



## Floorball Federation of Kenya

### Application for membership in International Floorball Federation

Esteemed Central Board of IFF,

Floorball Federation of Kenya applies for a membership in International Floorball Federation. We have fulfilled all the requirements that IFF General Secretary John Liljelund informed need to be done before the membership application is taken into consideration (see Appendices).

#### Background to floorball in Kenya

Floorball activities have started in Kenya in 2015 by Floorball for All/Unihoc für Strassenkinder organization by bringing equipment and providing coaches training. At the same time Mr. Petteri Bergius had independently been introducing floorball to select schools and sports clubs mainly in Nairobi area.

From these humble beginnings the sports have taken off. Nearly 100 colleges and schools have already adopted it. Their national or regional sports organizations have included floorball in their competition schedule. These include Kenya Technical Institute Sports Association (KETISA) and Private and International Preparatory Schools' Sports Association (PIPSSA). Also Special Olympics Kenya (SOK) organization has included floorball in their roster of sports.

There are well over 30,000 students in the schools that have already taken floorball into their sports program. In most of these schools each student is required to participate in every sports the school offers, so that automatically created a big base of players at the junior levels.

Currently FFK is running floorball activities in 7 former provinces (out of 8). Floorball players and coaches in many counties are forming county sports associations to be able to manage local floorball competitions.

FFK is running two-day floorball coaches training sessions around the country. At this writing FFK has run coaches training in Nairobi for Nairobi and surrounding counties, in Kakamega for Western province counties, in Mombasa for Coast province counties, in Meru for central Eastern province counties and in Voi for Taita-Taveta county. We are planning to run further training courses in Kirinyago for counties in Mt. Kenya region, in Kisii for western Nyanza province counties and in Kisumu for eastern Nyanza province counties.

FFK has already trained over 150 sports coaches who are mostly working at schools and colleges. The training course consists of lessons in floorball rules, practical individual and team exercises, refereeing, match secretariat duties and goalkeeper training.

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## Floorball Federation of Kenya

FFK is planning to run specific courses for referees and game secretariat at a later stage.

### Official recognition

Floorball Federation of Kenya is recognised by Kenya National Sports Council (Appendix A) as the organization representing floorball and organising floorball activities in Kenya. We will become a full member of KNSC at their next AGM in April 2017. Unfortunately, it's currently impossible to acquire National Olympic Committee of Kenya accreditation due to the fact that the Sports Minister of Kenya disbanded NOCK in August 2016 after its officers mismanaged funds, which is known as "the Rio fiasco".

### Floorball competitions

Floorball is mostly played outdoors in Kenya in the "street floorball" or 3v3/4v4 format on basketball or tennis courts. Colleges have bigger sports grounds and there floorball is played with the standard 5v5 format. We also have few indoor arenas that are big enough for official floorball games, including Safaricom Indoor Arena in Kasarani Sports Complex near Nairobi. The arena has wood flooring and 5,000 spectator capacity. In the Coast, Aga Khan Academy and Shree Swaminarayan Academy in Mombasa have similar indoor arenas with 500 spectator capacities. Impala Sports Club is building a multi-purpose sports arena in Nairobi, which will fit a full-size floorball court.

Floorball Federation of Kenya is in the process of arranging county leagues or tournaments for men's and women's teams and in different age brackets for boys and girls teams. Most of the youth teams are based in the schools the players attend. The winners of the county leagues in each bracket will play in regional (former provinces) championship tournaments. The winners of the regional tournaments will play in a national championship tournament. We decided to adopt this tiered format due to long distances and high travel costs, which prevents a national or provincial leagues to be played at this stage.

A big part of getting floorball into the Kenyan sports scene is engaging schools and colleges in floorball. There are already nearly 100 schools and colleges around Kenya that have included floorball in their official sports activities. The schools and colleges have regional and national sports associations that are also adopting floorball into their competitive schedule: Kenya University Sports Association (KUSA), Kenya Technical Institutes' Sports Association (KETISA), Kenya Secondary Schools' Sports Association (KSSSA), Private and International Prep Schools' Sports Association (PIPSSA) and others. FFK has donated 10 sets of sticks and balls to counties, from the adult sticks provided by IFF and the junior sticks provided by our floorball equipment partner Floorball Africa Ltd. KETISA is going to have a nationwide floorball tournament in September 2017 during their Autumn Games.

Special Olympics Kenya (SOK) has adopted floorball as one of their competitive sports. A large number of special schools or special units in ordinary schools around the country are playing

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## Floorball Federation of Kenya

floorball. SOK is arranging the first Special Olympics Kenya floorball tournament in May 2017 with the assistance of FFK.

### FFK as an organization

The current officials of Floorball Federation of Kenya were self-appointed individuals, who wanted to get floorball off the ground and to make it an official sport in Kenya. The latter is a requirement for promoting any sport in Kenya and especially for organizing national competitions. FFK gained official status by becoming a provisional member of Kenya National Sports Council and soon becoming a full member as previously stated.

Floorball Federation of Kenya will arrange first Annual General Meeting in May 2017 to select the chairman and other board members for a two-year term for the Federation.

FFK accepts any Kenyans and foreigners living in Kenya as members. Most individual members gain membership through their sports club or county association membership. All natural members are eligible to become officers in the Federation apart from the positions of the Chairman, Secretary General and Treasurer, which offices can, according to the Kenyan Sports Act, only be held by Kenyan citizens.

FFK will manage a country-wide player licensing system for all official local, regional and national competitions.

### The office of FFK

The office of the Federation is located at Impala Sports Club premises on Ngong Road, Nairobi. Our Coast office is located at Mombasa Sport Club, Mnazi Moja Road, Mombasa. Our postal address is P.O.Box 2861-00200, Nairobi, Kenya.

Nairobi 18/3/2017



Kenneth Karani  
Interim Chairman

Hudson Mutai  
Secretary General

### Appendices:

- A. Kenya National Sports Council recognition letter (sent directly to Sec Gen Liljelund)
- B. Names and addresses of FFK board members
- C. Constitution of the Floorball Federation of Kenya
- D. Minutes of the foundation meeting

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## Floorball Federation of Kenya

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**KENYA NATIONAL**



**SPORTS COUNCIL**

**Nyayo National Stadium  
(Nairobi West),  
P.O. Box 49295 – 00100  
NAIROBI.  
KENYA**

**10th March 2017.**

Interim President (Att. Mr. Kenneth Karani)  
Floorball Federation of Kenya,  
P.O. Box 2861 – 00200  
NAIROBI



Dear Sir,

**RE: FLOORBALL'S RECOGNITION BY AND AFFILIATION TO THE KENYA NATIONAL SPORTS COUNCIL**

We acknowledge receipt of your mail dated 24th August 2016 requesting for recognition by, and affiliation to the Kenya National Sports Council.

We have taken time to reply to you since we needed to carry out due diligence by counter checking with, and getting concurrence of the Kenya Hockey Union, the national Federation that runs the sport whose features bears the closest resemblance to Floorball. We wrote to the President of Kenya Hockey Union and I am glad to report that I got confirmation from both the President and Vice President of Kenya Hockey Union that KHU has no objection to the registration and operation of the new Federation as there is no overlap or duplication. The similarities, if any, are very remote. KNSC has established that Floorball Federation of Kenya has already been granted interim affiliation by the International Floorball Federation, the sole world body in charge of Floorball globally and with affiliates all over the world.

The Chairman and Central Executive Committee, KNSC hereby grant FFK Interim Affiliation status awaiting confirmation by the full Council at the next Annual General Meeting. This is subject to your accepting and conforming to the Terms of Engagement which will be sent to you in due course.



We welcome you to the large KNSC Family of Sports Federations. Our membership currently stands at 76 Sports Federations and Organizations.

We will send you comprehensive details, History, Mission, Vision and Values of KNSC in due course. We will also brief you on your obligations and Terms of engagement.

Wishing you all the best as you go about starting this brand new sport in Kenya.

Welcome to KNSC!

Yours in Sport,



Charles B. D. Nyaberi

For CHAIRMAN

KENYA NATIONAL SPORTS COUNCIL

Cc

KNSC Executive Committee Members

The Sports Registrar.

The Director General, Sports Kenya.

The P.S. Ministry Of Sports, Culture and The Arts







t starting this brand new sport in Kenya.







## Floorball Federation of Kenya

### Names and addresses of the board members of the Floorball Federation of Kenya

#### Interim Chairman

Kenneth Karani

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## Floorball Federation of Kenya

### Treasurer

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## Floorball Federation of Kenya

Director of Research and Coordination

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# Founding meeting for Floorball Federation of Kenya

## Date, Time and Place

Date & time: 26 July 2016 at 7 pm.

Place: Board Room of Impala Sports Club, Ngong Road, Nairobi

## Attendance

Anitah Wainonyi, Sports Director at Impala Sports Club

Antony Muriithi, Sports Coach at Makini Schools

Cecilia Wamakonyio, Finance Specialist representing Mombasa Sports Club

Gillian Nyaboke, Media Consultant

Hudson Mutai, General Manager

Kenneth Karani, Sport Coach at Impala Sports Club

Oliver Mascarenhas, Product Manager representing Goan Institute

Petteri Bergius Sports Coach and Managing Director

Salonik ole Koyiet, Head of Sports at Jaffery Academy

Susan Masila, Director of Operations at Special Olympics Kenya

## 1. Opening the meeting & Agenda

Kenneth Karani opened the meeting by welcoming all participants and proposed the agenda. The proposed agenda was accepted as the agenda for the meeting. There was a lively discussion about floorball and how it should be promoted in Kenya.

## 2. Electing the chairman and the secretary for the meeting

Antony Muriithi suggested that Kenneth Karani would act as the chairman as he called the foundation meeting. The suggestion was seconded by several participants. No other suggestions were presented, so Kenneth Karani was elected unanimously as the chairman of the meeting.

Kenneth Karani suggested that Petteri Bergius will act as the secretary of the meeting. The suggestion was seconded by several participants. No other suggestions were presented, so Petteri Bergius was elected unanimously as the secretary of the meeting.



## Floorball Federation of Kenya

### 3. Name of the association

Petteri Bergius suggested that the association will be called Floorball Federation of Kenya. The suggestion was seconded by Kenneth Karani. No other suggestions were presented, so the association's name is now **Floorball Federation of Kenya**, later referred to as "federation".

### 4. Constitution of the federation

Antony Muriithi presented a proposal for the Constitution of the Floorball Federation of Kenya. There were discussion to clarify few points in the proposal. After the discussion chairman Karani proposed the Constitution to be accepted. The Constitution was unanimously accepted. The Constitution is in Schedule 1.

### 5. Elective positions

Chairman Karani told the meeting that according to the Sports Act. three office holders in a national sports association, namely Chairman, Treasurer and Secretary General had to be Kenyan citizens. Any other officers of the federation can be aliens.

Gillian Nyaboke suggested that Kenneth Karani be elected to the position of **Chairman**. The suggestion was seconded by several members. No other suggestions were presented, so **Kenneth Karani** was elected unanimously as the Chairman of the federation. Chairman Karani thanked for the support. He also noted that the Chairman's position is interim as is for the other office holders. The positions of the officers will be filled for the normal term in the first Annual General Meeting, which will be held within three months of the official recognition of the federation.

Petteri Bergius nominated coach Antony Muriithi for the **Treasurer**. The suggestion was seconded by Kenneth Karani. No other suggestions were presented, so **Antony Ndirangu Muriithi** was elected unanimously as the interim Treasurer of the federation.

Chairman Karani nominated Hudson Mutai for the **Secretary General**. The suggestion was seconded by Antony Muriithi. No other suggestions were presented, so **Hudson Mutai** was elected unanimously as the interim Secretary General of the federation.

Gillian Nyaboke suggested that Anitah Wainonyi will be elected to **Assistant Secretary General**. Chairman Karani seconded that. No other suggestions were presented, so **Anitah Wainonyi** was elected unanimously as the interim Assistant Secretary General of the federation.

Chairman Karani proposed that Petteri Bergius will be elected to the position of **Technical Director** and also a **Coordinator of International Relations** due to his over 20 years experience in floorball. The suggestion was seconded by Antony Muriithi. No other suggestions were presented, so **Petteri Bergius** was elected unanimously as the interim Technical Director and a Coordinator of International Relations of the federation.





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Chairman Karani said that, in his opinion, the federation needs also a **Director of Research**, because facilities and equipment for playing floorball in Kenya are not as easily available as in the Western Countries. He suggested that **Susan Masila** be elected to that position. Anita Wainonyi seconded that. No other suggestions were presented, so Susan Masila was elected unanimously as the interim Director of Research of the federation.

All the above mentioned officers will be members of the board of the federation. The meeting agreed to allow the board to elect other officers as need arises.

### 6. Associating with other organisations

Chairman Karani noted, that the federation needs seek membership in the **Kenya National Sports Council (KNSC)**, where all the national sports associations have a mandatory membership. It would allow the federation to promote floorball in schools and universities and arrange national and regional competitions. It was decided that the federation is seeking membership in the KNSC.

Floorball is a recognized sport by the International Olympic Committee. Following that, after the federation attains KNSC membership, the federation will seek membership in **National Olympic Committee of Kenya (NOCK)**. It was noted, that due to the upcoming Rio Olympics that may take time. It was decided that the federation is seeking membership in the NOCK as early as possible.

Technical Director Petteri Bergius explained that the federation needs to apply for membership in **International Floorball Federation (IFF)** to be able to compete in any international floorball competitions like the World Floorball Championships and to even be able to play international friendlies. However, IFF membership is possible only after national recognition by KNSC. It was decided that the federation will seek for IFF membership as soon as the KNSC membership is achieved.

Technical Director Petteri Bergius also suggested that the federation contacts the existing African floorball federations, especially Ugandan federation for friendlies. He was tasked to do that.

### 7. Budget

Treasurer Antony Muriithi presented a proposal for the first budget. The main source of income will be membership and competition fees. The main expenses will be travel, training and competition-related. Chairman Karani suggested that the federation should seek for sponsorships from banks, mobile communication and other consumer goods companies. The proposal was accepted unanimously as the budget for the federation. The budget is Schedule 2.

### 8. Membership

Chairman Karani proposed that there will be different membership types:

1. Ordinary members, who are natural persons 18-years-old or above
2. Junior members, who are natural persons under 18-years-old



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3. Club members, which are floorball clubs or multi-sport clubs
4. County floorball association members of which there can be 47

There was discussion about honorary and support membership, but those membership types were decided not to be needed at this moment.

The proposed membership types were accepted. The board was directed to set an appropriate membership fee structure.

### 9. Competitions

Director of Research Susan Masila suggested that there should be competitions in different age categories on local level as soon as there will be enough participants. National competitions should be arranged later, when floorball is a more established sport and the funds for travel and accommodation will be available.

The suggestion was accepted. Technical Director Petteri Bergius was tasked to look how the competitions can be started, how they they will be managed and where they can be held in.

### 10. Conclusion of the meeting

Chairman Karani thanked all participants for their input in the lively discussions during the meeting. The meeting was adjourned at 8:42 pm.

Checked and accepted for correct recording of the meeting minutes

Kenneth Karani  
Meeting Chairman

Petteri Bergius  
Meeting Secretary



# The Organisational Status of Floorball in Kenya

There are currently two organisations promoting floorball in Kenya: Floorball Federation of Kenya (FFK) and Glory Outreach Assembly's Kenya Floorball Federation (GOA/KFF). FFK was founded in July 2016, GOA/KFF September 2016.

## Floorball Federation of Kenya - FFK

FFK is a federation, which was founded by several Kenyan sports coaches and a Finnish floorball player. According to Kenyan Sports Act of 2013, no national sports competitions can be arranged by an organisation, which is not formally recognised. Hence the need for founding a federation to be able to promote floorball as a competitive sport in schools, colleges, universities and sports clubs nationwide. The foundation meeting was held at Impala Sports Club on 16 August, 2016. In the meeting the participants decided to apply persons to the following interim board member positions:

Interim Chairman	Kenneth Karani (Sports Coach at Impala Sports Club)
Treasurer	Antony Muriithi (Sports Coach at Makini Schools)
Secretary General	Hudson Mutai (General Manager at Pyramid Ltd.)
Technical Director	Petteri Bergius (Sports Coach and Managing Director of Invinaf Ltd.)
Research Director	Susan Masila (National Director at Special Olympics Kenya)
Assistant Secretary	Anitah Wainonyi (Sports Director at Impala Sports Club)

The three first positions had to be manned by Kenyan citizens according to the Sports Act. The positions needed to be manned for the federation to be officially recognised.

The FFK will hold its first Annual General Meeting in April 2017 now that the federation is formally accepted as a member to the Kenya National Sports Council. In the AGM holders for all the board member positions will be elected by the members of the federation for a two-year period.

## Kenya Floorball Federation - KFF

Glory Outreach Assembly (GOA) is a non-affiliated church organisation with an office in Allsops, Nairobi. One of their activities is doing "sports ministry" through different sports: football, table tennis, rollball and lately also floorball. Their agenda is to grow the church membership and spread the Word through sports among other activities.

In the Summer 2015 GOA got a contact to Floorball4All (F4A) organisation. F4A agreed to arrange a floorball coaches' training in Nairobi in August 2015 with the assistance of GOA. It was well



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attended by about 40 coaches, mainly from the church organisation. F4A donated sticks, balls and other floorball equipment to GOA.

It's unclear what happened during the following year, because there are no records of much floorball activities by GOA. In the August 2016 F4A arranged a second "update" coaches' training again in Nairobi. There were little wider attendance to the training: two coaches from Uganda and one from Tanzania attended the training as well as few coaches from Impala Sports Club that were arranged to be there by Kenneth Karani.

In September 2016 GOA decided to start Kenya Floorball Federation after they had heard of foundation of FFK.

### Attempts for a Unified Federation

FFK officials decided that floorball can't go forward if there are two competing organisations. Kenya National Sports Council only allows one organisation to represent each sport. Hence FFK Technical Director Petteri Bergius contacted F4A chairman Benjamin Lüthi to help get contact and resolve the situation. He directed Mr. Bergius to contact Marc Barth, a Swiss floorball coach who had stayed in Kenya for few months to help GOA with floorball activities.

### First Unification Meeting

Mr. Bergius and Mr. Barth agreed that a unification meeting should be arranged between the FFK and GOA. The GOA insisted that the meeting should be held at GOA offices on Outer Ring Road in Nairobi.

The meeting was attended by the following people:

#### **FFK**

Interim Chairman Kenneth Karani  
Treasurer Antony Muriithi  
Secretary General Hudson Mutai  
Technical Director Petteri Bergius

#### **GOA/KFF**

GOA Chairman Mr. Thagana  
GOA Sports minister, KFF chairman Paul Maina  
Coach Marc Barth

In the meeting the parties discussed the status of floorball and the activities each was conducting. When the discussion turned to the organisational dilemma: FFK suggested that GOA/KFF members join FFK and the GOA officers are given Vice Chairman, Treasurer and Secretary General positions in FFK. Mr. Thagana categorically declined the offer.

Mr. Thagana countered, that FFK members should join the KFF, but he didn't offer any positions in the KFF. FFK decided to decline this offer as it didn't really provide true reconciliation between the organisation. The meeting was adjourned for both parties to discuss the status and proposals among themselves.



## Floorball Federation of Kenya

### Second Unification Meeting

A second unification meeting was called by FFK on 26/10/2016 at Impala Sports Club. The meeting was attended by the following people:

#### FFK

Interim Chairman Kenneth Karani

Treasurer Antony Muriithi

Secretary General Hudson Mutai

Mr. Bergius was traveling and Mr. Thagana was occupied elsewhere.

#### GOA/KFF

GOA Sports minister, KFF chairman Paul Maina

KFF Technical Director Kevin Maina

Coach Marc Barth

In the second meeting it became clear, that neither party was ready to move from their previous positions. KFF didn't want to join FFK and vice versa. Paul Maina insisted, that he's "Mr. Floorball", because "he had brought floorball to Kenya." Hence he had the right to be the chairman. FFK countered, that Mr. Bergius had been promoting floorball for a few years before the first F4A training. Besides, FFK was founded first, so it was the first national federation.

The meeting didn't come into a conclusion and no further meetings seemed to solve the dispute.

### KNSC appoints FFK as it's member

After a long deliberation, Kenya National Sports Council (KNSC) appoints Floorball Federation of Kenya as a member in March 2017 to represent floorball nationwide. That decision basically ends the "race to be recognised" by FFK and KFF. There can only be one organisation representing each sport.

## Organisations' Activities

### Floorball Federation of Kenya

#### Coaches' Training

FFK has been promoting floorball in Kenya with a "grassroots strategy." FFK has arranged floorball coaches' basic training courses around the country together with Special Olympics Kenya (SOK). Over 150 sports and special needs coaches have been trained in courses held at Kakamega for Western Kenya, Nairobi for Nairobi and surrounding counties, Mombasa for Coastal counties and Voi for Taita-Taveta. The plan is to arrange more coaching courses in Kirinyaga for Central region counties, Kisii for South-Western counties and Nakuru for Rift Valley counties. Also separate referee courses are planned for Nairobi and Mombasa.



## Floorball Federation of Kenya

### Promotion at Schools & Universities

Another main part of the grassroots strategy for FFK has been promoting floorball as a sport directly in schools, colleges, universities and sports clubs. This has been a very successful strategy as well over 100 schools have already started floorball activities. By Summer 2017 several city, county or regional leagues are being played in the Western, Coast, Nairobi and Central regions.

The first set of schools FFK targeted are the private and international schools, that have the means to start a new sport quickly as they don't have to go through the annual budgeting. This has brought schools like Aga Khan Academy, Jaffery Academy, Oshwal Academy, Premier Academy, Coast Academy, Light Academy, Nyali School, Makini Schools and Braeburn Academy into floorball community. Many of these schools have several primary and secondary school campuses in mainly Nairobi and Mombasa. Together these schools have well over 20,000 students that are playing floorball as a Physical Education activity and/or after-school club activity.

Similarly FFK has targeted directly universities and colleges, like the massive University of Nairobi (Nairobi/Mombasa), Multimedia University (Nairobi), Masinde Muliro University (Kakamega), Kenya Methodist University (Meru), Shanzu Teachers' Training College (Mombasa), Pwani University (Kilifi), Technology Development Centre (Athi River), East African School of Aviation (Nairobi) and Technical University of Mombasa. Floorball Africa has delivered a set of floorball equipment to many of these universities.

The second set of schools FFK is targeting are the national or big public schools. Their budgeting cycle for equipment acquisition has put them behind in starting playing floorball. A number of these schools have budgeted floorball equipment for their next financial year that starts in July 2017. FFK has donated sticks that IFF sent to FFK and together with FFK sponsor Floorball Africa Ltd. a set of sticks in a few schools so that they can start practising and playing floorball.

### Promotion at the Sports Organisations and Counties

The third part of promoting floorball has been a "top-down strategy." FFK has been working actively with several varsity and school sports organisations to get floorball in their competitive calendar.

Kenya Technical Institutes Sports Association (KETISA) has adopted floorball as one of the competitive sports for its 21 member technical colleges. Floorball will be competed in the KETISA Games in September 2017.

Special Olympics Kenya (SOK) has been in close cooperation with FFK in arranging the coaches' trainings. They will have the first national floorball competition for special schools in May 2017 during their Games in Nairobi.

Kenya Universities Sports Association (KUSA) has 90 universities as members. KUSA arranges competitions in six regional Conferences. FFK has agreed to help Coast KUSA Conference (COKUSA) to start playing floorball league in May 2017 as the first instance of floorball in KUSA.





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Nairobi South KUSA Conference (NASOKUSA) and Central KUSA Conference are the next organisations including floorball in their league program with the help of FFK. KUSA secretariat is discussing when floorball can be started in other regional organisations (Western, Nairobi North and Rift Conferences) and as a national competition between the regions.

Now that floorball is already established in tens of primary and secondary schools, FFK plans to get it in the competition calendar of Private and International Preparatory Schools Sports Association (PIPSSA in Nairobi), Coast Private Schools Sports Association (CPSSA in Mombasa), Kenya Secondary Schools Sports Association (KSSSA) and Kenya Primary Schools Sports Association (KPSSA) and their regional conferences. Through the nationwide associations FFK can also promote floorball to be competed in the East African and African university and school sports association's competitions together with the other regional and African floorball associations.

FFK has been meeting with County Director of Sports and County Director of Education to get floorball accepted in school programs. All of the counties we have visited so far have been very positive: Nakuru County (1.6 million residents), Kilifi County (1.1 million) and Mombasa County (1 million).

### **“Each one – teach one” - Case Tanzania**

FFK strategy goes beyond promoting floorball in Kenya. We are planning to use the same “grassroots” strategy to promote floorball in Tanzania, when we have enough resources available. That would elevate floorball to an East African sport, not just one played in Kenya and Uganda.

Tanzania is a harder country to start an international sport, because they mostly speak only Swahili, but not English. Swahili is also the national language of Kenya, while English is the official language. Thus we are planning to translate the main floorball materials into Swahili. We hope that we get some assistance from IFF in that task. The Swahili materials would be useful also in parts of Uganda, Rwanda and Eastern Congo. In fact it has been estimated that over 100 million people speak natively Swahili.

FFK's extensive and successful Coaches' Training program can be taken into Tanzania, because most of our coaches speak Swahili as their first language. That is true especially for the coaches coming from the Coast region. Also the strategy of starting with schools and universities would work well in Tanzania.

### **Getting the Floorball Equipment to Kenya**

FFK saw that floorball can only grow, if the equipment is readily available in the country. That is actually one of the first questions after floorball has been introduced to a school or college: “Is the equipment available in Kenya?” Some sports, like softball, rollerskating and American football, are floundering because there is only one major importer and reseller of sports equipment in the country, Nairobi Sports House. They are not interested in investing stocks in new and emerging



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sports. FFK realised that situation when we met with their top management in Autumn 2016 to discuss the sport and our needs for equipment.

Thus some business-minded FFK members decided to start importing and reselling floorball equipment from some of the major suppliers, Renew Group and Fat Pipe. They started a company called “Floorball Africa Ltd.” ([www.floorballkenya.com](http://www.floorballkenya.com)). The company has imported several hundred sticks and balls in the first few months. They sell mostly school sets comprising of 10-12 sticks and half-a-dozen balls plus a toolbag. They also manufacture goals and goal nets locally. Some of the profits are used to donate school sets to public colleges and schools that don't have funds to acquire floorball equipment.

### GOA/KFF

Disclaimer: We don't possibly know all of the activities that GOA/KFF is doing to promote floorball in Kenya, but the following information is gleaned from their website, facebook page and people who have attended their competitions.

### Tournaments

In general GOA/KFF's strategy for promoting floorball seems to revolve around arranging “national tournaments and leagues”. They have arranged two of each in the last eighteen months. There has been about 5-6 men's and women's teams and maybe 10 junior teams participating in the competitions. The adult teams are basically from Kenyatta University – Nairobi Campus and private Kenya Aeronautical College. The junior teams are mostly from some areas of Nairobi.

In our view this approach has two problems. First is that arranging “national championships” by a non-registered organization is against the Sports Act. It only features teams from Nairobi and maybe one other county out of forty seven counties. A national sports organization has to have activities in at least 24 out of 47 counties. That's definitely not the case here with teams from only two counties being involved.

The second problem is that running limited “national championships” doesn't really develop floorball as a national sport on either grassroots or club level. There are very few European-style sports associations in Kenya. Most sports associations are tied to sports clubs (Impala Sports Club, Mombasa Sports Club, Rift Valley Sports Club, etc.). Only football has any semblance of real sports associations. Thus this narrow strategy isn't working, which can be seen in the fact that GOA hasn't been able to promote floorball much beyond few colleges in it's 18 months of operation.

### Sports Evangelism

The third big problem with GOA/KFF is that it's a Christian religious organization. They use sports for evangelism (<http://www.goaweb.org/church-growth.php>), not just promoting a sport. It's evident from the fact that Paul Maina, the chairman of KFF, is also GOA's Sports Evangelism Coordinator (<http://www.goaweb.org/index.php#portfolio>).





## Floorball Federation of Kenya

Kenya is a multi-ethnic, multi-religious and multi-cultural society. There are 42 recognised tribes in Kenya. GOA/FFK is run by only one tribe, the Kikuyus, while all of the major tribes are represented in FFK.

Thirty percent of Kenyans are Catholics and ten percent of the population are Muslims. In the Coast region about half of the people are Muslims. On top of that, there are sizable Hindu and Sikh communities. That means that non-denominational, protestant Christian organization can't effectively promote the sport to about half of the population. We have seen that in Mombasa there are Shia Muslim schools, where male coaches can't teach female students. It's impossible for a "Sport Evangelism Coordinator" to promote something in the Catholic, Muslim, Hindu or Sikh communities.

Lastly, GOA/KFF is solely relying on the floorball equipment donated by F4A organization. The sticks, balls and goalie gear has been lent to some teams and schools and then taken back. That approach wouldn't work in the long run when floorball is growing in leaps and bounds in the country.

### Conclusion

We believe that the protestant Christian nature of GOA/KFF was one the reasons why Kenya National Sports Council decided to award Floorball Federation of Kenya their membership. Other reason was the extensive nature of Floorball Federation of Kenya's activities in many parts of Kenya compared to the limited reach of GOA/KFF.

FFK has a sound plan for promoting floorball in Kenya and beyond. We have been working hard on our strategy and are being extremely successful in our activities. We can safely say that there are well over hundred schools, colleges, universities and sports clubs in 26 counties that have taken floorball into their sports program.

FFK feels that GOA is helping to promoting floorball in Nairobi, where it has met some moderate success. FFK will continue its vigorous activities in promoting floorball as a national sport all over the country following its three-teared strategy.



## 1. Vision

To introduce, promote and develop floorball as a sport for players of all ages and abilities in Kenya and to establish floorball as a popular team sport. Establish Floorball Federation of Kenya as one of the leading floorball Federation in the world with regards to performance, number of active members, involvement in running school, club, colleges, universities and community floorball programmes and international relationships and representatives.

To introduce floorball as one of the sports taught in the physical education curricular of the Kenyan education system.

## 2. Goals

Floorball Federation of Kenya strives to create a solid member base to ensure the future sustainability of the sport. This includes setting up teams at high performance level for men, women and juniors along with social teams for players of all ages and skill levels. The federation wants to provide high class coaching for all levels and provide certified referees for games and tournaments. Promoting floorball at primary and secondary school level to attract interested players and potentially start up school leagues as seen in other sports is seen as a key element to develop and grow the sport. At the same time it offers a great opportunity for schools to take up a safe, fun and easy to learn sport as an alternative to existing team sports. Floorball Federation of Kenya wants to be actively involved in setting up and bring the sport to all regions of Kenya

## 3. FFK Structure

The structure of FFK will comprise of main streams with relevant responsibilities: 1. FFK Executive Committee and Ordinary Committee 2. FFK Competition Sub Committee (I) Mens Elite Series (II) Mixed Series (III) Women's Elite Series (subject to women's participation numbers) (IV) Juniors (subject to growth and participation with focus on age categories) 3. FFK Development Sub Committee (I) Schools (II) Regions, communities, venues

While the internal structure of each committee may vary from time to time with resources, number of appointed individuals and/or representatives the overall structural concept is to remain with the focus on 6 primary areas for developing the sport. 1. Carrying out the strategic plan with its FFK objectives 2. Ensuring stable, robust and competitive competition 3. Developing the sport at all levels for both genders and across all regions for all participants 4. Focus growth and participation of schools and student groups/organisations 5. Align goals and targets with Ugandan Floorball Association and International Floorball Federation 6. Uphold the values, principles, rules and regulations of the sport's governing bodies

## 4. Schools

The FFK development team working with its regional network, must pro-actively engage with the school community to foster relationships in order to get floorball introduced into the schools. FFK must identify a talent pool of resources that can be drawn upon to coach schools and target a train the train program in order for schools sport teachers to learn and train floorball. Schools should be targeted around areas where rinks are establish, but always have options for development and training of floorball without rinks. The Kampala Olympic Park Schools program needs to be reengaged as it is a vital link of sports into schools and the program provides all the marketing and promotion free of charge. This is a great avenue to build relationships with other schools and teachers to introduce the sport and integrate directly with the schools. We need to build a profile for the sport into schools which will encourage a school v's school program, this then can lead to a development path into more adult ranks.

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P.O. Box 16574 - 00100  
NAIROBI

*MWANGI WAHOME*





# FLOORBALL FEDERATION OF KENYA CONSTITUTION

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*Handwritten signature and date: 7/10/2016*



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## 1.0 DEFINITIONS

1.1 The following definitions apply throughout this constitution and associated by-laws:

1) "The Act" means the Incorporated sports Act

2) "AFC" means the Africa Floorball Confederation

3) "FFK" means Floorball Federation of Kenya, the National body responsible for Floorball in Kenya

4) "The Organisation" means Floorball Federation of Kenya.

5) "IFF" means the International Floorball Federation, the World body responsible for Floorball.

6) "Committee" or "General Committee" means the committee of Floorball Kenya as defined in section 12.

7) "Member" or "Ordinary Member" means a member of Floorball KENYA as defined in section 9

8) "Member Club" means a Club that has become an affiliated member of Floorball Kenya

9) "Member Federation" means a Member Club or an Affiliated Regional Federation.

10) "Provisional Member Federation" means a Member Federation that has lodged its membership application as described in section 9 but has not yet been elected at a General Meeting.

11) "Delegate" means a person that holds voting power for their Member Federation.

12) "Committee Member" means a member of Floorball Federation of Kenya elected to a position on the General Committee as specified in section 12

13) "Present at Meeting" means in person, by proxy or by telephone/electronic Attendance

14) "President", "Vice President", "Secretary" and "Treasurer" mean specific Committee Members as specified in section 12 with specific duties as detailed in this constitution and associated by-laws.

15) "Senior Players", "Junior Players", "Casual Social", "Social" and "Non-playing" are defined and documented annually by the General Committee when setting the annual membership fees and structure



## 2.0 INTERPRETATION

2.1 This constitution and associated by-laws should be interpreted using the generally accepted meanings of all words and phrases

2.2 Any interpretation must be consistent with and comply with the legal requirements specified by the IFF, its associated acts and any other relevant government body or acts. In particular Federation of Kenya is an incorporated body and is subject to the Sports act (the Act).

2.3 Any discrepancies, conflicts, omissions, ambiguities, clarifications or interpretations shall be resolved by the Committee, subject to clauses 2.1 and 2.2. Any such determination must be passed at a Committee Meeting and will be binding immediately on all Members of Floorball Federation of Kenya. A determination may be set aside at either a General Meeting of Floorball Federation of Kenya or at a subsequent Committee Meeting

2.4 Members of Floorball Federation of Kenya may request that any Committee determination on the constitution or by-laws be discussed at a General Meeting. The procedures for requesting a General Meeting are given in the section 18. Any resolution passed at a General Meeting will override a Committee determination. If necessary the constitution or by-laws must be altered to reflect such a resolution

2.5 Any determination which is not set aside must be incorporated in the constitution or bylaws of the Club within 12 months of its introduction

2.6 This constitution is written to be gender neutral. Except in instances where a gender is specifically given an inferred gender applies equally to all genders. In addition references to the singular apply to the plural, and vice versa.

## 3.0 NAME OF THE ORGANISATION

3.1 The name of the Organisation is Floorball Federation of Kenya Accepted abbreviation is FFK.

## 4.0 OBJECTIVES OF FLOORBALL FEDERATION OF KENYA

4.1 The objectives of Floorball Federation of Kenya are:

- (i) the development and promotion of the sport of floorball in Kenya
- (ii) The encouragement and promotion of the creation and affiliation of Regional Federations and clubs.
- (iii) The encouragement of people of all ages and abilities to play floorball.
- (iv) To assist in obtaining facilities for the purpose of playing floorball Federation of Kenya
- (v) The provision of assistance to gain funding, partnership and sponsorships for increasing availability of facilities and equipment for playing floorball.
- (vi) Assist in the development of players and clubs by providing material and information for coaches and referees and overseeing competitions and Tournaments. Introduce Floorball to schools, college, clubs, estates, companies and institutions





(vii) The assets and income of Floorball Federation of Kenya shall be applied solely in Furtherance of its above mentioned objects and no portion shall be distributed directly or indirectly to the members of Floorball Federation of Kenya except as bona compensation for services rendered or expenses incurred on behalf of Floorball Federation of Kenya.

4.2 Floorball Federation of Kenya will act responsibly in its dealings with all levels of government, other community and sporting organisations and members of the general public

#### 5.0 ATTAINING OBJECTIVES

5.1 Floorball Federation of Kenya shall be empowered to do all things necessary which are incidental to and necessary for the attainment of the objectives of Floorball Federation of Kenya.

#### 6.0 PROPERTY OF FLOORBALL FEDERATION OF KENYA

6.1 Floorball Federation of Kenya must apply all property and income of Floorball Federation of Kenya towards the promotion of the objectives or purposes of Floorball Federation of Kenya. No part of that property or income shall be paid or otherwise distributed, directly or indirectly, to members of Floorball Federation of Kenya, except in good faith in the promotion of those objectives or purposes.

#### 7.0 POWERS OF FLOORBALL FEDERATION OF KENYA

(as conferred by part VI section 46 and the provisions of the second schedule of the Act).

7.1 To acquire, hold, deal with and dispose of any real or personal property;

7.2 To open and operate bank accounts;

7.3 To invest its money-

(i) In any security in which trust moneys may be invested; or

(ii) In any other manner authorised by the rules of Floorball Federation of Kenya;

7.4 To borrow money upon such terms and conditions as Floorball Federation of Kenya thinks fit;

7.5 To give such security for the discharge of liabilities incurred by Floorball Federation of Kenya as Floorball Federation of Kenya thinks fit;

7.6 To appoint agents and employees to transact any business of Floorball Federation of Kenya on its behalf for reward or otherwise;

7.7 To build, construct, erect, maintain, alter and repair any premises, building or other structure of any kind and to furnish, equip and improve the same for use by Floorball Federation of Kenya;

7.8 Accept donations and gifts in accordance with the objectives of Floorball Federation of Kenya;

7.9 Print and publish any information by any media including newsletters, newspapers, articles or leaflets for promotion of Floorball Federation of Kenya;

7.10 Provide gifts and prizes in accordance with the objectives of Floorball Federation of Kenya;

7.11 Organise social events for Members and the promotion of Floorball Federation of Kenya; and

7.12 To enter into any other contract Floorball Federation of Kenya considers necessary or desirable



## 8.0 AFFILIATION

8.1 Floorball Federation of Kenya shall be an affiliated member of the IFF. Affiliation to the IFF shall be recognised via the payment of the appropriate annual fee to the IFF.

8.2 Floorball Federation of Kenya shall recognise County Federations as affiliates to Floorball Federation of Kenya once payment has been received from the County for its annual membership fees.

8.3 Floorball Federation of Kenya shall recognise individual clubs as affiliates to Floorball Federation of Kenya directly once payment has been received from the Club for its annual membership fees and only if there is no County Federation established. Should a County Federation be established at a later stage, the affiliation to Floorball Federation of Kenya will be automatically transferred to the County Federation.

8.4 Floorball Federation of Kenya may enter into an affiliation with any other organisation which has similar or complimentary objectives.

8.5 Floorball Federation of Kenya shall be an affiliated member of the AFC. Affiliation to the AFC shall be recognised via the payment of the appropriate annual fee to the AFC.

8.6 Floorball Federation of Kenya accepts the Sports Tribunal of Kenya jurisdiction on disputes as per The Sports Anti-Doping Act 2006. These disputes include:

- anti-doping violations
- appeals against decisions made by a National Sport Organisation (NSO) or the Kenya National Olympic Committee (KNOC), so long as the rules of the NSO or KNOC specifically allow for an appeal to the Tribunal in relation to that issue.
- other sports-related disputes that all of the parties to the dispute agree to refer to the Tribunal and that the Tribunal agrees to hear
- Matters referred to the Tribunal by the board of Sport and Recreation Kenya

## 9.0 MEMBERSHIP

9.1 Membership of Floorball Federation of Kenya is open to all persons and/or members of Clubs or County Federations affiliated with Floorball Federation of Kenya who agree with the objectives of Floorball Federation of Kenya.

9.2 Membership categories are as follows:

### 9.2.1 CLUB / SCHOOL / INSTITUTION MEMBERS

Any person who is a member of an Affiliated County Federation or of a Member Club / School etc and that is also a full financial member of Floorball Federation of Kenya Club / School / college/ institution/ universities members do not hold individual voting rights.

#### 9.2.1.1 ORDINARY MEMBER

Any Club Member who is classified as a "Senior Player" Ordinary members are entitled to hold an office and enjoy the privileges of Floorball Federation of Kenya.

#### 9.2.1.2 SOCIAL MEMBER

Any Club Member who is classified as a "Casual Social Player", "Social Player" or "Non-playing Member" Social members are entitled to hold an office within Floorball Federation of Kenya.

#### 9.2.1.3 JUNIOR MEMBER



Any Club Member under the age of 18 years who is classified as a "Junior Player" Junior Members shall not be entitled to hold any office.

#### 9.2.2 INDIVIDUAL MEMBER

Any person who cannot become a member of an Affiliated County Federation or a Member Club may become an Individual Member of Floorball Federation of Kenya. Individual Members do not hold voting rights. Individual members over the age of 18 years are entitled to hold an office within Floorball Federation of Kenya

#### 9.2.3 LIFE MEMBERSHIP

The General Committee may elect any member who has given outstanding service to Floorball Federation of Kenya as a Life Member. Any member may nominate a person to the General Committee for consideration for Life Membership. The acceptance of a Life Members shall be put to vote at a General Committee meeting and must meet the criteria set by the General Committee from time to time. Life Members do not hold voting rights. Life members over the age of 18 years are eligible to hold an office within Floorball Federation of Kenya

#### 9.2.4 PATRON

Floorball Federation of Kenya may, at its discretion, elect a patron/s or vice patron/s of FLOORBALL FEDERATION OF KENYA for such period as may be deemed necessary. Such patron/s or vice patron/s shall not be eligible to vote or hold any office unless they are current members of Floorball Federation of Kenya under another category of membership

#### 9.2.5 AFFILIATED COUNTY FEDERATIONS OR CLUBS

A County Federation or Club desirous of becoming affiliated with Floorball Federation of Kenya must make application in accordance with the by-laws of Floorball Federation of Kenya. Such application must be lodged with the Floorball Federation of Kenya Secretary on or before a date as determined by the General Committee of Floorball Federation of Kenya. Affiliated County Federations and Clubs hold voting rights via their delegates.

#### Personal Membership

9.3 Any person seeking membership as a Club Member shall make application to their club or County Federation. A person seeking individual membership shall make application to Floorball Federation of Kenya directly.

9.4 A Club Membership application may be rejected at the discretion of the Club or County Federation, subject to all appropriate legal requirements and "natural justice".

A rejected applicant may request a hearing before the Floorball Federation of Kenya Committee to discuss the application.

9.5 Each person admitted to the membership shall be;

- (i) bound by the Constitution and By-laws of Floorball Federation of Kenya.
- (ii) liable for such fees and subscriptions as may be fixed by Floorball Federation of Kenya
- (iii) entitled to all advantages and privileges of membership

#### Club Membership



9.6 Clubs and Regional Federations seeking membership as a Member Federations shall make application to Floorball Federation of Kenya

9.7 All Federations applying for membership must:

- (i) make an application to the Floorball Federation of Kenya Secretary
- (ii) be an incorporated society under the Incorporated Societies Act, unless the written agreement of the General Committee is obtained to remain an unincorporated society until a specified date
- (iii) supply their constitution for the approval of the General Committee
- (iv) supply the prescribed subscription fee
- (v) in case of a Club have a minimum of 5 ordinary and/or social members
- (vi) in case of a county Federation represent a minimum of 3 Clubs

9.8 After the application has been lodged with the Secretary and the General Committee has approved the applicant's constitution, the applicant's membership may be proposed and seconded at an Annual General Meeting or Special General Meeting. The applicant will be elected as a Member by a simple majority of votes. Upon approval of the constitution by the General Committee the Member Federation becomes a Provisional Member until its election at a General Meeting. Provisional Member Federations and their Members do not hold voting rights within Floorball Federation of Kenya and Members of Provisional Member Federations are not eligible to hold office within Floorball Federation of Kenya unless they are current Members of Floorball Federation of Kenya under another eligible category.

The Provisional Member Federation loses its Provisional status automatically if it is not elected at the General Meeting at which it has been proposed as a Full Member.

9.9 Each Club and Regional Federation admitted to the membership shall:

- (i) within two years of becoming a Member amend their constitution to comply with this constitution
- (ii) be bound by the constitution and by-laws of Floorball Federation of Kenya
- (iii) be liable for such fees and subscriptions as may be fixed by Floorball Federation of Kenya
- (iv) be entitled to all advantages and privileges of membership
- (v) not, without the consent of Floorball Federation of Kenya play Floorball with any club or the members of that club, which is not member of Floorball Federation of Kenya or any national Federation with IFF. Occasional friendly games with the goal to promote Floorball in Kenya are considered approved unless consent has been explicitly revoked.

9.10 Only persons and Federations who have paid the appropriate membership fee for the current financial year or have had such fee waived as a special right or by agreement with the Committee will be deemed to be Members of Floorball Federation of Kenya.

9.11 A person or Federation shall cease to be a Member if:

- (i) They resign
- (ii) They fail to pay their membership fees by the end of Floorball Federation of Kenya's financial year or an earlier date as determined by the Committee
- (iii) They fail to pay other monies owed to Floorball Federation of Kenya within a reasonable period of time as determined by the Committee
- (iv) They are suspended or expelled
- (v) in case of a person, die
- (vi) or in case of an Federation, they dissolve or wind up voluntarily

9.12 A person or Federation who ceases to be a Member under clause 9.11 immediately loses all rights and privileges associated with membership of Floorball Federation of Kenya. Any rights or claims over Floorball Federation of Kenya or its property cease from the date the membership ceases. This does not extinguish any rights or claims permitted during the period of membership. Neither does it extinguish any debt owed to Floorball Federation of Kenya



9.13 The Secretary, or a nominated Member, must maintain a register of Members of Floorball Federation of Kenya

#### 10.0 MEMBERSHIP FEES

10.1 The annual membership fees for all classes of membership shall be determined by the General Committee.

10.2 The proposed fees should be announced at least sixty (60) days before coming into effect.

#### 11.0 TERMINATION OF MEMBERSHIP

11.1 Any Member's membership may be terminated by the following events:

(i) Resignation

(ii) Expulsion

(iii) A Member's annual membership fee remains unpaid

##### 11.2 Resignation

11.2.1 Any Member who wishes to resign must do so in writing, addressed and delivered to the Secretary, or if this is not possible the President.

11.2.2 A Member who resigns shall not be entitled to a refund of any Floorball Federation of Kenya fees. They shall forfeit all rights and claims upon Floorball Federation of Kenya and its property, in accordance with clause 9.12.

##### 11.3 Suspension and Expulsion

11.3.1 A Member who fails to observe the constitution, policies and codes of Floorball Federation of Kenya or whose conduct is considered to be prejudicial or detrimental to the interests of Floorball Federation of Kenya or to Floorball may be given a written warning or have their membership or affiliation suspended or may be expelled from Floorball Federation of Kenya.

11.3.2 A Member may be suspended or expelled by a resolution passed at a Committee Meeting. The Member concerned must be given at least fourteen (14) days notice, in writing, of the meeting. This notice should include details of the complaint against the Member and request the Member or their spokesperson's attendance at the meeting.

11.3.3 The Member or their spokesperson may attend the meeting in order to hear the complaint and explain or defend their conduct. The meeting may proceed in the Member's or spokesperson of the Member's absence.

11.3.4 The decision to suspend or expel a Member at a Committee Meeting must be by at least a two-thirds (2/3) majority of votes cast.

11.3.5 The decision to suspend or expel a Member will come into effect fourteen (14) days after the meeting at which the resolution is passed. The Member must be informed of the decision in writing by the Secretary, or failing this the President, within seven (7) days of the meeting.

11.3.6 A Member suspended or expelled by the Committee may appeal to a General Meeting of Floorball Federation of Kenya called for that purpose. The Secretary, or failing this President, must be notified of this appeal within fourteen (14) days of the Committee Meeting. The General Meeting may confirm or set aside the resolution to suspend or expel the Member.

11.3.7 A General Meeting requested by the Member under clause 11.3.6 should be convened by the Committee within thirty (30) days of receipt of the appeal. The procedures specified in section 17 of this constitution must be observed when calling the General Meeting.

11.3.8 If the Committee fails to convene a General Meeting requested under clause



11.3.6 within the period specified under clause 11.3.7 the Member concerned may call a General Meeting as if he or she were the Committee. If a meeting is called under this clause the Committee must supply the Member with the necessary particulars of all Floorball Federation of Kenya Members and pay all reasonable expenses of convening and holding the Meeting.

11.3.9 A Member who appeals to a General Meeting against a suspension or expulsion resolution passed at a Committee Meeting does not cease to be a Member until the resolution is confirmed at the General Meeting.

11.3.10 A Member who is expelled shall not be entitled to any refund of Floorball Federation of Kenya fees and shall forfeit all rights and claims upon Floorball Federation of Kenya and its property, in accordance with clause 9.12.

11.3.11 A Member who is suspended shall not be entitled to any refund of Floorball Federation of Kenya fees and shall forfeit all rights and claims upon Floorball Federation of Kenya and its property during the period of their suspension. The provisions of clause 9.8 apply during the period of their suspension.

11.3.12 A Member who is suspended may be reinstated at the discretion of the Committee or following a resolution to that effect at a General Meeting of Floorball Federation of Kenya.

## 12.0 GENERAL COMMITTEE

12.1 Management of Floorball Federation of Kenya shall be vested in the Management Committee elected by the members at the Annual General Meeting and consisting of:

12.1.1 President

12.1.2 Vice President

12.1.3 Secretary

12.1.4 Treasurer

12.1.5 At least one (1) ordinary Committee Member

12.2 No person shall hold more than one position on the General Committee at any one time. A person shall cease to be a member of the General Committee at the conclusion of the fourth Annual General Meeting which follows his/her election and will be eligible for re-election.

12.3 The duties of the individual Committee positions are given in the Floorball Federation of Kenya policies.

12.4 Members of the Committee shall be elected by Floorball Federation of Kenya's Members at the Annual General Meeting or a General Meeting called for that purpose.

12.5 Committee Members hold office until the next Annual General Meeting when all positions become vacant, or an event specified in clause 12.11 occurs.

12.6 Committee Members are eligible for re-election every two years. President and Treasurer shall be elected in even years, vice president, secretary and ordinary committee members shall be elected in uneven years.



12.7 Only Club Members and Individual Members of Floorball Federation of Kenya who are entitled to hold an office as specified in 9.2 are eligible to serve on the Committee. Members must be nominated, seconded and willing to serve on the Committee.

12.8 Elected Committee Members shall take office from the day following their election.

12.9 A Committee Member may resign from the Committee at any time but must do so in writing, addressed and delivered to the Secretary, or if this is not possible the President.

12.10 A Committee Member who ceases to be a Member under clause 9.11 of this constitution shall be deemed to have automatically resigned from the Committee.

12.11 A casual vacancy occurs in the office of a Committee Member if the Member -

(i) Resigns under clause 12.9.

(ii) Is deemed to have resigned under clause 12.10, and by reference to clause 9.11 is no longer a Member of Floorball Federation of Kenya

(iii) is absent from three or more meetings without leave of absence

(iv) is convicted of an offence under an Act relevant to the conduct of Floorball Federation of Kenya

(v) is permanently incapacitated by mental or physical ill-health.

12.12 The Committee may appoint any Member who meets the conditions given in clause

12.7 to fill a casual vacancy on the Committee without calling a General Meeting. Any appointment is subject to the provisions given in section 12. In particular clause 12.5 applies regardless of the date of any appointment.

12.13 The quorum of the General Committee shall be half its members plus one.

### 13.0 POWERS OF THE GENERAL COMMITTEE

13.1 The General Committee shall carry out the day-to-day running of Floorball Federation of Kenya and shall have the power to:

13.1.1 Administer the finances, appoint bankers, and direct the opening of banking accounts for specific purposes and to transfer funds from one account to another, and to close any such account;

13.1.2 Fix the manner in which such banking accounts shall be operated upon, providing the General Committee passes all payments;

13.1.3 Fix fees and subscriptions payable by members and decide such levies, fines and charges as is deemed necessary and advisable, and to enforce payment thereof;

13.1.4 Adjudicate on all matters brought before it which affect Floorball Federation of Kenya,

13.1.5 Cause minutes to be made of all proceedings at meetings of the Committee and General Meetings of members;

13.1.6 Make, amend and rescind rulings, policies and codes;



13.1.7 May at their discretion employ a person or persons to carry out certain duties required by Floorball Federation of Kenya, at salaries or remunerations for such a period of time, as may be deemed necessary.

13.1.8 Appoint an officer/s or agent of the General Committee to have custody of Floorball Federation of Kenya's records, documents and securities.

13.1.9 The power to nominate or appoint delegates to represent Floorball Federation of Kenya at meetings nationally and internationally on terms defined by the committee.

#### 14.0 CONDUCT OF COMMITTEE MEETINGS

14.1 At least seven (7) days notice, in writing, of a Committee Meeting must be given to all Committee Members. This notice must include the date, time, place and agenda for the meeting. A Committee Meeting may be held by phone conference or similar electronic process.

14.2 The President will normally chair Committee Meetings. In the absence of the President another Committee Member may be appointed to chair the meeting.

14.3 Each Committee Member is entitled to one vote only on each motion / nomination.

14.4 The chair of the meeting shall ONLY have a casting vote

14.5 Motions at a Committee Meeting shall be decided by a simple numerical majority, unless overridden or qualified by a specific clause in this constitution.

14.6 Delegates and Individual Members are entitled to attend Committee Meetings unless circumstances require the meeting to be held "in camera". Such Members may be specifically invited to attend a meeting. Such Members may not take part in the proceedings of the meeting unless invited by the Chair. They must leave a meeting if so directed by the Chair.

14.7 Meetings should all be minuted and copies of minutes shall be distributed to the General Committee within fourteen (14) days of the meeting.

#### 15.0 SUB-COMMITTEES

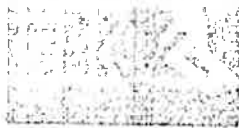
15.1 The General Committee has the power to form sub-committees for specific purposes / tasks. These sub-committees may include ordinary Floorball Federation of Kenya members.

15.2 When a sub-committee is formed it must be informed by the General Committee of the limits of its powers and responsibilities but generally shall act in accordance with the Floorball Federation of Kenya sub-committee policy. This may include the delegation of particular powers to the sub-committee.

15.3 A sub-committee must have at least one Member who is also a General Committee Member. This General Committee representative need not be the chair of the subcommittee.

15.4 Sub-committees convened for specific tasks automatically terminate once the task has been completed. This should be specified when the sub-committee is formed.





15.5 The General Committee may terminate a sub-committee, alter the representatives on a sub-committee or alter the powers and responsibilities of a sub-committee at any time by resolution passed at a Committee Meeting

15.6 All sub-committees are automatically terminated at the Annual General Meeting of Floorball Federation of Kenya. They may be re-instated by the in-coming General Committee with the same or similar powers, responsibilities and members.

#### 16.0 PROCEDURAL DISPUTES

16.1 In cases of any dispute, doubt or difficulty existing or arising out of matters or procedure order, the decision of the Chairperson shall be final.

#### 17.0 AUDITOR

17.1 The Annual General Meeting shall elect or appoint an Auditor or Auditors.

17.2 The Auditor/s shall examine and audit all books and accounts of Floorball Federation of Kenya annually, and have the power to call for all books, papers, accounts, receipts etc., of Floorball Federation of Kenya and report thereon to the Annual General Meeting.

17.3 The Auditor may not be a member of the General Committee.

#### 18.0 GENERAL MEETINGS

##### 18.1 Annual General Meeting

18.1.1 The Annual General Meeting must be held within six (6) months of the end of the Club's financial year.

18.1.2 The Secretary shall give at least fourteen (14) days notice of the date of the Annual General Meeting, to members. If any of the Notices of Motion proposed to be dealt with at the Annual General Meeting require a special resolution then the notice of the meeting must be given at least 21 days before the date fixed for holding the Annual General Meeting.

18.1.3 All members of Floorball Federation of Kenya may attend the Annual General Meeting but only Delegates and the President have got the right to vote.

18.1.4 The Annual General Meeting must follow the provisions for the conduct of all of the Floorball Federation of Kenya's General Meetings as defined in section 18.3 and 18.4.

18.1.5 The business of the Annual General Meeting shall include, but is not limited to:

- Opening of the Meeting
- Apologies
- Confirmation of Minutes of previous Annual General Meeting
- Presentation of Annual Report
- Adoption of Annual Report
- Presentation of Treasurer's Statement of Accounts for the financial year
- Adoption of audited financial statements
- Election of new Committee Members and appointment of Auditor
- Vote of thanks to outgoing Executive
- Notices of Motion or Special Resolutions



Other reports as required  
Closure

The order of the items of business need not follow the order listed above as long as those present at the meeting agree to a change of order by simple majority.

## 18.2 General Meetings

18.2.1 A General Meeting may be called as a result of one of the following events:

- (i) by a resolution passed at a Committee Meeting
- (ii) by the President
- (iii) by a resolution passed at a previous Annual General Meeting or General Meeting
- (iv) by a petition in writing and signed by at least 25% of all Members over the age of 18 years

18.2.2 A petition by Members to call a General Meeting should be addressed and delivered to the Secretary, or if this is not possible the President. It should clearly state the reason for calling the meeting. If appropriate it should contain an appropriately worded motion to be presented at the meeting.

18.2.3 A General Meeting must be held within thirty (30) days of the receipt of a petition received under clauses 18.2.1 and 18.2.2.

18.2.4 If after the receipt of a petition from Members which complies with clauses

18.2.1 and 18.2.2 the Committee does not hold a General Meeting within the period specified under clause 18.2.3 the Members who made the petition may convene the meeting as if they were the Committee. If a meeting is called under this clause the Committee must supply the Members with the necessary particulars of all Floorball Federation of Kenya Members and pay all reasonable expenses of convening and holding the Meeting.

## 18.3 Conduct of General Meetings

18.3.1 At least fourteen (14) days notice, in writing, of any General Meeting, should be given to all Members. This notice should include the date, time and place of the meeting and an agenda, including any motions or nominations which have been received. A General Meeting may be held by phone conference or similar electronic process provided there is a quorum present physically as per clause 18.4.1 at the place nominated for the meeting to be held.

18.3.2 The Member Clubs and Regional Federations should submit the list of Delegates to the Secretary at least three (3) days before the General Meeting. If the Secretary is unreachable, the list may be submitted to the President.

18.3.3 General Meetings of Floorball Federation of Kenya should be carried out under the generally accepted procedures for running a meeting. This includes proposing / seconding motions / nominations, procedural motions and all other common procedures.

18.3.4 The President should normally, but not necessarily, chair any General Meeting of Floorball Federation of Kenya. A meeting may appoint / elect a chair for the duration of the meeting. This may be necessary due to the President's absence or may be at the President's request or at the request of three (3) Members of Floorball Federation of Kenya present or by proxy at the meeting.

18.3.5 The chair of a General Meeting is responsible for the conduct of the meeting and should ensure that any motion / nomination / resolution put to the meeting is clear, unequivocal, has been duly recorded, fully discussed and correctly voted on.



18.3.6 The Secretary should normally, but not necessarily, take minutes for any General Meeting of Floorball Federation of Kenya. A meeting may appoint / elect a recorder for the duration of the meeting. This may be necessary due to the Secretary's absence or may be at the Secretary's request or at the request of three (3) Delegates present or by proxy at the meeting.

18.3.7 The chair of a General Meeting may with the consent of the Members present adjourn the meeting from time to time and from place to place. During the period of an adjournment no additional items may be added to the agenda for the meeting.

18.3.8 A General Meeting cannot be adjourned under clause 18.3.7 for a period of more than (thirty (30) days. If a greater period is required the adjourned meeting is deemed to have been closed and a new meeting must be called.

#### 18.4 Quorum at a General Meeting

18.4.1 The quorum at a General Meeting shall be one third (1/3) of the Delegates according to Floorball Federation of Kenya's books present at the meeting as at the date the General Meeting was advertised to be held or six (6) Delegates whichever is the lesser.

18.4.2 If after 30 minutes of the time specified for the holding of a General Meeting no quorum is present the meeting is automatically adjourned to the same place at the same time on the same day in the following week at the same venue.

18.4.3 If after 30 minutes of the resumption of a General Meeting adjourned under clause 18.4.2 no quorum is present those Delegates present may proceed as if a quorum was present.

18.4.4 If a General Meeting was adjourned under clause 18.4.2 no additional items may be added to the agenda for the meeting during the adjournment.

#### 19.0 VOTING

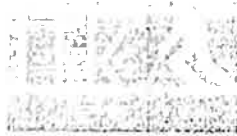
##### 19.1 Voting powers at the Annual General Meeting and General Meetings:

19.1.1 The President shall be entitled to a deliberate vote and, in the event of a tied vote, the President shall exercise a casting vote.

19.1.2 Each Member Federation nominates a specified number of Delegates to vote in its behalf. Only Member Federations who are current with their membership fees can nominate Delegates. Only full financial members of FFK who are current with their membership fees and have lodged their membership application at least 7 days prior to the date of any Annual General Meeting or General Meeting are eligible to represent their Member Federation. The Member must be a full financial member of the represented Member Federation. The Member must be over the age of 18 years. Each Delegate present shall have one (1) vote.

19.1.3 The number of Delegates is given as follows:

- (i) Each Regional Federation is represented by two (2) Delegates
- (ii) Each Member Club is represented by two (2) Delegates for their first twenty (20) members or part thereof as they appear on the books of Floorball Federation of Kenya seven (7) days before the meeting



(iii) Each Member Club is represented by one (1) additional Delegate for each block of twenty (20) of additional members or part thereof as they appear on the books of Floorball Federation of Kenya seven (7) days before the meeting

19.2 Voting powers at the General Committee Meetings:

19.2.1 The President shall be entitled to a deliberate vote and, in the event of a tied vote; the President shall exercise a casting vote.

19.2.2 Each individual committee member present shall have one (1) vote

19.3 Voting may be conducted by any method provided it is fair and reasonable. Appropriate methods include but are not limited to show of hands or written ballot. A request for a written ballot may be made by three (3) or more Members at a General Meeting, either in person or by proxy.

19.4 The meeting may appoint one or more Returning Officers to supervise the collection and counting of votes.

19.5 Unless overridden or qualified by a specific clause in this constitution motions or nominations at a General Meeting shall be decided by a simple numerical majority.

## 20.0 MINUTES OF MEETING

20.1 The General Committee shall cause to be kept minutes of the proceedings of all meetings and all General meetings of Members which shall be entered in a minute book kept for that purpose within 30 days of the meeting.

20.2 The minutes of any meeting shall after having been passed by the succeeding meeting be signed by the Chairperson and the note taker of the meeting and shall be evidence of the business transacted at such meeting

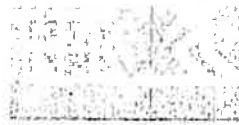
## 21.0 COMMON SEAL

21.1 The common seal of Floorball Federation of Kenya shall be kept in the care of the Secretary. The seal shall not be used or affixed to any deed or document except pursuant to a resolution of the General Committee and in the presence of at least the President and two members of the Committee, both of whom shall subscribe their names as witnesses.

## 22.0 AMENDMENTS TO THIS CONSTITUTION

22.1 No alteration, repeal or addition shall be made to the Constitution except at the Annual General Meeting, or General Meeting, called for that purpose and notice of all motions to alter, repeal or add to the Constitution shall be given to members fourteen (14) days prior to the Annual General Meeting, or seven (7) days prior to a General Meeting called for such purpose.

22.2 The Secretary shall forward such notices of motion to each General Committee member at least fourteen (14) days prior to the Annual General Meeting or seven (7) days prior to a General Meeting



22.3 Alterations to the By-laws can be made only at General Committee Meetings provided notice of the proposed alteration/s has been duly notified to Committee Members.

22.4 Such motions, or any part thereof, shall be of no effect unless passed by a seventy five per cent (75%) majority (Special Resolution) of those present and entitled to a vote at the Annual General Meeting, General Meeting or General Committee Meeting, as the case may be.

22.5 Within one month of the passing of a Special Resolution, the Secretary shall notify the Department of Consumer and Employment Protection of the amendment.

22.6 No addition to or alterations of the objectives, personal benefit clause or the winding up clause shall be made which would alter the tax exempt status. The provisions and effect of this clause shall not be removed from this document and shall be included and implied into any document replacing this document.

### 23.0 SERVING OF NOTICES

23.1 Any notices required to be distributed under this constitution including notices of meetings, changes to by-laws and notices to specific members should be served by one of the following methods:

- (i) Serving it to a Member personally
- (ii) Posting it to a member at the last known address for the Member as recorded in the register of Members maintained under clause 9.13
- (iii) Sending it electronically to a member at the last known email address for the Member as recorded in the register of Members maintained under clause 9.13

23.2 Serving a notice personally may be carried out by an agent appointed for the task.

23.3 When a notice is served by post it will be deemed to be effected if it is sufficiently addressed and posted by ordinary prepaid mail.

23.4 When a notice is served by email it will be deemed to be effected if it is sufficiently addressed, sent and if no failure notification had been received.

23.5 The Secretary normally distributes any notice required under this constitution but the distribution may be carried out by any Committee Member.

### 24.0 BOOKS AND RECORDS OF FLOORBALL FEDERATION OF KENYA

24.1 The Secretary has authority and responsibility for all books, documents, records and registers of Floorball Federation of Kenya excluding those required to be kept and maintained by the Treasurer. The Secretary's responsibilities include maintaining the records.

These records include but are not limited to the following:

- (i) Full and correct minutes of all proceedings of all General Meetings
- (ii) Full and correct minutes of all proceedings of all Committee Meetings
- (iii) A record of the office holders of Floorball Federation of Kenya and any trustees who hold assets on behalf of Floorball Federation of Kenya
- (iv) A record of correspondence of Floorball Federation of Kenya
- (v) The register of Members as defined in clause 9.13

24.2 Responsibility for particular records may be delegated to Members other than the



Secretary as the Committee from time to time decides.

24.3 Any Member may at any reasonable time inspect without charge the books, documents, records, registers and securities held by Floorball Federation of Kenya.

24.4 Fourteen (14) days notice must be given to the Secretary or Treasurer as appropriate. If this is not possible notice should be given to the President.

## 25.0 FINANCE

25.1 Floorball Federation of Kenya's financial year shall run from July 1 to June 30. The accounts, books and all financial records of Floorball Federation of Kenya shall be audited each year

25.2 All funds of Floorball Federation of Kenya shall be deposited into the Floorball Federation of Kenya's accounts at such bank or recognised financial institution as the General Committee may determine.

25.3 All accounts due by Floorball Federation of Kenya shall be paid by either cheque or electronic banking after having been passed for payment at the General Committee Meeting and when immediate payment is necessary, account/s shall be paid and the action endorsed at the next General Committee Meeting.

25.4 The Secretary shall not spend more than a set amount Petty Cash without the consent of the General Committee, and shall keep a record of such expenditure in a Petty Cash Book.

25.5 A statement showing the financial position of Floorball Federation of Kenya shall be tabled at each General Committee Meeting by the Treasurer

25.6 A statement of Income and Expenditure, Assets and Liabilities shall be submitted to the Annual General Meeting. The auditor's report shall be attached to such financial report

25.7 The Treasurer is responsible for the administration of Floorball Federation of Kenya's finances. This includes the receipt of any fees, income or other monies and the payment of any debts as they fall due.

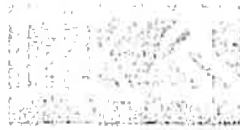
25.8 The Treasurer has responsibility for all securities, books, and documents of a financial nature and all accounting records of Floorball Federation of Kenya.

25.9 Responsibility for particular records may be delegated to Members other than the Treasurer as the Committee from time to time decides.

25.10 The signatories to the Floorball Federation of Kenya's account/s will be any two (2) from the following:

- President
- Vice President
- Secretary
- Treasurer

25.11 All property and income of the Floorball Federation of Kenya will apply solely to the promotion of the objectives of Floorball Federation of Kenya and no part of that property or income shall be paid or otherwise distributed, directly, or indirectly, to members, except in good faith in the promotion of these objectives



## 26.0 DISSOLUTION AND VOLUNTARY WINDING UP

26.1 Floorball Federation of Kenya may be voluntarily wound up if a resolution to this effect is given the consent of seventy five per cent (75%) of Delegates voting at a General Meeting

26.2 If Floorball Federation of Kenya is incapable of continuing as a corporate entity it shall cease to exist in its own name and shall be wound up. The remaining Members shall be deemed to have the full powers of Floorball Federation of Kenya, regardless of whether they have been elected or not.

26.3 For the purposes of clause 26.2 Floorball Federation of Kenya could be considered incapable of continuing if there are insufficient Members to form the Committee as specified in section 12 of this constitution or Floorball Federation of Kenya cannot adequately meet the debts and liabilities for the coming financial year

26.4 If upon the winding up or dissolution of Floorball Federation of Kenya there remains after satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid or distributed amongst the members or former members, but shall be given or transferred  
(i) to another Club, Federation or Organisation incorporated under the Act which has similar objects; or  
(ii) for charitable purposes

Which Club, Federation or Organisation or charitable purposes, as the case requires, shall be determined by resolution of the members.

26.5 If there are insufficient Delegates to carry out the dissolution, the distribution of surplus assets as per clause 26.4 should be determined by a duly appointed Magistrate or Judge within the appropriate jurisdiction.

## 27:0 DECLARATION

27.1 Floorball Federation of Kenya hereby adopts and accepts this constitution as a current operating guide regulating the actions of The Organisation and its members.

