

# NATIONAL COUNCIL OF SPORTS - 2013

## **POLICY GUIDELINES TO NATIONAL ASSOCIATIONS/BODIES**

### 1. NATIONAL ASSOCIATION:

- (a) Shall comprise volunteers with commitment to play a role for the general organization, control, planning and development of national sports, including schools and Learning Institutions Sports Associations.
- (b) Must affiliate to The Council according to the NCS Act
- (c) Hold regular meetings and assemblies according to set regulations
- (d) Must have the requisite administrative organs (Executive Committee, Technical Officer(s), Sub-Committees and a General Assembly etc)
- (e) Must hold a valid NCS Certificate of Recognition which is a merit of compliance.

### 2. FUNDING OF ASSOCIATIONS:

- (a) To generate own funds (fundraising/earnings) through personal contributions, private enterprise, and patronage
- (b) To look to the public/business community for sponsorship/promotions and support.
- (c) Government through Council may assist where possible, depending on set qualification criteria and availability of resources, towards/for;
  - (i) Approved local/foreign programmes
  - (ii) Well-developed/planned Local (schools/districts/community) development programmes, including capacity-building courses.

- (iii) National team training ahead of international representation – among other activities sanctioned by authority.

### 3. **CLEARANCE AND AUTHORISATION:**

- (a) Clearance must be sought for all N/As intending to travel abroad for sports purposes by individual(s) or teams, whether funded by Government or privately sponsored – including visa application recommendation.
- (b) Similarly, foreign teams coming to Uganda must be cleared with The Council by respective Host Associations, in good time.
- (c) Associations wishing to host Regional or International Tournaments/ Events must clear with The Council at least six (6) months before the scheduled event, or if it was included in their annual calendar.
- (d) No funding/sponsorship understanding by a N/A will be deemed concluded without involving and getting authorization of National Council of Sports.

### 1. **LOCAL DEVELOPMENT PROGRAMME:**

All N/As should strive to consider the following issues in their planning for sports development;

- (a) Involve schools and other youths
- (b) Include courses for Technical & Administrative manpower development
- (c) Try as much as possible to include competitions from the lowest to national level among all age groups.
- (d) Talent identification and development should be prominent in their strategic programmes.

- (e) No Association shall enter any understanding with a foreign body or agency without the knowledge and authorization of National Council of Sports
- (f) No foreign technical person/coach shall be **contracted** without the knowledge and authorization of National Council of Sports.
- (g) Each Association must produce a 3-5 Year Development Programme, and show practical indicators of implementation.
- (h) Persons with Disabilities and the Girl-child are a national policy priority which must be honored.

4. **NATIONAL SPREAD:**

- (a) All N/As must strive to create, strengthen, and operate structures not only to entrench transparency and accountability, but also to maximize its national spread.
- (b) Must set operational mechanisms to assist and also ensure that grassroots operators/structures are active.

5. **ACCOUNTABILITY:**

- (a) All monies received by Associations from whichever source, must be accounted for by the Executive Committee, and ultimately ratified as audited to the General Assembly.
- (b) Transparency ought to be enforced in all aspects, even beyond monetary circles.
- (c) There must be observation of strict adherence to standard NCS Code-of-Conduct
- (d) For any possible funding available, NCS shall not release additional funds if there is pending accountability, or in default of NCS compliance regulations.

**6. ANNUAL/PERIODICAL REPORTS:**

- (a) In order for The Council to follow whichever sports activities take place from time to time under its mandate, each Association must make periodical reports as shall be regulated by the NCS General Secretary.
- (b) All associations are required to submit annual reports within one month from the end of each calendar year plus minutes of AGM with Audited Accounts.
- (c) Must never amend their constitutions without the notice, supervision and consent of NCS
- (d) Must apply for the NCS Certificate of Recognition every beginning of a term of office – as in 1(f) above.

**7. CALENDAR/ESTIMATES:**

- (a) Every Association shall draw up a calendar of its activities, for the year, for submission to NCS seeking approval, which calendar should be reasonably upheld and implemented.
- (b) Calendars should include activities for schools, clubs, sub-counties, counties and District, for grassroots development.
- (c) Budget Estimates for the Proposed calendar activities should be made/ submitted and the possible sources of funding indicated.
- (d) Calendars and related notices for the following year should reach the Districts, Schools and other grassroots stakeholders, at least three months before activities start.
- (e) Activities involving foreign teams shall be approved by and organized in conjunction with The Council, with adequate notice supplied at the times. This is to guard the national interest, against abuse.

**8. CONSTITUTION:**

- (a) Must have a constitution ratified in a properly convened members General Assembly, and duly approved by Council.
- (b) Associations shall be managed according to the respectively ratified Constitutions.
- (c) Amendment of any part(s) of the constitution can only be done by a properly constituted General Assembly.
- (d) Proposed amendments ought to be supplied to NCS at least TWO weeks in advance. The amended articles shall finally be notified to The Council in writing not more than three weeks after coming into effect.
- (e) Council may decide at any time to intervene in unsolved destructive or nationally embarrassing issues, including matters of constitutionalism, and decide upon/generate an appropriate course of action, as mandated under the NCS Act.

**9. GENERAL ASSEMBLIES:**

- (a) Being the supreme organs of Associations, Assemblies must be held as per respective provisions of constitutions, and must never be flaunted.
- (b) Notices of the General Assembly shall be accordingly copied to The Council at least 7 days in advance.
- (c) Report and or minutes of all Assemblies and meetings, as well as full Results of elections and By-elections must be submitted to NCS within 14 working days.

## 10. ACCOUNTS

- (a) Each Association must have a Bank Account in a recognized commercial Bank of their choice
- (b) The account can only be operated by Officers of the Association authorized by either the Executive Committee or General Assembly.
- (c) Recommendation of Recognition of such appointed signatories shall be endorsed by the NCS General Secretary, upon a written request of the Executive Committee.
- (d) There has got to be a Principle Signatory, and any other two officials of the Executive Committee, and all the above decisions/resolutions (as in 10 a, b, c, & d) ought to be supported by minutes of a General Assembly or Executive meeting.
- (e) Audited accounts must be presented to the Assembly annually

## 11. AFFILIATION TO OTHER BODIES:

- (a) Associations shall meet their Financial and any other requisite affiliation/ obligations to their Regional/Continental/World Federations, like subscription fees, etc.
- (b) However, it must be remembered that Uganda is a **Sovereign State**, with its own Laws and Regulations which shall always be held Supreme to any other regulations set by sporting bodies or persons/agencies outside the country.
- (c) As much as Government (through National Council of Sports) shall recommend any National Association/Body desirous of International affiliation, this shall at all times be done upon cautious scrutiny ahead of approval, and such recognition may be withdrawn when the N/A and its objectives are understood to usurp, conflict or in any way if they stop serving the interests of Uganda.

[NATIONAL COUNCIL OF SPORTS]

**Criteria for Allocation of Funds to N/As**

<b>Scoring Criteria</b>	<b>Ranking Percentages</b>
(a) Major Sports: e.g. Football Athletics Boxing	25%
(b) Performing in SDP	10%
(c) Grassroots Development Programs	12%
(d) Ability to attract sponsorship	13%
(e) (i) NCS Certificate of Recognition (ii) NCS Certificate of Compliance	20%
(f) New sports (Traditional)	05%
(g) Performance at Community level and National spread	15%

**NATIONAL COUNCIL OF SPORTS**