

AUGUST 2016

CONSTITUTION

OF

INTERNATIONAL ISLAND GAMES ASSOCIATION

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CONSTITUTION OF INTERNATIONAL ISLAND GAMES ASSOCIATION (“IIGA”)

PART I - GENERAL

The IIGA is a private company limited by guarantee and not having a share capital formed in the Isle of Man. The Memorandum and Articles of Association of the IIGA are dated the 22nd October 1996 and under the provisions of the Articles of Association any Constitution adopted by the IIGA is deemed to be incorporated within the said Articles. The Memorandum sets out the objects of the Association the principal object being to foster and encourage friendship through sporting activities between Island Communities and to provide opportunities for sportsmen and sportswomen to participate in international sport.

Section 1 - Membership

- 1.1 Membership shall be open to Islands whose application for affiliation has been accepted by the IIGA.
- 1.2 Applications for membership shall only be considered from an island which has established a properly constituted Games Association within its territories.
- 1.3 Application for membership of the IIGA shall be submitted to the General Secretary of the IIGA on the official application form duly completed and signed.
- 1.4 There will be no more than 25 Member Island Associations in the IIGA.
- 1.5 The Executive Committee shall be proactive in their search for future members of the IIGA rather than waiting for applications to be submitted and dealing with them on a first come first served basis. The Executive Committee shall in making recommendations and the IIGA in making decisions shall look to greater diversity in relation to culture, language, location and size of a particular island applying for membership.
- 1.6 An Applicant Island must meet the following criteria: -
 - (a) the Applicant Island must be surrounded by sea water; and
 - (b) the Applicant Island's geographical situation must be shown to inhibit regular and ready access to participation in competition in other communities; and
 - (c) the Applicant Island must be able to adequately compete in at least 2 of the listed sports; and
 - (d) the Applicant Island would not normally be accepted if the resident population exceeded 125,000 inhabitants at the time of its application; and
 - (e) the Applicant Island should be able to regularly attend the Games; and
 - (f) the Applicant Island must have an established Association which shall consist of 2 or more of the governing bodies of the sports in its island which are listed sports in the Games – each governing body shall be affiliated either directly to

- the International Federation governing its sport or indirectly through a National Governing Body; and
- (g) the Applicant Island must recognise the official language of the Games is English; and
 - (h) the Applicant Island must meet the cost for at least 2 representatives of the Executive Committee to visit the Applicant Island prior to its application being placed before the Annual General Meeting.
- 1.7 Application for membership will be reviewed by the Executive Committee of the IIGA which will then make a recommendation to the Annual General Meeting of the IIGA in respect of such application.
- 1.8 An application fee of such amount as may from time to time be determined by the Annual General Meeting shall accompany all applications for membership. Should membership not be granted the fee shall be returned to the Applicant Island.
- 1.9 Membership of the IIGA shall become effective immediately following the conclusion of the Games at or after the Annual General Meeting at which the application was accepted by Special Resolution
- 1.10 A Member Island Association shall at all times comply with the Memorandum and Articles of Association and Constitution and all Operational Guidelines By-laws and other documents adopted by the IIGA or its Executive Committee.
- 1.11 Membership of the IIGA may be suspended or terminated by Special Resolution of an Annual General Meeting on a proposal put forward by the Executive Committee.

Section 2 - Official Language

The official language of the IIGA and the Games shall be English.

Section 3 - Headquarters

The Headquarters of the IIGA shall be on the Isle of Man where the General Secretary appointed by the Executive Committee shall permanently reside.

Section 4 - Property and Rights

- 4.1 The Property and Rights in respect of the Games shall belong exclusively to the IIGA. The IIGA should be at liberty to assign and grant any licences or rights in respect of a particular Games to the Host Island and/or any other authority, body or person but at the end of such Games all Property and Rights in respect of the Games shall revert to the IIGA.
- 4.2 All contracts relating to the main sponsorship of the Games shall be negotiated and concluded by the IIGA through its Executive Committee and any Host Island shall comply with the terms of such contract.

- 4.3 All contracts relating to television and radio broadcasting of the Games shall be negotiated by the Host Island but shall not be concluded without the prior approval of the Executive Committee. Notwithstanding this provision the Executive Committee shall have the right to negotiate any television and radio broadcasting contract that would cover a successive number of Games and in the event of such contract being entered into by the IIGA through its Executive Committee then any Host Island of the Games affected by such contract shall comply with the terms of the same.
- 4.4 The symbol of the IIGA shall consist of the initials IGA in white letters outlined in black with each letter set inside a gold Celtic diamond which will be linked together to form a chain. The letters and diamonds will be superimposed upon a background consisting of the top half in white representing the sky, the bottom half in 6 lines of blue representing the sea. The whole will be placed in a further diamond edged in green to represent the land.
- 4.5 The symbol is the property of the IIGA and should not be used for commercial purposes except with the approval of the Executive Committee.
- 4.6 The IIGA chain consisting of 3 gold Celtic diamonds linked together, in which the initials IGA are set and which form part of the symbol of the Association must be incorporated into the Logo designed for any particular Games.
- 4.7 The Games Flag shall consist of (a) the upper and lower horizontal quarters of sky blue with (b) bound therein the centre half of emerald green which is edged above and below by a thin band of sea blue and (c) set within the centre are 3 gold Celtic diamonds linked to form a chain. This flag shall be raised at the Opening ceremony and shall be flown throughout the period of the Games on a flag pole provided in a prominent place within the main stadium.

Section 5 - Subscriptions

- 5.1 The annual subscription from each Member Island Association affiliated to the IIGA shall in respect of the Association be such sum or sums as may from time to time be determined by resolution of the Membership in an Annual General Meeting. The sum shall be payable by the 1st day of January each year to the Treasurer of the IIGA.
- 5.2 Any Member Island Association whose subscription has not been received by the Treasurer on the 1st day of March in the year in which it is due shall be deemed to have ceased its affiliation as a Member Island Association and shall be duly notified to this effect. The Member Island shall at that time lose all rights as a member of the IIGA.

PART 2 - MEETINGS

Section 6 - General Meetings

- 6.1 The Annual General Meeting of the IIGA shall have absolute authority on all matters concerning the IIGA.
- 6.2 An Annual General Meeting shall be called each year and the agenda for the meeting specifying the date, time, place and minutes of the previous meeting and business shall be forwarded to the Secretary of each Member Games Association and all Officers, Members of the Executive Committee, Officials, (as hereinafter defined), Life Members, the Organising Committee of the next Games, the Auditors and the Main Sponsor at least 2 months before the date of such meeting.
- 6.3 Not more than 2 nominated representatives of each Member Island Association affiliated to the IIGA shall be entitled to be present at any general meetings. Such Representative shall normally be resident on the Island that they represent and each Representative shall be entitled to speak and vote on behalf of their Island.
- 6.4 A Member Island Association may appoint in writing 1 or 2 proxies to act as the representatives or one of the representatives to attend and vote on its behalf at any general meeting of the IIGA. A copy of the proxy appointment should be forwarded so as to be received by the General Secretary of the IIGA no later than 14 days prior to the date of the meeting at which the proxy is to attend.
- 6.5 The Officers and Executive Committee Members shall be entitled to attend to speak at and have 1 vote each at all general meetings of the IIGA. No Officer or Executive Committee Member shall act simultaneously as a representative of a Member Island Association at any general meeting.
- 6.6 The Honorary Legal Adviser, the Honorary Medical Adviser and the Commercial Adviser ("the Officials") and the Honorary Life Members shall be entitled to attend and speak at all general meetings of the IIGA but shall have no right to vote on any issue before the meeting.
- 6.7 The auditor of the IIGA may attend and speak at any general meeting on financial matters but shall have no right to vote.
- 6.8 The representatives of the Organising Committees of the Games either in progress and/or the next to be staged may attend any general meeting but may only participate in matters directly concerning their Games and may neither propose nor second any resolution and shall have no vote thereat.
- 6.9 Observers may attend any general meeting subject to the approval of the Executive Committee following a written application to the General Secretary which should be received 21 days prior to the date of the meeting.
- 6.10 A quorum at a general meeting should consist of at least one third of the membership entitled to vote who shall be present in person or by proxy. If such a quorum is not present within half an hour from the time appointed for the meeting or if during a

meeting such a quorum ceases to be present, the meeting shall stand adjourned until such date, time and place as the Executive Committee shall determine.

- 6.11 The Chairman of a general meeting shall have a casting vote on any resolution.

Section 7 - The Business of General Meetings

- 7.1 Any resolution to be considered at an Annual General Meeting or any other general meeting shall be submitted to the General Secretary (a) by the Island Association at least 3 months prior to the date of the meeting at which such resolution is to be considered or (b) by the Executive Committee or any Member thereof at least 2 months prior to the date of such meeting.
- 7.2 At the Annual General Meeting held on the occasion of a Games the Officers, Executive Committee and the Officials as hereinafter defined shall be subject to election by rotation and will remain in office for 4 years.
- 7.3 Nominations for the election of Officers shall be submitted in writing to the General Secretary to arrive not less than 3 months before the date of the Opening Ceremony of the Games. Nominations will only be accepted from duly affiliated Member Island Associations and must be signed by the President or Chairman and Secretary of that Member Island Association. The IIGA General Secretary must circulate all such nominations to all Member Island Associations not less than 2 months before the Opening Ceremony of the Games. In the event of no nominations having been received within the period herein specified the Executive Committee are empowered collectively to nominate a person for office provided circulation of such nomination is made within the period specified above.
- 7.4 At each Annual General Meeting the Executive Committee shall present for the approval of the meeting a budget for the following year and a plan for future development
- 7.5 The Annual General Meeting shall select the Host Island for staging of the Games in accordance with the provision of Part 5 hereof.
- 7.6 All decisions of the IIGA in an Annual General Meeting or any general meeting shall be made by Ordinary Resolution unless a Special Resolution is specifically required under this Constitution.
- 7.7 Any Resolution to an Annual General Meeting or any general meeting shall be duly proposed and seconded and an Ordinary Resolution shall require a simple majority of those present and entitled to vote at that meeting where a Special Resolution shall require a majority of 75% of those present and entitled to vote.
- 7.8 Voting shall be by show of hands unless a secret ballot is called for by resolution submitted and supported by at least one quarter of those persons present and entitled to vote at the meeting.

- 7.9 2 scrutineers shall be nominated by the Chairman of the meeting to act as tellers in the counting of votes on any resolution or appointment.
- 7.10 Matters discussed under any other business shall be for consideration only and no resolution can be submitted under any other business that would have the affect of changing the Memorandum and Articles of Association or this Constitution.
- 7.11 If 2 nominations are received for 1 appointment of an Officer, Official or Member of the Executive Committee a secret ballot shall be conducted and a simple majority of the votes recorded shall determine the successful nominee.
- 7.12 If 3 or more nominations are received for 1 appointment of an Officer, Official or Member of the Executive Committee a secret ballot shall be conducted:
- i) After the first ballot the names of any candidates getting less than 10% of the votes, of those present and entitled to vote, shall be eliminated or the name of the candidate getting the least number of votes, if more than 10% shall be eliminated.
 - ii) If any candidate at any stage of the voting receives than more than 51% of the votes of those present and entitled to vote he shall be declared elected.
 - iii) The same procedure will, if necessary, be carried out until only 2 candidates remain and the election will then be decided by a simple majority vote.
- 7.13 Only those Member Island Associations whose affiliation fees have been paid in full at the date of the meeting are entitled to nominate candidates or to vote thereon.

Section 8 - Extraordinary General Meetings

- 8.1 An Extraordinary General Meeting may be convened by the Chairman, by resolution of the Annual General Meeting or at the written request of not less than one third of the Member Island Associations of the IIGA. If the General Secretary receives such a request an Extraordinary General Meeting shall be convened within 3 months thereof.
- 8.2 Notification specifying the date, time and place for the holding of an Extraordinary General Meeting, together with an agenda thereof shall be sent to those persons entitled to receive an agenda of an Annual General Meeting as hereinbefore provided at least 2 months prior to the date of such Extraordinary General Meeting.
- 8.3 No business other than that included in the agenda for the Extraordinary General Meeting shall be transacted thereat.
- 8.4 Voting on propositions at an Extraordinary General Meeting shall require to be dealt with as a Special Resolution as stated in Section 7.7 herein.

PART 3 - OFFICERS AND OFFICIALS

Section 9 - The Officers

- 9.1 The Officers shall be a Chairman, a Vice Chairman and a Treasurer all of whom shall be Directors of the IIGA.
- 9.2 The Officers shall hold office immediately after the Games during which they were elected and remain in office for 4 years and shall then be eligible for re-election.
- 9.3 Unless otherwise provided within the Constitution the Chairman shall chair all meetings of the IIGA. In his absence or if he shall be unwilling to act the Vice Chairman shall chair the meeting. In the absence of both the Chairman and the Vice Chairman another Director (being a Member of the Executive Committee) nominated by the Directors shall preside as Chairman of the meeting. If neither the Chairman nor such other Director is present, or is willing to act within 15 minutes of the time appointed for holding the meeting the Directors present shall elect one of their number to be Chairman. If there is only one Director present and willing to act he shall be Chairman. If all Directors are unable to attend or are unwilling to act the Members present and entitled to vote shall elect the Chairman of the meeting.
- 9.4 If the Chairman is unable to fulfill his duties the Vice Chairman shall act in his place until a new Chairman is elected at the next Annual General Meeting.
- 9.5 The Executive Committee shall appoint the General Secretary and such other employees as shall be considered necessary for such term at such remuneration and upon such conditions as they may think fit.
- 9.6 The duties of the General Secretary shall be to carry out the directions of the Annual General Meeting and of the Executive Committee and shall convene and if possible attend all meetings of the IIGA and be responsible for all documents, correspondence, minutes and such books as concern the duties of the General Secretary and to administer the archives of the IIGA.
- 9.7 The duties of the Treasurer shall be to supervise the financial affairs of the IIGA subject to the directions of the Annual General Meeting and the Executive Committee. The Treasurer shall write up the account books of the IIGA and submit them to the Auditors and in due course present audited accounts to the Annual General Meeting for approval and adoption.

Section 10 - Honorary Legal Adviser and Honorary Medical Adviser and Commercial Adviser (“the Officials”)

- 10.1 Nominations for the Honorary Legal Adviser, Honorary Medical Adviser and Commercial Adviser (the Officials) shall be as for the Officers, as set out in Section 7.3 hereof and they shall hold office at the conclusion of the Games at which they were elected and remain in office for 4 years. Each of them shall be eligible for re-election.

- 10.2 The Officials may attend and speak at general meetings of the IIGA and shall be co-opted Members of the Executive Committee but shall not be entitled to vote at any such meetings.

Section 11 - Honorary Life Members

- 11.1 Honorary Life Membership may be bestowed on persons who have rendered loyal and valuable service to the Association over a considerable period of time.
- 11.2 An Honorary Life Member shall be elected by resolution at an Annual General Meeting of the IIGA. The rules for the nomination of Honorary Life Members shall be the same as the nomination of Officers as set out in section 7.3 hereof.

Section 12 - Executive Committee

- 12.1 The Executive Committee shall comprise the Officers of the IIGA and 3 Members, all of whom shall be Directors of the IIGA and who shall be elected by resolution at an Annual General Meeting held on the occasion of the Games. They shall continue in office for 4 years and shall then be eligible for re-election.
- 12.2 Nominations for the elections of the 3 Members of the Executive Committee shall be the same as for the nominations of the Officers as set out in clause 7.3.
- 12.3 The Executive Committee shall meet at the discretion of the Chairman and at least once between Games at the venue for the next Games.
- 12.4 The Chairman shall be entitled to a casting vote at Executive Committee meetings.
- 12.5 A quorum of Executive Committee meetings shall be 4 Members including the Chairman of the meeting.
- 12.6 The Executive Committee may appoint a person who is willing to act to fill a vacancy occurring in the position of any Officer, Member of the Executive Committee and/or an Official of the IIGA. A person so appointed shall hold office only until the conclusion of the next Games when all Officers, Executive Committee and Officials retire.

Section 13 - Administration

- 13.1 The administration of the IIGA between the Annual General Meetings shall wherever possible rest with the Executive Committee but where it is impracticable for the Executive Committee to meet this responsibility the management of the affairs of the IIGA shall rest in the hands of the Officers who shall report all decisions taken at the next Executive Committee meeting.

Section 14 - Duties of Executive Committee

- 14.1 The duties of the Executive Committee shall be to carry out the objects of the IIGA and have full authority to act in IIGA affairs between Annual General Meetings.

- 14.2 In the event of any breach of the Constitution and/or the Operational Guidelines as hereinafter defined or in the event of a Member Island and/or any of its competitors or officials being guilty of conduct unbecoming a Member of the IIGA or other unacceptable behaviour the Executive Committee shall be entitled to impose such penalties and sanctions as authorised by them from time to time.
- 14.3 The Executive Committee shall oversee the administration of the financial affairs of the IIGA and plan and budget for future development and open such bank accounts as may be necessary for the proper conduct of its affairs and to approve bank mandates for the proper management of the accounts.
- 14.4 The Executive Committee may appoint sub-committees as it may determine, co-opt such individuals as may be deemed necessary to act as advisers and to set such terms and references may be deemed necessary.
- 14.5 Following a recommendation from the Host Island the Executive Committee shall co-opt or nominate a representative of the Host Island or Organising Committee for the duration of the 2-year period before the relevant Games but such person shall not have any vote at any meetings
- 14.6 The Executive Committee shall review the general plans of the organisation of future Games.
- 14.7 A Notice convening the meeting of the Executive Committee containing the time, date and place shall be sent to all Members and Co-opted Members of the Executive Committee and the Main Sponsor at least 2 months before the due date save and except in the case of it being necessary in the opinion of the Officers to call an emergency meeting of the Executive when the time limit of the giving of such Notice shall be waived.

Section 15 - Auditors

- 15.1 The Auditors shall be appointed by resolution at the Annual General Meeting held during the Games on the recommendation of the Executive Committee and shall then hold office until the conclusion of the following Games. The Auditors shall submit their written report and statement of accounts of the IIGA and may attend the Annual General Meeting for the purpose of reporting.

Section 16 – International Island Games Association Court

- 16.1 The Executive Committee shall constitute the International Island Games Association Court (IIGA Court) and for this purpose a quorum shall be 3 Members.
- 16.2 It shall decide on (i) all questions or complaints of a technical or non-technical nature referred to it by Juries of Appeal or any of the disputing parties after previous consideration by Juries of Appeal or any complaint of the behaviour or conduct of a

competitor, team or official of a Member Island and whether made by any other Island or individual whatsoever. The decision of the IIGA Court in such matters shall be final.

- 16.3 The IIGA Court shall investigate any report made to it for any breach of the Constitution, Operational Guidelines or By-laws or any question of conduct of any Member Island or persons attending a Games for or on behalf of such Member Island and if the report or complaint is substantiated may take any of the following actions: -
- (a) the Competitor or the whole Member Island Team in question shall be eliminated from the Games:
 - (b) the performance of the Individual or Team shall be nullified and any medal or medals returned and the prize medals where possible shall be awarded according to the amended results;
 - (c) the Competitor, Team Members and/or the Member Island in question may if the IIGA Court so determined be banned from participating in any capacity in any one or more future Games as determined by the IIGA Court:
 - (d) Amend the outcome of a particular fixture, race or event by awarding the same to another Team or Individual.

The Competitor may be fined, reprimanded or have any other penalty or sanctions imposed upon such a Competitor at the discretion of the IIGA Court.

- 16.4 When reviewing a case so referred to it only voting Members of the Executive Committee shall sit as Members of the IIGA Court.
- 16.5.1 In the event of a party being dissatisfied with the decision of the IIGA Court in relation to drug violations such party may appeal in accordance with the IIGA Anti-Doping Rules to the IIGA Drug Appeal Court.
- 16.5.2 In any other case the party dissatisfied with the decision of the IIGA Court may appeal against it to the Court of Arbitration for Sports. An appeal shall be filed within 60 days of the decision appealed against.
- 16.6 Where a case against a Competitor accused of being in breach of this Constitution or Operational Guidelines in respect of current prescribed substances and/or prescribed techniques is substantiated, the IIGA Court may communicate its findings to the Competitors Island Games Association and the International Federation or National Governing Body concerned which may notwithstanding the action taken by the IIGA Court impose such further or other sanctions as it may deem fit in addition to the sanctions imposed by the IIGA Court.
- 16.7 The IIGA Court alone can authorise a direct approach being made to an International Federation other than by its official delegate/observer present at the Games on any matter concerning the technical rules of the International Federation.

Section 17 - Arbitration

- 17.1 Any dispute or difference arising under or concerning the interpretation of the Articles of Association or this Constitution and Operational Guidelines shall be determined

under the principals of Isle of Man law and shall be settled in accordance with the Statutes and regulations of such laws including powers under the Arbitration Acts of the Isle of Man.

PART 4 - CONSTITUTION GUIDELINES AND BY-LAWS

Section 18 - Changes to the Constitution

- 18.1 The Memorandum and Articles of Association and the Constitution may only be changed by special resolution at an Annual General Meeting.
- 18.2 Any proposed addition to or amendment of or deletion of the Memorandum and Articles of Association or the Constitution must be submitted in writing to the General Secretary a) by any Member Island at least 3 months prior to the date of the Annual General Meeting or b) by the Executive Committee or any Member thereof at least 2 months prior to the date of such meeting and in all cases circulated to all Member Island Associations at least 2 months prior to the Annual General Meeting. Any proposition circulated after this date shall only be considered by the Annual General Meeting if approved by the Chairman and agreed by a two-thirds majority of those present and entitled to vote at the Annual General Meeting.
- 18.3 Amendments to a tabled proposition for changes of the Memorandum and Articles of Association or Constitution may be placed provided (a) such amendments do not exceed the terms of the original proposition and (b) the General Secretary has received such amendments in writing 1 month before the date of the Annual General Meeting when the same is to be discussed and shall have circulated the same to Member Islands for their consideration in advance of the meeting.

Section 19 - By-laws and Operational Guidelines

- 19.1 The Executive Committee is empowered to create, adopt, amend, vary or repeal Operational Guidelines, By-laws or Guidance Notes (hereinafter called "the Operational Guidelines") to govern the organisation of the Games and/or for each individual sport that will be organised within any Games.
- 19.2 The Executive Committee shall exercise its powers in relation to the creation, amendment, variation or repeal of Operational Guidelines following representations by the Chairman and Elected Members of the Technical Committee of a particular sport if the same affect such sport.
- 19.3 The Executive Committee is entitled to make By-laws in relation to all medical and doping matters which shall be deemed to be part of the Operational Guidelines.
- 19.4 No additions to or amendments of the Operational Guidelines will be made between the 1st March and the Closing Ceremony of the year of the Games unless the Executive Committee considers it is in the best interest of the IIGA and the agreement of the Host Island is obtained in advance of such change being made.
- 19.5 Any Operational Guidelines adopted, amended or repealed shall have immediate effect after the decision of the Executive Committee

Section 20 - Technical Committees

- 20.1 Prior to each particular Games the Host Island shall ensure that each sport in the Games is controlled by an IIGA Technical Committee.

PART 5 - THE GAMES

Section 21 - Candidate Islands

- 21.1 Any Member Island that intends to Bid for a Games should be encouraged to discuss the bidding process with the Executive Committee at the earliest opportunity.
- 21.2.1 Any Member Island proposing to make a Bid for a Games should indicate its intention to Bid no later than 6 years before the Games they intend to hold are to take place.
- 21.2.2 The Member Island Association shall notify the IIGA General Secretary formally in writing of its intention to Bid for a Games at the Annual General Meeting to be held 6 years before the Games they intend to hold are to take place
- 21.3 The honour of staging the Games shall be awarded to an Island through its Island Games Association and such award shall be by resolution of an Annual General Meeting at least 5 years beforehand.
- 21.4.1 The Member Island Association must submit the completed Bid document no later than 9 months before the date of the Annual General Meeting at which the choice of Host Island will take place in the format requested by the Executive Committee to the IIGA General Secretary.
- 21.4.2 Upon receipt of the Bid Document the Executive Committee will delegate up to 3 of its Members to carry out an Inspection Visit to each Bidding Island prior to the Annual General Meeting at which the Host Island is decided.
- 21.4.3 The Bidding Member Island shall agree the duration of the Inspection Visit with the Executive Committee and is required to meet the travel and accommodation expenses of the Inspection Delegation. As far as is practicable the same Inspection Delegation shall visit each of the Bidding Member Islands.
- 21.5.1 As soon as is practicable the Executive Committee will confirm to the Bidding Member Island that the information set out in their Draft Bid Document is acceptable and complies with the relevant Sections of the Constitution and Operational Guidelines.
- 21.5.2 The Executive Committee may in its full discretion allocate the Games to Bidding Member Islands, up to 3 Games at a time. (Such allocation will be subject to approval by the Member Islands at an AGM at least 5 years prior to when the Games is to take place).
- 21.5.3 Once approved and no later than 4 months prior to the date of the Annual General Meeting at which the choice of Host Island is to take place the IIGA General Secretary shall distribute in the same email all of the Bid Documents, in digital format, to all Member Islands, the Executive Committee and Advisers, Life Members and Main Sponsor.
- 21.5.4 One week after the circulation in 21.5.3 a Bidding Member Island may circulate further information on their Bid by CD or DVD or such other communication as approved from time to time by the Executive Committee and may lobby in support of their Bid.
- 21.5.5 Member Islands may seek further clarification from any of the Bidding Member Islands.

- 21.6 At least 10 weeks prior to the Annual General Meeting at which the choice of Host Island is to take place the Executive Committee shall forward to all Member Islands, including the Bidding Member Islands, their Report on each of the Inspection Visits.
- 21.7.1 At the Annual General Meeting at which the choice of Host Island shall take place each Bidding Member Island shall appoint a delegation to make a presentation which shall not exceed 20 minutes, excluding question time. Such presentation shall be made in alphabetical order of the names of the Bidding Member Islands.
- 21.7.2 Bidding Member Islands may hold a workshop during the Preview Visit held one year before the Games at which the choice of Host Island is to take place. No incentives are permitted at any stage of the Bidding Process.
- 21.8 No Member Island shall be awarded the honour of staging a Games unless it can give an assurance to the Annual General Meeting when the award is considered that in the event of that Member Island being awarded the Games each and every Member of the IIGA shall be entitled to compete in the Games and in particular shall be entitled to compete under each Member Island's own flag and anthem.
- 21.9 The voting procedure to select the Host Island shall be by secret ballot and the same procedures shall be adopted as herein set forth in Section 7 in relation to the election of Officials. The overall result of the voting in the secret ballot to be made known to the Annual General Meeting when the decision is announced.
- 21.10.1 The successful Host Island may be required to meet the travel and accommodation costs of the Officers, Members and Officials of the Executive Committee and the IIGA General Secretary attending the Preview Visit and Annual General Meeting in the year prior to the Games for a period not exceeding 5 days
- 21.10.2 The successful Host Island may be required to meet the travel and accommodation costs of the Officers, Members and Officials of the Executive Committee and the IIGA General Secretary attending the Games for a period not exceeding 11 days
- 21.11 Each Host Island that is awarded the Games shall be required to enter into a contract with the IIGA based on the IIGA Model with any amendments as approved by the Annual General Meeting where the Host Island is awarded the Games.

PART 6 - DISSOLUTION**Section 22**

- 22.1 Should the Membership of the IIGA fall below 7 Member Island Associations the Executive Committee will recommend to the Membership that the IIGA be dissolved.
- 22.2 Extraordinary General Meeting shall be called specifically for the purpose of winding-up the affairs of the IIGA. An agenda specifying the date, time and place of the meeting and containing the resolution calling for the dissolution shall together with an Audited Balance Sheet be sent to the addresses of the Officers, Members of the Executive Committee, the Officials, the Secretary of each Member Island Association and the Auditors.
- 22.3 Any Member Island Association may appoint a proxy to represent them at the Extraordinary General Meeting in accordance with the Constitution and shall notify the General Secretary in writing of the appointment. Such notification shall record the decision of the Members and must be duly signed by the President or Chairman and Secretary of the Member Island Association. The notification must be received no later than 7 days before the date of the meeting. The notification may be sent in the first instance by facsimile and the original by recorded delivery mail.
- 22.4 A Special Resolution shall be required to be recorded at the Extraordinary General Meeting on the proposition.
- 22.5 In the case of a Special Resolution for the dissolution of the IIGA being passed by an Extraordinary General Meeting the Auditors shall be instructed to undertake in conjunction with the Officers of the IIGA the winding-up of the affairs of the IIGA and to apportion any liability to each Member Island and any property shall be given to some charitable object or objects, as decided at such Extraordinary General Meeting.

PART 7 - INTERPRETATION**Section 23**

- 23.1 Throughout the IIGA Constitution masculine shall imply feminine and feminine shall imply masculine unless specifically stated otherwise.
- 23.2 Throughout the IIGA Constitution singular shall imply plural and plural shall imply singular unless specifically stated otherwise.
- 23.3 Throughout the IIGA Constitution the heading shall not form any part of the Constitution.
- 23.4 Any written notice shall be sent (a) by pre-paid post to the last known address of the recipient or (b) by fax, e-mail or other telecommunication method, and in each case the recipient shall be deemed to have received the same within ten working days of mailing. In the case of dispute evidence of mailing would be advised.

END OF CONSTITUTION