



# NEPAL SWIMMING ASSOCIATION

## ATHLETES' COMMITTEE -TERM OF REFERENCE, AUGUST 2024

### 1. Preamble

The Nepal Swimming Association's Athletes' Committee is formed under the Article 3.IX of Constitution of Nepal Swimming Association, 2080. The Committee is formed for the development of the athletes' related to Aquatics Sports, have their voices heard and have an active participation in the Association's decision-making process. The committee shall also help other athletes' overall development throughout their sports journey.

### 2. Mission Statement

- a) Represent the views and opinions of the athletes and ensure their voice is heard within the Nepal Swimming Association.
- b) Inform athletes about the Nepal Swimming Association's activities like educational tools, rules and regulations
- c) Work with and support the Nepal Swimming Association in its mission to develop and promote Aquatics.
- d) Report activities and recommendations from athletes to the Executive Board/Committee of the Nepal Swimming Association.

### 3. The Objectives

- a) Main objectives of the Athletes' Committee are but not limited to:
- b) Consider issues related to athletes and provide advice to the Nepal Swimming Association.
- c) Engage actively with initiatives and projects that protect and support clean athletes on and off the field of play.
- d) Represent the rights and interests of athletes and make related recommendations.
- e) Act as an Ambassador for Aquatics and a role model.



# NEPAL SWIMMING ASSOCIATION

## ATHLETES' COMMITTEE -TERM OF REFERENCE, AUGUST 2024

- f) Consult with athletes in the evaluation of the rules and regulations of their respective sport and subsequently provide feedback to the Nepal Swimming Association.
- g) Maintain contact with the International Federation's Athletes Committee/s.

### 4. Composition of the Athletes' Committee

- a) The Athletes Committee shall consist of the following members:
- b) Maximum of Five (5) athletes at least two (2) nomination of either male or female from open elections conducted during or prior to NSA Cup or any other major Championship or special election events (subject to approval from Nepal Swimming Association).
- c) Two (2) active Athletes (one male and one female) appointed by the President of Nepal Swimming Association, subject to approval of Nepal Swimming Association Executive Committee as Honorary Members.
- d) Two (2) non-active/retired (for maximum 10 year) athletes (one male and one female) having played Senior Level International Swimming Event Organized World Aquatics, Asia Aquatics, the Olympic Games, the Asian Games, South Asian Federation Games or other Regional Federation Games appointed by Nepal Swimming Association as Honorary Members.
- e) Athletes who are also the member of Athletes Committee of Nepal Olympic Committee, National Sports Council of Nepal, World Aquatics, Asia Aquatics, International Olympic Committee, South Asian Swimming Federation shall become ex-officio member of this athletes committee.
- f) Athletes participating in the latest edition of the Olympic Games and the Asian Games shall be ex-officio member of this athletes committee. Such athletes shall be replaced automatically by new athletes after the completion of the next the Olympic Games and the Asian Games.



# NEPAL SWIMMING ASSOCIATION

## ATHLETES' COMMITTEE -TERM OF REFERENCE, AUGUST 2024

### 5. Eligibility for Membership of the Athletes' Committee

- a) Athletes who are of the age of 18 years or more and holds Legal and Sports Nationality as "Nepalese"
- b) Having Competed participated in at least one National or International Level Swimming events approved by Nepal Swimming Association in last one year except for Two (2) non-active/retired athletes mentioned in Article 4.c
- c) Athletes who have not been subject to disciplinary actions by Nepal Swimming Association, Nepal Olympic Committee, National Sports Council of Nepal, Anti-Doping Agencies, International Federations and Government of Nepal and its Bodies and Agencies
- d) Athletes must be Registered with Nepal Swimming Association.
- e) Ability to meet for at least one meeting per year.

### 6. Terms

- a) The term for Elected Members shall be for two years from the date of Elections.
- b) If the Election is not conducted in Two years, then such term shall be extended till next Election but no more than 6 months in which case a Special Online Election shall be conducted with the approval of Nepal Swimming Association.
- c) The term for the Appointed Members shall start from the date of appointment until the next Election.

### 7. Elections

- a) The elections for the Athletes Committee shall be conducted as follows:
- b) The Athletes' Committee is constituted on the occasion of the Major Swimming Event held, with a term of office of two years, unless extraordinary circumstances make it necessary to reduce or extend the terms.



# NEPAL SWIMMING ASSOCIATION

## ATHLETES' COMMITTEE -TERM OF REFERENCE, AUGUST 2024

- c) Each athlete competing at the National or International Level Swimming Championships is entitled to one (1) vote provided that they are registered with Nepal Swimming Association.
- d) The election of the Athletes Committee may take place either on site or through online voting.
- e) Nepal Swimming Association shall inform about the election procedure in advance of any election to all the eligible voters (Where they are duly registered with the association)

## 8. Organization of the Athletes Committee

- a) The Members of the Athletes Committee shall elect three officers: Chair, Vice-Chair and Member Secretary for the term defined as per Article 6. Honorary Members appointed as non-active/retired athletes by the association shall not be eligible to serve as an officer.
- b) The Athlete Committee shall have an Executive Committee composed of five (5) members including Chair, Vice-Chair and Member Secretary.
- c) The Athletes Committee will elect one (1) delegate to attend the Nepal Swimming Association's General Assembly and Executive Meetings who shall exert his/her voting rights on behalf of the Athletes Committee. If none of the members are elected as a delegate, the Chair of the Athlete Committee shall be considered to have the voting rights.
- d) Elected and appointed athletes within the Athletes Committee are entitled to one (1) vote on all committee matters, including elections.
- e) Elected and appointed athletes within the Athletes Committee are entitled to one (1) vote on all committee matters, including elections. Honorary Members, however, do not have voting right and shall serve more as a member having advisory role.
- f) The Athletes Committee Coordinator (who is a Member of the Nepal Swimming Association) or his/her representative shall be invited to attend the meetings of the Athletes Committee. The Nepal Swimming Association



# NEPAL SWIMMING ASSOCIATION

## ATHLETES' COMMITTEE -TERM OF REFERENCE, AUGUST 2024

Office shall provide appropriate and necessary administrative support to the Athletes Committee.

### 9. Absence of a Member

In the event of absence/vacancy caused by a member's resignation, dismissal, or any other cause of inability to perform his/her function as a member, the association shall appoint a replacement Athletes Committee member, respecting gender diversity. Any person appointed to fill such a vacancy shall serve until the next election.

### 10. Representation

- a) The Athletes Committee shall have one Delegate or the Chair as representation on the Nepal Swimming Association's Executive Board and at the Nepal Swimming Association's General Assembly who shall have the right to vote within Nepal Swimming Association. Such representative shall also have the right to participate in Nepal Swimming Association's Technical Committees Meetings.
- b) Non-Voting Athletes Committee Members may attend the Nepal Swimming Association's General Assembly as observers.

### 11. Confidentiality and Behaviors

- a) The Athletes Committee Members shall agree to be bound by a document prepared by the Nepal Swimming Association such as an "Appointment's Acceptance & Confidentiality Undertaking".
- b) The Athletes Committee will work in the best interest of the swimming community and should not show bias towards their own region or personal interests.
- c) Any existing or potential conflict of interest shall be reported to the Nepal Swimming Association.



# NEPAL SWIMMING ASSOCIATION

## ATHLETES' COMMITTEE -TERM OF REFERENCE, AUGUST 2024

- d) The Athletes Committee shall respect and abide by the Nepal Swimming Association's Constitution.

## 12. Decision Process

- a) The Athletes Committee's proposals shall be decided by the majority of the votes cast.
- b) In the event of a tie, the Chair shall have the casting vote.

## 13. Meetings

- a) Athletes Committee's meetings shall be conducted in the following way:
- b) The Athletes Committee will meet at least once a year.
- c) The meetings can be held in person or online.
- d) Nepal Swimming Association shall be responsible for ensuring that the Athletes Committee is able to meet.
- e) The quorum for any meeting of the Athletes Committee is 50% of the membership +1 member.
- f) The format of the meetings will follow an agreed agenda (usually decided by the Chair of the Athletes Committee) circulated in advance of the meeting to all members with all the relevant documents.
- g) Minutes of all Athletes Committee meetings will be kept and made available to all members of the Athletes Committee and the Nepal Swimming Association's Executive Committee.

## 14. Communication

- a) Communication of decisions shall be done via the Nepal Swimming Association's Executive Committee.
- b) It is the responsibility of the Athletes Committee to communicate and report back to Nepal Swimming Association and vice versa.



# NEPAL SWIMMING ASSOCIATION

## ATHLETES' COMMITTEE -TERM OF REFERENCE, AUGUST 2024

- c) Unless otherwise agreed, all external communication (i.e. Regional Associations and Federations) shall be done only by the Nepal Swimming Association's Office.