received on account of prize money, grants, donations etc. received from CA, PCB or any other source(s) to all concerned players, team officials or any other person, as the case may be, within ten (10) days of receipt thereof; and
- u) submit an annual report to the CA and a copy to the Board relating to its performance and functions every year by 31<sup>st</sup> May including by way of filing the prescribed pro forma provided by the CA from time to time and to immediately remove any violations or shortcomings on part of a City Cricket Association as may be identified by the CA or the Board.

## **5. Members**

- 5.1 The Members of the City Cricket Association shall be the Clubs duly constituted, organized, operating and affiliated with the City Cricket Association pursuant to applicable rules and regulations approved by the Board.
- 5.2 A Member Club of the City Cricket Association shall pay the subscription and Dues as prescribed by regulations from time to time and ensure that it shall comply with all requirements to maintain its membership as valid and in good standing.
- 5.3 Each Member Club shall adopt the model constitution for Cricket Clubs as prescribed by the Board and shall comply with any directives or policies of the CCA it is affiliated with, CA and the Board as may be issued from time to time and not act in conflict with any provision of the PCB Constitution, the Constitution of the CA, this Constitution or any applicable law of Pakistan.
- 5.4 The Club President, being the elected president of a Club, shall represent the Club on the General Body of the City Cricket Association.
- 5.5 Each Member Club shall be required to participate in each cricket tournament organized by the City Cricket Association subject to the category in which such Club is placed at such time.

- 5.6 The City Cricket Association shall on the basis of performance in the previous year categorize annually its Member Clubs.
- 5.7 Each Member Club shall be granted recognition and affiliation subsequent to it having passed the scrutiny of the Board in accordance with applicable rules and regulations. Any Club failing any periodic or ad hoc scrutiny carried out by the Board subsequent to the Club having been affiliated shall have its affiliation and recognition suspended until removal of the shortfalls reported by the Board.
- 5.8 The Management Committee shall upon due scrutiny and being satisfied that an applicant club fulfills the criteria applicable to a Member Club shall grant the status of a Temporary Member to such applicant club for a period of one year and such Temporary Member shall be permitted to participate in Club Cricket tournaments subject to the General Body upon completion of one year either granting the affiliation as a full Member or extending the period of temporary membership for another one year.

## **6. General Body**

- 6.1 There shall be a General Body of the City Cricket Association consisting of;
- a) President;
  - b) Vice President;
  - c) Secretary; and
  - d) Club President of each full Member Club.
- 6.2 A person shall remain a member of the General Body until such time as they hold the office by virtue of which they are notified as members of the General Body.
- 6.3 The President shall duly notify to the Secretary of the City Cricket Association the name of the person elected as Club President of a member Club within seven (07) days of such election having been duly notified, with a copy to be provided to the Cricket Association and the Board.

## **7. Functions of the General Body**

- a) To consider and adopt the Annual Report furnished by the Management Committee and to recommend amendment(s) therein, if required;
- b) To appoint a registered chartered accountancy firm recommended by the Management Committee, subject to Article 4(q), to audit the accounts of City Cricket Association;
- c) To consider and approve the audit reports of the Auditors;
- d) To approve any amendment to the Constitution subject to prior approval of proposed amendments by the PCB;
- e) To approve the development plans submitted by the Management Committee;

- f) To elect the Office Bearers of the City Cricket Association upon completion of the three year terms; and
- g) To ensure that the City Cricket Association and its Management Committee and Office Bearers at all times comply with the provisions of this Constitution, the CA Constitution and the PCB Constitution and any and all rules, regulations, directives and policies as may be issued from time to time by the CA and the Board.

## **8. Annual General Meeting (AGM)**

- 8.1 The City Cricket Association shall hold its first Annual General Meeting within thirty (30) days from issuance of a notification by the CA and confirmation of the same by Board and thereafter, once every year within ninety (90) days of commencement of each Financial Year. A failure to hold an AGM pursuant to this Article 8.1 shall be deemed to be a failure for the purposes of Article 33.1.
- 8.2 The AGM shall be ordinarily convened at the Secretariat of the City Cricket Association or at such other place and on such date and time, subject to sub Article 8.1, as determined by the President. The President of the City Cricket Association shall preside the meeting as its chairman. In case the President is unable to preside the meeting due to his absence or any other reason, the Vice President shall preside the meeting.
- 8.3 The Secretary shall issue a notice of the AGM to each member of the General Body or any other person entitled to attend at least fifteen (15) days prior to the date of meeting. The notice shall clearly mention the date, time and venue of the AGM, and shall contain the agenda thereof.
- 8.4 The City Cricket Association shall submit to the CA and the Board, the copy of approved minutes of the Annual General Meeting to the Board within thirty (30) days of the meeting.
- 8.5 Fifty-one percent of the validly existing total members of the General Body shall constitute quorum for the AGM.
- 8.6 No proxy votes shall be permitted at an AGM.
- 8.7 If at any AGM the quorum is not met, the meeting shall be adjourned by the chairman of the meeting to a day not earlier than ten (10) days and no later than twenty one (21) days at the same venue.  
  
Provided that all members shall be given notice of the adjourned meeting at least seven (07) days prior to the date of the adjourned meeting.
- 8.8 Any member of the General Body or the Club he represents, who has not paid its dues shall not be entitled to attend any meeting(s).



- 8.9 All decisions at any AGM shall be taken by simple majority of the members of the General Body present and voting. The President shall have a second or casting vote in the event of a tie.
- 8.10 The President may himself, or shall on a written request of not less than 51% of the total membership of the General Body, call an Extraordinary General Meeting (EGM) of the General Body for which notice to the members shall be issued at least 72 hours prior to the meeting. The notice shall be in writing accompanied with agenda of the meeting and sent through courier or hand delivered.

Provided all other provisions of this Article 8 as are applicable to an AGM shall apply to an EGM.

## 9. **Management Committee**

- 9.1 The Management Committee of the City Cricket Association shall consist of the following eight (08) persons;

- a) Three (03) members elected by the General Body;
- b) Two (02) Independent Members nominated by the Institutional Nomination Committee constituted by the PCB and fulfilling the criteria pursuant to regulations of the Board;
- c) One (01) representative of the Principal Sponsor of the City Cricket Association (if secured by the City Cricket Association).

Provided that in the absence of a Principal Sponsor representative, the Institutional Nomination Committee shall nominate a replacement representative who shall be independent;

- d) One (01) member of the Cricket Association, provided such member does not belong to the city being represented by the CCA; and
- e) the President.

- 9.2 Each member of the Management Committee shall have a tenure of three (03) years.

- 9.3 The President shall be elected by members of the Management Committee provided for under Articles 9.1(a), (b) and (c) from amongst three nominees. The Board, the Principal Sponsor and the Member Clubs (acting jointly) shall nominate one person each for the position of President. The election of the President shall be held on the same date and immediately prior to the election of the Vice President and Secretary.

Provided that the nominee for the position of President shall be an independent person having no current relationship, directly or indirectly, with the Board, Cricket Association, City Cricket Association, Club or any sponsor or entity with financial or commercial dealings with any of the Board, Cricket Association, City Cricket Association or Club.

- 9.4 The members of the Management Committee shall at the first meeting elect from amongst themselves a Vice President and a Secretary.

- 9.5 The election of the Office Bearers shall be conducted by the Election Commission PCB in a manner similar to the conduct of elections provided under Article 13.
- 9.6 The Management Committee shall meet as often as deemed necessary, but at least once every two (02) months. The minutes of the meeting shall be recorded and maintained by the Secretary and final minutes of each meeting shall be submitted to the CA and the Board within ten (10) days of the holding of the meeting.
- 9.7 The President shall determine the date and place of the meeting of the Management Committee and notice thereof shall be issued in writing by the Secretary to each member of the Management Committee at least ten (10) days prior to the scheduled meeting.
- 9.8 Not less than fifty percent members of the Management Committee may in writing, make a request to the President to convene a special meeting of the Management Committee, specifying the agenda proposed to be discussed at such meeting. The President shall convene a meeting of the Management Committee within seven (07) days of the receipt of such request.
- 9.9 The quorum of any meeting of the Management Committee shall be five (05), subject to all eight members of the Management Committee validly existing, or alternatively 2/3<sup>rd</sup> of the total number of members validly existing at the time of the meeting.

Provided if, at any meeting, the quorum is not complete as prescribed above, the meeting shall be adjourned to a day not earlier than seven (07) days therefrom and all the members shall be given reasonable written notice, not being less than forty eight (48) hours, of such adjourned meeting.

- 9.10 Each member of the Management Committee shall have one vote and all decisions shall be taken by a majority vote with the President having an additional or casting vote in the event of a tie. In case of a deadlock, the matter shall be referred to the President CA whose decision shall be final.
- 9.11 The General Manager and Finance Manager shall attend the meetings of the Management Committee however, shall not have a vote at such meetings.

## **10. Powers and Functions of the Management Committee**

- 10.1 The Management Committee shall exercise the following powers to:
- i. appoint sub-committees as may be necessary for carrying out specific functions. The Management Committee shall designate an officer of the City Cricket Association as secretary of each sub-committee;
  - ii. make regulations or procedures to conduct day to day affairs and for the purposes of this Constitution and for the exercise of powers vesting in the Management Committee;
  - iii. sanction and control the expenditure in accordance with the budget approved by it;
  - iv. control and/or manage the affairs of the stadium, sports complex(es), gymnasias and playing grounds owned or supervised by it;

- v. formulate policies for development of cricket in its jurisdiction at all levels in line with the overall policies of the CA and the Board;
- vi. take all administrative decisions with regard to the its teams, officials and employees;
- vii. manage the affairs of the City Cricket Association and ensure that the provisions of this Constitution, Rules, Regulations and Bye-laws of the PCB are duly adhered to;
- viii. exercise general supervision of the finances / funds of the City Cricket Association and advise in the formulation of its financial policy;
- ix. receive all subscription(s), donation(s), grant(s) and income from various sources, and credit them to the bank account(s) of the City Cricket Association and maintain a regular account of receipts and disposal thereof. The bank accounts shall be audited at the end of each Financial Year or more frequently if required by the CA or PCB by a registered Chartered Accountancy firm.
- x. prepare budget for the upcoming Financial Year and submit for approval to the General Body;
- xi. incur expenditure in accordance with the approved budget;
- xii. maintain proper books of accounts including expenditures along with vouchers etc.;
- xiii. sign negotiable instruments on behalf of the City Cricket Association. Any negotiable instrument of the City Cricket Association, shall bear signatures of the Finance Manager jointly with either President or General Manager;
- xiv. submit audited accounts within four months of the end of the financial year;
- xv. submit management and running accounts of the City Cricket Association to the CA and the PCB as and when required;
- xvi. enter into contracts in furtherance of the objects of the City Cricket Association including but not limited to contracts creating obligations, contracts for sale of property owned by the City Cricket Association or purchase of property, contracts of guarantee, indemnity, financing, mortgage, construction, employment, services, sponsorship etc., in consultation with the CA and the PCB. For clarification, if it is expressly provided that the City Cricket Association shall be solely responsible and liable for any and all obligations etc. that accrue because of such contract, guarantees or any other liabilities; and both the CA and the PCB shall neither be responsible nor liable in any manner whatsoever;
- xvii. conducting the affairs of the City Cricket Association and to ensure that the same are complied with by all members and the programs formulated are fully implemented;
- xviii. prepare and lay before the General Body meeting, a profit and loss account, audited balance sheet and budget etc.;
- xix. appoint the General Manager, Finance Manager and other Officers of the City Cricket Association;
- xx. appoint amongst others consultants, technical experts, selection committee, legal advisor for the City Cricket Association;
- xxi. assign and delegate such duties and powers it deems appropriate to the President, General Manager, Finance Manager or Secretary of the City Cricket Association; and
- xxii. take such other steps as may be necessary and expedient to carry out the aims and objects of the City Cricket Association.

10.2 Any regulations or procedure promulgated by the Management Committee which are in conflict with this Constitution, the CA Constitution, the PCB Constitution, rules, regulations or any policy of the CA or the Board or if the Board has otherwise any objection to the same, such regulation or procedure shall be deemed to be void.

## **11. Sub-Committee(s)**

- 11.1 The Management Committee may constitute one or more sub-committees to assist it in performance of its functions and for carrying out the purposes described herein.
- 11.2 The sub-committees shall submit regular reports on its functions to the Management Committee and shall be accountable to the Management Committee.
- 11.3 The Management Committee shall formulate the terms of reference of each sub-committee to regulate its operations.

## **12. Qualification**

- 12.1 Any person who is a member of the General Body or the Management Committee of the City Cricket Association shall fulfill the following qualification criteria:-
  - a. is a Pakistani citizen and of sound mind;
  - b. is permanent resident within the jurisdiction of the City Cricket Association, with the exception of the nominee of the Principal Sponsor under Article 9.1(c);
  - c. has not been convicted of any criminal offence or an offence of corruption or moral turpitude or has entered into a plea bargain with any competent authority in respect of an offence pertaining to financial corruption;
  - d. is not an incumbent office bearer of any political party, elected representative, Minister, Senator, MNA, MPA, MLA, Nazim, Naib Nazim, Councilor, a person who has contested general and/or local body elections in the last three years or draws financial or material support from any political, Religious, Ethnic or Sectarian party. In case any member of the General Body or the Management Committee violates the provisions of this Article during his tenure, he will stand disqualified or shall be de-notified forthwith;
  - e. is not a Government servant, public servant, civil servant nor an employee of any Federal or Provincial Corporation, or an employee of the CA, PCB, or any autonomous body or department or companies affiliated with the Board, except for members nominated pursuant to Articles 9.1(b) and (c).
- 12.2 Any person who seeks election to the Management Committee pursuant to Article 9.1(a) shall, in addition to the qualifications prescribed under Article 12.1, fulfill the following criteria:
  - a. is a member of a Club recognized by the City Cricket Association and is actively associated with the game of cricket;
  - b. is not a Match Official undertaking any assignment on behalf of the CA or the PCB;
  - c. has not in the past been removed from an office in a cricket organization in Pakistan; and
  - d. has not been not a defaulter of a cricket organization, including PCB and its affiliated units, in Pakistan.

- 12.3 No Office Bearer, Member of the Management Committee or General Body of the City Cricket Association shall be permitted to play in domestic cricket tournaments except at club level.
- 12.4 No Office Bearer, Member of the Management Committee or General Body of the City Cricket Association shall be paid any remuneration or any benefits.

### **13. Elections & Nominations**

- 13.1 The Election Commission of the PCB shall conduct elections of the members of the Management Committee pursuant to Article 9.1(a) and the election of the following Office Bearers strictly in accordance with PCB's election rules or procedures:
- i) President;
  - ii) Vice President; and
  - iii) Secretary
- 13.2 Any person seeking to be elected as member of the Management Committee pursuant to Article 9.1(a) shall be required to be nominated and seconded respectively by a full member Club.
- 13.3 The Election Commission of PCB shall, sixty (60) days before the completion of the tenure of the members of the Management Committee elected pursuant to Article 9.1(a), issue a notice to the Secretary of the City Cricket Association notifying the date of election which shall be at least fifteen (15) days prior to date on which the tenure ends.
- 13.4 The Secretary shall upon receipt of the notice from the Election Commission of PCB call for, by way of notices to all members, the Elective Meeting of the General Body on the date notified.
- 13.5 The existing President, Vice President and Secretary of the City Cricket Association shall not attend or cast vote in the Elective Meeting of the General Body. There shall be no voting through proxy at any material time.
- 13.6 The tenure of Office Bearers and Members of the Management Committee shall be for a period of three (03) years. Provided that a person may only be elected or nominated for two consecutive tenures, and thereafter shall not be eligible for re-election or nomination until a lapse of one term of three years from the expiry of the second tenure. Provided further that the tenures of Office Bearers and Members of the Management Committee of the City Cricket Association shall be calculated from the date that the election is notified by the Election Commission of PCB or notified under this Constitution.
- 13.7 The duly notified members of the Management Committee shall cast one vote each in the election of the Office Bearers. There shall be no proxy vote.
- 13.8 The Nomination Committee of the PCB shall, at least thirty (30) days prior to the completion of the tenure of any Member of the Management Committee nominated pursuant to Article 9.1(b), provide to the Secretary the nominations before the Elective

Meeting or before the Special Meeting of the General Body if the Elective Meeting is not notified to be held within forty five (45) days subsequent to the completion of the relevant members' tenure.

- 13.9 The Election Commission of the PCB shall notify a date for the elections of the Office Bearers; provided, such date is within fifteen (15) days of the notification of the new Management Committee and upon completion of the tenure of the previous Management Committee. The Secretary shall call by notice to all members of the Management Committee the meeting of the Management Committee on the date notified by the Election Commission of the PCB.
- 13.10 The Election Commission of PCB shall conduct the elections pursuant to Article 9.1(a) and the election of the Office Bearers pursuant to regulations framed by the Board for holding of elections.
- 13.11 The Election Commissioner or Deputy Election Commissioner PCB, as the case may be, shall chair the Elective Meeting and the meeting of the Management Committee for purposes of electing the Office Bearers.
- 13.12 The Secretary of the City Cricket Association shall continue to act as the Secretary of the City Cricket Association notwithstanding completion of his tenure in the event there is any delay in holding of elections of the Office Bearers and shall act solely on the instructions of the Election Commission of the PCB during such period.
- 13.13 In the event of any delay in the election of the members of the Management Committee, upon completion of the tenure of the Management Committee, the Board shall immediately appoint a provisional committee for day to day management of the City Cricket Association for a period not exceeding ninety days. If elections cannot be held for any reason whatsoever within ninety days, the said provisional committee shall continue functioning as aforesaid till the time elections are held or as may be notified by the Board.
- 13.14 A vote of "no confidence" against any Office Bearer or elected Member of the Management Committee shall not be initiated prior to expiry of twelve (12) months from the date of notification of elected Office Bearers or Member of the Management Committee. The vote on a no confidence shall be conducted by the Election Commission of PCB on a date notified by the Election Commission where voting shall take place in the prescribed manner. A no confidence motion shall require 3/4<sup>th</sup> majority of all validly existing members to be carried. In case of failure of "no confidence" motion, the same shall not be re-initiated prior to the expiry of twelve (12) months therefrom.
- 13.15 An elected Office Bearer or Member of the Management Committee of the City Cricket Association shall only be removed through no confidence motion by adopting the following procedure:
  - i. A resolution for a no confidence motion shall only be moved if signed by at least 50% of the relevant electoral college.
  - ii. Detailed reasons for removal of the elected Office Bearer or Member of the Management Committee shall be given in the resolution.

- iii. Seven (07) days' prior notice of the special meeting being held for the purpose along with a copy of the resolution to this effect shall be served to the Office Bearer or Member of the Management Committee against whom such resolution has been moved.
- iv. The seat vacant as a result of a successful no confidence motion shall be filled for the remaining tenure through election within thirty (30) days.

13.16 Polling for all elections of the City Cricket Association shall be held at the Secretariat of the City Cricket Association.

13.17 Upon issuance of election schedule of the City Cricket Association, the resignation of any office bearer or member of the Management Committee or member of the General Body shall not be tendered or if tendered shall be invalid.

13.18 If any seat of any Office Bearer or the General Body of the City Cricket Association becomes vacant after the Election Commission has notified the election date, such seat shall be filled after the elections and such vacancy will not affect the election process.

#### **14. Postponement**

14.1 The Election Commission shall have discretion to postpone the elections on following grounds and the Election Commission shall exercise its discretion in the following circumstances:-

- a) death of a candidate;
- b) non-availability of Election Commission or genuine pre-occupation of Election Commission or its staff on the said date;
- c) under unavoidable circumstances i.e. riots, earthquake, natural calamities, court order, law and order situation, curfew, violent protest on such dates. In case of court order, certified copy of the order shall be accepted; and/or
- d) conditions described in the doctrine of force majeure.

#### **15. Casual Vacancy**

15.1 Any casual vacancy in the office of an Office Bearer or member of the Management Committee arising through death, no confidence, resignation, removal, withdrawal, disability or disqualification, shall be filled for the remaining term by way of election of the relevant vacant post to be conducted by the Election Commission in the same manner as prescribed under this Constitution.

#### **16. Powers and Functions of the President of the City Cricket Association:**

16.1 The powers and functions of the President, subject to delegation by the Management Committee where any of the following powers also vest in the Management Committee, shall be to;

- a) ensure implementation of the rules, regulations, policies, directions issued by the Board from time to time;
  - b) ensure fulfillment of objects of the City Cricket Association provided under this Constitution;
  - c) preside meetings of the General Body and the Management Committee. In case of his/her absence due to any reason, the Vice President shall preside the meeting;
  - d) call meetings of the General Body and the Management Committee, except the Elective Meeting and meetings to be notified by the Election Commission of PCB, and determine the day, time and venue for the same;
  - e) have casting vote in the meeting(s) of the General Body and/or Management Committee;
  - f) appoint, suspend and/or remove the secretarial staff, officers and employees of the City Cricket Association in consultation with the General Manager and as per the guidelines prescribed by the Management Committee;
  - g) appoint, in consultation with the General Manager, consultants, technical persons, legal advisor etc. as the case may be pursuant to approval of the Management Committee;
  - h) perform such other functions as the Management Committee may delegate to him or that the CA or the Board may require him to carry out; and
  - i) carry out all correspondence with the Board on behalf of the City Cricket Association.
- 16.2 In the absence of the President including being unavailable for a period of more than thirty (30) days, the Vice President shall be vested with the powers of the President until the return of the President.

## **17. Secretary**

- 17.1 The Secretary shall be responsible for ensuring compliance of all decisions of the Management Committee and perform such functions as provided for in this Constitution and as may be prescribed or assigned by the Management Committee.
- 17.2 The Secretary shall be the custodian of all the minutes and record of the General Body, Management Committee, AGM, and any sub committees.

## **18. General Manager**

- 18.1 The Management Committee shall appoint a General Manager pursuant to a merit based transparent selection process.



- 18.2 The General Manager shall be responsible for the day-to-day management of the City Cricket Association and shall perform such functions as may be determined by the Management Committee or as may be assigned or delegated by the President to him from time to time.
- 18.3 The General Manager shall report to the Management Committee or the President in matters so specified by the Management Committee or in the Regulations framed pursuant to this Constitution.
- 18.4 The terms and conditions of service of the General Manager, such as qualification, experience, tenure, compensation package etc., shall be determined by the Management Committee.
- 18.5 The General Manager may delegate any of his functions to any other officer of the City Cricket Association with the approval of the President.
- 18.6 In case the post of the General Manager is vacant or the General Manager is unable to perform his functions for more than a period of thirty (30) days, the Management Committee may assign his functions to any officer of the City Cricket Association. A vacancy for the post of General Manager shall be filled within a period of ninety (90) days or any extended period, not exceeding a further ninety (90) days, as may be approved by the Management Committee.
- 18.7 The General Manager shall exercise administrative control over the personnel of the City Cricket Association subject to guidelines and policies framed by the Management Committee.
- 18.8 The General Manager shall, in consultation with the Management Committee, approve the Cricket Teams of the City Cricket Association, both men and women, recommended by the Selection Committee appointed pursuant to this Constitution.
- 18.9 The General Manager shall perform any other functions or exercise any other powers as may be assigned by the Management Committee.

**19. Finance Manager**

- 19.1 The Management Committee shall appoint a Finance Manager pursuant to a merit-based, transparent selection process.
- 19.2 The Finance Manager shall perform such functions as may be prescribed or directed by the Management Committee or the General Manager.
- 19.3 The terms and conditions of service of the Finance Manager, such as qualification, experience, tenure, compensation package etc., shall be as per the Regulations of the Management Committee.

19.4 In case the post of the Finance Manager is vacant or the Finance Manager is unable to perform his functions for more than a period of thirty (30) days the Management Committee may assign his functions to any officer of the City Cricket Association subject to a vacancy being filled within ninety (90) days or any extended period, not exceeding a further ninety (90) days, as may be approved by the Management Committee.

## 20. **Selection Committee**

20.1 There shall be Selection Committee, appointed by the Management Committee on recommendation of the General Manager, to make recommendations pertaining to the composition of the Men and Women Cricket Teams of the City Cricket Association and the appointment of captains and vice-captains of its respective Teams.

20.2 The recommendations of the Selection Committee shall be reviewed and approved by the General Manager after consultation with the Management Committee.

## 21. **Cricket Tournaments**

21.1 The City Cricket Association shall devise a plan containing necessary detail of the Annual Program including but not limited to tournaments, venues, draws, fixtures etc. required for the holding of Club or Grade Cricket Tournaments annually as prescribed by the Board to be participated in by its member Clubs and other City Cricket Associations. The annual program shall be sent to the CA and Board for approval four (04) months in advance of the commencement of the same.

- a. If a member Club does not participate in the notified cricket tournament for reasons other than *force majeure*, the Management Committee shall impose a monetary penalty and the non-participating member Club shall be at least suspended for one (01) year, along with any further penalty as may be imposed by the Management Committee.

Provided that if a member Club does not participate in two consecutive tournaments notified by the City Cricket Association, its membership shall be suspended for a minimum of two (02) years and it shall only be allowed participation in cricket after obtaining the Management Committee's approval pursuant to the following process being adopted:

- a) A proper inquiry/investigation into the Club's failure to participate in said consecutive tournaments shall be carried out by the Management Committee.
- b) The Management Committee shall send to the Board a copy of the report which contains findings allowing the Club to participate in future tournaments.
- c) After completion of the two-year suspension period, the Club shall be given provisional approval for one year, which shall thereafter be reviewed upon completion in order to determine whether or not membership for such Club is to be restored.

- 21.3 The City Cricket Association shall send copies of the score sheets of all matches of any Cricket Tournament/Championship organized by it or its affiliated members to the CA and the Board in the manner prescribed by the Board.
- 21.4 Records, scorebooks, draws, fixtures, summaries of expenditure in respect of the tournament etc. shall be maintained by the City Cricket Association. Additionally, they shall also maintain the record of performance of players in statistical terms (average / percentage wise) in respect of batting, bowling etc. so that they are readily available, when required by the CA or the Board, for selection of teams or any other reason.
- 21.5 A Tournament Committee comprising at least three members shall be constituted by the Management Committee on the recommendation of the General Manager. The Tournament Committee shall report to the General Manager and shall oversee and supervise each tournament organized by the City Cricket Association. The Tournament Committee shall ensure that all participating teams and players comply with the requirements as prescribed by regulations applicable to tournaments.

## **22. Principal Sponsor**

- 22.1 The Management Committee pursuant to a transparent bidding process shall appoint a Principal Sponsor of the City Cricket Association on a minimum one year basis.
- 22.2 The Principal Sponsor shall be granted naming, branding and other sponsorship rights pertaining to the City Cricket Association, which do not conflict with the CA or the PCB's commercial obligations, as approved by the Management Committee in consultation with the CA and the Board subject to such cumulative rights representing more than 40% of the total available saleable rights.
- Provided that the first sponsorship contracts, as may be executed by the Board for the benefit of the City Cricket Association, shall be deemed to be contracts between the City Cricket Association and the Principal Sponsor upon the registration and formation of the City Cricket Association.
- 22.3 The City Cricket Association shall have the right to grant rights to other sub sponsors in addition to the Principal Sponsor, subject to no competitive sponsor of the Principal Sponsor being granted rights.
- 22.4 All sponsorship commercial agreements shall be approved by the Management Committee in consultation with the CA and the Board.
- 22.5 The media rights for production and broadcast of tournaments and events of the City Cricket Association shall not be granted to the Principal Sponsor, however, shall be granted in consultation with the Principal Sponsor.
- 22.6 The Principal Sponsor shall have the principal naming rights to the teams and tournaments of the City Cricket Association.

22.7 The City Cricket Association shall not appoint any Principal Sponsor which creates a conflict with sponsorship and commercial agreements of the CA or the Board. The Board shall have the sole discretion to adjudicate whether or not such a conflict exists.

**23. Adherence to the PCB Constitution etc.**

23.1 The City Cricket Association shall follow this Constitution, the CA Constitution and the PCB Constitution and any other rules, regulations, bye laws, instructions or directives issued by the CA or the Board, from time to time. Provided always that in case of conflict between this Constitution, the CA Constitution and the PCB Constitution, the provisions of the PCB Constitution shall prevail. Provided further that the Board shall be the sole judge for issuing any clarification or interpreting any provision of this Constitution, rules, regulations, bye laws or instruction or direction, as and when required.

**24. Bar against the employees of the Board or CA.**

24.1 No employee of the Board, CA or City Cricket Association shall be eligible to contest any election of the City Cricket Association except where a nomination is provided for under this Constitution.

**25. Undertaking by the Office Bearers**

25.1 Every Office Bearer shall give an undertaking to the Board, the CA and the General Body prior to his notification by the competent authority, to the effect that:

- a) they shall strive to achieve the objectives and purpose of the City Cricket Association, CA and the Board;
- b) they shall abide by this Constitution, Rules, Regulations and any directives formulated or issued, from time to time, by the CA and the Board and follow the code of conduct and discipline and the code of governance issued by the Board from time to time;
- c) they shall not criticize the Pakistan Cricket Board, Cricket Associations or any of their functionaries or Member(s), players and officials in/on any media platform;
- d) they shall not hold any press conference, meeting, protest or participate in any procession, display any placard etc. against the Board, the CA or their officials at any private or public venue, individually or collectively;
- e) they shall abide by the directions of the CA and the Board and meet all its obligations including those with regard to payment of Dues, as may be fixed or settled from time to time;

- f) they shall participate in all mandatory tournaments or matches organized by the CA or the Board and hold such cricket tournaments in every calendar year as may be notified;
- g) they shall upon expiry of tenure or removal from office hand over all relevant documents including but not limited to accounts, records, CIDP etc. to the newly elected Office Bearers and/or a Provisional Committee as the case may be;
- h) they confirm that any and all information provided by them is and will be correct and accurate; and
- i) they shall as a condition precedent avail remedies available in this Constitution or the PCB Constitution for redressal of grievances, if any.

25.2 The Board may seek a modification of the contents of the above undertaking from time to time and the Office Bearer shall be required to issue the modified undertaking within three (03) business days and failing which the Office Bearer shall be de notified by the Board.

25.3 If in the opinion of the Board, any Office Bearer is in violation of the undertaking given by them, the Board may take *suo motu* notice or based on an application/complaint by the CA or any aggrieved individual, person or body. Upon initiation of action hereunder, the Board shall issue a Show Cause Notice to such Office Bearer. For the sake of clarification, it is expressly provided that the proceedings against any Office Bearer shall be in person unless the Board specifically issues notice to the City Cricket Association. The Office Bearer to whom notice is issued shall respond to the same within a period of seven days in writing. If the reply to notice is not found satisfactory, the Board shall appoint an officer to conduct an inquiry in the matter who shall also give an opportunity of personal hearing to the Office Bearer, and submit the report along with findings to the Election Commission. The Election Commission shall carry out the findings by passing an order within thirty (30) days of receipt of the findings. Any person aggrieved of the decision of the Election Commission may prefer an appeal as per Clause 37 of the PCB Constitution.

## **26. Dispute Resolution**

26.1 Any dispute(s) arising out of this Constitution shall be referred to the Chief Executive Officer of the Board in writing, who shall form a Grievance Committee to adjudicate the dispute in accordance with the principles of natural justice, and shall give a reasoned order in writing after providing an opportunity of hearing to concerned parties. Any person(s) aggrieved of the decision of the Board may seek redressal of their grievance in accordance with Clause 37 of the PCB Constitution.

## **27. Funds of the City Cricket Association**

27.1 The funds of the City Cricket Association may comprise of the grants, donations, sponsorships, subscription fees and all other monies/funds payable to, or receivable by the City Cricket Association. The funds shall be maintained in the bank account(s)

determined by the Management Committee on the recommendation of the Finance Manager.

## **28. Amendment in Constitution**

28.1 The General Body may, on the recommendation of the Management Committee and with the prior approval of the Board, amend, alter, or modify this Constitution from time to time and the City Cricket Association shall be bound to act pursuant to such instructions on an immediate basis.

## **29. Penalties**

29.1 Whosoever violates this Constitution or any rules or instructions issued by the CA or the Board shall be deemed to be immediately disqualified / removed / disaffiliated / suspended by the CA or PCB, as the case may be, and shall cease to be an Office Bearer, member of the Management Committee or Member of the City Cricket Association.

29.2 In addition the person found in violation under Article 29.1 may be barred from contesting elections or becoming an Office Bearer etc. of any City Cricket Association, Cricket Association, Club or Organization which is managed, monitored, controlled by or affiliated to the Board.

## **30. Disciplinary Committee**

30.1 The Management Committee shall appoint a Disciplinary Committee to probe into any disciplinary matter. The Disciplinary Committee shall follow the procedure as prescribed by the regulations ensuring a right of hearing to the person to whom a show cause notice is issued.

30.2 A recommendation and finding of the Disciplinary Committee shall be placed before the Management Committee for approval.

## **31. Secretariat**

31.1 The City Cricket Association shall maintain a Secretariat, at its own cost and expense, to run its day to day affairs.

31.2 The Secretariat of the City Cricket Association shall be established at its headquarter.

## **32. Supersession of the City Cricket Association**

32.1 The Board, if satisfied that the City Cricket Association is unable to perform its functions, may, for reasons to be recorded, supersede the management of the City Cricket Association and appoint an Interim Management Committee in consultation with the CA consisting of as many members as deemed appropriate to carry out the operations of the City Cricket Association.

32.2 Upon an order of supersession being passed, the Management Committee shall stand dissolved and the Office Bearers shall vacate their respective offices with immediate effect. The General Body shall during the period of suppression act on the instructions of the Board.

32.3 The Interim Management Committee so appointed by the Board shall assume functions of the City Cricket Association.

Provided further that an order of appointment of an Interim Committee shall, unless extended by the Board for reasons to be recorded in writing, cease to operate upon the expiry of a period of three (03) months.

32.4 The Board may, at any time, revoke the order of supersession and cause the appointment of new General Body and Management Committee through process provided under this Constitution.

32.5 Upon revocation of order of supersession, the Interim Management Committee, unless notified otherwise by PCB, shall dissolve *ipso facto* and the duly appointed Management Committee shall take charge.

32.6 All acts done, proceedings taken and contracts entered into by the Interim Management Committee shall be deemed to have been done, taken and entered into lawfully and validly and shall be binding upon the City Cricket Association.

32.7 The Order of supersession of the Board may be appealed, by any aggrieved party being a member of the General Body or Management Committee, under Article 37 of the PCB Constitution.

### **33. Power to make regulations.**

33.1 Without prejudice to general power of the Management Committee to make Regulations, the Management Committee shall by Regulations, in particular, provide for the following, namely:-

(a) conduct of holders of offices in the City Cricket Association, or any of its affiliated member Clubs and of the players selected to represent the City Cricket Association and the member Clubs;

(b) code of conduct and discipline, code of governance and management, financial, operational, service or human resource or any other regulations;

(c) eligibility and registration with the City Cricket Association of players by the member Clubs;

(d) any other matters it may consider necessary for achieving uniformity and coordination among the affiliated Members, or conduct of tournaments organized by its affiliated members and the City Cricket Association itself; and

- (e) such other matters, steps and measures relating to or connected with the objects and functions of the Board as may be necessary and expedient including ancillary and incidental matters.

### **34. Removal of difficulties or doubts**

- 34.1 If any difficulty or doubt arises in giving effect to any provisions of this Constitution, the General Body may, subject to the express prior approval of the Board, make such order to be necessary or expedient for the purpose of removing any such difficulty or doubt as the case may be.