

Constitution: Ghana Kendo Federation



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ARTICLE 1: NAME AND STATUS

1. The name of the organization is the **Ghana Kendo Federation (GKF)**.
 2. The GKF is the official governing body for Kendo in Ghana.
 3. It is a **non-profit, non-political, and non-religious** sports federation.
 4. The Federation shall operate under the recognition of the **National Sports Authority (NSA)** and shall affiliate with the **African Kendo Federation (AFKF)** and the **International Kendo Federation (FIK)**.
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ARTICLE 2: OBJECTIVES

1. Promote, develop, and regulate Kendo throughout Ghana.
 2. Preserve the traditional and educational values of Kendo.
 3. Organize and support regional and national championships, seminars, and grading exams.
 4. Train and accredit referees, instructors, and examiners.
 5. Represent Ghanaian Kendo nationally and internationally.
 6. Foster unity among Kendo clubs and practitioners.
 7. Encourage discipline, respect, and cultural appreciation in all activities.
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ARTICLE 3: STRUCTURE OF THE FEDERATION

1. The Federation operates through:
 - **National Executive Council (NEC)**
 - **Regional Executive Committees (RECs)**
 - **Registered Member Clubs (Dojos)**
2. **The National Executive Council (NEC)** consists of:
 - President
 - Vice President
 - General Secretary
 - Treasurer
 - Technical Director
 - Assistant Technical Director
 - Public Relations Officer (PRO)
 - Two Regional Representatives (elected from RECs)
3. **The Regional Executive Committees (RECs)** consist of:
 - Regional Chairman
 - Regional Secretary
 - Regional Treasurer
 - Regional Technical Coordinator

- Regional Public Relations Officer
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ARTICLE 4: REGIONAL STRUCTURE AND FUNCTIONS

1. A region with at least **two registered clubs** may form a REC.
 2. Each REC shall:
 - Organize **quarterly regional training sessions**.
 - Hold an **annual regional championship**.
 - Conduct **referee, instructor, and technical seminars**.
 - Submit **quarterly reports** to the NEC.
 3. RECs may collect reasonable regional dues with NEC approval.
 4. The NEC may suspend or reorganize a REC that fails in its duties.
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ARTICLE 5: MEMBERSHIP

1. Membership is open to all legitimate Kendo clubs (dojos) operating in Ghana.
 2. A club must:
 - Register annually with the GKF.
 - Have **at least 15 active dues-paying members**.
 - Have operated **for not less than one year** before voting eligibility.
 - Take part in national and regional events (seminars, training, and competitions).
 - Uphold the ethics and discipline of Kendo.
 3. Individual members must belong to a registered club.
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ARTICLE 6: RIGHTS AND RESPONSIBILITIES

1. **Rights:**
 - Participate in GKF programs and competitions.
 - Vote through accredited representatives (per Article 7).
 - Stand for office if qualified and in good standing.
 2. **Responsibilities:**
 - Pay all required dues on time.
 - Maintain active participation in GKF activities.
 - Promote the image and discipline of Kendo.
 - Respect all GKF rules, officers, and procedures.
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ARTICLE 7: QUALIFICATION TO VOTE

1. Only registered clubs (dojos) may vote.
 2. A voting club must:
 - Have been active for **at least one full year**.
 - Maintain **15 or more active dues-paying members**.
 - Have participated in at least **two official Federation activities** in the preceding year.
 - Have **no unresolved disciplinary issues**.
 3. Each club shall have **one vote** only.
 4. Each club may send **one dojo representative** and **one alternate** (maximum two persons).
 5. Voting representatives must be current paid-up members and in good standing.
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ARTICLE 8: DISCIPLINE AND ETHICS

1. Members must uphold the principles of **Reiho (respect)** and good sportsmanship.
 2. Disciplinary issues include but are not limited to:
 - Misconduct or actions damaging to the Federation or the Art.
 - Failure to pay dues or obey rules.
 - Disrespect toward officials or fellow members.
 3. A **Disciplinary Committee** shall be appointed by the NEC to handle such matters.
 4. Any person disciplined may appeal to the NEC in writing within **14 days**.
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ARTICLE 9: NATIONAL EXECUTIVE COUNCIL (NEC)

1. The NEC is the highest decision-making body between Annual General Meetings (AGMs).
2. **Duties of NEC Officers:**
 - **President:** Leads and represents the Federation; chairs all meetings.
 - **Vice President:** Assists and acts for the President when absent.
 - **General Secretary:** Keeps all records, correspondence, and minutes.
 - **Treasurer:** Handles finances, prepares reports, and ensures audits.
 - **Technical Director:** Plans and oversees technical development, grading, competitions and referee seminars.
 - **Assistant Technical Director:** Supports the Technical Director and supervises regional technical programs.
 - **PRO:** Manages communication and publicity.
 - **Regional Representatives:** Link NEC and RECs and represent regional interests.

3. NEC meetings shall be held quarterly or as required.
 4. A quorum shall be **50% + 1** of NEC members.
 5. Decisions shall be made by a simple majority.
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ARTICLE 10: ELECTIONS

1. Elections shall be held every **four (4) years**.
 2. Only **qualified clubs** (as defined in Article 7) may vote.
 3. All nominees must be members in good standing.
 4. Candidates for:
 - **President:** Must have served at least **two years** in a recognized national or regional executive position.
 - **Technical Director or Assistant Technical Director:** Must hold a **2nd Dan rank or higher** and have served technically for at least two years.
 5. Elections shall be organized by an **Electoral Committee** appointed by the NEC.
 6. Voting shall be **by secret ballot**.
 7. No person shall hold more than one office at a time.
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ARTICLE 11: TENURE AND SUCCESSION

1. Executive officers serve for **four years**, renewable.
 2. If the President resigns or is unable to serve, the **Vice President** shall act until elections are held.
 3. Any vacant position shall be filled by NEC appointment until the next election.
 4. Outgoing officers must provide a full and transparent handover.
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ARTICLE 12: FINANCES

1. Funds of the Federation come from:
 - Club and individual dues.
 - Donations, sponsorships, and grants.
2. All funds shall be kept in a bank account in the name of the Federation.
3. Withdrawals require the signatures of **any two** of the following:
 - President

- Treasurer
 - General Secretary
 - 4. The Treasurer shall present an **annual financial report** to the AGM, supported by audited statements.
 - 5. Regional Treasurers shall report to the National Treasurer quarterly.
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ARTICLE 13: MEETINGS

1. **Annual General Meeting (AGM):**
 - Held once each calendar year.
 - Reviews annual reports and accounts.
 - Approves policies and constitutional amendments.
 - Is attended by NEC, RECs, and registered clubs.
 2. **Extraordinary General Meetings (EGMs):**
 - May be called by the President or by at least **two-thirds of voting clubs**.
 3. **Regional Meetings:**
 - Held quarterly to plan and review regional progress.
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ARTICLE 14: BY-LAWS

The following by-laws shall guide the operation of the Federation:

1. **Registration of Clubs:**
 - All clubs must register annually with the GKF and pay their dues before March 31st each year.
2. **Uniforms and Equipment:**
 - All members must use approved Kendo uniforms and equipment for official events.
3. **Rank and Promotion:**
 - All grading must be conducted under GKF supervision and follow FIK standards.
4. **Code of Conduct:**
 - Respect for seniors, officials, and fellow Kendoka is mandatory at all times.
5. **Communication:**
 - All official communication must go through the General Secretary or the Regional Secretary.
6. **Referees and Officials:**
 - Only certified referees approved by the Technical Director may officiate at official events.
7. **Conflict Resolution:**

- Any dispute shall first be referred to the Regional Committee, and if unresolved, to the NEC.

8. Representation Abroad:

- Only persons officially selected by the GKF may represent Ghana internationally.

ARTICLE 15: AMENDMENTS

1. Any proposed amendment must be submitted in writing at least **30 days before the AGM.**
2. Amendments require the approval of **two-thirds of the voting clubs present.**

ARTICLE 16: INTERPRETATION

1. The NEC shall interpret this Constitution and by-laws.
2. Matters not covered shall be guided by the spirit and principles of Kendo and the best interest of the Federation.

ADOPTED THIS 10TH DAY OF JANUARY, 2025

By the National Executive Council and Registered Member Dojos of the
Ghana Kendo Federation (GKF)