

REGULATIONS

VIETNAM TRIATHLON FEDERATION

*(Approval attached to Decision No: /QĐ-BNV dated May 2020
of the Minister of the Internal Affairs)*

Chapter I

GENERAL RULES

Article 1. Names and Logos

1. Vietnamese name: **LIÊN ĐOÀN BA MÔN PHỐI HỢP VIỆT NAM**
2. Foreign language name: **VIETNAM TRIATHLON FEDERATION**
3. Abbreviation: **VTRIF**
4. Symbol (logo) of the Federation:



(This logo has been copyrighted in accordance with the law)

Article 2. Principles and purposes

1. Principles:

- Vietnam Triathlon Federation (hereinafter referred to as VTRIF for short) is an organization - socio-professional gathering of organizations and individuals regardless of religion, gender, age etc. sharing the same passion and common interests, voluntarily contribute to the socio-economic development of the country.

2. Purpose:

- Gather and unite members to advocate, mobilize, organize and guide the community to practice and compete in Triathlon (hereinafter referred to as triathlon).
- Seek and develop the talents of Vietnamese athletes, constantly improving their professional qualifications, striving for high rankings in competitions in Southeast Asia, Asia and the world.
- Constantly improve the position of Vietnam through genuine and healthy sports competition activities.

Article 3. Legal status, headquarters

1. VTRIF has its own legal status, seal and account; operates in accordance with Vietnamese law and the Federation's Regulations approved by a competent state agency.
2. VTRIF's head office is located at: Bang Lang 10-12, Vinhomes Riverside, Sai Dong, Long Bien District – Hanoi City.
3. VTRIF has representative offices in provinces and cities as prescribed by law.

Article 4. Areas and scope of activities

1. VTRIF operates nationwide.
2. VTRIF operates in the field of physical training and sports and other fields related to physical training and sports as permitted by Vietnamese law.
3. VTRIF is under the state management of the Ministry of Home Affairs; The Ministry of Culture, Sports and Tourism and other ministries and branches related to the field of physical training and sports of the Federation according to the provisions of law.
4. VTRIF is a member of the Vietnam Olympic Committee and joined as a member organization of the World Triathlon, the Asian Triathlon Confederation - ASTC) and other international triathlon organizations in accordance with Vietnamese law and international practices.

Article 5. Principles of organization and operation

1. Voluntary, self-governing.
2. Democratic, equal, public and transparent.
3. Self-financed.
4. Not for profit.
5. Complies with the Constitution, laws and the Federation's Regulations.

6. VTRIF uses Vietnamese in written transactions in the Vietnamese territory. In written transactions of VTRIF with international partners, both Vietnamese and English languages will be used and have the same legal validity.

Article 6. Member of the World Triathlon

1. VTRIF will seek to become full member of the World Triathlon and other regional associations, including but not limited to the Southeast Asia Triathlon Association and Asia Triathlon.
2. As such, VTRIF will comply with the World Triathlon Constitution, Rules and Regulations. VTRIF recognises the Court of Arbitration for Sport (CAS) and that any international dispute matters will be referred before CAS.

Chapter II

RIGHTS AND DUTIES

Article 6. Rights

1. Advocate for the benefits and effects of physical training and sports in general and triathlon training in particular on health and educating the practitioner on ethics and sportsmanship.
2. Represent members of VTRIF in functions and duties, domestically and internationally.
3. Protect the legitimate rights and interests of members in accordance with the principles and purposes of VTRIF as prescribed by law.
4. Gather and unite members; organize and coordinate activities among members for the common benefit of VTRIF; strictly comply with the principles and purposes of VTRIF in order to participate in the development of fields related to VTRIF's activities, contributing to the construction and development of the country; disseminating knowledge, educating and guiding members to comply with the laws, regimes and policies of the State and the Regulations, regulations and regulations of VTRIF.
3. Together with specialized agencies of the State: organize the dissemination of knowledge, training methods, organize competitions, perfect the system of triathlon competition from grassroots to national level. Organization of training management and operation of national tournaments. Promulgate and unify the entire legal system for triathlon competition.

4. Develop and implement training and retraining programs for coaches, guides and referees. Organizing degrees and certificates for members participating in professional classes; issue a match card, referee card, certificate of competition results.
5. Recruit athletes for the national team to participate and compete at international competitions.
6. Cooperate with state management agencies and scientific research organizations, improve professional qualifications, and modernize in the direction of development of triathlon globally.
7. Develop and implement an international cooperation plan and submit it to competent authorities for approval.

8. Coordinate with state agencies, together with local authorities to survey, consult, design and build facilities in service of trainings, competitions, ensuring standards in accordance with the provisions of law, international regulations and ensuring hygiene and environment standards.
9. Provide grants, rewards and discipline athletes, coaches, referees and individuals and organizations members of VTRIF according to regulations.
10. To make recommendations and proposals to state management agencies on the following issues: Guidelines, policies, regimes, strategies and measures to encourage the development of the triathlon movement.
11. Mobilize social resources to promote and develop the triathlon.
12. Develop rules, ethics and activities of VTRIF.
13. Perform other tasks when required by competent authorities.

Article 7. Duties

1. Organize and operate according to the approved VTRIF Regulations.
2. Communicate the purpose of VTRIF.
3. Represent members of the Federation in performing functions and tasks domestically and internationally.
4. Protect the legitimate rights and interests of VTRIF and its member organizations and members in accordance with the principles and purposes of VTRIF.
5. Organize and coordinate activities among members for the common interests of the Federation; resolve disputes within VTRIF.
6. Dissemination and trainings for members; provide necessary information to members as prescribed by law.
7. Participate in research programs, projects, consulting, criticism and social assessment at the request of state agencies; provide public services on issues within the field and scope of activities of VTRIF in accordance with the law.
8. Establish legal entities and business organizations under VTRIF in accordance with the law.
9. Give opinions on legal documents related to the operation of VTRIF in accordance with the law. Make recommendations to competent state agencies on issues related to development and areas in which VTRIF operates. To organize training and other service activities as prescribed by law and to be granted practice certificates when fully meeting the conditions prescribed by law.
10. Coordinate with relevant agencies and organizations to perform the tasks of VTRIF.

11. Raise funds for VTRIF on the basis of members' membership fees and revenue from business and service activities as prescribed by law to self-finance VTRIF's operating expenses.

12. Receive legal funding sources from domestic and foreign organizations and individuals according to the provisions of law.

13. VTRIF has a nationwide scope of operation, is joined as a member organization of international and regional federations; may participate in the signing and implementation of international agreements in accordance with the law and report to the state management agency in charge of the industry and field in which VTRIF operates, and the agency that decides to allow the establishment of VTRIF on joining the respective international organizations, signing and implementing international agreements.

Chapter III

MEMBERS

Article 8. Members, membership standards

Membership of VTRIF consists of official membership and honorary membership:

1. Official membership: there are 2 types of official membership

a) The member is an organization: The triathlon organizations of the provinces, centrally-run cities, branches etc. and have been established according to the provisions of law; or any other organizations that voluntarily join, acknowledge and abide by the regulations of VTRIF, pay full membership fees and voluntarily participate in VTRIF activities are all recognized as organizational members of VTRIF.

b) Individual members: Vietnamese citizens, including Vietnamese citizens who are studying, working or living abroad, agree to the Federation's regulations, voluntarily join VTRIF, and pay membership fees according to regulations. are considered and recognized as official members of VTRIF. A member can be a member of VTRIF and a member of other local sports organizations at the same time.

2. Honorary membership: people who have made great contributions to the development of VTRIF will be considered for admission and recognized as an honorary member.

Article 9. Members' rights

1. Member being an Organization may:

a) Propose and discuss VTRIF's policies and plans;

b) Have the right to nominate a representative to attend the National Assembly of Delegates and the list of nominees and candidates for the Executive Committee and the Inspection Committee of VTRIF;

c) Supervise the activities of the Executive Committee, the VTRIF Inspection Committee;

d) Have legitimate rights and interests protected by VTRIF related to triathlon activities;

2. Individual member may:

a) Participate in and vote on the Union's affairs;

b) Members aged 18 years or older have the right to nominate, stand for, and elect the Executive Committee of VTRIF;

c) Use the training facilities of the Federation;

d) Participate in learning classes, seminars, training courses, training and refresher courses organized by VTRIF;

e) Be guided with training methods, technical knowledge, skills, exercise hygiene and health check;

f) Be helped and provided favorable conditions for training, coaching and developing talents;

g) Join the Federation's delegations to attend meetings, seminars, performances, trainings and competitions abroad when required and fully qualified;

h) Be issued membership cards;

i) Receive commendation for outstanding achievements;

k) Apply to leave VTRIF when it is deemed that you cannot continue to be a member.

Article 10. Members' responsibilities

1. Member being an organization must:

a) Strictly abide by the regulations and resolutions of VTRIF;

b) Actively contribute to the development of the Vietnamese triathlon;

c) Pay the annual dues in full;

d) Send annual reports on the operation of their organizations to the Standing Board of VTRIF;

2. Individual member must:

a) Understand and firmly grasp the principles and purposes of VTRIF and comply with VTRIF's resolutions, complete the tasks assigned by VTRIF;

- b) Participate in activities regularly and pay fees in full;
- c) Actively participate in social activities, activities to protect social order and security;
- d) Mobilize and introduce participants to triathlon training organizations;
- e) Strictly abide by the law, actively participate in building and consolidating the unity and consensus in VTRIF;
- f) When no longer operating at VTRIF, they must hand over related work and finance and assets.

Article 11. Procedures for admission

1. Organizations and individuals specified in Article 9 of this Charter that wish to become a member of VTRIF must submit an application for membership at VTRIF's Office in accordance with Clauses 2 and 3, Article 12 of this Charter.

2. For members being organizations, the application to join VTRIF includes:

- a) Application to join VTRIF;
- b) A copy of the Regulations, regulations of the organization applying for accession and the decision on approval of the establishment of the competent state agency;
- c) The list of key leaders of the organization and the official dispatch to appoint a representative of the organization participating in VTRIF;
- d) Written commitment to comply with the VTRIF Regulations, Competition Law, and other regulations of VTRIF;
- e) Pay membership fees as prescribed by VTRIF.

3. For individual members, the application to join VTRIF includes:

- a) Application to join VTRIF;
- b) Written commitment to comply with the VTRIF Charter, Competition Law and other regulations of VTRIF;
- c) Pay membership fees in accordance with VTRIF regulations.

4. The recognition of members as an Organization of VTRIF is considered and decided by the Executive Board of VTRIF; Recognition of individual members is considered and decided by the VTRIF Standing Board.

Article 12. Procedures for exiting VTRIF and the VTRIF Executive Board

1. Organizational members who want to leave VTRIF must submit an application to the VTRIF Executive Board. The Executive Board will consider

and decide; Individual members will be considered and decided by the Standing Committee.

2. A member of the Executive Committee who wants to leave VTRIF must submit an application and be considered and decided by the Executive Board. Before leaving VTRIF, a member of the Executive Committee must hand over the work, facilities and finance he is in charge of to the organization or individual authorized by the VTRIF Executive Committee.

3. A member who has not been active for 06 (six) months is automatically deleted from the list of members. A member of the Executive Committee who does not work for 02 (two) consecutive periods without a valid reason will automatically be removed from the list of the Executive Committee and must be responsible for handing over the work, facilities and financial resources, assets that he is in charge of for VTRIF.

4. Members that do not report their results for one year will receive a warning and for 02 (two) consecutive years, if they still commit violations, the Executive Board will consider removing them from the VTRIF.

Chapter IV

ORGANIZATION AND ACTIVITIES

Article 13. Organizational structure of VTRIF

1. National Assembly of Delegates.
2. Standing Committee.
3. Executive Committee.
4. Inspection Committee.
5. Offices and functional departments.
6. VTRIF -affiliated organizations .

Article 14. Assembly General and Extraordinary General Meetings

1. The highest governing body of VTRIF is the Assembly General Meeting or Extraordinary General Meeting.

2. The Assembly General Meeting or Extraordinary General Meeting shall be held in the form of an Assembly of Delegates. The Assembly of Delegates is only held when more than half of the official delegates are present.

3. Term of the Assembly: The VTRIF National Assembly of Delegates is held once every 5 (five) years from the end of the previous Congress convened by the VTRIF Executive Board .

4. The Extraordinary General Meeting is convened when at least two-thirds (2/3) of the total number of Executive Committee members or at least half (1/2) of the total number of official members request.

5. Main program of the Assembly:

a) Evaluate the results, review the performance of VTRIF 's activities between the two (02) terms and agree on the direction of the next term's activities;

b) Decide the number of members of the Executive Committee and the VTRIF Inspection Committee ;

c) Electing the Executive Committee, the VTRIF Inspection Committee ;

d) Amend the Regulations or Consitution of the Federation (if any);

e) Examine and decide on economic and financial matters of the VTRIF ;

f) Review the VTRIF Inspection Committee's report on results ;

g) Pass the resolution of the General Assembly.

6. Annual meeting: based on the specific operation situation, VTRIF may hold an Annual Meeting once a year to summarize and evaluate VTRIF 's activities. during the year and approve the operation direction of the coming year.

Article 15. Executive Committee of VTRIF

1. VTRIF Executive Board elected by the Assembly, is the leading body of VTRIF between the two congress terms. The number, structure and criteria of members of the Executive Committee shall be decided by the General Assembly Meeting. The term of the Executive Committee is the same as that of the General Assembly Meeting.

2. VTRIF Executive Board :

a) Organize and direct the implementation of resolutions of the General Assembly Meeting to VTRIF member organizations and members and inspect and supervise such implementation;

b) VTRIF 's affairs between the two terms;

c) Preparing to hold the VTRIF 's National Assembly of Delegates;

d) Decide to convene the Extraordinary General Meeting of VTRIF when necessary;

e) VTRIF Standing Committee: Chairman, Vice-Chairmen, General Secretary, members;

f) Cooperate with state management agencies in promulgating professional regulations, management regulations and regimes for triathlon activities;

g) Coordinate with state management agencies and social organizations in directing and building VTRIF 's facilities;

h) Coordinate with news agencies to promote VTRIF 's activities ;

i) Directing the creation of revenue sources and organizing service activities of VTRIF ;

k) Inspect and urge member organizations and members in the implementation of resolutions of the General Assembly Meeting;

l) Supervising competitions sanctioned by VTRIF.

3. The Executive Board operates in accordance with the Executive Board's Regulations and complies with the law and the VTRIF Regulations :

a) The Executive Board meets twice a year, may hold an extraordinary meeting at the request of the Standing Committee or more than half of the total number of Executive Committee members;

b) Meetings of the Executive Committee are valid when two-thirds of the total number of Executive Committee members attend the meeting. The Executive Committee may vote by show of hands or secret ballot. The regulation of voting form shall be decided by the Executive Board;

c) Resolutions and decisions of the Executive Board are approved when more than half of the total number of Executive Committee members attending the meeting vote in favor. In case the number of opinions for and against is equal, the decision belongs to the party with the opinion of the President of the Federation.

d) In case of necessity, the Executive Committee has the right to propose the replacement or addition of members of the Executive Committee with an amount not exceeding one quarter (one quarter) of the number of Executive Committee members approved by the General Meeting of Shareholders. decision. The meeting of the Executive Board will conduct a vote and must be approved by more than 1/2 (half) of the total number of Executive Committee members present.

Article 16. Standing Committee of VTRIF

1. The Standing Committee is elected by the Executive Board of the Federation from among the members of the Executive Committee, including: the President, the Vice Presidents, the General Secretary and a number of members. The number of members of the Standing Committee shall be decided by the Executive Committee but not more than one third (one third) of the number of members of the Executive Committee shall be decided by the General Meeting. The term of the Standing Committee is the same as the term of the General Assembly. The Standing Committee meets regularly every 6 (six) months.

2. The Standing Board has powers and duties:

a) On behalf of the Executive Board to conduct regular affairs according to the Resolution of the General Meeting and the Resolution of the Executive Board of VTRIF between 02 (two) sessions;

b) Prepare contents, organize meetings of the Executive Board, Extraordinary and Regular General Meetings;

c) Convene Extraordinary Meetings of the Executive Committee;

d) To decide on the establishment and dissolution of functional boards and organizations under VTRIF ;

e) Decide to organize scientific conferences and seminars;

f) Decide urgent work of VTRIF ;

g) Pursuant to the Resolution of the General Meeting and the Executive Committee, to propose a short-term and long-term work program;

VTRIF 's organizational members .

Depending on the actual situation, the Standing Committee appoints a staff or a team to assist the Standing Committee. The Standing Committee is responsible to the Standing Board for the assigned tasks.

Article 17. Inspection Committee

VTRIF Inspection Committee is composed of the Head, Deputy Head (if any) and a number of members elected by the General Meeting. The number, structure and criteria of members of the Inspection Committee shall be decided by the General Meeting. The term of the Inspection Committee is the same as that of the General Meeting.

2. Duties and powers of the Inspection Committee:

a) Inspect and supervise the implementation of the Federation's Regulations and resolutions of the General Meeting; resolutions, decisions of the Executive Board, Standing Board, the application of VTRIF' regulations within VTRIF's members and affiliations;

b) Consider and handle applications, petitions, complaints and denunciations sent to VTRIF by organizations, members and citizens .

3. Operational principles of the Inspection Committee: The Inspection Committee operates in accordance with the regulations issued by the Executive Board, in compliance with the law and the VTRIF 's Regulations .

Article 18. President, Vice President of VTRIF

1. The President of VTRIF is the legal representative of VTRIF before the law and is responsible before the law for all activities of VTRIF. The VTRIF President is

elected by the Executive Committee from among the members of the VTRIF Executive Committee . The VTRIF President's standards are set by the Executive Board.

2. Duties and powers of VTRIF President :

a) Perform duties and powers in accordance with the Operational Regulations of the Executive Board and Standing Board of VTRIF ;

b) Take full responsibility before the national governing bodies, before the Executive Board, Standing Committee for all activities of VTRIF. Directing and administering all activities of VTRIF in accordance with the Regulations; resolutions of the General Assembly; resolutions and decisions of the Executive Committee and the Standing Board;

c) Preside over meetings of the Executive Committee; direct the preparation, convene and chair meetings of the Standing Board;

d) Sign documents On behalf of the Executive Committee, the Standing Board

e) if the President is absent, the management of VTRIF is transferred to a VTRIF Vice President, authorized by the President in writing.

3. The Vice President is elected by the Executive Committee from among the members of the Executive Committee. The criteria for Vice President are set by the Executive Board of VTRIF .

The Vice President assists the President in directing and administering the work of VTRIF as assigned by the Chairman; take responsibility before the Chairman and before the law for the field of work assigned or authorized by the President. The Vice Chairman shall perform his/her duties and powers in accordance with the Operational Regulations of the Executive Board and the Standing Board in accordance with the Regulations and regulations of law.

Article 19. General Secretary, Deputy General Secretary of VTRIF

1. The General Secretary, elected by the Executive Board, has the following powers and duties:

a) The Secretary-General is responsible to the Executive Committee, the Standing Committee, and the President for the operation of the VTRIF Office ;

b) The General Secretary is the person who manages the activities of the Office of the Federation, prepares the contents of the meetings of the Executive Committee and the Standing Committee, periodically reports to the Standing Committee and the Executive Committee on the activities of the Federation Office. of VTRIF ;

c) Has the first right to VTRIF 's account ;

d) Be responsible for the administrative, planning and general work of VTRIF; prepare annual reports, reports on the term of the Executive Board;

e) Ensure relationships with international triathlon organizations, national and territorial federations, and other sports organizations in accordance with international laws and practices;

f) The Secretary-General is authorized to act on behalf of the Standing Committee to handle the regular affairs of VTRIF, manage the affairs of the office, and sign documents authorized by the President of VTRIF .

2. The Deputy Secretary-General, proposed by the Secretary-General and approved by the Executive Board, has the following duties and powers:

a) The Deputy Secretary-General is an assistant to the Secretary-General and is assigned by the Secretary-General to be responsible for each field of work;

b) The Deputy Secretary-General is authorized to act on behalf of the Secretary-General in the Secretary-General's absence and authorizes him to.

Article 20. Offices, departments, affiliated organizations

1. VTRIF Standing Board , based on the requirements and tasks of work, decides to establish the Office, functional departments and affiliated organizations in accordance with the law.

2. VTRIF 's office (headquarters) is located at: Bang Lang Area 10-12, Vinhomes Riverside, Sai Dong, Long Bien District, Hanoi. In addition, the Federation has representative offices in provinces and cities when required and according to the provisions of law.

3. The functional committees of the Federation include:

a) Committee of Expertise;

b) Communication and External Affairs Committee;

c) Department of Finance and Sponsorship;

d) Management and Development Board of Triathlon;

e) Other committees when required will be established according to regulations.

4. The Executive Board shall specify the tasks, personnel, operation regulations of the Office, functional departments and organizations under VTRIF .

Chapter V

SEPERATE; MERGER; UNIFY; NAME CHANGE AND DISSOLUTION

Article 21. Division, separation; merger; Consolidation, Rename and Dissolution of the Federation

The division, separation; merger; unify; The change of name and dissolution of the Federation shall comply with the provisions of the Civil Code, the provisions of the law on associations, the resolution of the General Meeting and relevant legal provisions.

Chapter VI

FINANCES

Article 22. Finance, assets of the Federation

1. Finance of VTRIF :

a) VTRIF 's revenue :

- Union membership fee, annual membership fee;
- Revenues from VTRIF's legal activities in accordance with the law;
- Funding, support of organizations and individuals at home and abroad according to the provisions of law;
- Other lawful revenues.

b) Expenditures of VTRIF :

- Expenses for implementation of VTRIF 's tasks ;
- Expenses for renting office space, purchasing working facilities;
- Expenses for implementing regimes and policies for people working at VTRIF according to the regulations of the Executive Board of VTRIF in accordance with the provisions of law;
- Expenses for rewards and other expenses as prescribed by the Executive Board

2. Assets of VTRIF :

VTRIF 's assets include office, equipment, and vehicles for VTRIF's operations. VTRIF's assets are from VTRIF 's funding; donations by organizations and individuals in Vietnam or abroad according to the provisions of law.

Article 23. Management and use of the Federation's finances and assets

1. Finance and assets of VTRIF are only used for activities of VTRIF.

2. Finance and assets of VTRIF upon division or separation; merger; Consolidation and dissolution shall be resolved in accordance with law.

VTRIF Executive Board promulgates Regulations on management and use of VTRIF 's finances and assets, ensuring the principles of publicity, transparency,

and thrift, in accordance with the provisions of law and the principles and purposes of operation by VTRIF.

Chapter VII

REWARD, DISCIPLINE

Article 24. Commendation

1. Organizations, affiliations of VTRIF, members with outstanding achievements are rewarded by VTRIF or recommended by VTRIF to organizations for commendation.
2. VTRIF Executive Board shall specify the form, authority and reward procedures within VTRIF in accordance with the law and VTRIF 's Regulations .

Article 25. Discipline

1. Organizations, affiliations of VTRIF, members who violate the law, the Regulations, regulations of VTRIF, will be disciplined in the following forms: censure, warning, temporary ban or expulsion from VTRIF .
2. The Executive Board of VTRIF shall specify the process for disciplinary consideration within VTRIF in accordance with the law and the VTRIF Regulations.

Chapter VIII

TERMS ENFORCEMENT

Article 26. Amendments and supplements to the VTRIF Regulations

Only the VTRIF National Assembly has the right to amend and supplement this Regulations. Amendments and supplements to the VTRIF Regulations must be voted for by 1/2 (one-half) of the official delegates present at the General Meeting.

Article 27. Effect

1. The Vietnam Triathlon Federation's Regulations includes 08 Chapters, 27 Articles approved by the Vietnam Triathlon Federation National Assembly ratified on in February 2022 in Hanoi, Vietnam.

2. The Executive Board of VTRIF is responsible for implementing this Regulations.