

# **Athletic Association of Ireland Bye Laws**

## **Amended 26<sup>th</sup> April 2025**

### **1. TRANSFERS**

- I. An application for a transfer of a registered member from one affiliated Club to another Club shall be made on the company transfer application portal.
- II. All registered members who wish to transfer will be required to complete a transfer application via the Athletics Ireland portal.
- III. If a registered member of an affiliated club wishes to represent an affiliated Third Level Institution, transfer procedures will apply.
- IV. There will be 3 (three) transfer dates, January, April and September County Board meetings each year (Transfer portal will be open for athletes from December 1<sup>st</sup>, March 1<sup>st</sup> or August 1<sup>st</sup> to initiate their transfer).
- V. Transfer date 1st October each year applying for Third Level Institutions.
- VI. The application form shall be forwarded to the registrar/secretary of the County Board by the Club that the member wishes to join prior to the January, April or September County Board Meeting or in the case of a Third Level Institution the October Board meeting.

#### **The following sequence must be followed in order:**

- Member (in the case of a minor by the parent or guardian)
- New Club
- Outgoing Club
- County Board (outgoing club)
- County Boards (out of county club transfer)
- County Boards (inter county transfer)

### **2. COUNTY BOARD**

- I. The completed form shall be received no later than 7 days before the January/April/September County Board meeting.
- II. At the County Board meeting in January, April or September or October in the case of Third Level Institution transfer will review the application, sign form online provided the member is in good standing with the Association.
- III. Upon final approval of the transfer, both Clubs will be informed of the decision via the Club membership system.
- IV. Transfers not approved, i.e., disputed transfers - at the agreed dates January, April or September must be forwarded to the Transfer Appeals Committee.

- V. In the absence of a County Meeting in January, April or September, or if the application is delayed by the county for other reasons, transfer requests will be referred to the Transfer Appeals Committee.
- VI. If the transfer is an out of County transfer, the form is to be forwarded to the New County.
- VII. All transfer forms received by an incoming county to be forwarded to the Athletic Association of Ireland.

### **3. REGISTERED MEMBER DUTIES**

- I. From the date of approval, a member will not be entitled to compete for either the outgoing or incoming clubs for the remainder of the month.
- II. Transfer is effective on 1<sup>st</sup> February, 1<sup>st</sup> May or 1<sup>st</sup> October whichever applies.
- III. Athletes may compete as an individual during the month of January, April or September in which the transfer request is made.
- IV. The Athlete must wear white colours if competing in any competition during that period of time. Athletes who are granted a transfer will not be eligible to transfer again for a further year.
- V. Athletes who transfer between Athletics Association of Ireland and Athletics Northern Ireland affiliated clubs will be subject to the transfer procedure of the governing body of the club they are joining.
- VI. If the registered member is moving from one County to another, the registered member has the choice to represent the new County or continue to represent the old County in Inter County Competition; the County they wish to represent must be indicated on the transfer form.
- VII. If at another time the registered athlete wishes to change his County allegiance from the above, an Inter County transfer will be required.

### **4. LAPSED MEMBERSHIP**

If between one and three full calendar years have elapsed since last registration a transfer application form must be completed and forwarded to the relevant County Board of his previous Club.

Transfer dates will not apply provided the athlete is in good standing with his previous Club.

### **5. APPEALS SYSTEM**

- I. An appeal of any transfer application refused by a County Board can be made to the Transfer Appeals Committee appointed by the Board of the Athletics Association of Ireland which will include a representative from each Province.
- II. The Transfer Appeals Committee will meet when required.
- III. A transfer appealed shall not come into force until ratified by the Transfer Appeals Committee.

- IV. In the event of a Club or County refusing to sign a transfer, the Transfer Appeals Committee will consider the application.
- V. The Transfer Appeals Committee will inform the relevant county of their decision (in writing) along with the athlete. The decision of the Transfer Appeals Committee is final.

## **6. UNATTACHED ATHLETES**

- I. The Transfer Appeals Committee has sole authority to grant an unattached status to a registered athlete.
- II. An application for an unattached status for a registered member can only be made by the new Club, transfer forms must be completed by both clubs.
- III. In exceptional circumstances and solely at the discretion of the Transfer Appeals Committee an unregistered athlete may be registered without a Club and compete as an unattached athlete until the next transfer window.
- IV. In exceptional circumstances and subject to approval by the Transfer Appeals Committee a registered member may compete as an unattached athlete until the next transfer window, or a date agreed by the committee.
- V. After this period, the registered member must join an affiliated Club.
- VI. If the athlete has formerly been a member of an affiliated Club, they shall require a transfer, please refer to lapsed membership above. The set January, April and September transfer dates will not apply.

## **7. Competition within Ireland for athletes (North /South) who are registered members of more than one Club in Ireland.**

May only compete for one club in open competition: this will be the club which the athlete has been a registered member of the longest.

Having competed for a club in open competition an athlete cannot compete for another club in open competition within Ireland without going through the normal club transfer procedure.

## **PROVINCIAL COUNCILS**

A Provincial Council may be formed in each of the four provinces of Ireland in accordance with Article 17(a) of the Articles of Association of the Athletic Association of Ireland CLG. ("Company"). The President of the "Company" shall at all times be an ex-officio member of the Provincial Council.

## **OBJECTIVES OF A PROVINCIAL COUNCIL**

The primary aim of a Provincial Council should be to foster the development of athletics and the dissemination of technical and other information to all County Boards, Clubs and registered members throughout the Province and in pursuance of that aim;

- 1. Shall establish friendly and loyal co-operation between all registered members for the benefit of athletics.

2. Shall strive to ensure that no racial, religious, political or other kind of discrimination be allowed in athletics, and to take all practicable measures to stop such discrimination.
3. Shall strive to secure that there shall be no hindrance to the participation of any individual in athletic competitions on racial, religious or political grounds, and to ensure that there be no such hindrance in Athletics meetings over which the Provincial Council or Athletics Association of Ireland have control.
4. Shall strive to ensure that for all elected positions in the Provincial Council there shall be no discrimination toward race, religion, politics, age or sex.
5. Shall ensure that all athletics meetings between registered members, including Provincial, County and Club Championships or Games, shall be held under the laws and Articles of Athletics Association of Ireland Ltd. / Athletics Northern Ireland/ World Athletics whichever applies.
6. Shall decide any dispute that may arise between registered members, if called upon to do so.

## **DUTIES OF A PROVINCIAL COUNCIL**

1. Shall administer athletics in its Province, as directed by the Board of Athletics Association of Ireland CLG and by the Annual General Meeting. It shall have direct responsibility for Competition, Coaching, Finance and Development (including Administration, Equipment, Facilities, Social & Community Development) within the Province.
2. (a) Shall summon a Provincial Convention annually.  
  
(b) The Council shall determine the number of delegates so that they be not less than two, which each County Board or club as the case may be, may send thereto.
3. Shall be responsible for all competition within the Province and shall, as far as possible, ensure that each year, Provincial Championships are held. The Entry fees for such Championships shall be determined by the Provincial Council.
4. Shall propose Nominees, including the Provincial Representative on the Board of Athletics Association of Ireland Ltd, and prepare motions for Athletics Association of Ireland Ltd. Congress and appoint delegates to attend same.
5. (A) Shall have power in respect of any competition under its jurisdiction to suspend any County Board, Club or person found guilty of any offence against the Articles of Competition.  
  
(B) Shall have power in respect of any matters under its jurisdiction to suspend any County Board, Club or person found guilty of any offence against the Articles of the Athletic Association of Ireland Ltd. or of any conduct likely to bring the Athletic Association of Ireland Ltd or Provincial Council into disrepute. No such suspension shall be imposed unless and until the County Board, Club or person concerned has been given an opportunity of explanation to the Council. An appeal shall lie to the Board of Athletics Association of Ireland from the decision of a Provincial Council under this article.

6. Shall determine the number of delegates;
  - a) Required to constitute a quorum for both General and Annual General meetings.
  - b) With voting rights that each County Board or Club may send to each general meeting.
7. Shall forward to the Board of Athletic Association of Ireland a copy of the Honorary Secretary's and Honorary Treasurer's Reports within the first three months of each year.
8. Shall consider applications to form a county board within its jurisdiction: The application must be submitted by all affiliated clubs in the said county.
9. Shall meet at least four times in each year.

## **ANNUAL PROVINCIAL CONVENTION**

1. The Annual Provincial Convention shall consist of;

The outgoing Honorary Officers, who shall continue in office until the conclusion of the Convention, the representatives of each County Board or Club as determined by the Council. County Boards or Clubs under suspension shall not be entitled to representation.

2. The Business of the Annual Convention shall be:
  - (a) to scrutinise the credentials of those present.
  - (b) to receive the Honorary Secretary's Report.
  - (c) to receive the Honorary Treasurer's Report.
  - (d) to receive the Reports of all other elected officers.
  - (e) to elect officers by ballot with responsibilities as set out below.

No person shall be eligible to be a Council member unless he/she is a registered member of an athletic club.

- (i) Chairperson.
- (ii) Vice Chairperson.
- (iii) Honorary Secretary.
- (iv) Honorary Treasurer.
- (v) Honorary Competition Secretary.
- (vi) Honorary Child Welfare Officer
- (vii) Board Member of Athletic Association of Ireland Limited.
- (viii) Member of the Competition Committee.
- (ix) Member of the Juvenile Committee.

Provincial Councils shall appoint a development officer to their Board, as a designated role.

Provincial Councils shall have power to appoint any such other officers as the Convention considers necessary.

Provincial Councils shall have power to appoint sub committees as when it shall be deemed necessary to carry out the work of the region.

- (f) To determine the number of representatives which each County Board or Club as the case may be, shall have on the Provincial Council during the ensuing year.
  - (g) To transact business, in the form of motions, of which due notice has been given and which is not reserved to the Board. A simple majority of delegates present and entitled to vote shall be required to carry such motions.
3. The decision of any meeting or convention of the Provincial Council may not be altered or rescinded at a subsequent meeting unless notice of motion has been given to the meeting at which the decision was made or to a subsequent meeting. The notice of motion shall be communicated to every person entitled to attend but may not be carried except by a two-thirds majority of those present and voting. A decision on a notice of motion shall not be subject to revision until the expiration of twelve months from the date of such decisions.

## **COUNTY BOARDS**

A County Board may be formed in each of the 32 counties in Ireland in accordance with Article 17(e) of the Articles of the Athletics Association of Ireland.

There shall be at least three (3) Clubs which have been in existence for not less than two (2) months in such County. The Board shall be formed at a Convention of all the Clubs in the County summoned at a convenient time and place by the Provincial Council.

## **OBJECTIVES OF A COUNTY BOARD**

1. The primary aim of a County Board should be to foster the development of athletics and the dissemination of technical and other information to all Clubs and persons throughout the County and in pursuance of that aim.
2. Shall establish friendly and loyal co-operation between all Members for the benefit of athletics.
3. Shall strive to ensure that no racial, religious, political or other kind of discrimination be allowed in athletics, and to take all practicable measures to stop such discrimination.
4. Shall strive to secure that there shall be no hindrance to the participation of any individual in athletic competitions on racial, religious or political grounds, and to ensure that there be no such hindrance in Athletics meetings over which the County Board, Provincial Council or Athletics Association of Ireland have control.
5. Shall strive to ensure that for all elected positions in the County Board there shall be no discrimination toward race, religion, politics, age or sex.
6. Shall ensure that all athletics meetings between registered members, including County and Club Championships or Games, shall be held under the laws and Articles of Athletics Association of Ireland.

7. Shall ensure that any development competition involving nonregistered members or events including Registered and Non-registered members shall be held under the laws and Articles of Athletics Association of Ireland Ltd. No medals shall be awarded in such events and no qualification to other events are permitted.  
For all other events (including but not limited to Open Category Road Races) standard licence application conditions apply.
8. Shall decide any dispute that may arise between registered members, if called upon to do so.

## DUTIES OF A COUNTY BOARD

1. Shall administer athletics in its County, as directed by the Board of Athletics Association of Ireland and by the General Congress. It shall have direct responsibility for Championship Competition, Coaching, Finance and Development (including Administration, Equipment, Facilities, Social and Community Development) within the County.
2. Shall be responsible for the initial affiliation of new clubs to Athletics Association of Ireland within its jurisdiction.
3. Shall be responsible to review all licence applications for non- championship events within its jurisdiction.
4. Shall be responsible to accept all Transfer Applications from registered members duly completed, and if all is in order, approve in accordance with Byelaws above.
5. (a) Shall summon a County Convention annually.  
(b) The County Board shall determine the number of delegates so that they are not less than two, which each club may send thereto.
6. Shall be responsible for all **championship** competition within the County and shall, as far as possible, ensure that each year, County Championships are held. The Entry fees for such Championships shall be determined by the County Board.
7. (a) Shall have power in respect of any competition under its jurisdiction to suspend any club or person found guilty of any offence against the Articles of Competition.  
(b) Shall have power in respect of any matters under its jurisdiction to suspend any Club or person found guilty of any offence against the Articles of the Athletics Association of Ireland or of any conduct likely to bring the Athletics Association of Ireland Provincial Council or County Board into disrepute.

No such suspension shall be imposed unless and until the Club or person concerned has been given an opportunity of explanation to the County Board. An appeal shall lie to the Provincial Council from the decision of a County Board under this article, except in Transfer case where the appeal lies with the Appeals Committee.

8. Shall select the teams to represent the County in Inter-County competitions.
9. Shall propose Nominees, including the Provincial Representative on the Board of Athletics Association of Ireland, prepare motions and appoint delegates to attend Athletics Association

of Ireland Congress.

10. Shall propose Nominees, prepare motions, and appoint delegates to attend Provincial Council Convention.
11. Shall not incur any liability or expense in the name of or on behalf of the Provincial Council or the Board of Athletics Association of Ireland.
12. Shall forward to the Board of Athletics Association of Ireland a copy of the Honorary Secretary's and Honorary Treasurer's Reports within the first three months of each year.
13. Shall determine the number of delegates;

Required to constitute a quorum for both General and Annual General meetings.

With voting rights that each club may send to a general meeting.

14. Shall meet at least six times in each year.

## **ANNUAL COUNTY CONVENTION**

1. The Annual County Convention shall consist of;

The outgoing Honorary Officers, who shall continue in office until the conclusion of the Convention, the representatives of each Club as determined by the County Board.

Clubs or persons under suspension shall not be entitled to representation.

2. The Business of the Annual Convention shall be:

- (a) to scrutinise the credentials of those present.
- (b) to receive the Honorary Secretary's Report.
- (c) to receive the Honorary Treasurer's Report.
- (d) to receive the Reports of all other elected officers.
- (e) to elect officers by ballot with responsibilities as set out below.

No person shall be eligible to be a Board officer unless he/she is a registered member of the Athletic Association of Ireland Ltd.

- (i) Chairperson.
- (ii) Vice Chairperson.
- (iii) Honorary Secretary.
- (iv) Honorary Treasurer.
- (v) Honorary Competition Secretary.
- (vi) Honorary Child Welfare Officer

County Boards shall appoint a development officer to their Board, as a designated role.

County Boards shall have power to appoint any such other officers as the Convention considers necessary. County Boards shall have power to appoint sub-committees as when it shall be deemed necessary to carry out the work of the region.



- (f) to determine the number of representatives which each Club as the case may be, shall have on the County Board during the ensuing year.
  - (g) to transact business, in the form of motions, of which due notice has been given and which is not reserved to the Board of Athletics Association of Ireland. Passing of such motions shall be by a majority of the delegates present and entitled to vote.
- 3. The decision of any meeting or convention of the County Board may not be altered or rescinded at a subsequent meeting unless notice of motion has been given to the meeting at which the decision was made or to a subsequent meeting. The notice of motion shall be communicated to every person entitled to attend but may not be carried except by a two-thirds majority of those present and voting. In the event that a change to the Articles of Competition is proposed a simple majority will suffice to carry same. A decision on a notice of motion shall not be subject to revision until the expiration of twelve months from the date of such decisions.