



IWAS POWERCHAIR HOCKEY
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OPERATIONAL REGULATIONS

PowerChair Hockey

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1. Name & Identity

- a. The IWAS PowerChair Hockey (IPCH) is the international governing body for PowerChair Hockey (PCH), under the auspices of the International Wheelchair & Amputee Sports Federation (IWAS).
- b. The IPCH is established in 2002 and is a sport section of the IWAS since 2005.
- c. The IPCH Operational Regulations mean the operational and management rules and regulations of the IPCH.
- d. The official language of the IPCH is English.

2. Aims & Objectives

- a. To serve as the official governing body, under the auspices of the IWAS, for the scheduling, award and conduct of all international events, competitions and championships in the PCH sport.
- b. To ensure that the policies and regulations which govern the PCH sport, established by vote of the present nations in IPCH Sport Assemblies, are carried out.
- c. To convene all meetings necessary for proper organisation and administration of the IPCH.
- d. To establish friendly and loyal cooperation between all members of the IWAS for the benefit of the of the PCH sport between nations throughout the world.
- e. To strive towards collaboration with the IPC (International Paralympic Committee) and participation in the Summer Paralympic Games programme.
- f. To foster the conditions for collaboration with relevant International Sports Federations promoting the PCH sport worldwide, whilst safeguarding and preserving the identity of PCH.
- g. To encourage the growth and development of the PCH sport in nations around the world through organised programmes of education and instruction.
- h. To give support to National Organisations of PCH in improving their own activities.
- i. To establish, refine and ensure the application of the rules and regulations of the PCH sport.
- j. To compile classification rules and regulations governing international competition and ensure their application and registration in the IWAS official and sanctioned competitions.
- k. To establish and maintain the highest standards for certification and licensing of Referees, Jury Members, Classifiers and Technical Delegates in the PCH sport.
- l. To organise and manage the sport to the benefit of PCH athletes worldwide, including the establishment and maintenance of databases in ranking, classification and results.
- m. To maintain archives of the history of the sport by recording and reporting of all major international PCH events.
- n. To raise finances for the benefit and support of the development of the PCH sport.
- o. The IPCH Events and Competitions, including opening and closing ceremonies, shall not be used as a forum for political protest of any kind.

3. Membership

- a. Nations of the world may participate in the official and sanctioned events of the IPCH through membership of the IWAS.
- b. All member nations of the IWAS may send a maximum of two representatives to IPCH Sport Assemblies. Their names shall be designated in writing in advance, and additional observers on written request, to the IWAS Secretary General.
- c. All member nations shall be entitled to all information and advice with regard to the objects of the IWAS as the IWAS or any of its officers shall be able to supply.
- d. All member nations shall be entitled to nominate persons for election to the IPCH Sport Executive Committee.
- e. All member nations may enter members of its organisation in IPCH Events, coming within the jurisdiction of the IWAS, providing the member complies with the conditions stated in the invitations.
- f. All member nations may propose motions concerning the PCH general development, management and specific technical rules through the IPCH Sport Assemblies, by giving notice of motion to the IWAS Secretary General at least two calendar months prior to the Sport Assembly. The Sport Assembly has entitlement to refer non-technical matters through the IWAS Secretary General to the IWAS Executive Board and IWAS General Assembly.
- g. All member nations may organise, or cause to be organised, IPCH Competitions and Events in accordance with IWAS bidding process and subsequent contract and the IPCH technical and competition rules and regulations.

4. Finances

- a. The IPCH is bound by the financial regulations as defined within the IWAS organisational and operational regulations.
- b. The IPCH is accountable to the IWAS in respect to its annual justification of incomes and expenditures. The financial year for the IWAS runs from January 1st to December 31st each year. The IWAS provides financial report on the previous year's accounts by May of each year.
- c. The IWAS allocates the IPCH an annual administrative and/or development budget, subject to completion of relevant application form submitted by the prescribed deadline and final decision of the IWAS Executive Board.
- d. In addition, the IPCH is entitled to raise funds by inviting contributions, fees and honoraria (associated with competition and officials training and licensing situations), donations and sponsorship, provided that it shall not undertake any permanent trading activities.
- e. Capitation and Sanction Fees, as determined by the IWAS and published in the IWAS Bid Package, shall be levied on all IWAS official competition, which will be applied and collected by the Organising Committee of an IPCH Competition or Event and transferred to the IWAS.
- f. Participation Fee shall be levied on all sanctioned IPCH Competitions and Events, which will be applied and collected by the Organising Committee of IPCH Competitions and Events and transferred to the Organising Committee.
- g. The IPCH account shall be held at the IWAS Headquarter and distributed to the sport on completion of relevant form either for reimbursement or direct payment of invoice to supplier.

5. Organisational Structure

5.1 IWAS

- a. The legal entity for the operation of the PCH Sport Section is the IWAS, an incorporated Charity with Headquarters in England operating in accordance with its Memorandum & Articles of Association (Constitution) and the statutory laws and regulations of its registration.
- b. The IWAS General Assembly of Nations is the final authority in respect to general policies of international wheelchair and amputee sport, its practice and management activities.
- c. The IWAS Executive Board is responsible for executing the policies and decisions of the IWAS General Assembly.

5.2 IPCH

- a. The IPCH is a Standing Committee and a Sport Executive Committee of the IWAS.
- b. The IPCH shall be governed by the IPCH Sport Assembly and the IPCH Sport Executive Committee. These governing bodies are supported in their work by the IPCH Subcommittees.

5.3 IPCH Sport Assembly

- a. The IPCH Sport Assembly is the (technical and classification) decision making and ruling organ of international PCH and is composed of PCH (technical) representation from the member nations of the IWAS, participating in the PCH sport, involved in (technical) aspects of the sport's management.

5.4 IPCH Sport Executive Committee & Subcommittees

- a. The IPCH Sport Executive Committee is the final authority in respect to the general policies of international PCH, its technical and classification practice and management activities.
- b. The IPCH Subcommittees are responsible for executing the policies and decisions of the IPCH Sport Assemblies and Sport Executive Committee, and shall report on the activities, programmes and plans of international PCH for IPCH Sport Assembly approval.

6. Operational Structure and Regulations

1. IWAS

- a. The IWAS shall assist the IPCH in the development of the PCH sport.
- b. The IWAS shall report to its General Assembly on the activities, programmes and plans of the IPCH.
- c. All official notifications of Sport Assemblies and Events where IWAS membership status verification, or issues concerning IWAS member nations, or potential members are involved shall be conducted through the IWAS Headquarter.
- d. All contracts and agreements involving the sport with another legal entity shall be reviewed by the IWAS and signed off with the sport and the third party by the IWAS President/Secretary General.
- e. In case of dispute within the sport technical practice and management, the IWAS is the final court of appeal.

2. IPCH Sport Assemblies

- a. The Sport Assembly shall act as the governing body of the IPCH, and is responsible for the final decision about any technical and classification rules and regulations relevant to the IPCH.
- b. Sport Assemblies shall be held biannual at a place and time to be decided by the respective Sport Assembly, usually during an IPCH Event or IWAS World Games.
- c. Member nations of the IWAS, in attendance at Sport Assemblies, shall be allowed a maximum of two representatives, mandated in writing, and one vote per nation.
- d. The technical decisions of the Sport Assembly are final and without the possibility of appeal. Other decisions will be taken as a recommendation to the IWAS Executive Board for ultimate decision by the IWAS General Assembly.
- e. The invitation to attend a Sport Assembly shall be send **by IWAS** to the national member organizations of IWAS **at least six (6) months** prior the assembly. The invitation shall accompany:
 1. The draft minutes of the previous Sport Assembly.
 2. The action list from the minutes
 3. The call for amendments on the draft minutes
 4. The call for agenda items
 5. The call for non constitutional motions on IPCH Rules & Regulations
 6. The call for mandates
 7. In case of elections: the call for nominations
- f. Agenda items, amendments on the draft minutes of the previous IPCH Sport Assembly, motions on IPCH Rules & Regulations, mandates, and in case of elections: nominations with curriculum vitae, shall be submitted **by the IWAS national member organizations** to the IWAS, written in English, **at least four (4) months** before the Sport Assembly.
- g. The proposed agenda and all reports, documents, motions, recommendations of the IPCH Sport Executive Committee on the motions and amendments relevant to the business of the Sport Assembly, and in case of elections: received nominations with curriculum vitae, shall be send **by IWAS** to the national member organizations of IWAS **at least two (2) months** prior the scheduled date of the assembly.
- h. An extraordinary Sport Assembly may be called whenever necessary by the IPCH Sport Executive Committee or at the request of at least 2/3 of the PCH Nations. The request shall be directed in writing to the IPCH Sport Executive Committee, with a copy to the IWAS Headquarter, specifying the objects and the reasons for the extraordinary Sport Assembly.
- i. In the case of an extraordinary Sport Assembly the notice shall be given at least three (3) months prior to the meeting.
- j. The purposes within the competence of the IPCH Sport Assembly are described in the IWAS Standing Order.
- k. Sport Assemblies shall be convened in accordance with the IWAS Standing Order and IWAS/IPCH Regulations.
- l. All decisions of Sport Assemblies shall be made by poll (show of hands) and shall be taken by a majority of the votes of the present nations (50% + 1), apart from elections, which will be by ballot.
- m. The minutes of a Sport Assembly, together with the action list, shall be circulated from the IWAS to the IWAS member organizations at least six (6) weeks subsequent to the date of the meeting.
- n. Revised IPCH Rules and Regulations according to the agreements of the Sport Assembly shall be published within three (3) months of the Sport Assembly. Copyright for sports rules and regulations belongs to IWAS.

6.3 IPCH Sport Executive Committee

- a. Responsibilities of the IPCH Sport Executive Committee:
1. Shall transact the technical business and administer the affairs of the IPCH in accordance with the policies of the IPCH and IWAS.
 2. Shall ensure the good technical, administrative and financial management of the IPCH, in accordance with the current rulings of the IPCH Regulations.
 3. Shall stimulate the development of international and national PCH and shall expand the PCH network.
 4. Shall guard the time table which is published in the IPCH Business Plan and is responsible for executing the steps which are described in this report.
 5. Shall liaise with and work in collaboration with the IWAS in respect to reports, budget awards, programme funding, contract situations, etc..
 6. Shall adopt and publish rules and regulations concerning IPCH Competitions and Events.
 7. Shall convene and conduct all Sport Assemblies and meetings of the IPCH Sport Executive Committee.
 8. Shall carry out an annual report on the management to the IPCH Sport Executive Committee and Subcommittee Members and shall present the report to the Sport Assembly.
 9. Shall preside over the IPCH Subcommittees with responsibility for specific areas of the work of the IPCH.
 10. Shall maintain the database of the IPCH contacts.
 11. Shall maintain the Book of Minutes of the Sport Assemblies and other IPCH Meetings.
 12. Shall maintain an archive with the results of all IPCH Competitions and all IPCH publications and documents.
 13. Shall carry out the IPCH Statistics.
 14. Is responsible for all financial business: bookkeeping, estimates, audit, budget, fundraising, sponsoring, marketing, financial reports.
 15. Shall decide in unforeseen circumstances and situations not regulated in IWAS and IPCH Rules & Regulations.
- b. Composition
1. The IPCH Sport Executive Committee shall be composed of an odd number of five (5) members: Chairman, Secretary, and three Members at Large.
 2. The function of Vice-Chair shall be appointed to one of the Sport Executive Committee Members (except the Chairman).
 3. The IPCH Sport Executive Committee shall have no more than two (2) members of a same nation.
- c. The IPCH Sport Executive Committee consist of the following positions:
1. Chairman
 2. Secretary
 3. Technical & Classification Officer
 4. Event, Competition & Development Officer
 5. Marketing & Communication Officer
- d. The responsibilities and tasks of each IPCH Sport Executive Committee Member are mentioned in Appendix I: "IPCH Positions & Responsibilities".
- e. IPCH Sport Executive Committee Meetings
1. IPCH Sport Executive Committee Members are obliged to attend said meetings. In case they should not be able to attend, they shall justify the reason for their absence.
 2. The IPCH Sport Executive Committee will meet regularly, at least 4 times a year.
 3. The Chairman will be able to convene other meetings apart from the regular meetings, whenever necessary or if a majority of the IPCH Sport Executive Committee Members request it in writing.

- f. Failing attendance
 1. Any IPCH Sport Executive Committee Member (except the Chairman) who fails to attend two (2) consecutive IPCH Sport Executive Committee Meetings or Sport Assemblies or resigns from office shall be relieved of their duties by the Chairman and shall be replaced by a new member appointed by the IPCH Sport Executive Committee.
 2. New members shall hold office until the next Sport Assembly for ratification.
 3. In case the Chairman fails to attend two (2) consecutive IPCH Sport Executive Committee meetings or resigns, the Chairman shall be replaced by the Vice-Chair.
 4. Should the Vice-Chair not be able to occupy the position of the Chairman, the longest serving member of the IPCH Sport Executive Committee will do so.
- g. The IPCH Sport Executive Committee may invite other officials or observers (experts) to the IPCH Sport Assemblies or Executive Committee Meetings. The invited persons will have the right to speak and suggest motions on topics of mutual interest, but do not have the right to vote.
- h. All decisions of the IPCH Sport Executive Committee shall be made by poll (show of hands) of the members and will be taken by a majority of votes. If it is 50%-50% the vote of the Chairman is decisive.
- i. An IPCH Sport Executive Committee Member can not be representative of the own nation in international meetings, except if the member concerned (temporarily) renounces of duty on the committee, indicated well in time before the meeting commences.
- j. An IPCH Sport Executive Committee Member can be a Subcommittee Member as well.

6.4 IPCH Subcommittees

- a. General
 1. The IPCH Subcommittees are the executive committees of the IPCH for the improved development and management of the IPCH.
 2. The work of the IPCH Subcommittees shall be governed by the IPCH Sport Executive Committee and IPCH Operational Regulations.
 3. The IPCH Subcommittees and its responsibilities and tasks are mentioned in Appendix I.
 4. Each IPCH Subcommittee shall report to the IPCH Sport Executive Committee on its operation and tasked activities carried out.
 5. Members of the IPCH Subcommittees shall be appointed by the IPCH Sport Executive Committee.
 6. Vacancies occurring in an IPCH Subcommittee through resignation or death may be replaced by new members appointed by the IPCH Sport Executive Committee.
 7. Meetings of the IPCH Subcommittees will take place by request and agreement of the IPCH Sport Executive Committee.
- b. Composition
 1. An IPCH Subcommittee shall be composed of a maximum of five (5) members.
 2. Each Subcommittee shall have a Head, responsible for the committee and contact person to the IPCH Sport Executive Committee.
 3. An IPCH Subcommittee shall be composed of members of at least two (2) different nations.
 4. Persons can be member of no more than two IPCH Subcommittees.

7. Election procedures

- a. Elections shall be held on a quadrennial basis for the positions on the IPCH Sport Executive Committee during the Sport Assembly as determined by the IPCH Operational Regulations and in accordance with the relevant IWAS Standing Orders and Regulations.
- b. For the IPCH Sport Executive Committee the positions as mentioned in 6.3.c. shall be eligible.
- c. To become Chairman or a member of the IPCH Sport Executive Committee, the candidate must be mandated by the relevant National Organisation within IWAS membership and must be at least 21 years old. The candidate should abide by the national status requirements of the IWAS.
- d. It is not compatible to be a member of the IPCH Sport Executive Committee and at the same time hold the Presidency of the National Organisation of Sports for Disabled of ones nation.
- e. Each member nation of the IWAS may nominate candidates only from its own nation, for a maximum of three (3) of the mentioned positions.
- f. The IPCH Sport Executive Committee may nominate candidates from any nation for the mentioned positions.
- g. Candidates to become member of the IPCH Sport Executive Committee can present themselves to a maximum of three (3) positions.
- h. Written nominations for elections (including curriculum vitae) will be called for and placed before the Sport Assembly by the IWAS.
- i. The names and curriculum vitae of the nominees for the IPCH Sport Executive Committee will be circulated to the members at least 3 months prior to the Sport Assembly at which elections are to occur.
- j. Any candidate nominated for election to the IPCH Sport Executive Committee shall be present at the Sport Assembly or shall have presented to the Sport Assembly a curriculum vitae in order to be elected.
- k. Members of the Sport Executive Committees shall be elected only by the member nations present at the appropriate Sport Assembly. Each present nation shall have one vote.
- l. The elections will be by poll. A simple majority of valid votes (50% +1) is required to secure election to a position. If more than two candidates are running for a position and no candidate gains a simple majority of valid votes (50% + 1) on the first ballot, there will be a second ballot between the two candidates gaining the most valid votes in the first ballot.
- m. Extraordinary elections of IPCH Sport Executive Committee must be hold at request of at least 1/3 of the PCH Nations. The request shall be directed in writing to the IPCH Sport Executive Committee before the Sport Assembly.
- n. All elected members and accredited/appointed/authorised personnel acting on behalf of the IPCH are bound by the IWAS Constitution (Memorandum & Articles of Association) and bylaws (Operational Regulations) and are further accountable under corporation law as defined in the nation of registration at that time in force.

8. Operational Regulations

8.1 Regulations governing IPCH Events

- a. The IPCH Events (competitions, meetings, developmental events) shall be organised according to the valid IPCH Organisers Regulations, the IPCH Competition Regulations and the IPCH Game Rules.

8.2 Regulations governing Anti-Doping Control

- a. The IPCH complies with the IWAS Anti-Doping Policy & Procedures.

8.3 Regulations governing Right of Appeal

- a. The IWAS member nations and the IPCH are entitled to Right of Appeal to the IWAS, only related to procedures.
- b. Any athlete, member of a Team Delegation or Official has the Right of Appeal, in writing, through their national organisation to the IWAS.
- c. Any member organisation of the IWAS failing to endorse the sanction/penalty applied, or upheld after appeal, shall be deemed in default and may be dealt with in such manner as the IWAS deems fit.

8.4 Regulations governing Marketing and Advertising

- a. The IWAS flag, logo, motto, name IWAS and all official IWAS/IPCH Events are the exclusive property of the IWAS and may only be used, for any reason, with contractual authorisation of the IWAS.
- b. An Organising Committee may use the IWAS flag, logo, motto and name for publicity or commercial purposes provided all materials are submitted to the IWAS in advance of use for prior approval.

8.5 Regulations governing Ranking

- a. The IPCH World Ranking System identifies the order of PCH National Teams.
- b. Points can be obtained only from competitions sanctioned by the IWAS.
 - World Championships
 - Regional Championships
 - Other International Competitions
- c. Ranking points at any point in time can only be calculated using the sanctioned events held in the previous four years.