



NORCECA

Volleyball Confederation

**North American, Central
American & Caribbean
Volleyball Confederation**

CONSTITUTION



AFECVOL
ASOCIACION
DE FEDERACIONES
CENTROAMERICANAS
DE VOLEIBOL



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FIVB-NORCECA CONSTITUTION

Chapter I - Preamble

1.1 DEFINITIONS

For the purpose of the present *NORCECA Constitution* and of the related legal instruments, unless otherwise stipulated in the text, the following terms shall have the meanings set forth below:

“Board of Administration”

means the Board of Administration of NORCECA, the governing institution responsible for the administration and management of NORCECA. It is composed of fifteen (15) members.

“Commission”

means a permanent working group of specialists, proposed by the President of NORCECA and approved by the Board of Administration, with the responsibility of fulfilling certain duties as defined by the regulations.

“Confederation”

means a group of National Federations and/or Regional Members assembled based on their geographical proximity, affiliated to the FIVB in conformity with the *FIVB Constitution*.

“Congress”

means the assembly of delegates of all affiliated National Federations and Regional Members in good standing with the FIVB and NORCECA, duly and statutorily convened by the competent authority as established by this Constitution. The Congress is the supreme governing institution of NORCECA.

“Council”

means a board of managers proposed by the President of NORCECA and approved by the Board of Administration, to administer specific aspects of volleyball.

“Executive Authority”

means the powers entrusted by this constitution to the Executive Committee, when in session, and to the President outside the sessions of the Executive Committee.

“Executive Committee”

means the Executive Committee of NORCECA: the governing institution responsible for the execution of the decisions of NORCECA Board of Administration and the Congress. It is

composed of nine (9) members; the President, the First Executive Vice President, the Second Executive Vice President, the Secretary General, the Treasurer and the Four Zonal Association Presidents, to be designated as Norceca Executive Vice Presidents once confirmed by the Congress.

“Elective Congress”

means a Congress held on the year of the Summer Olympic Games and before the FIVB Congress, to elect the President, the Gender in minority representatives and the members of the NORCECA Board of Administration.

“Extraordinary Congress”

means a congress called for a specific purpose by:

- 1.more than 50% of affiliated National Federations and Regional Members of each Zonal Association **or**
- 2.by the Board of Administration.

The quorum for such a congress will be the same as for an Ordinary Congress.

“FIVB”

means the Federation Internationale de Volleyball, an international non-governmental, non-profit organization, composed of its affiliated National Federations and Regional Members which have freely and voluntarily joined FIVB in order to administer and govern worldwide, the sport of volleyball and all its disciplines (including notably beach volleyball and park volley) for male and female players.

“NORCECA”

means the North American, Central American and the Caribbean Volleyball Confederation, an FIVB institution and continental, non-governmental, non-profit organization, composed of its affiliated National Federations and Regional Members which have freely and voluntarily joined FIVB and NORCECA in order to administer and govern in the continent (North America, Central America and the Caribbean), the sport of volleyball and all its disciplines (including notably beach volleyball and park volley) for male and female players.

“Governing Institution”

means an institution of NORCECA with specific responsibilities and decision-making authority to conduct the affairs of NORCECA.

“National Federations, NF”

means the National Federations: the national bodies legally recognized in their country or territory to administer and govern all forms of volleyball, structured and organized according to the spirit and provisions of the FIVB and NORCECA Constitution.

“Presidency”

means the charge and functions exercised by the President of NORCECA.

“Regional Member”

means an association governing volleyball in a territory within the NORCECA region that falls within the authority, associated and/or dependent of another FIVB affiliated NF. Such member will have full membership and voting rights in the NORCECA Congress.

“Supporting institution”

means an institution of NORCECA with an advising, counseling, controlling or guiding role in the affairs of NORCECA.

“Volleyball “

means a sport played between two or more players of two teams, throwing to each other, over a net, a ball which should not touch the ground. The term “volleyball” is meant to include all forms of the sport (notably beach volleyball and park volley), played in all parts of the world at all levels of competition by male and female players, whether played indoors or outdoors, on a hard, soft or sandy surface.

“Zonal Association”

means the regional regrouping of National Federations and Regional Members within specific areas of the continent as recognized by the FIVB and NORCECA.

“North Central” or North Central Americas Volleyball Association (NCVA)

means the Zonal Association with the following founding countries: Canada, Cuba, Dominican Republic, Mexico, Puerto Rico and USA.

Asociación de Federaciones Centro Americanas de Voleibol (AFECAVOL)

means the Zonal Association with the following countries: Costa Rica, Guatemala, Honduras, El Salvador, Nicaragua, Belize and Panamá.

Eastern Caribbean Zonal Volleyball Association (ECVA)

means the Zonal Association with the following countries: St. Kitts & Nevis, Bermuda, British Virgin Islands, French St. Martin, Dutch St. Marten, St. Eustatius, Anguilla, Montserrat, Antigua & Barbuda, Dominica, St. Lucia, St. Vincent & Grenadines, Grenada and Saba.

Caribbean Zonal Volleyball Association (CAZOVA)

means the Zonal Association with the following countries: Curaçao, Aruba, Bahamas, Barbados, Bonaire, Cayman Islands, Guadeloupe, Haiti, Jamaica, Martinique, Suriname, Turks & Caicos, Trinidad & Tobago and US Virgin Islands.

1.2 FOUNDATION

The North American, Central American and the Caribbean Volleyball Confederation, (NORCECA), was founded on August 14, 1966 in San Juan, Puerto Rico, as a non-profit organization. The founding National Federations of NORCECA are Netherlands Antilles, Bahamas, Cuba, El Salvador, Haití, US Virgin Islands, Jamaica, México, Panamá, Puerto Rico and the Dominican Republic.

- 1.2.1 Since 1968, when Canada and the USA joined the Confederation, NORCECA has officially and legally been recognized as a Confederation by FIVB, electing its first President, Dr. Ruben Acosta Hernandez (MEXICO).

1.3 HEADQUARTERS

- 1.3.1 The headquarters of NORCECA is established in the city of Santo Domingo, Dominican Republic, or the country of residence of the President, or any other place as decided by the Congress.

1.4. OBJECTIVES

- 1.4.1 NORCECA shall encourage the expansion of the playing of volleyball in all its forms, in all parts of the continent and promote the creation of National Federations and Regional Members. It shall promote, coordinate, publicize, regulate, organize, supervise,

control, direct and govern the sport of volleyball throughout the continent. In particular, and without restricting the extent of the general principles stated above. NORCECA shall:

- a) Enforce the official FIVB volleyball rules of the game and regulations, the official standards and specifications for volleyball equipment and facilities, and all internal executive regulations which must be applied, without exception, and on all occasions, particularly at regional, zonal, continental and international competitions, including championships and tournaments for which FIVB and NORCECA must establish the corresponding specific competition regulations and/or qualification system;
- b) Administrate and govern volleyball in all its forms, professional and amateur, including the control of all its competitions and disciplines.
- c) Control and govern the appointment of continental and international referees of NORCECA, according to FIVB/NORCECA Regulations.
- d) Control the transfer of players among the affiliated National Federations and Regional Members of NORCECA and to assist the National Federations and Regional Members with regulating and controlling the eligibility and transfer of their players.
- e) Promote the welfare of National Federations and Regional Members as well as the mutual respect and cooperation among them, and to assist the National Federations and Regional Members in the development of their technical expertise.
- f) Take specific measures to maintain the authority, autonomy and exclusive competence of the National Federations and Regional Members to administrate and govern volleyball activities within their respective countries and territories.
- g) Take all appropriate measures directly and indirectly related to the practice and promotion of volleyball and protect the best interest of the sport, the FIVB, NORCECA, the Zonal Associations, National Federations, Regional Members, Players, Referees and NORCECA Members.
- h) Control and regulate the eligibility and transfer of players from NORCECA National Federations playing in leagues within NORCECA and to leagues in other Confederations, ensuring their best interest and welfare.

1.5 FUNDAMENTAL PRINCIPLES

1.5.1 NORCECA mission is to govern and manage at a continental level, all forms of volleyball (including beach volleyball and park volley), through professional planning, organization, marketing and promotional activities, NORCECA aims to develop volleyball as a major media and entertainment sport within the continent as a tool for the continuous development of the sport.

1.5.2 NORCECA, at a continental level, is the sole organization competent to administrate in North America, Central America and the Caribbean, the sport of volleyball for male and female players. It is composed of National Federations and Regional Members legally recognized in their country or territory as the sole entities competent to administer and govern volleyball in their respective countries or territories.

- 1.5.3** The National Federations and Regional Members are the basic components of NORCECA and, as such, are affiliated to the FIVB and NORCECA directly and not through any other institutions.
- 1.5.4** NORCECA shall make no discrimination between individuals or between nations and shall refrain from any involvements in political, religious, philosophical, or racial matters.
- 1.5.5** All violations of the provisions of the FIVB and NORCECA legal instruments are subject to sanctions as provided by this Constitution, the FIVB and NORCECA Disciplinary Regulation, related regulations, and legal instruments. The individual or organization being sanctioned is entitled to all due process guaranteed by the FIVB and NORCECA Constitution.
- 1.5.6** In case of conflict or dispute in the interpretation of the Constitutions, Disciplinary Regulations, Sport, Administrative, Financial Regulations, Official Rules of the Game, decisions, and legal instruments of FIVB and NORCECA, the English version shall prevail.
- 1.5.7** In all circumstances, NORCECA members must refrain from appealing to any civil, judicial, arbitration or sports authorities foreign to FIVB or NORCECA, its National Federations and Regional Members, against decisions of whatever nature concerning them, and in particular against decisions resulting from their participation, possible participation or responsibilities in FIVB and/or NORCECA official or recognized competitions, or volleyball activities hosted by their National Federations or Regional Members, NORCECA or by the FIVB itself, before exhausting all legal means within NORCECA and FIVB as established in this constitution and in the FIVB/NORCECA legal instruments.
- 1.6 OFFICIAL AND WORKING LANGUAGES**
- 1.6.1** The official languages of NORCECA are English and Spanish.

Members of NORCECA Board of Administration, Executive Committee, Commissions and Councils must speak at least one of the working languages

Chapter II - Institutions and Members of NORCECA

2.1. GENERAL PROVISIONS

- 2.1.1** The NORCECA members are the founding National Federations and all other subsequently affiliated National Federations and Regional Members.
- 2.1.2** NORCECA institutions and persons under NORCECA jurisdiction
- 2.1.2.1** The NORCECA is managed by governing institutions which are assisted by supporting institutions. They are:
- a) The NORCECA governing institutions: Congress, Board of Administration, Executive Committee and Presidency.

- b) The NORCECA supporting institutions: Zonal Associations, National Federations, Regional Members, NORCECA Secretariats, Councils and Commissions.

2.1.2.2 Persons under NORCECA's jurisdiction are:

- a) Persons elected or appointed to a position in any NORCECA governing institution other than the Congress.
- b) Persons elected or nominated to a position in any NORCECA supporting institution.
- c) Control and Organizing Committees of NORCECA competitions.
- d) NORCECA officials and referees; and,
- e) National Federations executives, directors, officials and members, national leagues, clubs, teams and their executives, directors, administrators, team managers, players, coaches, technical, support personnel, teams' staff and referees affiliated to their National Federation and NORCECA.

2.1.3 The NORCECA Judicial Bodies are independent dispute resolution bodies, which have been created in accordance with this Constitution.

2.1.4 An age limit of 75 years is established for all officials of NORCECA or any of its officials elected or appointed to any position of responsibility for zonal, regional, continental, and international FIVB and NORCECA competitions. Such age limit shall become effective on December 31 of the calendar year during which the official reaches the age limit or, at the latest, at the end of his or her term of office during the following NORCECA Congress.

2.1.5 NORCECA must elect or appoint at least two members of the gender in minority to the Board of Administration.

2.1.6 Only members of National Federations and Regional Members that have hosted or participated as control committee or host organizer in senior, junior or youth zonal, regional, continental and/or international tournaments and championships at any stage have the right to be elected as members of the Board of Administration for the next term.

2.2. ZONAL ASSOCIATIONS, NATIONAL FEDERATIONS, AND REGIONAL MEMBERS

2.2.1 NORCECA is composed of the founding National Federations and of all other NFs and Regional Members affiliated to it thereafter.

2.2.2 The NORCECA Zonal Associations, National Federations and Regional Members must be legally constituted and recognized by the sports authorities of their countries or territories, as the case may be, as the sole entity competent to administer and govern the sport of volleyball at a zonal or national level.

2.2.3 The Zonal Associations, National Federations and Regional Members affiliated to NORCECA mutually recognize one another as the sole volleyball authorities in their respective region, zones, country, or territory.

- 2.2.4** The NORCECA Zonal Associations, National Federations and Regional Members must respect and implement the FIVB and NORCECA constitutions, disciplinary regulations, sport, administrative, financial regulations, official rules of the game and decisions. Their own constitution must reflect the provisions of FIVB and NORCECA constitutions and regulations as an integral part of their constitutions. In case of conflict and contradiction, the FIVB and NORCECA constitutions and regulations shall prevail.
- 2.2.5** The NORCECA, Zonal Associations, National Federations and Regional Members shall impose on their members (including but not limited to directors, executive, board members, managers, administrators, officials, players, referees, and coaches) respect for FIVB and NORCECA legal instruments.
- 2.2.6** The constitutions and regulations of Zonal Associations, National Federations and Regional Members may not be in conflict nor contradict with those of the FIVB and NORCECA.
- 2.2.7** All Zonal Associations, National Federations and Regional Members affiliated to NORCECA shall have the same rights, obligations and responsibilities.
- 2.2.8** **Affiliation**
- 2.2.8.1** The affiliation of a Zonal Association, National Federation or Regional Member to NORCECA is granted according to FIVB and NORCECA constitution, regulations, and decisions.
- 2.2.8.2** FIVB Congress defines the terms, conditions, and procedures to be fulfilled in requesting affiliation. Should any of the conditions for affiliation cease to be fulfilled, the Zonal Association, National Federation or Regional Member concerned, though it may only be provisionally affiliated, shall lose all of its rights until such time those conditions of affiliation are met.
- 2.2.8.3** Each National Federation and Regional Member must pay an annual fee to FIVB and to NORCECA. The amount and conditions of the annual fee are established by the Board of Administration and ratified by the Congress of NORCECA.

2.3 THE CONGRESS

2.3.1 Composition and quorum

- 2.3.1.1** The Congress is the supreme authority of NORCECA. It shall meet at least every two (2) years, in the year of the Summer Olympic Games and in the year prior to the FIVB World Championships.
- 2.3.1.2** The Congress is composed of delegates of all the affiliated National Federations and Regional Members who are up to date with their obligations, commitments, and financial responsibility with NORCECA and FIVB. Each affiliated National Federation and Regional Member may be represented by a maximum of two delegates, duly accredited for that purpose who shall:

- a) be members of their National Federation or Regional Member Executive Committee, Board of Administration or Board of Directors.
- b) be nationals or permanent residents of the country concerned except for the provisions of Article 2.3.1.3.

2.3.1.3 Only the National Federations and Regional Members in good standing with NORCECA are allowed to participate in the Congress with full rights, are entitled to exert their right to vote and are counted to determine if the quorum is reached. The delegates of a National Federations or Regional Members under suspension or not in good standing with NORCECA, for any reason whatsoever, may attend the Congress as observers with one delegate, but those National Federations or Regional Members cannot be counted for the purpose of establishing quorum and will not exert any voting rights.

2.3.1.4 A Congress may be held by electronic means to include telephone and/or videoconference only in cases or circumstances of *force majeure*.

- a) The NORCECA Board of Administration is the competent body to determine whether a “*force majeure*” circumstance exists that warrants the use of electronic participation (telephone and/or videoconference) at a Congress.
- b) At such Congresses, votes may be cast electronically in such manner as the Board of Administration may determine, provided that such voting system protects the secrecy of ballots, pursuant to Articles 2.3.6.1.5 and 2.3.6.2.5 of the NORCECA Constitution.

2.3.1.5 Any Congress may open if at least two-thirds (2/3) of National Federations or Regional Members with the right to vote are present or represented. If a quorum is not met, a second call shall be made one hour after the initial call. In this second call, the Congress shall be opened with more than 50% of the affiliated National Federations and Regional Members in good standing present or represented.

2.3.1.6 An affiliated National Federation or Regional Member may be represented by proxy, by the delegate of another affiliated National Federation or Regional Member. No accredited delegate will be permitted to hold a proxy for more than one other affiliated National Federation or Regional Member. In circumstances of electronic congresses pursuant to *force majeure*, no proxies will be permitted

2.3.2 Competence

2.3.2.1 The Congress has the sole and exclusive competence for the following:

- a) Amending the constitution.
- b) Adopting NORCECA budget and defining its execution and financial controls.

- c) Requesting to FIVB, if necessary, the expulsion of a National Federation or Regional Member, if such National Federation or Regional Member violates the FIVB or NORCECA constitutions, regulations or decisions.
- d) Electing the President of NORCECA, Board of Administration Members and Gender in Minority Members.
- e) Confirming the Presidents of the Zonal Associations as members of the Board of Administration of NORCECA. Once confirmed, such Presidents shall become Vice Presidents of NORCECA Executive Committee and Board of Administration, as well as, NORCECA representatives on the FIVB Board of Administration.
- f) Electing any other NORCECA representatives to the FIVB Board of Administration, including Gender in Minority candidates. Such representatives must be members of the newly elected Norceca Board of Administration.

2.3.2.2 The Congress has the competence to supervise the adoption of the regulations derived from this constitution, the execution of its decisions on the other institutions of NORCECA and, in general, all activities and competitions pertaining to NORCECA.

2.3.2.3 The decisions of the NORCECA Congress are mandatory for all NORCECA institutions, including national federations, regional members, executive, board members, national leagues, clubs, teams, officials, directors, administrators, referees, players and individual members unless such decisions were not made within the terms of this constitution, in which case they may be appealed to the FIVB according to its regulations.

2.3.3 Accreditation

2.3.3.1 The Presidency shall establish a Credential Verification Commission composed of five (5) members: The Commission President appointed by the NORCECA President and the four (4) Zonal Association Presidents.

2.3.3.2 The Credentials Verification Commission determines the validity of the conditions and requirements for both the credentials and powers of representation and, once those conditions have been established, the acceptability of such documents is valid.

2.3.4 Agenda

2.3.4.1 The NORCECA Secretariat prepares the agenda for the Congress, as defined in the Congress regulations. In all cases, this agenda shall include the following items:

- a) Amendments to the constitution as required.
- b) Presentation and approval of the NORCECA President's report.
- c) Presentation and approval of the financial report.
- d) Presentation and approval of the annual accounts for the past two years.

- e) Discharge of the President, Executive Committee and Board Members on the approved annual accounts, presented for the past two years.
- f) Approval of the budget.
- g) Appointment of the Internal Auditors.
- h) Election of the NORCECA President as required.
- i) Election of the Board of Administration members as required.
- j) Election of the NORCECA representatives to the FIVB Board of Administration, as required.
- k) Election of the NORCECA Gender in Minority representatives to the NORCECA Board of Administration, as required.
- l) Election of the NORCECA Gender in Minority representatives to the FIVB Board of Administration, as required.

2.3.4.2 At the Congress, only the items on the agenda may be discussed. In case of emergency and on the recommendation of the Board of Administration or the President, items not on the agenda may be debated, provided that the Congress agrees by a two-thirds (2/3) majority vote.

2.3.5 Decisions

2.3.5.1 Except where otherwise provided for in this constitution or the regulations, the decisions of the Congress are passed by a simple majority of the voting National Federations and Regional Members present or represented. However, to pass an amendment to the constitution, a two-thirds (2/3) majority of the votes of all eligible National Federations and Regional Members is required.

2.3.5.2 Except where otherwise provided for in this constitution or in specific decisions of the Congress which may fix an earlier or later date for enforcement of its decisions, such decisions shall enter into force three (3) months after the closing of the Congress.

2.3.6 Elections to the Presidency of NORCECA

2.3.6.1 Election of the President

2.3.6.1.2 The President shall be elected by Congress at its assembly held during the year of the Summer Olympic Games.

2.3.6.1.3 The following persons are eligible to become President:

- a) The outgoing President; and
- b) Elected Members of the actual Board of Administration at the time of presentation of candidature.

- 2.3.6.1.4 A candidature for the Presidency shall be submitted to the NORCECA Secretariat by the candidate's National Federation of origin or by any National Federation affiliated to NORCECA, no later than six (6) months prior to the opening of the Congress. Candidates should not have initiated legal proceedings before ordinary courts against FIVB, NORCECA or any of its institutions, convicted by any judicial body of any indictable offence or its judicial equivalent, nor expelled from any sports institution.
- 2.3.6.1.5 The election of the President shall be held by secret ballot. If there is only one candidate, the election can be made by acclamation.

2.3.6.2 Election of the NORCECA Board of Administration

- 2.3.6.2.1 The members of the Board of Administration shall be elected by the Congress.
- 2.3.6.2.2 The four Zonal Association Presidents elected by their own general assemblies will be presented to the Congress for election as members of the Board of Administration.
- 2.3.6.2.3 Vacancies on the Board of Administration can be filled provisionally upon the proposal of the President, approval by the Board of Administration and confirmation by the Congress.
- 2.3.6.2.4 A candidature for the Board of Administration shall be submitted to the NORCECA Secretariat by the candidate's National Federation or Regional Member of origin, or by any National Federation affiliated to NORCECA within their respective zones, no later than six (6) months prior to the opening of the Congress. Candidates should not have initiated legal proceedings before ordinary courts against FIVB, NORCECA or any of its institutions, convicted by any judicial body of any indictable offence or its judicial equivalent, nor expelled from any sports institution.
- a) Pursuant to the FIVB Constitution and Regulations, Regional Members elected to the Board of Administration shall not represent NORCECA in any FIVB institutions or governing body.
- 2.3.6.2.5 Elections to the Board of Administration are held by secret ballot unless there are no other candidacies. If the number of candidates is the same as the number of positions to be elected, the elections may be decided by acclamation.

2.3.7 Special Provisions

- 2.3.7.1 The Congress or the Board of Administration, when delegated by the Congress, shall determine the dates and the place of its next assembly. The dates and the place must be informed to the affiliated National Federations and Regional Members at least eight (8) months in advance.
- 2.3.7.2 An Extraordinary Congress is held pursuant to a decision of the Board of Administration or at the request of more than 50% of all affiliated National Federations and/or Regional Members of each zone. The quorum for such a congress will be the same as for an Ordinary Congress.

- 2.3.7.3** An Extraordinary Congress may be held by electronic means to include telephone and/or videoconference only in cases or circumstances of *force majeure*.
- a) The NORCECA Board of Administration is the competent body to determine whether a “*force majeure*” circumstance exists that warrants the use of electronic participation (telephone and/or videoconference) at an Extraordinary Congress.
 - b) At such Congresses, votes may be cast electronically in such manner as the Board of Administration may determine, provided that such voting system protects the secrecy of ballots, pursuant to Articles 2.3.6.1.5 and 2.3.6.2.5 of the NORCECA Constitution.
- 2.3.7.4** On the recommendation of the Board of Administration, the Congress may grant honorary titles, corresponding to positions previously held, to persons who have rendered remarkable services to NORCECA.
- 2.3.7.5** All FIVB and NORCECA Regulations shall be implemented within NORCECA by the Board of Administration.

2.4 THE BOARD OF ADMINISTRATION

2.4.1 Composition and Quorum

The Board of Administration is composed of fifteen (15) members elected by the Congress. The fifteen members shall include the President of NORCECA, the 4 Zonal Association presidents and ten (10) members according to the NORCECA zonal quotas, to include two (2) members of the Gender in Minority.

- 2.4.1.1** Each zonal association shall elect their Zonal President and nominate one (1) replacement candidate to the FIVB Board of Administration, preferable the elected 1st.Executive Vice President.
- 2.4.1.2** The Presidents of the four (4) Zonal Associations, once legally elected by their respective zonal association general assembly, shall be presented to the NORCECA Congress for election to the Board of Administration and once elected, shall become Executive Vice Presidents of NORCECA.
- 2.4.1.2.1** From among the candidatures submitted by the National Federations or Regional Members and the elections of the Zonal Associations, the Congress at its assembly, shall elect fifteen (15) members to the Board of Administration.

Of the fifteen (15) elected members, the Board of Administration shall be composed of the following quotas representing the NORCECA regions and zones as follows:

North Central Zone (NCVA)	6 members
Central American Zone (AFECAVOL)	3 members
Caribbean Zone (CAZOVA)	3 members
Eastern Caribbean Zone (ECVA)	3 members
TOTAL	15 members

- 2.4.1.2.2** Two (2) members of the gender in minority shall be included in this representation regardless of their country or zonal quota.
- 2.4.1.3** National Federation or Regional Member shall not have more than one representative in the Board of Administration, unless the second representative is of the gender in minority.
- 2.4.1.3.1** However, if the National Federation or Regional Member of the country of a Zonal Association President is already represented on the Board of Administration as an elected member, the Zonal Association President shall attend the Board of Administration meetings in a non-voting capacity. If the National Federation or Regional Member elected member is of a different gender, the Zonal Association President becomes a Board of Administration member with full voting rights.
- 2.4.1.3.2** Exceptionally, and in the case of a vacancy in the Board of Administration of a representative of the North Central Zone, NCVA, and such vacancy cannot be filled without violating section **2.4.1.2.1**, then the President shall propose to the Board of Administration another member from any of the other zones, subject to the ratification of the Congress at its next Assembly. This new member shall be from a National Federation or Regional Member which is not already represented in the Board of Administration.
- a) Once this new member is ratified by the Congress, such member will hold it position up until the next Congress on which new members are elected.
- 2.4.1.4** The composition of the Board of Administration will be as follows:
- President
 - 1st Executive Vice President
 - 2nd Executive Vice President
 - Secretary General
 - Treasurer
 - Vice President for Central Zone
 - Vice President for Central America
 - Vice President for the Caribbean
 - Vice President for the Eastern Caribbean
 - 6 Members at large
- 2.4.1.5** The outgoing members of the Board of Administration are eligible to be re-elected to the Board of Administration without presentation by their National Federation or Regional Member, provided that their National Federation or Regional Member does not submit written objection to such re-election at least six (6) months prior to the opening of the Congress.
- 2.4.1.6** During their four-year (4) term, the Board of Administration members may only be removed from office:
- a) by decision of the Congress, for justifiable reasons
- b) automatically, in case the assembly of a NORCECA Zonal Association or its NF withdraws its endorsement.

- 2.4.1.7 The Board of Administration shall meet at least once a year, by request of the President or at the request of a least eight (8) of the members of the Board of Administration.
- 2.4.1.8 The quorum for meetings of the Board of Administration shall be two- thirds (2/3 = 10 members) of the total members of the Board of Administration. Members of the Board of Administration must attend in person and cannot be represented by proxy.
- 2.4.1.9 By request of the President and approval of the Board of Administration, the meetings of the Board of Administration may be held by electronic means to include telephone and/or videoconference.
- 2.4.1.10 At such meetings, votes may be cast electronically in such manner as the Board of Administration may determine, provided that such voting system, if necessary, protects the secrecy of the ballots.

2.4.2. Competence

- 2.4.2.1 The Board of Administration shall be responsible for the general administration and management of NORCECA. It shall handle urgent and exceptional situations in the spirit of this constitution and in the general interest of FIVB-NORCECA.
- 2.4.2.2 The Board of Administration has the competence to adopt all regulations derived from this constitution.
- 2.4.2.3 Upon proposal of the NORCECA President, the Board of Administration has the competence to create commissions and councils, to appoint officials or to discharge them from such institutions. The Board of Administration shall establish the limits of powers, responsibilities and functions of each commission and council through regulations.
- 2.4.2.4 The decisions of the Board of Administration, derived from the competence entrusted to it by the constitution, are binding on all NORCECA members covered by such decisions, included, but not limited to national federations and regional members executive, board members, national leagues, clubs, teams, officials, directors, administrators, referees, players and individual members.
- 2.4.2.5 The Board of Administration may appoint a lawyer to defend the interests of NORCECA.
- 2.4.2.6 On the proposal of the President, the Board of Administration may grant annual awards to National Federations and Regional Members for their performance and extraordinary achievements, as well as, to individuals for their contribution to NORCECA and the development of the sport.
- 2.4.2.7 The Board of Administration is empowered to apply the sanctions as provided in the FIVB-NORCECA Disciplinary Regulations.

2.5 THE EXECUTIVE COMMITTEE

2.5.1 Composition and Selection

2.5.1.1 Immediately following the election of the members of the Board of Administration, the President shall proceed to propose the candidates from the elected members to fill the following positions on the Executive Committee; 1st Executive Vice President, 2nd Executive Vice President, Secretary General and Treasurer.

2.5.1.2 The Executive Committee is composed of nine (9) members:

- President
- 1st Executive Vice President
- 2nd Executive Vice President
- Secretary General
- Treasurer
- Vice President for North Central Zone (NCVA)
- Vice President for Central America (AFECAVOL)
- Vice President for CAZOVA
- Vice President for ECVA

2.5.1.3 The President may propose to the Board the Administration that one or several members of the Executive Committee be assigned special coordinating duties in relation to the forthcoming Continental Championships, as well as, to be in charge of commissions and special development programs. Such members shall preferably be chosen from the elected members of the Board of Administration. A non-Board of Administration member designated for such duties will not have voting rights in the Executive Committee.

2.5.1.4 In the event of a vacancy on the Executive Committee, the President may appoint another member, subject to ratification by the Board of Administration at its next meeting.

2.5.1.5 During their four-year (4) term, Executive Committee members may only be removed from office, by decision of the Board of Administration, for justifiable reasons.

2.5.1.6 By request of the President and approval of the Executive Committee, the meetings of the Executive Committee may be held by electronic means to include telephone and/or videoconference.

2.5.1.7 At such meetings, votes may be cast electronically in such manner as the Board of Administration may determine, provided that such voting system, if necessary, protects the secrecy of the ballots.

2.5.2 Competence:

2.5.2.1 Jointly with the Presidency, the Executive Committee shall be responsible for executing the decisions of the Congress and the Board of Administration. The members of the Executive Committee shall individually assume their responsibilities according to their specific duties.

2.5.2.2 When the Executive Committee and /or the Board of Administration are not in session, the President may take all urgent measures that are considered pertinent. The Executive Committee and the Board of Administration must be notified of these measures within the next 30 days and they must be ratified at its next meeting.

2.5.2.3 The Executive Committee is empowered to apply the sanctions provided for in the FIVB-NORCECA Disciplinary Regulations.

2.5.3 Specific competence of the members

2.5.3.1 The four (4) ex-officio members of the Executive Committee, who are also members of the Board of Administration, shall have the title of Vice-President, in representation of their zone: North Central (NCVA), Central America Regions (AFECAVOL), Eastern Caribbean Regions (ECVA), and Caribbean Regions (CAZOVA).

2.5.3.2 In the performance of his executive duties, the President shall assign specific responsibilities to each individual member of the Executive Committee as defined in the General Regulations.

2.6 THE PRESIDENCY

2.6.1 Fulfillment of the charge

2.6.1.1 The functions and responsibilities of the Presidency shall be carried out by the President, elected by the Congress.

2.6.1.2 Should the President be provisionally unable to carry out his functions, he/she shall be replaced by the 1st Executive Vice-President, and should the latter be unable to accept the charge, by the 2nd Executive Vice-President, and if the latter is unable to accept the charge, by the most senior Vice-President by age. Should the President be definitively unable to hold office, he shall be replaced for the remaining portion of his term by the 1st Executive Vice-President subject to ratification by the Congress at its next assembly.

2.6.2 Competence

2.6.2.1 Jointly with the Executive Committee, the President shall be responsible for executing the decisions of the Congress and the Board of Administration.

2.6.2.2 When the Executive Committee and/or the Board of Administration are not in session, the President may attend to all urgent measures. The Board of Administration must be notified of these measures within 30 days and ratified at its next meeting.

2.6.2.3 The President shall represent NORCECA with all legal powers. He or she chairs the sessions of the Congress, the meetings of the Board of Administration and the Executive Committee and has the prerogative of chairing all other meetings of NORCECA institutions.

2.6.2.4 In his or her capacity as Chair of a meeting, he or she can cast a vote in the event of a tie in voting.

- 2.6.2.5** The President shall be responsible for the on-going administration and management of NORCECA. He or she shall be the only person authorized to sign all contracts and commitment documents. The President may delegate power of attorney on behalf of NORCECA.
- 2.6.2.6** Subject to prior approval of the Board of Administration and within the parameters established nationally and internationally for non-profit organizations, the President may undertake negotiations on behalf of NORCECA with the intention of acquiring proprietary interests.
- 2.6.2.7** The President shall propose to the Board of Administration the members of the commissions chosen from among, but not limited to, the candidatures presented by National Federations or Regional Members. When necessary, the commissions may include in their membership, professional expert, coordinators and external members.

2.7 NORCECA JUDICIAL BODIES

- 2.7.1** The NORCECA Dispute Resolution Panel shall be empowered to decide on all matters as provided for in the FIVB and NORCECA Constitution and Regulations. It shall also serve as an appeal body for the decisions of the Zonal Associations. The NORCECA Dispute Resolution Panel shall be composed of five (5) members, one from each zone, appointed by the Board of Administration. The panel shall be chaired by a member of NORCECA Legal Commission proposed to the Board of Administration by the President.
- 2.7.2** All decisions taken by the NORCECA Dispute Resolution Panel or by the Board of Administration may be appealed to the FIVB Appeals Panel, according to the FIVB Disciplinary Regulations.
- 2.7.3** The Ethics Panel shall be empowered to review issues of ethical nature, vet candidates to the Board of Administration and submit proposals to the Board of Administration, as provided for in the NORCECA Constitution and Regulations. It shall be composed of five (5) members, one from each zone, appointed by the Board of Administration. The panel shall be chaired by a member of NORCECA Legal Commission proposed to the Board of Administration by the President.
- 2.7.4** Once all NORCECA and FIVB internal remedies have been exhausted, any residual dispute arising from the Constitution, the Regulations and decisions of NORCECA or FIVB and of its Judicial Bodies, shall be submitted exclusively to the Court of Arbitration for Sport (CAS) and be definitively settled by a tribunal constituted in accordance with the Code of Sports related Arbitration (CAS Code). The parties concerned shall undertake to comply with the CAS Code and to accept and enforce CAS decisions in good faith.

2.8 THE COUNCILS

- 2.8.1** Upon proposal of NORCECA President, the Board of Administration may approve the creation of councils with direct responsibility for specific NORCECA activities.
- 2.8.2** Such Councils may be structured independently from other NORCECA institutions but shall always be subordinated to NORCECA administrative and judiciary structures.

2.8.3 The Board of Administration shall establish the limits of power, responsibilities and functions of each council through regulations.

2.9 THE COMMISSIONS

2.9.1 Upon proposal of the NORCECA President, the Board of Administration may establish commissions to facilitate the implementation of NORCECA objectives. The Board of Administration may also establish and create, upon proposal of the NORCECA President, ad hoc commissions and the appointment of coordinators and professional experts, if necessary.

2.9.2 The commissions shall be composed of a minimum of four (4) members and one (1) President.

2.9.3 Candidatures for the commissions shall be submitted to the NORCECA Secretariat by their National Federation of Origin, by the President of NORCECA, or by the Zonal Association President to which they are affiliated. Candidatures shall be submitted no later than six (6) months prior to the opening of the Congress.

a) An affiliated National Federation or Regional Member may have a maximum of two (2) members per commission.

2.9.4 The primary role of a commission is to make proposals to the Board of Administration and the Executive Committee on matters of a highly technical or specialized nature.

2.9.5 The Board of Administration shall establish the limits of power, responsibilities, and functions of each Commission through regulations.

2.9.6 Members of commissions and coordinators shall be appointed by the Board of Administration upon nomination by their National Federation, Regional Member, Zonal Association, and proposal of the NORCECA President. Commission members shall hold their positions for a four (4) year term. Commission members may be removed for just cause by the Board of Administration.

2.9.7 By request of the President and approval of the Board of Administration, the meetings of the Commissions may be held by electronic means to include telephone and/or videoconference.

2.9.8 At such meetings, votes may be cast electronically in such manner as the Board of Administration may determine, provided that such voting system, if necessary, protects the secrecy of the ballots.

2.10 ZONAL ASSOCIATIONS

2.10.1 Composition

2.10.1.1 NORCECA Board of Administration shall submit to the Congress the grouping into Zonal Associations of the National Federations and Regional Members based on their geographical proximity.

2.10.1.2 The four (4) Zonal Associations shall be the following:

- North Central (NCVA)
- Central América (AFECAVOL)
- Greater Caribbean (CAZOVA); and
- Eastern Caribbean (ECVA)

- 2.10.1.3** The bodies of the Zonal Associations shall be the following:
- General Assembly
 - Executive Committee & Board of Administration
 - Commissions
 - Zonal Secretariat
- 2.10.1.4** The constitutions, regulations and decisions of the Zonal Associations must be approved by FIVB and NORCECA Board of Administration and follow the general principles and provisions of the FIVB and NORCECA constitutions.
- 2.10.1.5** The composition of the Zonal Association Executive Committee & Board of Administration must contain at least two (2) members of the Gender in Minority either elected or appointed.
- 2.10.1.6** Only members of National Federations or Regional Members who have participated in the last zonal, continental or international Senior, U23, Junior or Youth Championships and /or Tournament at any stage as host or national team participation, have the right to be elected members of the NORCECA Board of Administration for the next term.

2.10.2 Competence

- 2.10.2.1** After the Congress and the Board of Administration of NORCECA, the Zonal Associations are the most representative institutions of NORCECA in their respective regions.
- 2.10.2.2** The Zonal Associations may obtain legal status for the purpose of facilitating their administrative operations in the country where they have their headquarters. This prerogative shall not be interpreted as authorization to adhere to or to be part of any other sports organization or entity or to take any action beyond the limits of this constitution.
- 2.10.2.3** The Zonal Associations shall have broad autonomy within the activities of NORCECA, provided that they respect the FIVB and NORCECA constitutions, regulations and decisions.
- 2.10.2.4** The constitutions, disciplinary, administrative, sport, financial regulations and decisions of Zonal Associations must not be in conflict, nor contradict the constitutions, disciplinary, administrative, sport, financial regulations, and decisions of FIVB and NORCECA.
- 2.10.2.5** The competence of NORCECA institutions should apply *mutatis mutandis* to the equivalent institutions of the Zonal Associations. The decisions of the Zonal Associations shall not conflict with those of FIVB and/or NORCECA.
- 2.10.2.6** The Zonal Association shall be responsible, in their geographical area, for:
- a) Ensuring respect for the constitutions, regulations, official rules and decisions of FIVB and NORCECA.
 - b) Providing technical support and expertise to their National Federation and Regional Members by all available means for the implementation of zonal and NORCECA programs.

- c) The zonal competition calendars and competition regulations, which must be approved by NORCECA.

2.10.3 General Provisions

- 2.10.3.1** A group of National Federations and Regional Members with the approval of NORCECA Board of Administration and the recognition of FIVB, may create a zonal association responsible, within their respective zone, for:
 - a) Spreading the practice of local, national and regional volleyball competitions.
 - b) Encouraging the creation of National Federations and Regional Members and their affiliation to the FIVB.
 - c) Ensuring respect for the constitutions, disciplinary, administrative, sport, financial regulations, official rules and decisions of FIVB and NORCECA.
 - d) Organizing zonal championships and/or tournaments.
 - e) Drawing up an annual calendar of activities including regional competitions and submitting it to NORCECA for approval.
 - f) Presenting an annual audited financial and administrative report to FIVB and NORCECA, comprising, in particular of; the income and expenditure, the regional, zonal events competition and sports results.
- 2.10.3.2** Regional Members will be assigned to the corresponding Zonal Associations and shall be incorporated to NORCECA. Regional Members shall have all privileges and obligations of National Federations.

2.10.4 Special Provisions

- 2.10.4.1** NORCECA Board of Administration may revise all or part of a decision taken by the Zonal Associations if, in its judgment, such decision is contrary to the constitutions, disciplinary, administrative, sport, financial regulations, decisions, official rules, decisions and general interests of FIVB and NORCECA.
- 2.10.4.2** The Zonal Associations are empowered to apply sanctions in connection with competitions under their authority, as provided in the FIVB and NORCECA regulations.

2.11 THE NORCECA SECRETARIAT

2.11.1 The NORCECA Secretariat shall, under the authority of the President and the direction of the General Director, take all necessary measures to ensure that this constitution is respected. It shall provide support and assistance to the various institutions of NORCECA in order to promote their administrative and technical level, image and social role of volleyball at the highest level.

2.11.2 The functions of the Secretariat shall be the following:

- a) Arrange and organize meetings of the Congress, Board of Administration, Executive Committee, Councils and Commissions.

- b) Ensure that National Federations and Regional Members are up to date with their obligations, commitments and financial responsibility with NORCECA.
- c) Prepare reports and files for the work of the Commissions at their meetings and for the implementation of projects approved by the Board of Administration, and any other reports required.
- d) Study the reports of the various meetings and request from the supporting institutions further information as necessary to ensure the implementation of this constitution.
- e) Perform the functions entrusted to it under the provisions of this constitution.
- f) Select and hire, subject to the approval of the Presidency, the required staff to execute, in a professional manner, the decisions of NORCECA institutions.
- g) Periodically publish and distribute in the NORCECA website and circular communications, to the National Federations, Regional Members and the public, the editions of all NORCECA electronic publications and newsletters, together with any information which will facilitate the development and growth of volleyball.
- h) Perform any other functions as may be entrusted to it by the Congress, the Board of Administration, the Executive Committee, and the Presidency.

Chapter III - Financial Provisions

3.1 FISCAL YEAR

3.1.1 NORCECA fiscal year shall be the calendar of; January 1 to December 31 of each year.

3.2 FINANCIAL RESOURCES

3.2.1 NORCECA financial resources shall consist of:

- a) Income from the annual FIVB economical allowance.
- b) Annual fees of the affiliated National Federations and Regional Members.
- c) Revenue from sponsorships, marketing, broadcasting, and media rights agreements.
- d) Recognition and hosting fees derived from events and competitions.
- e) Fines
- f) Revenues from homologation of volleyball equipment, uniforms.
- g) Media, sponsorships and marketing rights, internet streaming from all championships, tournaments, competitions, and events organized under the authority of NORCECA.
- h) Any other sources of funding approved by the Board of Administration.

3.3 BUDGET

3.3.1 On the recommendation of the Board of Administration, the Congress shall adopt the biennial budgets.

3.3.2 The Board of Administration may modify the budgets to respond any new arising needs: it shall justify such modifications before the Congress.

3.4 ANNUAL ACCOUNTS

3.4.1 The Board of Administration shall approve the profit and loss statement and balance sheet of each fiscal year and discharge the President, the Treasurer, and the General Director.

3.4.2 The Board of Administration shall submit the last biennial accounts to the Congress for its approval and final discharge of the President, the Board of Administration, and the General Director.

3.5 AUDITORS

3.5.1 External Auditors

3.5.1.1 NORCECA accounts are audited annually by an internationally recognized professional firm of auditors.

3.5.2 Internal Auditor

3.5.2.1 Upon proposal of the Board of Administration, at least one (1) internal auditor shall be elected by the Congress for a two-year (2) term.

3.5.2.2 The internal auditor reports to the Board and the Congress on the auditing of the Norceca accounts, shall include, but not limited to;

- a) Profit and loss statement and balance sheet of the period.
- b) Income, expenditure, and revenue resulting from the two (2) fiscal-year term.
- c) Budget.

3.6 NORCECA TREASURER

3.6.1 The treasurer of NORCECA shall be responsible for controlling the accounts of the Confederation. The treasurer must present his annual report to the Board of Administration and to the Congress.

3.6.2 The Treasurer of NORCECA is responsible for the internal control system of the administrative operations of NORCECA. He or she must verify all important financial operations authorized by the President.

3.7 REGULATIONS

3.7.1 All the financial requirements for the operations of NORCECA including, but not limited to, the resources, authorization, expenditure, and internal control system are defined in the general regulations and financial procedures adopted by the Board of Administration.

3.7.2 The auditors, external and internal, as well as the treasurer have access to all accounting documents for the purpose of their duties.

Chapter IV - Amendments

- 4.1** Only the Congress may amend this constitution. Amendments to this constitution may be proposed only by:
- a) The Board of Administration; or
 - b) By five (5) National Federations or Regional Members that together submit their motion(s) of amendment to the *NORCECA* Constitution to the *NORCECA* Secretariat, at least six (6) months prior to the opening of the Congress in order for the proposed amendments to be distributed to all National Federations and Regional Members for their review before the Congress.
- 4.1.1** An amendment to be passed requires a two-thirds (2/3) majority of the votes validly cast of all National Federations and Regional Members accredited with the right to vote in the Congress.
- 4.2** All amendments to the present constitution will enter into force immediately on the date it is passed by the Congress unless otherwise decide by the Congress.

Chapter V - Special Provisions

5.1 DISSOLUTION

- 5.1.1** *NORCECA* may only be dissolved at an Extraordinary Congress with eighty percent (80%) of the affiliated National Federations and Regional Members present. The resolution may only be passed if approved by a three-quarters (3/4) majority of the National Federations and Regional Members present and with a right to vote in such Congress. For these purposes no proxies shall be allowed.

Chapter VI - Entry into force

- 6.1** This constitution has been amended by the XXIII *Norceca* Congress held in Punta Cana, Dominican Republic, on October 30-November 1, 2015, at the XXIV *NORCECA* Congress held in the city of San Jose, Costa Rica, on October 28-29, 2017, and by the *NORCECA* National Federations on June 1, 2020.
- 6.2** This constitution shall supersede the previous constitutions and all amendments thereto, which are hereby abrogated.