

## **ARTICLES OF THE LITHUANIAN SWIMMING FEDERATION**

### **I. GENERAL PROVISIONS**

- 1.1. The Lithuanian Swimming Federation (hereinafter referred to as the "LSF") is non-profit public legal person with limited civil liability, having its own seal, symbols, bank account and operating on the grounds of voluntary membership in territory of the Republic of Lithuania, uniting registered in the Republic of Lithuania clubs, educational institutions, sports federations of cities, which propagate and develop swimming, diving, synchronised swimming, water polo, open water swimming and veterans sports, aiming to coordinate activity of the LSF members, represent the LSF members' interests and protect them or meet other public interests.
- 1.2. The name of the association is the Lithuanian Swimming Federation.
- 1.3. The legal form of the LSF is an association.
- 1.4. In its activities the LSF follows the Constitution of the Republic of Lithuania, the Law on Associations, the Civil Code, other laws and legal acts of the Republic of Lithuania.
- 1.5. The LSF recognizes the Olympic Charter and is the member of the Federation Internationale De Natation (hereinafter referred to as "FINA") and Ligue Européenne De Natation (hereinafter referred to as "LEN").
- 1.6. The LSF has been established for an unlimited period of time.
- 1.7. The Fiscal Year of the LSF coincidences with a calendar year.
- 1.8. The registered office of the LSF can be changed by the decision of the Executive Committee.

### **II. PURPOSES AND OBJECTIVES OF THE LSF ACTIVITIES AND AREAS OF ACTIVITIES**

- 2.1. Primary purposes of the LSF are:
  - 2.1.1. to coordinate activities of the LSF members, represent and protect interest of the LSF members in the country and abroad, create favourable conditions for the activities of the Federation's members developing reciprocal and international relations with the organisations, which propagate swimming, diving, synchronised swimming, water polo and open water swimming;
  - 2.1.2. to prepare long-term programmes of the expansion of the propagated and developed sports, implement these programs and thus contribute to the performance of the national physical education and sports development programme of the Republic of Lithuania;
  - 2.1.3. to discharge duties of the exclusive member of FINA and LEN and exercise rights granted to it for the good of the development of swimming, diving, synchronised swimming, water polo, open water swimming.
- 2.2. For the implementation of these purposes the Federation:
  - 2.2.1. represents interests of its members and protect their rights in national institutions, organisations, associations and courts of the Republic of Lithuania;
  - 2.2.2. represents interests of the Lithuanian swimming, diving, synchronised swimming, water polo and open water swimming in the National Olympic Committee of Lithuania, FINA, LEN and other international organisations;
  - 2.2.3. ensures preparation of Lithuanian national teams and participation of them in the Olympic Games, World Championships and other the most important international sports competitions;
  - 2.2.4. uses the LSF funds for the implementation of the approved programmes;
  - 2.2.5. collects information about activities of the LSF members, analyses it and prepares recommendations for the development of activities;
  - 2.2.6. promotes activities of the LSF and its members in the Republic and foreign countries, using its own name, symbols, LFS trademark; members can use the LFS symbols only with consent of the LSF President;
  - 2.2.7. organises conferences, meetings, seminars, other collective events of the LSF members;
  - 2.2.8. enters programmes of cooperation with Lithuanian municipalities, the National Olympic Committee of Lithuania, the Department of Physical Education and Sports under the Government of the Republic of Lithuania, other organisations and foreign partners, and implements these programmes;
  - 2.2.9. makes schedule of sports competitions, organises and controls that all the LSF members would comply with it;
  - 2.2.10. organises national championships and other sports events, training camps of national teams;

- 2.2.11. prepares methodical materials about propagated sports;
- 2.2.12. encourages learning to swim and safe conduct near the water;
- 2.2.13. supports representatives of these sports in accordance with the requirements of applicable laws;
- 2.2.14. spreads information about its activities in written, verbal and other ways, propagates purposes and objectives of the LSF;
- 2.2.15. maintains relations with international public organisations, which activities and purposes don't conflict with the Constitution of the Republic of Lithuania and other laws;
- 2.2.16. administers, in accordance with the requirements established by FINA and LEN, registration documents of sportsmen, which are leaving to compete in foreign clubs, also documents of foreigners, which are arriving to compete in Lithuanian clubs;
- 2.2.17. mediates in order that sports clubs, also sportsmen, coaches, referees and other specialists could conclude favourable agreements of cooperation and other agreements with foreign clubs or other organisations, if necessary;
- 2.2.18. encourages sharing experience with swimming federations of foreign countries.
- 2.2.19. Pays membership fee of FINA and LEN in accordance with the requirements.

2.3. The LSF can carry out these economic commercial activities:

47.1	Retail sale in non-specialised stores
47.19	Other retail sale in non-specialised stores
47.61	Retail sale of books in specialised stores
47.62	Retail sale of newspapers and stationery in specialised stores
47.63	Retail sale of music and video recordings in specialised stores
47.64	Retail sale of sporting equipment in specialised stores
47.78	Other retail sale of new goods in specialised stores
47.91	Retail sale via mail order houses or via Internet
47.99	Other retail sale not in stores, stalls or markets
47.78.90	Other specialised retail sale
58.11	Publishing of books
58.12	Publishing of directories and mailing lists
58.13	Publishing of newspapers
58.14	Publishing of journals and periodicals
58.19	Other publishing activities
59.2	Sound recording and music publishing activities
73.1	Advertising
77.21.40	Renting of recreational and sports goods
85.5	Other education
85.51	Operation of sports facilities
93.11	Operation of sports facilities
93.12	Activities of sport clubs
93.13	Fitness facilities
93.19	Other sports activities

2.4. For the realisation of the activities provided in these Articles of Association the LSF can:

- 2.4.1. have accounts in the banks;
- 2.4.2. buy or in other ways acquire assets, use and control them in accordance with requirements of applicable laws, other normative legal acts of the Republic of Lithuania and these Articles of Association;
- 2.4.3. conclude agreements and assume obligations;
- 2.4.4. provide paid services and establish their prices;
- 2.4.5. provide and receive charity and sponsorship in accordance with the requirements of applicable Lithuanian laws;
- 2.4.6. establish branch offices and agencies;
- 2.4.7. establish or participate in establishing other legal persons with limited civil liability and become a participant of such legal persons;
- 2.4.8. use funds for the implementation of the purposes provided in these Articles of Association.

- 2.5. The LSF can assume only such civil rights and duties, which don't conflict with its purposes of activities, provided in laws of Republic of Lithuania and these Articles of Association.

### **III. ASSETS AND INCOME SOURCES OF THE LSF. REQUIREMENTS OF PAYMENT OF ADMISSION TO MEMBERSHIP AND MEMBERSHIP FEES**

- 3.1. Any movable and immovable property, also monetary funds can be in ownership of the LSF by the property right, which ownership shall not conflict with normative legal acts of the Republic of Lithuania.
- 3.2. Income sources of the LSF are:
  - 3.2.1. admission to membership fees, membership fees and purposive contributions;
  - 3.2.2. purposive funds and assets of the state and/or municipalities;
  - 3.2.3. devices devolved to the LSF;
  - 3.2.4. interests paid by credit institutions for the LSF funds in the accounts;
  - 3.2.5. other lawful funds.
- 3.3. assets of the LSF, including monetary funds, shall be used for the achievement of the purposes provided in the Articles of Association, for the acquisition and operation of long-term assets and inventory and for the organisation of the activities of the LSF bodies.
- 3.4. value, requirements and terms of payment of admission to membership and annual membership fees are established by individual decision of the Conference. Annual membership fee shall be paid no later than the 1<sup>st</sup> of March of the current year.

### **IV. THE LSF MEMBERS, THEIR RIGHTS AND DUTIES, REQUIREMENTS OF MEMBERS'S ADMISSION, SECESSION AND REMOVAL**

- 4.1. The LSF members may be legal persons, i.e. registered in the Republic of Lithuania institutions of formal and informal education, sports federations of cities, clubs, propagating and developing swimming, diving, synchronised swimming, water polo and open water swimming, recognising the Articles of Association and paying membership fee, and other legal persons.
- 4.2. The LSF members acknowledge that FINA (FEDERATION INTERNATIONALE DE NATATION) is the world governing body for the sport of Aquatics and acknowledge the LEN (LIGUE EUROPÉENNE DE NATATION) as the governing body for Aquatics in Europe and therefor the members of LSF comply with FINA and LEN rules and regulations.
- 4.3. The LSF members shall not be legal persons which longer than 2 (two) years haven't provided documents of financial accountability to the Register of Legal Entities or have the only participant.
- 4.4. Rights of the LSF members:
  - 4.3.1. to participate in the Conference with deciding vote;
  - 4.3.2. to participate in the administration, to elect the bodies of the LSF Administration and to be elected to them;
  - 4.3.3. to apply to the LSF Executive Committee in written and, according to its regulation, propose to include actual to them question in agenda of the Conference or session;
  - 4.3.4. to use the services provided by the LSF;
  - 4.3.5. to use collected information and symbols of the LSF in accordance with the requirements established by the Conference and without conflict with the requirements of applicable laws or other normative legal acts of the Republic of Lithuania;
  - 4.3.6. to become acquaint with the documents of LSF, including the list of LSF member, and receive all the information, owned by the LSF, about its activities, in accordance with the requirements provided in these Articles of Association;
  - 4.3.7. to participate in preparing and executing programmes, projects and events of the LSF;
  - 4.3.8. to secede from the LSF at any time. In this case admission of membership fees and membership fees or funds and assets transferred to the LSF in other ways are irrevocable.
  - 4.3.9. other rights provided in applicable laws or other normative legal acts of the Republic of Lithuania and the Articles of Association of the LSF.
- 4.5. The LSF membership shall not preclude its members' rights and duties when they are carrying out autonomous activities.
- 4.6. Duties of members of the LSF:

- 4.5.1. shall comply with the Articles of Association of the LSF;
- 4.5.2. shall exercise the decisions adopted by the Conference and Executive Committee;
- 4.5.3. shall pay membership fee on schedule;
- 4.5.4. shall inform about change of the address of the registered office or other requisites. In case of non-information messages shall be send to the last address, provided to the LSF, and shall be deemed duly delivered;
- 4.5.5. shall not express their own opinion in the name of the LSF, except, when it is approved by the individual decision of the Executive Committee; shall not carry out any activities, which can do harm the prestige of the LSF;
- 4.5.6. shall keep commercial (industrial) and other secrets and confidential information of the LSF and its members and shall not disclose them to any third parties.
- 4.5.7. Members are admitted to the LSF by the decision of the Executive Committee. The legal person aiming to become the LSF member presents written application and copies of documents of establishment (articles of association, agreement of the establishment etc.), proved in accordance with the requirements of applicable laws.
- 4.7. The legal person aiming to become the LSF member shall meet there criterions:
  - 4.7.1. the activities of the candidate shall comply with the purposes of the LSF activities, and its (candidate's) participation shall be significant to the activities of the LSF;
  - 4.7.2. the candidate shall have experience in organising sports events in local, regional, national or international levels and provide the evidences of such activities;
  - 4.7.3. the candidate shall have records of 2 (two) the LSF members, which recommend to admit the candidate to the LSF membership (recommendations shall be attached to the presented application).
- 4.8. The application shall be considered in the next session of the Executive Committee. The Executive Committee can request additional documents and data about the activities of the legal person. About the decision of the Executive Committee the candidate to membership in the LSF shall be informed in written.
- 4.9. In the accordance with the decision of the Executive Committee the LSF membership may be suspended no longer than 3 years. The specific term of the suspension of membership shall be established by the Executive Committee, taking into account reasons of the suspension and other circumstances. During the period of the suspension of membership the member of the LSF cannot enjoy the rights of the LSF member and is not obliged to exercise the duties, provided in the Articles 4.5.2 and 4.5.3 of these Articles of Association, except the duties, which have occurred before the suspension of membership.
- 4.10. Membership may be suspended:
  - 4.9.1. by the request of the member of the LSF;
  - 4.9.2. in case the member of the LSF doesn't participate in the LSF activities (for the sports of other reasons);
  - 4.9.3. in case the member of the LSF doesn't pay the annual membership fee;
  - 4.9.4. for the other important reasons, which do not constitute basis for the expulsion of the member from the LSF in accordance with the requirements and conditions established in these Articles of Association.
- 4.11. The LSF membership shall be resumed by the decision of the Executive Committee after disappearance of the circumstances, for which it was suspended, or after the expiration of the term of suspension, but under individual written request of the member, which membership was suspended. In case if such request isn't presented, the suspension of membership lasts until the presentation of the request and the adoption of the decision of the Executive Committee or until the expulsion of the member from the LSF.
- 4.12. Conditions of membership termination:
  - 4.12.1. voluntary secession from the LSF;
  - 4.12.2. termination of the LSF activities;
  - 4.12.3. member is removed from the LSF, if:
    - a) makes infringement of the laws or other normative legal acts of the Republic of Lithuania, also infringement of the Articles of Association of the LSF;
    - b) makes harm to the reputation of the LSF, discredits the name of the LSF in the Republic of Lithuania and abroad;
    - c) prevents the LSF to aim its purposes;
    - d) consistently, i.e. two or more times successively pays the membership fee or part of it improperly, out of time or incompletely;
    - e) suspension of its membership lasts longer than 3 years;
    - f) do not meet requirements to the members of the LSF or its activities in other legal persons is incompatible with the participation in the activities of the LSF or contradict to the interests of the LSF.

- 4.13. The decision about removing of the member from the LSF shall be made by the Executive Committee. The removed member, objecting the removal, has right no later than during 10 (ten) days from the adoption of the decision about removal, to present to the Executive Committee written declaration requesting to convene the Conference. In such case the Executive Committee must immediately convene the Conference in accordance with the requirements of these Articles of Association. After the member of the LSF requested to convene the Conference, the validation of the removal's decision of the Executive Committee is suspended. The Conference has right to confirm the removal of the member or resume its membership in the LSF.
- 4.14. The termination of membership doesn't absolve the member of the LSF from the payment the fee of membership and other duties which occurred until the termination of membership.

## **V. THE LSF ADMINISTRATION**

- 5.1. The LSF shall assume civil rights and civil duties and exercises them through the LSF bodies of administration, established and operating in accordance with the requirements provided in these Articles of Association.
- 5.2. The LSF bodies are:
- 5.2.1. The Conference, which has all the rights of general meeting of members;
  - 5.2.2. The Executive Committee, which is collegial body of the LSF administration;
  - 5.2.3. The President, which is one-man body of the LSF administration;
  - 5.2.4. The Secretariat, which managed by the Secretary General;
  - 5.2.5. The Auditing Commission.
- 5.3. LSF may constitute councils and commissions, which are not the bodies of administration – i.e. the Council of Coaches, the Council of Referees and other commissions, which number and composition is established by the Executive Committee. These commissions shall be approved by the Executive Committee in the first session of its first term of office. Commissions shall operate in accordance with the activities regulation approved by the Executive Committee.

## **VI. CONFERENCE**

- 6.1. The Conference is the supreme body of the LSF, which deals with the most important issues of the LSF.
- 6.2. Functions of the Conference are:
- 6.2.1. amends the Articles of Association of the LSF;
  - 6.2.2. elects the President, the Vice-president(s), the Secretary General, members of the Executive Committee, the auditor (the Auditing Commission) for the four years term of office;
  - 6.2.3. has right to dismiss persons from the elected offices;
  - 6.2.4. audits and approves annual reports about operated activities;
  - 6.2.5. audits and approves annual financial accountability, after listening of the Auditor's (the Audition Commission's) presentation;
  - 6.2.6. approves budget of the next period, calendar schedule of sports and other events;
  - 6.2.7. establishes value and requirements of payment of admission to membership fee and membership fee;
  - 6.2.8. passes decision about the reformation or the termination of the LSF (about reorganisation or liquidation);
  - 6.2.9. passes decision about establishing other legal persons or becoming participant of other legal persons;
  - 6.2.10. establishes types and values of contracts, which the Secretary General can conclude only having the precedent consent of the Executive Committee;
  - 6.2.11. decides on the other issues, attributed to the competence of the Conference in accordance with the requirements of applicable laws and normative legal acts of the Republic of Lithuania and these Articles of Association attributed to the competence of the Conference.
- 6.3. The Conference has no right to delegate to other bodies of the LSF to decide on issues, which are attributed to the competence of the Conference.
- 6.4. Conferences can be ordinary, accounting-electing and extraordinary. Ordinary conferences are organised by the Executive Committee annually and no later than 3 (three) months from the end of accounting financial year. Accounting-electing conferences are organised every four years after the summer Olympic Games. The special Conference must be convened by the request of not less than 1/3 of the members of the LSF, by the resolution of the President, the Executive Committee or the Auditor (the Auditing Commission) or in the cases provided in the Article 4.13 of these Articles of Association. The initiators of

the Extraordinary Conference present to the President of the LSF the application, which provides the reasons for the convention of the Conference, the project of agenda, proposal on the date and place of the meeting. If issues proposed to solve in the agenda are not resolvable in other ways, the President must convene the Conference in the period of 15 days after the presentation of the application.

- 6.5. The date and place of the Conference is appointed by the Executive Committee in accordance with the requirements of these Articles of Association.
- 6.6. About the place, date, time and agenda of the LSF Conference the members of the LSF are informed in written by the Secretary General before not less than 15 (fifteen) days until the day of the Conference. The Secretary General shall provide the LSF members all the material about the agenda of the Conference and the decisions projected to adopt in the Conference. Notifications to the members of the LSF are presented in accordance with the requirements provided in the Article 14.1 of these Articles of Association.
- 6.7. The Conference can adopt decisions, if are participating more than ½ (half) of the LSF members LSF. The decisions are adopted by the simple majority of votes (in accordance with requirements provided in the Article 8.7 of the Law on Associations), except the cases, provided in the Articles 6.2.1 and 6.2.8 of these Articles of Association, when for the adoption is required the majority of not less than 2/3 votes of the participating in the meeting members.
- 6.8. When electing the President and other elective members, the voting is confidential, except the case when there is proposed the only candidate to the office of the President. In such case electing can be by open voting if the Conference approves that.
- 6.9. Every LSF member has one deciding vote.
- 6.10. If the Conference lacks quorum, in accordance with the requirements of the Articles of Association, not earlier than after 15 (fifteen) days and not later than after 30 (thirty) days shall be convened repeated Conference, having the right to adopt decisions on the items of the agenda of the non-preceded Conference irrespective of number of the participating members.
- 6.11. The members (their procurators), participating in the Conference, are registered by signing in the registration list. This list shall be signed by the chairman and the secretary of the Conference.
- 6.12. The protocol of Conference shall be signed by the chairman and the secretary of the Conference no later than 7 (seven) working days.

## **VII. EXECUTIVE COMMITTEE**

- 7.1. The number of the Executive Committee members is established by the Conference, but its composition shall comprise of not less than 5 members: the LSF President, Vice-president(s) and other members, which are elected for the 4 (four) years term of office. Its members shall not be employees of the LSF secretariat, except the Secretary General.
- 7.2. The Executive Committee member may resign before the term, presenting written request to the Executive Committee no later than before 14 (fourteen) days. If the Executive Committee member cannot carry out his duties or failing to carry out it in due manner, the LSF Conference has right to suspend his authority and propose to replace him with other person.
- 7.3. The Executive Committee starts its activities from the Conference's decision, confirming the composition of the Executive Committee, but not longer, than until the end of the term of Office.
- 7.4. The Executive Committee carries out these functions:
  - 7.4.1. approves the working regulation of the Executive Committee;
  - 7.4.2. adopts decisions about the establishment of the LSF branch offices and agencies or the termination of their activities, approves statutes of such the LSF subdivisions;
  - 7.4.3. establishes the value of the LSF Secretary General's salary;
  - 7.4.2. approves chairmen of the Councils of Couches and Referees and executives of other commissions, which coordinate particular areas of the LSF activities;
  - 7.4.3. approves the structure and list of the LSF secretariat staff, prepared by the Secretary General, and working descriptions of the LSF employees;
  - 7.4.4. approves the requirements for the salary estimation and incentive, prepared by the Secretary General;
  - 7.4.5. adopts decisions to convene the LSF Conference, presents its agenda;
  - 7.4.7. exercises activities programme, approved by the Conference, and decisions adopted by the Conference, organises provided events, administers funds, designed for the implementation of the activities programme, exercises other assignments of the Conference;
  - 7.4.9. discusses and approves the calendar of competitions, its amendments and plans of other measures;

- 7.4.10. approves the composition of the Lithuanian national teams and their coaches, approves training programmes of the Lithuanian national teams, upon proposal from the Council of Coaches approves the composition of delegations, going to the international competitions;
- 7.4.11. in accordance with the requirements of the Articles of Association decides on admission of new members, removal of members and sets the criteria, which shall meet legal persons, aiming to become the LSF members;
- 7.4.12. makes proposal to the Conference for the recall of the President and Vice-president(s) from the Office;
- 7.4.13. imposes disciplinary penalties and incentives on employees;
- 7.4.14. looks for the funds for the funding of the LSF activities;
- 7.4.15. analyses and estimates the project of the financial accountability, presented by the Secretary General;
- 7.4.16. in accordance with the requirements of the Articles of Association prepares and presents for the approval of the Conference report of the LSF activities and the LSF financial report;
- 7.4.17. in accordance with its competence decides on other issues of the LSF administration and activities;
- 7.4.18. determines the information, which is considered commercial (industrial) secret of the LSF. Commercial (industrial) secret shall not be considered the information which must be public in accordance with requirements of applicable laws, other normative legal acts of the Republic of Lithuania;
- 7.4.19. exercises other functions attributed to its competence in accordance with requirements of applicable laws, other normative legal acts of the Republic of Lithuania and these Articles of Association.
- 7.5. The right of initiative to convene the session of the Executive Committee has 1/3 (one third) of the Executive Committee members, the President, the Secretary General. The Secretary General informs in written the Executive Committee members about the convened session no later than 7 (seven) days before prospective date of the session. The sessions of Executive Committee shall be convened at least 4 times every year. The sessions are protocolled.
- 7.6. The Executive Committee can adopt the decisions, if in the session of the Executive Committee are present more than 1/2 (one second) of the Executive Committee members. Every member of the Executive Committee has one deciding vote. The decisions are adopted by the simple majority of votes of participating in the session the Executive Committee members. In case of equal distribution of votes, the vote of the President is decisive. If the President doesn't participate in adopting the decision, in case of equal distribution of votes the decision shall be deemed not adopted.
- 7.7. The Executive Committee activities are directed by the President, in case he is absent or is not able to carry out duties they are directed by the Vice-president or vice-president, appointed by the President, if there several vice-presidents in the LSF.

## **VIII. PRESIDENT**

- 8.1. Directs the LSF activities.
- 8.2. Chairs the sessions of the Executive Committee and coordinates its activities; establishes the distribution areas of activity and duties for the Executive Committee members.
- 8.3. Issues authority to the vice-presidents, the Secretary General, other members of Executive Committee and commissions to exercise the functions, which are attributed to their competence.
- 8.4. Signs the decisions of the Executive Committee and monitors their implementation, except the cases, then the Executive Committee authorises the other member of the Executive Committee to sign the particular decision.
- 8.5. Signs decrees about financial transactions and estimates.
- 8.6. Represents the LSF in the courts, governmental and administration institutions, international organisations (FINA, LEN and others), in relations with legal and natural persons, signs agreements in the name of the LSF;
- 8.7. Exercises other functions, provided in applicable laws, other normative legal acts of the Republic of Lithuania and the Articles of Association of the LSF. The President may have substitutes, i.e. vice-presidents. The candidates to the office of vice-president upon proposal from the President are approved in the Conference. The President, the Vice-presidents and the Executive Committee may be paid for their activities.

## **IX. SECRETARY GENERAL**

- 9.1. Directs the LSF secretariat activities.

- 9.2. The Secretary General upon proposal from the President is elected by the Conference; his salary is determined by the Executive Committee. With him is concluded fixed-term employment contract for the term of office of the Executive Committee.
- 9.3. The Secretary General acts in accordance with the laws, other normative legal acts of the Republic of Lithuania, these Articles of Association, staff regulations approved by the Executive Committee, decisions adopted by the Conference and Executive Committee.
- 9.4. The Secretary General exercises these functions:
  - 9.4.1. exercises decisions of the Conference, the President and the Executive Committee, organises and directs the activities of the secretariat, administers current affairs of the LSF, admits and dismisses employees, concludes with them employment contracts;
  - 9.4.2. in accordance with the authorization of the President acts in the name of the LSF in the all governmental institutions and agencies, represents the LSF in the courts and arbitrations in relations with the third (both private and public) parties;
  - 9.4.3. concludes contracts in the name of the LSF. The contracts which shall meet criterions, established by the Conference, may be concluded by the Secretary only having the precedent consent of the Executive Committee;
  - 9.4.4. prepares programme of the LSF activities, annual calendar of sports competitions, statute of sports competitions and regulation of competitions;
  - 9.4.5. prepares and presents for the discussion of the Executive Committee list of the LSF staff and staff regulations;
  - 9.4.6. prepares and presents for the discussion of the Executive Committee the requirements for the salary estimation and incentive of the LSF employees;
  - 9.4.7. at least 1 time every quarter presents to the Executive Committee report about the LSF activities;
  - 9.4.8. is responsible for the formation of the financial accountability and presentation of it to the Executive Committee and the Conference;
  - 9.4.9. is responsible for the information about the place, date, time and agenda of the convened Conference according to the data, provided to him by the Executive Committee, convenes the Conference in the accordance with the requirements of the Article 6.6 of these Articles of Association.

## **X. AUDIT OF THE FINANCIAL ACTIVITIES**

- 10.1. In case the LSF employs the chief financier (accountant), he or she shall not be related in kinship or as Brother-in-law/sister-in-law with the chiefs of the LSF. The functions of the chief financier may be carried out by legal person under contract.
- 10.2. The audit of the financial activities is carried out by the auditor (the Auditing Commission). He or she (it) are elected by the Conference for 4 years term.
- 10.3. The auditor (the Auditing Commission) audits accounting of material values and the financial activities. He/she (it) shall:
  - 10.3.1. audit the LSF annual financial accountability and other documents of the financial activities;
  - 10.3.2. carry out the financial bookkeeping inspections of the LSF on the assignment of the Conference, the Executive Committee or the President;
  - 10.3.3. present the annual report on auditing of the LSF financial activities to the Executive Committee no later than in 2 (two) months after the end of the accounting financial year;
  - 10.3.4. inform about the infringements identified during the auditing in the Conference;
  - 10.3.5. present to the Conference annual report on auditing of the LSF financial activities.
- 10.4. The LSF Secretary General shall present to the auditor (the Auditing Commission) financial accounting documents requested by he/she (it).
- 10.5. The National Audit Office of Lithuania has right to audit the use of funds received from the state and municipality.
- 10.6. The auditor (the Auditing Commission) shall keep the LSF Secret which become available to him/she (it) due auditing the LSF activities;
- 10.7. The report on the LSF activities shall include:
  - 10.7.1. information about the implementation of the LSF purposes;
  - 10.7.2. number of the LSF members at the end of the accounting year;
  - 10.7.3. the LSF annual financial accountability;



- 10.7.4. number of the LSF employees at the end of the accounting year; other information required in accordance with the requirements of applicable laws and normative legal acts of the Republic of Lithuania and these Articles of Association.

## **XI. REQUIREMENTS FOR ESTABLISHMENT AND LIQUIDATION OF BRANCH OFFICES AND AGENCIES**

- 11.1. The LSF has right to establish branch offices and agencies in the Republic of Lithuania and foreign countries. The branch offices and agencies established by the LSF shall not be legal persons. The LSF shall be liable for the obligations of branch offices, and branch offices shall be liable for the obligations of the LSF.
- 11.2. The decision on the establishment of branch offices and agencies or termination of their activities are adopted by the Executive Committee.
- 11.3. The LSF branch offices and agencies operate in accordance with approved by the Executive Committee statute of the respective branch office, which must comply the requirements provided in applicable laws, other normative legal acts of the Republic of Lithuania.
- 11.4. Activities of the LSF branch office or agency is organised and carried out the director, who takes out right to represent branch office and agency in relations with the third parties only after the registration of the respective LSF subdivision. The right to appoint and recall the director of branch office or agency is reserved to LSF Secretary General.
- 11.5. The number of LSF branch offices and agencies shall not be limited.

## **XII. THE LSF ASSETS AND FUNDS**

- 12.1. The LSF can own by the property right buildings, transport, facilities and other assets necessary for the activities provided in the Articles of Association. These assets may be acquired from these sources of funds:
- 12.1.1. Admission to membership and current membership fees;
- 12.1.2. Purposive funds of the state and municipality;
- 12.1.3. Gratuitous funds and assets contributed by natural and legal persons;
- 12.1.4. Devices devolved to the LSF;
- 12.1.5. Interests paid by credit institutions for the funds in the accounts;
- 12.1.6. Profits of companies established by the LSF;
- 12.1.7. Other lawful funds.
- 12.2. The LSF uses money received as support, also received other gratuitous money and other assets in accordance with the purposes provided by the funding person, if person have provided such purposes. The LSF keeps those money in the separate account, also makes the cost outlay if it is provided in applicable legal acts or the funding person requests this. The LSF shall not accept money or other asstes if the funding person prescribes to use them to the other purposes, than provided in the LSF Articles of Association.
- 12.3. On the decision of the President the LSF can sell, transfer or mortgage long-term assets, in cases when they are encumbered with a mortgage to ensure the obligations of the LSF, also on the decision of the President they can be used as sponson or guarantee in accordance with the provisions of the Article 16 of the Law on Associations.

## **XIII. REQUIREMENTS FOR THE PRESENTATION TO THE MEMBERS OF DOCUMENTS AND OTHER INFORMATION ABOUT THE LSF ACTIVITIES**

- 13.1. In the written request of any the LSF member in no later than 7 (seven) working days from the receiving day of such request the Secretary General shall provide the opportunity to become acquainted with the copies of these documents (and/or present them): the LSF Articles of Association, reports on annual financial accountability, reports of the LSF activities, decisions of the Conference, decisions of Executive Committee, list of the LSF members etc., which shall be public in accordance with the requirements of laws or other normative legal acts of the Republic of Lithuania, except if these documents contain commercial (industrial) secret of the LSF.

#### **XIV. REQUIREMENTS FOR THE ANNOUNCEMENT OF NOTIFICATIONS**

- 14.1. Notifications about the convened Conference and other LSF notifications provided in the Articles of Association are sent to the each LSF member by e-mail, fax or registered letter or by recorded delivery. The notification about the convened Conference shall include its agenda, the place and date of the meeting.
- 14.2. The LSF documents, which are used in relations with other persons, shall include:
  - 14.2.1. name of the LSF;
  - 14.2.2. legal form of the LSF;
  - 14.2.3. address of the LSF registered office;
  - 14.2.4. the LSF code of registration;
  - 14.2.5. name of the register containing and filing data about the LPF;
  - 14.2.6. if the LSF is liquidating, before the name of the LSF shall be indication "liquidating".
- 14.3. In case if address of the LSF member has changed, the member shall immediately inform the LSF about this. In case of failing to do this, the notification will be sent to the last known to the LSF address and shall be deemed delivered duly.
- 14.4. Any LSF notification or response sending to an addressee shall be deemed delivered, if it is delivered until the end of established term.
- 14.5. The Secretary General is responsible for the sending of notifications in due time.
- 14.6. The LSF announces public notifications in the mass media. All the public notifications shall be announced in the republican newspaper "Lietuvos rytas". The LSF notifications are announced in accordance with the terms, provided in the Civil Code of the Republic of Lithuania, the Law on Associations of the Republic of Lithuania and other normative legal acts.
- 14.7. In cases when laws, other normative legal acts of the Republic of Lithuania and these Articles of Association provide alternative ways of notifications' announcement, the Executive Committee has right to choose the specific way of announcement.

#### **XV. THE PROCEDURE OF AMENDMENT TO THE ARTICLES OF ASSOCIATION**

- 15.1. The amendment of the LSF Articles of Association can initiate persons, having right to convene the Conference.
- 15.2. The LSF Articles of Association can be amended only by the decision of the Conference adopted by the majority of not less than 2/3 (two thirds) votes of the participating in the meeting members
- 15.3. After the adoption of the Conference decision to amend the LSF Articles of Association, shall be written out all the text of the amended Articles of Association and signed by the person authorised by the Conference.
- 15.4. The amended LSF Articles of Association come into force and they can be invoked only after the registration of the amended Articles of Association in accordance with the requirements of applicable laws of the Republic of Lithuania.

#### **XVI. THE PROCEDURE OF REORGANISATION AND LIQUIDATION OF THE LSF**

- 16.1. On the questions about reorganisation and liquidation of the LSF decides the Conference by the majority 2/3 votes.
- 16.2. The LSF can be liquidated:
  - a) Upon the decision of the Conference;
  - b) When less than three members are remained;
  - c) Upon the decision of the court to liquidate the LSF for the law infringements.
- 16.3. The LSF is liquidated in accordance with requirements provided in the Article 17 of the Law on Associations of the Republic of the Associations and norms of the Civil Code of the Republic of Lithuania.
- 16.4. The LSF assets and funds remaining after all of the claims by creditors and claims by the LSF members in respect of a specific share of the assets of the LSF which does not exceed the admission to membership contribution or fee have been satisfied in accordance with the requirements of applicable laws shall be transferred, before the LSF is removed from the Register of Legal Entities, to another public legal person or other public legal persons as determined by the Conference or the court which has passed the decision to liquidate the LSF.

## **XVII. COMPLIANCE WITH FINA RULES (MANDATORY CLAUSES)**

- 17.1. The constitution and rules of a Member must not be in conflict with those of FINA. Where there is a conflict, FINA Rules shall prevail.
- 17.2. Members must seek approval of the FINA Bureau for any change of name and/or constitution before such changes are valid.
- 17.3. Each Member shall acknowledge in its national rules that FINA is the only recognized body in the world which governs Aquatics internationally.
- 17.4. All Members are obliged to act in accordance with the decisions of the FINA Congress and the FINA Bureau.
- 17.5. All Members are obliged to include within its constitution a provision, which allows out-of-competition doping, control by FINA.
- 17.6. All Members are obliged to manage its affairs independently and not be influenced by third parties.
- 17.7. All Members are obliged to notify FINA of the dates and the location of the elections, and to provide the minutes of its congress to FINA no later than sixty (60) days after conclusion of the congress.
- 17.8. All Members are obliged to ensure that their own members comply with the FINA Rules, regulations, directives and decisions of the FINA bodies.
- 17.9. FINA Bureau member shall be an ex-officio member with a voting right in the bureau and the general assembly of his/her national federation.
- 17.10. All Member Federations shall comply with these Anti-Doping Rules. The regulations of Member Federations shall indicate that all FINA Rules including Anti-Doping Rules shall be deemed as incorporated into and shall be directly applicable to and shall be agreed to and followed by Competitors, Competitor Support Personnel, coaches, physicians, trainers, managers, officials, medical or paramedical personnel, team leaders, and club and Federation representatives under the jurisdiction of the respective Member Federations.

Signed:

Mr. Emilis Vaitkaitis

Secretary General of the Lithuanian Swimming Federation