



# IDO BY-LAWS

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## Article 1: Aims and Objectives

IDO is a worldwide Dance, Dance Sport, and Sport Dance organization for modern and contemporary competitive and sport for all dance disciplines. IDO also recognizes dance as a cultural art form.

Aims and objectives of the IDO are:

- 1.1. To promote, encourage, publicize, and facilitate the art of dancing in all its forms internationally, including sport for all dancing, performing arts and dance sport. IDO may exclude from its program Standard and Latin American couple dancing, Rock'n Roll, Boogie-Woogie, Lindy Hop, and other dance disciplines, if it is agreed in a "Memorandum of Understanding" and/or a "contract/agreement" with the relevant international body. This shall be done by every practicable means and in particular by making widely known the physical, cultural, and educational benefits to be delivered from the same in all its forms and by giving demonstrations, holding competitions, festivals and exhibitions, by organizing or sponsoring lectures, lessons and examinations, awarding certificates, prizes and scholarships, and doing all such matters and things as will raise or improve the standard of dancing in all its forms internationally, including sport for all dancing, performing arts, and dance sport.
- 1.2. To encourage, foster and increase public interest in the art of dancing, performing arts, sport for all dancing and dance sport except for the dances described under 1.1, and by promoting uniformity of instruction in the basic steps of dances that come under the control of the IDO by advising on the suitability of new dances and innovations in existing dances.
- 1.3. To encourage the promotion and proper conduct of competition dances and the recognition of established championships/cups as well as of possible championships/cups in new dance disciplines, and to secure the observance of regulations designed to avoid the duplication of dancing competitions.
- 1.4. To grant permission for an approved Ordinary Member to organize world, continental and area/regional continental championships/cups in dance disciplines that are controlled by the IDO, and such other titles as may from time to time be determined by the IDO; Exceptions can be made in the country where there is no Ordinary member by the decision of the IDO Presidium.
- 1.5. To formulate rules to govern such championships/cups and other titles in accordance with the rules of the IDO and/or other rules recognized by the IDO, which are not incompatible with these objects, and which shall include the governance of the conduct of Member Organizations and persons or bodies "recognized by" and/or "registered with" the IDO.
- 1.6. To formulate, promulgate and oversee a uniform method of judging and marking in all dance sport competitions and championships/cups in disciplines governed by the IDO throughout the world.
- 1.7. To secure the recognition of competitions and other events that are recognized by the IDO, using a flag with the official IDO logo imprinted on it as a symbol at competitions and events. This logo, which is imprinted on the upper right-hand corner of this page and published on the IDO website, is a registered trademark (to be used on white background only).
- 1.8. To develop, promote and adopt a clean sport / drug-free policy within the Dance Sport in line with the World Anti-doping Code – established by the World Anti-Doping Agency (hereinafter: WADA). The Anti-Doping rules of IDO may be amended from time to time.
- 1.9. To promote and protect internationally recognized human rights, ethical standards and fair play, integrity and good governance in all IDO activities and its members/participants, and in relation with other organizations/people.
- 1.10. To ensure that internal judicial bodies (Disciplinary and Ethics Committee, and Appeal Committee) are impartial and independent of all external pressure and of each other; and to ensure recognition / empowerment of the jurisdiction and authority of the Court of Arbitration for Sport (hereinafter: CAS).
- 1.11. The IDO is always committed to principles and values of fair play in all decisions and actions.

## **Article 2: Ordinary Membership**

### 2.1 Classes of Ordinary Membership

2.1.1 There are three (3) Dance Departments in the IDO:

- Performing Arts disciplines,
- Street Dance disciplines,
- Couple Dance disciplines.

Membership can be obtained in all three (3) departments (Ordinary Full Member) or in one (1) or two (2) departments (Ordinary Department Member).

2.1.2 In IDO Ordinary Meeting of the General Assembly and Extraordinary Meetings of the General Assembly, every Ordinary Member is granted one (1) vote for each Dance Department, which the member administrates. Thus, an Ordinary Full Member administrating all three (3) Dance Departments has three (3) votes in General Meetings. Ordinary (full and department) Member and Ordinary (full or department) Member with probationary status is entitled to speak and vote at the Ordinary and Extraordinary Meetings of the General Assembly.

2.1.3 No new Ordinary member will be admitted as Full Member or Department Member from a country in which an Ordinary Full Member already exists.

2.1.4 If an Ordinary Department Member administrates one (1) or two (2) dance departments, the IDO may accept one (1) or two (2) other Ordinary Department Member(s) from the same country for those departments which are not already administered by other Ordinary Department Members. Thus, the IDO may have up to three (3) Ordinary Department members from one (1) country. Each Ordinary Department member from one (1) country may exercise its vote(s) independent of the other Ordinary Department member(s) from the same country.

### 2.2 Election of New Ordinary Members / Probationary Status

2.2.1 Any applicant seeking IDO Ordinary membership must apply in writing for either Ordinary full membership or Ordinary department membership in one (1) or more of the IDO Dance Departments. Any applicant applying for Ordinary membership in the IDO must be a non-profit, democratic entity, duly registered in its country. The application must include a proof as a non-profit entity issued by the highest authority, a copy of the applicant's valid Statutes and/or Constitutions and By-Laws; these documents shall be translated in English language as well.

The IDO Presidium may, at its discretion, request any applicant making application for Ordinary Full membership or Ordinary Department membership, to send a maximum of two (2) delegates to a Presidium meeting or Ordinary meetings of the General Assembly before considering an application. Such delegates may only speak at the IDO Presidium meetings and/or Ordinary Meetings of the General Assembly they attend, by invitation of the chairperson and may not take part in any debate.

2.2.2 The IDO Presidium may accept a new Ordinary Full Member or Ordinary Department Member only on a probationary basis. The status may be granted if the Presidium is convinced that the applicant will fulfil all requirements for ordinary membership and if the applicant has presented documentary proof as stated in these By-Laws paragraphs 2.2.1.

The decision to accept an Ordinary Member with a probationary status must be confirmed by the next Ordinary Meeting of the General Assembly. Until such confirmation, the IDO Presidium has full discretion to revoke a probationary membership status.

Unless it decides to revoke the probationary membership status, the General Assembly shall, as a rule, confirm the probationary status to an Ordinary Member-for a period of two (2) years (counted from Ordinary Meeting of the General Assembly to Ordinary Meeting of the General Assembly). The General Assembly has discretion to grant a shorter probationary membership status period. With a majority of two-third (2/3) of the votes of the members present with the right to vote, the General Assembly may accept a new member as Ordinary full member without probationary status.

2.2.3 An Ordinary Member with a probationary status has all rights and obligations of an Ordinary Member. However, an Ordinary Member with a probationary status does not have the right to make nominations or to be nominated for elections to any IDO function but is invited to send delegates to participate in education seminars to obtain licenses as judges once Ordinary full membership has been granted at the end of the probationary membership status period.

2.2.4 At the end of the probationary status period the General Assembly may, upon such Ordinary member's application, grant the status of an Ordinary Member without limitation provided that the Ordinary Member with a probationary status has fulfilled the minimum of ten (10) enrolments / entries of dancers in the competition in two (2) consecutive calendar years<sup>1</sup> as specified in Article 2.3.2 below.

If this is not the case, the General Assembly may either prolong the probationary status period until the next Ordinary Meeting of the General Assembly or resolve that the status of Ordinary full membership is granted as of January 1 of the following calendar year if the Ordinary Member with a probationary status has fulfilled the minimum of ten (10) enrolments / entries of dancers in the competition until then.

The rules of expulsion and suspension of Ordinary members for cause (Art. 4) also apply to Ordinary Member with a probationary status. Further, the General Assembly has full discretion to prolong a probationary status of Ordinary Member with a probationary status without having to give reasons.

2.2.5 Unless resolved otherwise, the resolution by the General Assembly to accept a new Ordinary member shall become effective immediately. Any new Ordinary member may exercise its right as an IDO member only after the payable membership fee has been received on the IDO Bank Account, confirmed by the Executive Secretary/Treasurer.

2.2.6 If the IDO receives an application for membership from an applicant in a country in which an Ordinary Full Member already exists, or if the application is made for a Dance Department for which an Ordinary Department Member already exists in that country, the IDO Presidium shall inform the respective existing Ordinary full Member or Ordinary Department Member. It is then up to the existing Ordinary Full Member or Ordinary Department Member to decide whether the existing Ordinary member is willing to form a "National Council" together with the new applicant to administer the respective dance department(s) in their country.

If such a "National Council" is formed, the new applicant shall not gain any rights to vote or speak at the meetings of General Assembly of the IDO. Rather, the existing Ordinary Member shall exercise all rights on behalf of the "National Council". The existing Ordinary member shall continue to be responsible for payment of membership fees and may ask the new applicant for partial reimbursement. To retain the membership in a particular dance department in accordance with Article 2.3 (minimum ten (10) enrolments / entries of dancers in the competition), the participation of the complete "National Council" shall be considered.

### 2.3 Retention of Ordinary Membership

2.3.1 All IDO members – whether Ordinary Full Members or Ordinary Department Members – shall only retain membership in their IDO Dance department(s) if they send dancers to participate in IDO World and/or Continental Championships or IDO World or Continental Cups in dance disciplines in each department for which they are admitted.

2.3.2 Over a period of two (2) consecutive calendar years every IDO member must have sent dancers who have participated in IDO World and/or Continental Championships or IDO World or Continental Cups in each dance department in which they are admitted. As a minimum requirement for retention of membership, at least ten (10) enrolments / entries of dancers in the competition, registered through the DIES<sup>2</sup> system, must be made in each dance department in which the member is admitted. An enrolment, as per the DIES system, is called a "dancer's group". It can be a solo, a duo, a couple, a trio, a group, a formation, or a production.

If the minimum of ten (10) enrolments / entries of dancers in the competition over the last two (2) consecutive calendar years has not been met by an Ordinary member at the end of a calendar year, the membership in this Dance Department may be suspended as stipulated in Article 5.1.

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<sup>1</sup> Calendar year is understood as a period from January 1 until December 31

<sup>2</sup> DIES = direct internet enrolment system

## 2.4 Membership Fees – Ordinary Members

2.4.1 Annual membership fees for Ordinary full members and Ordinary department members are set out in the IDO Dance Sport Rules & Regulations Section 5.2 (IDO Fees).

2.4.2 A probationary member which is accepted until June 30 of a calendar year pays the full annual membership fee. In case of acceptance after June 30, 50% of the annual membership fee is payable for that calendar year.

## **Article 3: Other Types of Membership**

### 3.1 Affiliate Member

3.1.1 Candidates for affiliate membership must file their applications with the Presidium for presentation to the General Assembly, who is entitled to grant such membership. Affiliate membership may be granted indefinitely or for a limited time and shall in this case elapse automatically.

3.1.2 Affiliated members shall be invited to the Meeting of the General Assembly with the right to speak, but not to vote.

3.1.3 Affiliated members pay membership fees.

3.1.4 Annual membership fees for Affiliated members are set out in the IDO Dance Sport Rules & Regulations Section 5.2 (IDO Fees).

3.1.5 Affiliated member which is accepted until June 30 of a calendar year pays the full annual membership fee. In case of acceptance after June 30, 50% of the annual membership fee is payable for that calendar year.

### 3.2 Honorary Member

3.2.1 The IDO Presidium may grant the “Honorary IDO Membership International” to those individuals who have made outstanding contributions to the IDO and to the growth of the IDO disciplines throughout the entire world. Such decision of Presidium must then be ratified by the General Assembly.

3.2.2 The IDO Presidium may grant the “Honorary IDO Membership National” to those individuals who have made outstanding contributions towards the growth of the IDO disciplines within their own country. Such decision of Presidium must then be ratified by the General Assembly.

3.2.3 Honorary members should be invited to the Meeting of the General Assembly with the right to speak, but not to vote.

3.2.4 Honorary members do not pay membership fees.

### 3.3 IDO Contact Person Representing a Country

3.3.1 The IDO Presidium may from time to time appoint a Country Contact Person to represent a country where the IDO is not yet represented by an Ordinary Member or Ordinary Department member.

3.3.2 The Country Contact Person may act in his/her capacity exclusively as a representative of the IDO Presidium, without any competence to enter into any agreements including financial transaction in the name of IDO.

3.3.3 A Country Contact Person will act as a liaison officer between the IDO and any national group, association, dance school, dance club, or any person in his or her country that is interested in taking part in activities of the IDO.

3.3.4 A Country Contact Person must ensure that the best-qualified dancers, within his or her country, can participate at IDO Competitions and Championships/Cups. A Country Contact Person may nominate up to six (6) persons to participate individually or in any kind of formation.

3.3.5 In situations where more dancers wish to compete than are allowed under IDO Rules, the best available dancers must be enrolled first. If there is doubt, as to who is the best-qualified dancer, a qualifying event must be held. If this is not possible, a lottery amongst the dancers involved will qualify dancers to event.

3.3.6 The Country Contact Person will receive all information, including invitations to all IDO Dance Events, along with invitations to IDO Seminars and Meetings, directly from IDO and make them available to all interested parties.

3.3.7 The Country Contact Person has the right to attend all meetings of the General Assembly and the respective meetings of the Department General Assembly as a representative from his or her country and has the right to speak but not a vote.

3.3.8 Appointment of a Country Contact Person is a temporary solution intended to allow dancers from countries with no Ordinary Member to participate in IDO competitions and championships/Cups.

3.3.9 A Country Contact Person must pay a membership fee as specified in the IDO Dance Sport Rules & Regulations Book 5.2 (Financial Regulations) if such contact brings dancers to IDO Competitions or Championships/Cups in a particular calendar year. In this case, the membership fee is payable at the latest at the beginning of the respective Competition or Championship/Cups. Without such payment, no dancers will be admitted from this Country Contact Person and the relationship to this Country Contact Person may be terminated with immediate effect.

3.3.10 A newly elected Ordinary member, regardless its full of probationary status, from a country in which a Country Contact Person existed, shall assume the duties of the former Country Contact Person, and include the former Country Contact Person, if possible, in any agreement made between the Ordinary member body and the IDO.

#### **Article 4: Expulsion and Suspension of Members for Cause**

4.1 Any member of the IDO may be expelled with immediate effect by a resolution of the General Assembly, if a material cause has arisen for which it cannot be reasonably expected from IDO to continue membership. The member to be expelled must be given the right to speak but not to vote at the respective meeting of the General Assembly. For any such expulsion IDO must give a reasoning.

4.2 The membership of an expelled member ceases at the time when the respective resolution has been passed by the General Assembly. The expelled member has no right to continue to attend that General Assembly. The annual membership fee remains payable for the year in which the member is expelled.

4.3 Material causes which make it unbearable for IDO to continue membership are given, for instance, if:

- the member severely violates Statutes, these By-Laws, Internal Acts, Rules and Regulations, resolutions, and decisions.
- insolvency or similar proceedings are initiated against the member.
- the member fails to pay membership fee after the end of the suspension period (see below Art. 5.5).

4.4 If a reason for expulsion of a member becomes known to the Presidium, the Presidium may suspend that member with immediate effect. In this case all rights of the member shall be suspended until the next Meeting of the General Assembly has decided upon the expulsion. In any such case, the Presidium is also entitled to immediately terminate any IDO Event Contract or similar contracts with such member for cause and to prohibit any planned or ongoing event under IDO's name or logo.

#### **Article 5: Suspension of Members for Non-participation**

5.1 Any Ordinary member may be suspended with immediate effect by decision of the Presidium at the end of a calendar year, if a member has not met the minimum requirements of ten (10) enrolments / entries of dancers in the competition in accordance with Article 2.3.2 over a period of two (2) consecutive calendar years.

5.2 Any Ordinary Member may be suspended with immediate effect by decision of the Presidium if membership fees and/or penalties for late payment are outstanding for more than six (6) months during a calendar year.

Also, the Presidium may suspend any Ordinary Member with immediate effect, if outstanding membership fees and/or penalties for late payment have not been paid until the opening of a Meeting of General Assembly.

With regards to payment dates, the Presidium has discretion to grant reasonable (up to additional six (6) months) extensions if justified by circumstances.

5.3 An Ordinary member which has been suspended for non-participation may attend General Assembly, Department Assembly and Dance Committees, but has no right to speak and to vote. It may not make any nominations or be nominated for election to any IDO function. Nor may the suspended Ordinary member participate in Committees or Commissions. It is also excluded from sending adjudicators or scrutineers to IDO events. The annual membership fee remains payable in case of suspension.

A suspended member may, however, send dancers to IDO events and fulfil IDO Event Contracts which had already been signed and executed before suspension. New IDO Event Contracts will not be granted to a suspended member.

5.4 If the reason of suspension is eliminated by the Ordinary member, the Presidium shall revoke the suspension with the effect that full membership rights are regained.

5.5 If the reason for suspension continues to exist at the meeting of the General Assembly after suspension has been declared, the suspended member may be expelled at such General Assembly.

## **Article 6: Proceedings at General Assembly**

### **6.1 Ordinary Meeting of the General Assembly**

6.1.1 An Ordinary Meeting of the General Assembly shall be called by the Presidium in each calendar year after the budget for the next calendar year has been prepared and approved by the Presidium. The Agenda for such Ordinary Meeting of the General shall follow the outline which is attached as Annex 1. The Presidium has discretion to deviate from this outline if it is justifiable and unavoidable. The Agenda and motions by Ordinary members to be debated shall be submitted to all members not less than four (4) weeks before the Ordinary Meeting of the General Assembly is held.

6.1.2 Motions to be debated at an Ordinary Meeting of the General Assembly may be submitted by Ordinary Members and shall be submitted to the Presidium not less than six (6) weeks before the Ordinary Meeting of the General Assembly is held. The Presidium may set a different time limit to prepare the Agenda, if it is justifiable and unavoidable.

6.1.3 The quorum for taking any votes at an Ordinary Meeting of the General Assembly shall be fifteen (15) members which must either be present or represented by proxy. A member which is represented by way of proxy is deemed to be a "present member" in meetings under the Statutes and these By-Laws.

If a quorum is not reached at an Ordinary Meeting of the General Assembly, the chairperson may adjourn such meeting until the next business day at the same time, if this is approved by a simple majority of the votes of members present and entitled to vote. If a quorum is still not reached on such next business day, the meeting shall be dissolved.

### **6.2 Extraordinary Meeting of the General Assembly**

6.2.1 In all cases of urgency, in which a resolution/decision of the General Assembly is required but cannot be postponed until the next Ordinary Meeting of the General Assembly, the Presidium is entitled to call an Extraordinary Meeting of the General Assembly with at least two (2) weeks' notice.

6.2.2 The quorum at such an Extraordinary Meeting of the General Assembly shall be a minimum of fifteen (15) members present and entitled to vote. If such quorum is not reached, the chairperson may adjourn such meeting until the next business day, if this is approved by a simple majority of the votes of members present and entitled to vote. If such quorum is still not reached on the next business day, the meeting shall be dissolved.

6.2.3 The Presidium shall also call an Extraordinary Meeting of the General Assembly, if this is requested by a minimum of fifteen (15) members entitled to vote. The quorum at such an Extraordinary Meeting of the General Assembly shall be a minimum of fifteen (15) members present and entitled to vote. If such quorum is not reached, the Chairperson may adjourn such meeting until the next business day, if this is approved by a simple majority of the votes of members present and entitled to vote. If a quorum is still not reached on the next business day, the meeting shall be dissolved.

### 6.3 Date/Time and Venue

The date/time and venue (including virtual<sup>3</sup>) of an Ordinary and Extraordinary Meeting of the General Assembly shall be decided by the Presidium.

### 6.4 Votes of Members

All votes at a General Assembly shall be taken in the following manner:

6.4.1 A vote will be taken on every resolution placed before the IDO in General Assembly. Every Ordinary member has one vote for each Dance Department which the member administers (Art. 2.1.2 above). The result of the vote shall be deemed to be the resolution of the meeting at which the vote was taken.

6.4.2 Resolutions concerning changes or amendments to the Statutes and these By-Laws require a two-thirds (2/3) majority of the votes of members present and entitled to vote. All other decisions/resolutions at meetings of the General Assembly shall be passed by a simple majority of the votes of members present and entitled to vote.

In any vote, abstentions and invalid votes and are disregarded.

6.4.3 Any member may send up to two (2) delegates to meetings of the General Assembly.

6.4.4 Rules on voting procedures at meetings General Assembly are contained in Annex 2 to these By-Laws. Any elective position within the IDO Structure shall be elected by way of secret ballot. The result of each ballot shall be made public.

### 6.5 Voting by Proxy

Voting by proxy is permitted in accordance with the following provisions:

6.5.1 A closed proxy signed by Ordinary member unable to attend the meeting, must be given to the chairperson before the meeting begins. A closed proxy is defined as the vote of an absent member instructing the member voting by the proxy how to vote on a specific motion, either "Yes" or "No", included any amendment accepted on the meeting.

6.5.2 Proxies cannot be used in the elections of members of the Presidium, Internal Revisor(s), and External Auditor.

6.5.3 A member can hold one (1) closed proxy vote from another member.

6.5.4 All proxies must be in writing using the proxy vote forms available on the IDO official website. Proxy must be signed by the legal representative of the Ordinary Member who is giving a proxy.

6.5.5 Majority requirements in these By-Laws refer to "members present and entitled to vote". For avoidance of any doubt, it is hereby clarified that Ordinary members represented by way of proxy are to be counted as "members present".

### 6.6 Standing Orders of the IDO

6.6.1 All regulations governing the conduct of members at meetings of the General Assembly shall be known as the Standing Orders (Annex 2).

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<sup>3</sup> A virtual meeting is understood as a form of communication that enables delegates/attendees in different physical locations to use their mobile / internet connected devices to meet in the same virtual room. Virtual is understood also for meetings that feature some delegate/attendees in-person/face-to-face connecting virtually with other meeting delegates/attendees.



6.6.2 The chairperson of the meeting of the General Assembly, at his/her absolute discretion, shall be enabled by this article to implement or lift the Standing Orders and to conduct the meeting in such other manner as he deems fit.

#### 6.7. Observers at Meetings of the General Assembly

6.7.1 At the discretion of the Presidium, visitors shall be allowed to attend General Assembly meetings or parts thereof but shall not be allowed to take part in the debate or vote. Visitors shall be listed in the minutes of the meeting of General Assembly.

6.7.2 Delegates of organizations that have applied for membership of the IDO and have been invited to a meeting of the General Assembly, shall not be deemed to be observers or visitors, but shall be admitted to all or parts of the meeting as determined by the chairperson.

#### 6.8. Minutes of meetings of General Assembly

Minutes of every meeting of the General Assembly and Presidium meeting shall be kept under the responsibility of the Minutes-Taker. Minutes are verified and co-signed by the Chairperson and two (2) delegates from different countries, all present at the meeting of the General Assembly. Delegates and the Minutes-Taker are appointed by the General Assembly.

### **Article 7: Committees**

7.1 The General Assembly may create Committees and delegate any of its powers – as far as legally permitted – to any such Committee and/or authorize the Committee to perform any functions that the IDO deems necessary. The powers, conduct of proceedings, and/or functions of such Committees, and all other terms upon which any such Committee is appointed shall be recorded in specific Terms of Reference.

Disciplinary and Ethics Committee, and Appeal Committee are installed on permanent basis, while all other committees are installed on temporary basis for a specific task(s).

7.2 Terms of Reference and Procedural Rules for the Disciplinary and Ethics Committee, and Appeal Committee are contained in the Dance Sport Rules & Regulations Book 4 Section 2.

7.3 The composition and mandate term of each Committee shall be decided by the General Assembly, with the exception for the elective four (4)-years mandate term of members of the Disciplinary and Ethic Committee, and Appeal Committee. Further details are contained in specific Term of Reference.

7.4 A Committee shall be composed by a minimum of three (3) persons.

### **Article 8: Dance Departments / Dance Committees**

#### 8.1 Dance Departments

8.1.1 As specified in Article 2 of these By-Laws, there are three (3) Dance Departments in the IDO:

- the Performing Arts Department,
- the Street Dance Department,
- the Couple Dance Department.

Each Ordinary Member is a member in each Dance Department to which it has been admitted. The Ordinary Member may participate by sending two (2) delegates to the ordinary meetings of the respective Dance Department Assembly and to all Dance Committees belonging to such Dance Department.

8.1.2 Each Dance Department is administered by the Ordinary Department Assembly.

8.1.3 Each Dance Department shall administrate all matters pertaining to the Rules for IDO Dance Disciplines (Dance Sport Rules & Regulations Book 3) which are governing the dance disciplines of this department. For this purpose, the Ordinary

Department Assembly of each Dance Department shall install and supervise Dance Committees in accordance with the following provisions.

## 8.2 Ordinary Department Assembly

8.2.1 For each of the three (3) Dance Departments, an Ordinary Department Assembly shall be held as part of the Ordinary General Assembly to deal with all matters pertaining to the IDO Rules for Dance Disciplines (Dance Sport Rules & Regulations Book 3) which are administrated by the respective Department unless they have been referred to the General Assembly.

8.2.2 All Ordinary Members which have been admitted to the respective Dance Department have the right to attend and to vote on a meeting of the Ordinary General Assembly. Each member of the Dance Department has one vote in the Department Assembly. Any such member may send up to two (2) delegates who can only vote jointly.

8.2.3 Meeting of the Ordinary Department Assembly may be held for each Dance Department consecutively at the occasion of the Ordinary General Assembly whose Agenda shall allow the delegates to attend one Department Assembly after the other. Each Meeting of the Ordinary Department Assembly shall be chaired by the Department chairperson of the respective Dance Department. Out of respect to the Department chairperson, a Meeting of the Ordinary Department Assembly shall not last longer than two (2) hours with 30 minutes break between meetings. Members of the Presidium may attend each meeting of the Department Assembly. Minutes shall be kept under the responsibility of the Minutes-Taker. Minutes are verified and co-signed by Chairperson and two (2) delegates from different countries, all present at the meeting of the Department Assembly. Delegates and the minute-taker are appointed by the Department Assembly. Minutes are circulated together with the minutes of the meeting of General Assembly.

8.2.4 For the handling of proceedings, proposals, elections, and reports at the Annual Department Meeting, the provisions for the Ordinary meeting of the General Assembly shall apply respectively.

8.2.5 For each Ordinary meeting of the Department Assembly, an Agenda shall be prepared by the Department chairperson and presented to the Presidium which shall then send this Agenda to all members. The Presidium has the right to move any proposal from the Agenda of the Ordinary meeting of the Department Assembly to the Agenda of the Ordinary meeting of the General Assembly if,  
(a) in the view of the Presidium, such proposal is of relevance to the overall interest of the IDO or in conflict with the interests of another Dance Department, or  
(b) the proposal will involve costs that will not be covered by the Department budget.

8.2.6 Resolutions or decisions pertaining to the Rules for IDO Dance Disciplines (Dance Sport Rules & Regulations Book 3) which have been made by a Dance Committee and which have been accepted by the Department Assembly do not have to be ratified by the General Assembly, unless the Presidium exercises its veto right (Article 8.2.7 below).

8.2.7 The Presidium has the right to veto any proposals regarding the Rules for IDO Dance Disciplines (Dance Sport Rules & Regulations Book 3) as well as any resolutions or decisions taken by a Department Assembly if, in the view of the Presidium, such resolution or decision conflicts with the overall interests of the IDO or the interests of another Dance Department. In case of a veto by the Presidium, the respective resolution or decision cannot be implemented.

## 8.3 Department Chairperson

8.3.1 The Department Chairperson is responsible for the administration of the Department and for the communication with the Presidium.

8.3.2 The Department Chairperson is elected by the Department Assembly, for a period of four (4) years. He is automatically an "ex-officio" member of the Presidium if he holds office as Department Chairperson. This term runs independent from another office, which such person may hold in the Presidium.

Any person holding office for a specific term is eligible for re-election. If no other candidate is nominated and the present office holder declines to be re-elected, nominations from the floor will be accepted.

8.3.3 The Department Chairperson is entitled to receive reimbursement for out-of-pocket costs and expenses in accordance with Article 10.3.

## 8.4 Dance Committees

### 8.4.1 Responsibilities of Dance Committees

Dance Committees shall be installed in each Dance Department to administer, develop, and promote the IDO Rules for Dance Disciplines (Dance Sport Rules & Regulations Book 3) pertaining to those dances which are governed by the respective Dance Committee.

Each Dance Committee shall also cooperate with the Presidium to find organizers, which are willing and able to organize IDO Championships/Cups in the specific dance discipline governed by the Dance Committee.

### 8.4.2 Establishment of Dance Committees

Dance Committees for new disciplines shall be established by the Presidium. Existing Dance Committees may be restructured or dissolved by the Presidium. The establishment of a new Dance Committee by the Presidium has immediate effect and is to be confirmed by the next meeting of the Department Assembly. The Presidium shall appoint (on a temporary basis) the first chairperson of a new Dance Committee, to be confirmed by the first meeting of the members of the Dance Committee.

### 8.4.3 Election of Dance Committee Chairperson

Each Dance Committee shall elect a Dance Committee chairperson who may either be the provisional chairperson nominated by the Presidium (as defined in 8.4.2) or proposed candidate(s) (as defined below in the second paragraph). Election may take place by way of email ballot. The Dance Committee chairperson shall serve for a term of four (4) years and may be re-elected.

Nominations for Dance Committee chairperson are accepted only from Ordinary Member. Each Dance Committee chairperson must have a recognized expertise in the respective dances and shall be able to work in the English language.

If a new Dance Committee chairperson is to be elected and if no nomination has been made until the draft Agenda for the respective Dance Committee Meeting is to be send out, the Presidium may nominate one (1) or more candidate(s) for this position.

### 8.4.4 Dance Committee Meetings

Each Dance Committee chairperson shall communicate with all members of the Dance Committee and annually call at least one (1) Meeting of the Dance Committee which may be held virtually. If personal meetings are required, such meetings of the Dance Committee shall be held preferably in connection with IDO World or Continental Championships/Cups in those dance disciplines, which are administered by that committee. It is the responsibility of the Dance Committee chairperson to liaise with and report to the Department Chairperson and to present proposals of the Dance Committee in due time to the Department Chairperson for consideration in the Agenda of the Ordinary Meeting of the Department Assembly / Ordinary Meeting of the General Assembly.

Meetings of Dance Committees shall be attended by one (1) representative of the Presidium who is appointed by the Executive Presidium.

The Dance Committee chairperson may, in his discretion, allow guests to attend Dance Committee Meetings (without the right to speak or vote).

Meetings of a Dance Committee shall be called by the Dance Committee chairperson sending out the proposed Agenda and the official IDO form stating city, venue (if not virtually organized) and date/time of the meeting at least thirty (30) days prior to the meeting. Copies of invitation and Agenda shall be sent to the Executive Presidium and Department Chairperson. Invitation and Agenda will be published at the IDO official Website (Membership section). Enrolments for Dance Committee Meetings shall be made by the Ordinary Members through DIES at least fourteen (14) days before the meeting. Proposals for the Agenda and nominations shall also be sent to the Dance Committee chairperson at least fourteen (14) days before

the meeting. The Dance Committee chairperson will send out the final Agenda at least seven (7) days before the meeting. Any changes thereafter require the unanimous consent of all attending members of the Dance Committee.

Dance Committee Meetings shall be conducted in accordance with the draft Agenda which is attached as Annex 3. Voting by way of proxy is permitted in all matters for which specific motions and proposals are announced in the respective Agenda of a Dance Committee meeting, but not in matters which are introduced during the meeting under new or old business or otherwise, and in the event of elections. Only closed proxies, based on the items set on the Agenda, are permitted. Proxies become invalid if a proposal is changed or altered in the discussion in the Dance Committee meeting. The number of proxies held by any person is limited to one (1).

Resolutions/Decisions of the Dance Committee shall be passed by simple majority.

Minutes of each Dance Committee Meeting shall be kept under the responsibility of the minute-taker. Minutes are verified and co-signed by the Chairperson and two (2) delegates from different country present at the Dance Committee Meeting. Delegates and the Minutes-Taker are appointed by the Dance Committee.

Minutes shall be sent to the Department Chairperson and in copy to Executive Presidium within one (1) week after the Meeting for approval at the next Department Assembly.

All Ordinary members which have been admitted to the respective Dance Department have the right to attend and to vote in all Dance Committees belonging to such Dance Department by sending up to two (2) delegates (experts) to Dance Committee Meetings. In the Dance Committee Meetings each member of the Dance Department holds one (1) vote.

Department Members may attend and vote in Dance Committee Meetings only:

- (a) if they have paid the IDO dancer's yearly registration fee and
- (b) if they have participated by achieving at least five (5) results within the last twelve (12) months prior to the meeting in IDO Championships/ Cups in dance categories administered by the Dance Committee.

#### 8.4.5 Changes of Dance Sport Rules

Proposals for changes of IDO Dance Sport Rules (Book 3 of the IDO Dance Sport Rules & Regulations) must be sent to the Dance Committee chairperson in due time to be included in the Agenda. All proposals must be made in writing (Email) under three (3) headings:

- (a) Quote of the old rule,
- (b) Proposed wording of the new rule,
- (c) and the Reasoning.

Any change of the IDO Dance Sport Rules (Book 3 of the IDO Dance Sport Rules & Regulations) requires a positive resolution (simple majority of members present) of the Dance Committee, which must be adopted by the next meeting of the Department Assembly. The recording of rule changes, publication and implementation dates are within the responsibility of the Presidium.

### **Article 9: Continental Conferences**

#### 9.1 Continental Conferences

9.1.1 In order to facilitate the communication and cooperation of IDO members located in the same continental region and to promote their joint interests, IDO may establish the following continental body thereof as Continental Conferences:

- (a) Asia/Asia Pacific
- (b) Africa
- (c) America
- (d) Europe

Each IDO Member is a member in each Continental Conference, which governs the continent. The member may participate by sending two (2) delegates to the Ordinary Meetings of the respective Continental Conference and by communicating with the Executive Board of its Continental Conference.

9.1.2 Each Continental Conference is administered by the Continental Conference Assembly (below Art. 9.2) and by an Executive Board (below Art. 9.3).

9.1.3 Continental Conferences are established by the General Assembly. The member countries, purposes and tasks of each Continental Conference are defined by the General Assembly. Depending on the needs of the members and depending on continental differences, the purposes and tasks of each Continental Conference may differ from case to case.

## 9.2 Continental Conference Assembly

9.2.1 For each Continental Conference, which has been established by the General Assembly, an Ordinary Meeting of the Continental Conference Assembly shall be held to deal with all matters pertaining to the purposes and tasks of such Continental Conference. Ordinary Meeting of the Continental Conference Assembly may be held for each Continental Conference at the occasion of the Ordinary Meeting of the General Assembly.

9.2.2 All IDO Ordinary Members which are in the Continent of such Continental Conference have the right to attend and to vote in meetings of the Continental Conference Assembly. Each Ordinary member of the Continental Conference has one (1) vote. Any such member may send up to two (2) delegates who can only vote jointly.

9.2.3 Each meeting of the Continental Conference Assembly shall be chaired by the chairperson of the respective Continental Conference. Members of the Presidium may attend each meeting of the Continental Conference Assembly. Minutes shall be taken and circulated to all members of the Continental Conference.

9.2.4 For the handling of proceedings, proposals, elections, and reports at Continental Conference Meetings, the provisions for the meetings of the Dance Department Assembly shall apply respectively.

9.2.5 For each meeting of the Continental Conference Assembly, an Agenda shall be prepared by the chairperson of the Continental Conference and presented to the Presidium. The Agenda for an Ordinary Meeting of the Continental Conference Assembly shall be distributed to all members. The Presidium has the right to move any proposal from the Agenda of an Ordinary Meeting of the Continental Conference Assembly to the Agenda of the General Assembly if, (a) in the view of the Presidium, such proposal is of relevance to the overall interest of the IDO or in conflict with the interests of another Continental Conference, or (b) the proposal will involve costs which need to be approved by the General Assembly.

9.2.6 The Presidium has the right to veto any resolutions or decisions taken by any Continental Conference if, in the view of the Presidium, such resolution or decision conflicts with the overall interests of the IDO or the interests of another Continental Conference. In case of a veto by the Presidium, the respective resolution or decision cannot be implemented.

## 9.3 Executive Board

9.3.1 Each Continental Conference Assembly shall elect an Executive Board, which is responsible for the administration of the Continental Conference and for the communication with the Presidium.

The Executive Board of each Continental Conference shall comprise of the chairperson and two (2) vice-chairpersons.

9.3.2 The chairperson of the Continental Conference is responsible for the administration of the Continental Conference and for the communication with the Presidium. The Chairperson is also the official representative of the Continental Conference.

9.3.3 The chairperson and the two (2) vice-chairpersons are elected by the Continental Conference Assembly for a period of four (4) years. The chairperson is automatically an "ex-officio" member of the Presidium if he/she holds office as chairperson of the Continental Conference Board. This term runs independent from another office, which such person may hold in the Presidium.

Any person holding office for a specific term is eligible for re-election. If no other candidate is nominated and the present office holder declines to be re-elected, nominations from the floor will be accepted.

The General Assembly elects the Chairperson and the two (2) vice-chairpersons when the Continental Conference is first established.

9.3.4 The chairperson of the Executive Board shall preside as chairperson of board meetings. The Executive Board decides with simple majority of members present. Minutes shall be kept under the responsibility of the Minutes-Taker. Minutes are verified and co-signed by Chairperson and present vice-chairperson(s) at the board meeting. The Minutes-taker is appointed by Chairperson of the Executive Board. Minutes are forwarded to the Presidium within one (1) week after the meeting.

The chairperson and the two (2) vice-chairpersons shall communicate by way of email exchange or virtual rooms and use meetings of the General Assembly / meetings go the Department Assembly as well as IDO Competitions for personal (face-to-face) communication.

#### 9.3.5 Expenses

All members of the Executive Board shall receive reimbursement for their out-of-pocket costs and expenses. The reimbursement of travel expenses requires prior approval by the Executive Presidium.

### **Article 10: IDO Presidium / Executive Presidium**

#### 10.1 Election of the Presidium

10.1.1 The President, the Senior Vice President, six (6) Vice Presidents, and the Executive Secretary/Treasurer shall hold office for a term four (4) years counted from Ordinary Meeting of the General Assembly to Ordinary Meeting of the General Assembly. Any such term shall last until the conclusion of the respective Ordinary Meeting of the General Assembly when the term ends. Elections to vacant offices become effective immediately. Re-elections and elections of successors become effective as of the conclusion of the Ordinary Meeting of the General Assembly at which the election is held.

10.1.2 The election of the Presidium takes place in a staggered system according to which the President, the Senior Vice President, the Executive Secretary/Treasurer and two (2) Vice Presidents (A, B) are elected in year 1, the four (4) other Vice Presidents (C, D, E, F) are elected in year 3, each for a term of four (4) years. For the transitional period (from three to four years term of service), a different approach may be used.

10.1.3 If a member of the Presidium is nominated to accept another position in the Presidium at the end of his term, such member may stand for election in the new position and, alternatively, for re-election in the old position. Notice must be given to the Ordinary members in time to allow alternative nominations for both positions.

10.1.4 Should a vacancy occur in the office of any Presidium position before the expiration of the - four (4)-years term of office, another person may be elected at the next Ordinary Meeting of the General Assembly for the remaining period of office term.

#### 10.2 Powers of the Presidium / Special Committees

10.2.1 The IDO Presidium has the powers as stipulated in Art. 8 of the Statutes.

10.2.2 The IDO Presidium consists of the President, the Senior Vice President, and the Executive Secretary/Treasurer as well as six (6) Vice Presidents with or without special areas of responsibility. The special areas of responsibilities are decided by the Presidium. Additional "ex officio members" of the Presidium (without rights to vote) are the Chairpersons of the Dance Departments (Art. 8.3.2) and the chairpersons of the Continental Conferences (Art. 9.3.3).

10.2.3 The Presidium may appoint any person to represent the IDO for such purposes and on such conditions as the Presidium determines, including authority to delegate all or any such powers.

10.2.4 Vice Presidents, with special areas of responsibilities are supported by Committees (such as Adjudication Committee, Competition Management Committee, and Sport Committee). Details are set out in the IDO Dance Sport Rules & Regulations. Also, any other Vice President may ask the Presidium to install a Special Committee for support in his/her area of responsibility, either on a permanent basis or for support in a certain period. If approved, the members of such Special Committee are selected by the responsible Vice President, to be confirmed by the Presidium. Any Special Committee is chaired by the responsible Vice President.

10.2.5 The President may with the consent of the Presidium install an Advisory Board for the purpose to support the IDO Presidium and to promote IDO. Up to five (5) persons may form the Advisory Board. Only such persons shall be nominated to the Advisory Board, which have an outstanding reputation in the world of Dance Sport or a particular expertise from which IDO may benefit. The President has discretion to determine the tasks of the members of the Advisory Board and the duration of their assignment. The Advisory Board Members are entitled to receive reimbursement for out of pockets costs and expenses provided that specific costs are approved by the IDO Presidium before they are incurred.

10.2.6 In order to promote IDO in certain regions / countries (this may be a country or a part thereof or a group of countries), upon a proposal of President the Presidium may appoint an "IDO Ambassador" for such region / country. The appointment shall be made after consultation of the Chairperson of the Continental Conference of that region.

Ambassadors may also be nominated to promote IDO in other organizations.

The "IDO Ambassador" shall report to the Presidium which shall also define the tasks of the IDO Ambassador in the respective case. The IDO Ambassador is entitled to receive reimbursement for out of pockets costs and expenses provided that specific costs are approved by the IDO Presidium before they are incurred.

### 10.3 Expenses of Presidium Members

10.3.1 All presidium members shall receive reimbursement for their out-of-pocket costs and expenses. In addition, members of the Executive Presidium, Vice Presidents and Department Directors shall receive an honorarium, the amounts are to be fixed by the General Assembly (IDO Dance Sport Rules & Regulations, Book 5 Financial Regulations, No. 5.9.).

### 10.4 Duties of the President

10.4.1 The President is the sole legal and moral representative of the IDO. When the President cannot represent the IDO at any official meeting, event or other occasion, the Senior Vice President shall assume this responsibility. When the Senior Vice President cannot exercise this function, one (1) of the Vice Presidents shall assume this responsibility, who is appointed by the President.

10.4.2 The President shall preside as the chairperson at all meetings of the General Assembly. In the event of an equality of votes in the meeting of the General Assembly and in the Presidium meeting, the President shall have a casting vote (not applicable to elections).

10.4.3 If the President is not present at any meeting of the IDO (General Assembly or others) or is unwilling to act as chairperson, the Senior Vice President shall preside as chairperson. If the Senior Vice President is not present or is unwilling to act as chairperson, the members present and entitled to vote shall elect a chairperson of the meeting who shall be a nominee of an Ordinary Member and is willing to act as the chairperson of the meeting.

10.4.4 President may have its own support office to support him or her in executing duties. The President's support office is established in the country of his or her residence for the period of his or her term.

10.4.5 The President may appoint his or her advisor to support him or her in executing duties, as well to advise him or her on specific topic(s) for a period at his or her sole discretion.

### 10.5 Duties of the Senior Vice President

The Senior Vice President shall assume all the President's duties in the event of the President being absent or not available or his/her resignation. He may assume other responsibilities as defined by the Presidium.

## 10.6 Duties of the Executive Secretary/Treasurer

10.6.1 The Executive Secretary/Treasurer is responsible for the administration of the IDO, for keeping records and documents of the IDO, serving notifications to members, and acting as liaison between members.

10.6.2 Unless the Presidium otherwise directs, the Executive Secretary/Treasurer shall keep all books of account and collect all membership fees and other payments due to the IDO from the members and other persons and execute all payments as instructed by the Presidium.

10.6.3 The Executive Secretary/Treasurer is obliged to hand out without delay all books and accounts as well as other items of property of the IDO to any person as instructed by the Presidium.

10.6.4 The Executive Secretary/Treasurer shall be available and cooperative with internal revisors and external auditor when on their duties.

10.6.5 The Executive Secretary/Treasurer shall collect for recording purposes minutes from all IDO bodies' meetings. Minutes of all bodies' meetings shall be sent to the Executive Secretary/Treasurer no later than fourteen (14) days after the meeting.

## 10.7 Presidium Meetings

### 10.7.1 Rules of Procedure

All meetings of the Presidium shall be conducted in accordance with the Rules of Procedure which are attached as Annex 4.

### 10.7.2 Voting Rights

The elected members of the Presidium have full voting rights in the Presidium. In the event of an equality of votes, the President shall have a casting vote. "Ex officio" members of the IDO Presidium, do not have voting rights but do have the unlimited rights to attend and speak at Presidium Meetings when Dance Department or Continental Conference topics are on the Agenda.

## 10.8 Executive Presidium

10.8.1 Members of the Executive Presidium are the President, the Senior Vice President, and the Executive Secretary/Treasurer. Other members of the Presidium may be invited from time to time to attend meetings of the Executive Presidium.

10.8.2 The Executive Presidium is competent for the day-to-day business of the IDO as well as for matters referred by the Presidium and for matters of urgency.

10.8.3 Expenditures may be made by the Executive Presidium which belong to the regular expenses or budgeted matters (as approved by the General Assembly). All other expenditures above € 3,000 must be approved by the IDO Presidium.

10.8.4 The Executive Presidium is also responsible to check Agendas, procedures, and minutes of all IDO meetings.

10.8.5 For all meetings of the Executive Presidium, the Procedural Rules for the Presidium (Annex 4) shall apply respectively.

## **Article 11: Internal Revisors / External Auditor**

11.1 IDO finances will be reviewed by two (2) Internal Revisors, which hold two (2)-year terms of service. They are elected by the General Assembly. Candidates for internal revisors cannot be from the same country as elected persons in the Presidium. In the case of such conflict when a Presidium member is elected and is from the same country as (currently acting) Internal Revisor – the Internal Revisor's term of service is automatically terminated; in such case, the General Assembly shall immediately elect an Internal Revisor for the remaining period of his/her term.



11.2 The Executive Secretary/Treasurer must present to each Ordinary Meeting of the General Assembly a financial report for the elapsed fiscal year and an annual budget for the following fiscal year. The financial report shall have been reviewed by the two (2) internal financial revisors. They shall have access to the draft financial report and the relevant books and accounts not later than one (1) month before the Ordinary Meeting of the General Assembly.

11.3 The annual financial report of the IDO shall be audited by an external auditor in accordance with Art. 11 of the Statutes. The external auditor shall be elected by the General Assembly for a two (2)-year term of service.

## **Article 12: Affiliations with other Sport and Culture Organizations**

12.1 The IDO may enter affiliations with other international sport and culture organizations.

## **Article 13: Applicability of IDO Rules and Regulations**

13.1 Each IDO member shall be bound by the Statutes, the By-Laws, the Internal Acts, the Rules & Regulations as well as any other resolutions and decisions regulations adopted by the General Assembly, the Department Assembly, Continental Conference, the Presidium, Committees, and/or other IDO bodies

13.2 The IDO Dance Sport Rules & Regulations can be changed or amended in Books by the Presidium at any time, except Changes of Book 3 (Rules for IDO Dance Disciplines) which fall into the responsibility of the respective Dance Department (Article 8.1.3 above).

Unless resolved otherwise, a decision of the Presidium to change or amend the IDO Dance Sport Rules & Regulations shall take immediately effect but must be presented to the next Annual General Meeting which may either confirm or revoke such change or amendment.

## **Article 14: Final Provisions**

14.1 Unless the context otherwise requires in these By-Laws, the singular shall include the plural and vice versa, and the use of the masculine form shall be interpreted also to refer to the feminine.

14.2 These By-Laws shall be governed in all respects by Danish Law.

14.3 These By-Laws shall be published and publicly accessible on the official IDO Website.

These By-Laws may be changed or amended by the General Assembly with a two-thirds (2/3) majority of members present in the Meeting of the General Assembly and entitled to vote.

### **Annexes:**

- Annex 1: Outline for Agenda of IDO Annual General Assembly
- Annex 2: Voting Procedures and Standing Orders at General Meetings
- Annex 3: Outline for Agenda for Dance Committee Meetings
- Annex 4: Rules of Procedure for the IDO Presidium

These By-Laws have been passed and adopted with immediate effect at the IDO Annual Meeting Copenhagen on July 12, 2022.

# **ANNEX 1**

## **Outline for Agenda of the IDO Annual General Assembly**

### **0. Formalities**

- 0.1 Determination of Attendance, Quorum, and Keeper of the Minutes
- 0.2 Acceptance of last Minutes
- 0.3 Matters arising from last Minutes

### **1. Membership**

- 1.1 Acceptance of New Members
- 1.2 Exclusion of Members (if any)

### **2.0 Presidents Report (Annex 1)**

### **3. Financial Report/Financial Matters**

- 3.1 Treasurer's Report and annual budget for next calendar year (Annex 3)
- 3.2 Internal Revisor's Report (Annex 2)
- 3.3 External Auditor's Report
- 3.4 Approval of Accounts
- 3.5 Election of Internal Revisor and External Auditor
- 3.6 Annual Fixing of Membership Fees

### **4. Vice President's Reports**

- 4.1 Senior Vice President's Report (Annex 4)
- 4.2 Executive Secretary's Report (Annex 5)
- 4.3 Report of Vice President Adjudication (Annex 6)
- 4.4 Report of Vice President (Annex 7)

### **5. Area Representative's Reports**

### **6. IDO Dance Departments**

- 6.1 Performing Arts
  - 6.1.1 Chairperson's Report (Annex ...)
  - 6.1.2 Amendments to Dance Sport Rules
- 6.2 Street and Pop Dance
  - 6.2.1 Chairperson's Report (Annex ...)

6.2.2 Amendments to Dance Sport Rules

6.3 Special Couple Dances

6.3.1 Chairperson's Report (Annex ...)

6.3.2 Amendments to Dance Sport Rules

**7. Presidium and Member Country Proposals**

**8. Changes of IDO Statutes, By-Laws, Rules & Regulations (if any)**

**9. Election of Members of the Presidium**

**10. New Business**

**11. Venue and Time of next Annual General Assembly**

## **ANNEX 2**

### **Voting Procedures and Standing Orders at General Meetings**

#### **1. Voting at IDO General Meetings shall be carried out as set forth below:**

1.1 The secretary of the meeting shall record the votes resulting from any poll taken at an IDO meeting in accordance with these Rules.

1.2 The form used by the secretary of the meeting for recording official votes shall consist of an alphabetical list of all MEMBER ORGANIZATIONS' areas (countries) down the left-hand side of the form. This first column shall be titled MEMBER ORGANIZATIONS. Columns 2, 3, 4, and 5 shall be titled FOR, AGAINST, ABSTAIN, and ABSENT respectively. Once the Chair has read a motion and any accompanying amendments to the meeting, the secretary shall call the vote. As the secretary calls the name of each MEMBER ORGANIZATION listed in Column 1, the official nominees designated to do so, if present, shall cast the MEMBER ORGANIZATION'S vote on the issue before them. Each voting nominee may only call out FOR, AGAINST, or ABSTAIN as he or she deems appropriate to the issue in question. The secretary shall mark the appropriate row and column with a tick, to indicate how the MEMBER ORGANIZATION'S nominee has voted. If the voting nominees of a MEMBER ORGANIZATION are not present, this shall be noted under on the official form in the column titled ABSENT. When all votes have been officially called, the secretary shall declare whether the motion has been carried or lost.

1.3 The voting arrangements that shall apply to the election of Officers of the IDO are as follows. The form used for recording official votes shall consist of an alphabetical list of all MEMBER ORGANIZATIONS' areas (countries) down the left-hand side of the form, and this column will be titled MEMBER ORGANIZATIONS. The Chairperson shall call for candidates to be nominated and seconded for each post. As each candidate is seconded, the secretary of the meeting shall enter the name of each candidate as a heading for Columns 2 onwards.

The secretary shall then read the name of each MEMBER ORGANIZATION listed in Column 1. As each MEMBER ORGANIZATION is called, the voting nominee of that MEMBER ORGANIZATION, if present, shall call the name of the candidate for whom it wishes to cast its vote. The secretary shall mark the appropriate row and column with a tick, to indicate how the MEMBER ORGANIZATION has voted. When the votes for all MEMBER ORGANIZATIONS have been called and recorded, the secretary shall declare the total number of votes cast for each candidate. The candidate receiving not less than 50% of the votes cast by of the MEMBER ORGANIZATIONS present shall be deemed to be elected to the position in question. In the event of no one candidate receiving not less than 50% of the votes cast by the MEMBER ORGANIZATIONS present and voting and there are more than two candidates for the position in question, the candidate with the least number of votes cast in his favor shall withdraw his candidacy for the post.

The remaining candidates shall stand in the next round of voting. This process shall be repeated until the number of candidates is reduced to two. In this final round, the candidate with the highest number of votes cast in his favor will be elected to the position. In the event of a tie, where the two candidates in the final round share an equal number of votes, the poll will be declared void and a second election will start from the beginning. Any candidate who receives 51% or more of the official votes cast in any round of voting will be elected to the post.

#### **2. Standing Orders of the IDO to be observed at IDO General Meetings:**

##### **2.1 CHAIRPERSON OF THE MEETING'S RULING AT IDO MEETINGS**

If the Chairperson of the meeting rises to call a nominee to order, or for any other purpose connected with the meeting, the nominee currently speaking shall be seated and no other nominee shall rise until the Chairperson has indicated otherwise. The ruling of the Chairperson of the meeting on any question of standing orders, points of order, or explanation shall be final. Any delegate may appeal

against the decision of the Chairperson of the meeting, but this requires a seconder and a majority vote.

## 2.2 SPEECHES AT IDO MEETINGS

No nominee shall be permitted to speak more than once on any subject before the meeting or on the same point of order, except the mover of the original motion. On an amendment being moved, any nominee, even though he has spoken on the original motion, may speak again on the amendment. No delegate shall speak for more than five minutes at one time unless the Chairperson of the meeting so permits. Nominees wishing to raise a point of order or explanation must rise immediately and obtain permission from Chairperson of the meeting to speak. Any MEMBER ORGANIZATION may formally second any motion or amendment. The nominee representing a MEMBER ORGANIZATION that is seconding a motion or an amendment may reserve his speech until a later period in the debate.

## 2.3 MOTIONS AND AMENDMENTS AT IDO MEETINGS

The first proposal on any subject shall be known as the original motion. All succeeding proposals on that subject shall be called amendments. Every motion or amendment must be moved and seconded by a MEMBER ORGANIZATIONS present at the meeting before they may be discussed. When an amendment is moved to an original motion, no further amendment shall be discussed until the first amendment has been dealt with. Notice of any further amendments must be given to and read out by the Chairperson before the first amendment is put to the vote and this procedure must be repeated with all succeeding amendments.

## 2.4 SUBSTANTIVE MOTIONS AT IDO MEETINGS

If an amendment is carried it replaces the original motion and then becomes the substantive motion and may be further amended, provided it is consistent with the business at hand and has not been covered by an amendment or motion that has been previously rejected. The substantive motion will then be put to the vote.

## 2.5 RIGHT TO REPLY AT IDO MEETINGS

Provided that no amendment is moved, the mover of the original motion shall have the RIGHT OF REPLY at the close of the debate on such a motion but shall not introduce any new matters. The motion shall then be immediately put to the vote. Under no circumstances shall any further discussion be allowed once the motion has been called by the Chairperson. When an amendment is moved, the mover of the original motion shall be entitled to speak upon the amendment. The mover of the amendment shall not be entitled to reply.

## 2.6 ALTERATIONS TO OR WITHDRAWAL OF MOTIONS OR AMENDMENTS

Once accepted by the Chairperson, no motion or amendment shall be withdrawn without the consent of both the mover and the person who seconds the motion.

## 2.7 CLOSURE OF DEBATE AT IDO MEETINGS

Motions for next business, the closure of debate on a motion, or an amendment, may be moved and seconded only by delegates who have not previously spoken at any time during the debate, either on the original motion or on any subsequent amendments. In the event of the closure of debate being voted upon and carried, the mover of the original motion shall have the right to reply before the motion or the amendment is put to the vote.

# ANNEX 3

## Outline for Agenda for Dance Committee Meetings

### AGENDA FOR DANCE COMMITTEE MEETING

Name of Dance Committee: \_\_\_\_\_

Name of Dance Committee Chairperson: \_\_\_\_\_

Dance Department: \_\_\_\_\_

Place/Date of Meeting: \_\_\_\_\_

1. Welcoming remarks by the Dance Committee Chairperson
2. Nomination of Keeper of the Minutes
3. Acceptance of the last Minutes
4. Matters arising from the last Meeting
5. Dance Committee Chairperson's report (items from ADM, statistics of participating countries at IDO events, passed proposals, competitions, rules, e-mail discussions)
6. Proposals
7. Recommendations
8. Election of Dance Committee Chairperson (if needed)
9. Date and place of the next Meeting
10. New business

Chairperson: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Signature of Dance Committee Chairperson)

Minutes-Keeper: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Signature of Minutes-Keeper)

## **ANNEX 4**

### **Rules of Procedure for the IDO Presidium**

#### **Article 1:**

Meetings of the IDO Presidium are called by the President. Any member of the Presidium may require the President to call a meeting.

Meetings shall be called at 4 weeks' notice by e-mail or in any other manner of writing. If the matter to be debated is urgent, the President may dispense from the 4 weeks' notice.

The notice of the meeting shall be accompanied with the Agenda, which, however, it can be altered or supplemented until 10 days before the meeting.

#### **Article 2:**

The meetings of the Presidium are presided over by a Chairperson, which is the President, and in his absence, the Senior Vice President. If neither is present, the Chairperson is elected among the members present at the meeting. The Chairperson may ask other members of the Presidium to conduct the meeting for topics.

#### **Article 3:**

The Presidium forms a quorum when a minimum of two thirds of the members of the Presidium are present, or the President, Senior Vice President and Treasurer are present. In the latter case, however, a minimum of half the members of the Presidium must be present.

Participation by way of proxy is not permitted. Meetings of the Presidium may be held on topics by way of Email-exchange, by way of telephone, or by a Skype conference to be followed by an Email confirmation of any resolutions passed.

#### **Article 4:**

Resolutions of the Presidium are passed by a simple majority of votes.

#### **Article 5:**

Minutes of each Presidium meeting shall be taken. The Minutes-Keeper shall be determined by the Chairperson.

Minutes shall be signed by the President and the Minutes-Keeper and distributed to all members of the Presidium within 2 weeks after the meeting. Before minutes are distributed, only the Chairperson is entitled to give information about decisions of the Presidium.