

**RWANDA ATHLETICS FEDERATION  
INTERNAL REGULATIONS**



**RWANDA ATHLETICS FEDERATION INTERNAL  
RULES AND REGULATIONS**

**AMATEGEKO NGENGAMIKORERE YA  
FEDERASIYO (RAF)**

**PREAMBLE**

**Authority**

These Internal Rules Regulations of Rwanda Athletics Federation (RAF) are enacted by the General Assembly (GA) of RAF under authority conferred in the Statutes of RAF and is complement to the Statutes. Should there be any conflict or discrepancy between the provisions of these Internal Rules and Regulations (IRR) and those of the Statutes, then the provisions of the Statutes shall prevail.

Each of RAF club members, RAF leadership, any person or organization belonging in any capacity whatsoever to RAF, all RAF Committees, its staff and any other person having to do with RAF in the field of athletics (hereinafter referred to collectively as "the athletics actors " are bound by the RAF rules.

**Effective Date**

These IRR covers the situation from the date where they have been voted by GA.

**IRANGASHINGIRO**

**Imbaraga z'aya mategeko**

Aya mategeko ngengamikorere ya Federasiyo (RAF) ashyizweho n'inteko rusange ishingiyeye ku bubasha ihabwa n'amategeko shingiro ya RAF kandi yuzuzwa aya mategeko shingiro. Haramutse habayeho ibishidikanywaho cyangwa ibitumvikana neza hagati y'ingingo z'aya mategeko ngengamikorere n'iz'amategeko shingiro, ingingo z'amategeko shingiro nizo zihabwa agaciro.

Buri karabu igize RAF, abayobozi ba RAF, undi muntu wese cyangwa umuryango bibarizwa muri RAF, komite zose za RAF, abakozi bayo ndetse n'abandi bese mu gihe bafite ikibahuza nayo ku byerekeye imikino ngororamubiri (bose biswe abafite uruhare mu mikino ngororamubiri) kand bigengwa n'amategeko yayo.

**Itariki aya mategeko ngengamikorere atangira  
kubahirizwa**

Aya mategeko ngengamikorere areba ibikorwa byose byo kuva tariki yemerejweho n'inteko rusange.



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### Prevailing Language

In the event of dispute regarding the interpretation of Statutes and these IRR, the Kinyarwanda text shall prevail.

### PART I: GENERAL

#### 1. Definitions and Abbreviations

- **Actors:** (including, but not limited to, athletes, support personnel, coaches, trainers, managers, teams' staff, officials, medical or paramedical personnel and) of any Athletics Recognised Competitions agree to be bound by these Rules as a condition of participation
- **AG:** General Assembly (in french version)
- **Athlete's License:** A license issued by the RAF in accordance with the RAF Athlete Licensing Programme to enable athletes to be legally recognised by RAF
- **CE:** Executive Committee (in French version)
- **EC:** Executive Committee (in English version).
- **IRR:** Internal Rules and Regulations (in English version)
- **LOC:** Local Organising Committee
- **Programme:** This term describes activities plan for development
- **Regulations:** Internal Regulations set out in support for the realisation of the purposes for which RAF has been created.
- **Rules:** Statutes, Rules and Regulations

### Ururimi ruhabwa agaciro

Igihe habaye ikibazo ku birebana n'ibisobanuro by'aya mategeko, inyandiko y'ikinyarwanda niyo ihabwa agaciro.

### IGICE: INGINGO RUSANGE

#### 1. Ibisobanuro by'amagambo

- **AG:** Inteko rusange (mu rurimi rw'igifaransa)
- **Abafite aho bahuriye n' imikino ngororamubiri (Actors):** iri jambo rivuze abantu bose bagira uruhare mu mikino ngororamubiri banimo abakinnyi, abakozi, abatoza, abayobozi mu nzego zitandukanye, abaganga n'abandi bose bafite aho bahuriye n'ibikorwa by'imikino ngororamubiri kandi bagengwa n'aya mategeko
- **Athlete's License:** Iisanzwe itangwa na RAF kugira ngo umukinnyi abe yemewe.
- **Amabwiriza:** Amategeko ngengamikorere yashyizweho hashingiwe ku mpamvu RAF yashinzwe
- **Amategeko:** Sitati cyangwa amategeko shingiro ndetse n'andi mategeko yose afite aho ahuriyeho n'ibikorwa bya RAF, imigendekere myiza y'ubuyobozi, imari, inama n'amarushanwa
- **CE:** Komite nyobozi (mu rurimi rw'igifaransa)
- **EC:** Komite nyobozi (mu rurimi rw'icyongereza)
- **GA:** Inteko rusange (mu rurimi rw'icyongereza)
- **WA:** Ishyirahamwe ry'imikino ngororamubiri kw'isi

comprised of the General Provisions, the procedure of administrative, finance, meetings, competitions rules and Regulations.

- **ROI:** Internal Rules and Regulations (in French version).
- **WADC:** The World Anti-Doping Code.
- **WA:** World Athletics, until October 2019 known as IAAF.

#### 2. General Provisions

1. These Rules and Regulations comprise the RAF Athletics Regulations and the RAF Athletics Competition Rules together referred to as 'Rules'.
- 2° These Rules are an integral part of the RAF Statutes.
- 3° While these statutes are still valid, any appendix signed by RAF President is an integral part of the RAF statutes.
- 4° In the event of matters not addressed in these Rules, EC has the power to provide a document determining them.
- 5° Any other administrative note to be drafted shall comply with the interpretation of these rules.

- **LOC:** Komite itegura
- **IRR:** amategeko ngengamikorere (mu rurimi rw'icyongereza)
- **Porogaramu:** Iri jambo risobanura gahunda n' ibikorwa bigamije iterambere.
- **ROI:** amategeko ngengamikorere (mu rurimi rw'igifaransa).
- **WADC:** Amategeko agenga ipimwa ry'ibiyobyabwenge

#### 2. Ingingo rusange

- 1° Aya mategeko n'amabwiriza akomatanyirijwemo amategeko agenga imirimo yose ikorwa n'abafite aho bahuriye n'imikino ngororamubiri harimo n'amarushanwa, bityo yose akitwa "amategeko"
- 2° Aya mategeko yose agize igice kimwe cya sitati.
- 3° Mu gihe iyi sitati igifite agaciro, inyandiko yose y'umugereka ishizweho umukono na Perezida wa RAF byemejwe na EC, nayo iba ibaye igice kimwe cy'aya mategeko.
- 4° Iyo bigaragaye ko hari ibitarateganyijwe muri aya mategeko, komite nyobozi ifite ububasha bwo gushyiraho inyandiko ibigena.
- 5° Indu inyandiko yose yakorwa igomba kuba iri mu murongo wo gusobanura neza aya mategeko.



**PART II: RAF DAILY ACTIVITIES**

**Chap I: ABOUT THE GENERAL ASSEMBLY MEETINGS**

**Article 1: Ordinary General Assembly**

In order to complete article 12 of the Statute, the General Assembly:

- The General Assembly convenes and deliberates legitimately when (¾) of the effective members are present. If this quorum is not reached, a new convening is given within fifteen (15) days. In this term, the General Assembly convenes and deliberates legitimately whatever the number of participants.

- Except for cases specifically provided for by the law relating to non profit-making associations and by the present statutes, the decisions of the General Assembly are made by the absolute majority of votes.

**IGICE CYA II: INSHINGANO ZA BURI MUNSI ZA RAF**

**Umute wa I: IBEREKEYE INTEKO RUSANGE**

**Ingingo ya mbere: Inteko Rusange isanzwe**

Mu rwego rwo kuzura ingingo ya 12 y'amategeko shingiro, Inteko Rusange isanzwe:

- Kugira ngo Inteko Rusange isanzwe iterane mu buryo bwemewe n'amategeko kandi ibyemezo ifashe bigire agaciro, abayitabiriyi bagomba kuba barenze (¾) by' abanyamuryango nyakuri bitabiriyi inama. Iyo umubare w'abanyamuryango udahagije inama irasibizwa, hagatumizwa indi bitarenze iminsi cumi n'itanu (15) ikurikira. Icyo gihe Inteko Rusange iraterana igafata ibyemezo hatitawe ku mubare w'abayitabiriyi.

- Bitanyuranyije n'ibiteganywa n'itegeko rigenga imiryango idaharanira inyungu n'amategeko agenga uyu umuryango, ibyemezo by' Inteko Rusange bifatwa n'ubwiganze bw'amajwi.

- In case of parity of votes, that of the President is worth double.

**Article 2: Extraordinary General Assembly**

In order to complete article 12 of the Statute, the Extraordinary General Assembly:

The required quorum is 2/3 of the members. If the quorum required is not reached, the meeting is suspended and invited is the next 8 days. The resolutions are taken by 2/3 of the members present.

**PART III: EC DUTIES AND RESPONSIBILITIES**

**Article 3: President**

1. The president is the principal legal representative and represents the Federation.
2. He convenes the GA meetings
3. He monitors the strict observance of rules,

- Iyo impande z'abatora zinganyije umubare w'amajwi, irya Perezida niryozibwamo abiri.

**Article 2: Inteko Rusange idasanzwe:**

Mu rwego rwo kuzura ingingo ya 12 y'amategeko shingiro, Inteko Rusange idasanzwe:

Ntishobora gufata ibyemezo ku buryo bwemewe iyo abanyamuryango bahari batageze kuri bibiri bya gatatu (2/3) by'abagize ishyirahamwe. Iyo uwo mubare utabonetse kunshuro ya mbere, Inama ihamagzwa bwa kabiri mu minsi umunani (8). Ifata ibyemezo ku buryo bwemewe uko abahari baba bangana kwose. Ibyemezo bifatwa kubwiganze bwa bibiri bya gatatu (2/3) bw'abahari.

**IGICE CYA III: INSHINGANO ZA KOMITE NYOBOZI**

**Ingingo ya 3: Perezida**

1. Perezida niwe muvugizi kandi akaba ari nawe wa mbere uhagarariye Federasiyo imbere y'amategeko
2. Ayobora inama z'inteko rusange
3. Ashinzwe gukurikirana ko amategeko yubahirizwa,

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<p>4. He proposes projects and policies for change.</p> <p>5. He provides guidance to different organs of the Federation and advice to the GA,</p> <p>6. He shall receive from the all EC organs and other staff periodic reports,</p> <p>7. During the meetings of the GA, the President will advise on the RAF project to be planned as well as modification of the Rules,</p> <p>8. The president is overall supervisor. However, he/she shall provide guidance, take administrative and preventive sanctions, or may propose further action against everyone working under RAF mission to conflict resolution committee.</p> <p>9. Attend, ex-officio, as many sub-committees or working group meetings as circumstances allow</p>	<p>4. Ategura imishinga na za politiki zigamiye impinduka;</p> <p>5. Atanga amabwiriza ku nzego za Federasiyo kandi akagira inama inteko rusange;</p> <p>6. Komite nyobozi ndetse n'izindi nzego za RAF zimushyikiriza raporo z'ibikorwa bya buri gihe;</p> <p>7. Agira inama inteko rusange ku byerekeye imishinga RAF yifuzaga gukora ndetse no ku ngingo z'amategeko zahinduka.</p> <p>8. Abazwa kandi akagenzura ibikorwa byose bya Federasiyo. Kubera icyo mpamvu, agira inama uwo ariwe wese, akanatanga umurungo ngenderwaho w'ibikorwa kandi akaba yafata ibyemezo birimo n'ibihano by'ubutegetsi mu rwego rwo gukumira cyangwa akaba yanasabira uwo ariwe wese ibihano byisumbuyeho kuri komite nkemurampaka.</p> <p>9. Yitabira inama za komisiyo zitandukanye icyo bibaye ngombwa.</p>
<p><b>Article 4: Senior Vice President in charge of partnership and program</b></p> <p>In the absence of the President, the Senior Vice-President will deputise him/her. If the Senior Vice-President is not available too, president shall appoint one (1) of the remaining Vice-Presidents for</p>	<p><b>Ingingo ya 4: Visi Perezida ushinzwe ubutwererane na porogaramu</b></p> <p>Gusimbura perezida icyo adahari. icyo nawe adahari asimburwa n'umwe mu bandi ba visi perezida wagenwe na Perezida.</p>

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<p>acting.</p> <p>He/she is to:</p> <ol style="list-style-type: none"> <li>1. Developping and implementing all partnership strategies to promote cooperation with other organisations.</li> <li>2. Organizing the launch of a collaborative discussion with key stakeholders</li> <li>3. Develop and explain main activities to enable partnership opportunities</li> <li>4. Follow up the formulation and implementation of RAF program.</li> <li>5. To identify potential targets for partership and protect their interests.</li> <li>6. Establishment of networks in different sectors for athletics partership and development.</li> <li>7. Perform any other additional task (s) that may be assigned by the president</li> <li>8. Organizing fundraising events,</li> </ol>	<p><b>Ashinzwe:</b></p> <ol style="list-style-type: none"> <li>1. Gutegura no gushyira mu bikorwa ingamba zose zateza imbere ubufatanye n'ubutwererane n'izindi nzego</li> <li>2. Gutegura itangizwa ry'ibiganiro by'ubufatanye ku bafatanyabikorwa no kubiyobora.</li> <li>3. Gutegura no gusobanura ibikorwa shingiro bigamiye gutangiza ubufatanye.</li> <li>4. Gukurikirana itegurwa n'ishyirwa mu bikorwa bya gahunda za RAF</li> <li>5. Gushaka abafatanyabikorwa bashya no kurengera inyungu zabo.</li> <li>6. Gushyiraho uburyo bwo gufatanya n'inzego zitandukanye muguteza imbere imikino ngororamubiri.</li> <li>7. Gukora indi mirimo yose yinyongera ishobora kugenwa na perezida.</li> <li>8. Gutegura ibikorwa bigamiye gukusanya inkunga.</li> </ol>
<p><b>Article 5: Vice President In charge of competition and development</b></p> <ol style="list-style-type: none"> <li>1. Finding and training athletics actors;</li> <li>2. Writing public athletics'policies and strategies</li> </ol>	<p><b>Ingingo ya 5: Visi Perezida ushinzwe amarushanwa n'iterambere</b></p> <ol style="list-style-type: none"> <li>1. Gushaka no guhugura abafite aho bahuriye n'imikino ngororamubiri.</li> <li>2. Gutegura ingamba zerekeye imikino</li> </ol>

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3. Be aware of any changes in sport development and advise the EC in sufficient time for any impact to be assessed and managed	3. Kumenya imihindagurikire y'ibyerekereye siporo no gutanga inama kuri komite nyobozi ku bintu bikenewe kwigwaho no gufatwaho ibyemezo.
4. Preparing athletics budgets.	4. Gutegura ingengo y'imari ya buri gikorwa
5. Planning and following up the national and global athletics calendar which includes the W A events,	5. Gutegura no gukurikirana gahunda zose zerekereye imikino ngororamubiri mu gihugu no hanze y' igihugu.
6. Development and implementation of innovative programs that boost the athletics development.	6. Gutekerezza, gutegura no gushyira mu bikorwa udushya twatuma imikino ngororamubiri itera imbere.
7. To bring control to chaos, understand fairness, promote safety and encourage good sportsmanship	7. Gukurikirana no gukumira ingorane zose zishobora kudindiza imikino ngororamubiri no gushakisha icyateza imbere umutekano mu mikino.
8. To be subjected to hostile behaviour by participants, spectators and others.	8. Kwirinda imyitwarire mibi yatuma umutekano uhungabana mu bitabiriyi amarushanwa ndetse n'abandi.
9. Setting platforms that make athletics accessible to everyone aiming at creating a health lifestyle in society.	9. Gushyiraho uburyo bwo gukundisha rubanda imikino ngororamubiri hagamijwe kugira ubuzima bwiza
10. Organize competition officials to better assume their responsibilities.	10. Gutegura abashinzwe amarushanwa kugira ngo barushaho kurangiza inshingano zabo mu buryo bunoze.
11. To show concern and caution towards sick and injured players.	11. Kwita ku barushanwa bahuye n'uburwayi, imvune cyangwa se bakomeretse
12. To ensure the respect the rights, dignity and	12. Guharanira ko umuntu wese ufite aho ahuriye

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worth of all people involved in the game regardless of their gender, ability or cultural background.	n'imikino yabaye afatwa kimwe n'undi nta robanura iryo ariryo ryose.
13. To ensure athletics development is the development basing on improving performance, participation and developing elite' athletes. Also it concentrates on how sport can benefit society.	13. Guharanira ko iterambere ry'imikino ngororamubiri rishingira ku guteza imbere impano no kongera ubwitabire kandi bikagaragara ko imikino ngororabiri igirira abantu akamaro.
14. To support social policy (anti-discrimination, crime reduction and health initiatives.	14. Gushyigikira gahunda zo kurwanya ivangura, gutuma ibyaha bigabanuka no gutuma habaho udushya tugamije ko abantu bagira ubuzima bwiza.
15. Filing reports on the status of each club	15. Kubika neza amakuru areba buri karabu.
16. Mediating any disputes between athletics'actors.	16. Gukemura amakimbirane arebana n'imikino ngororamubiri yaboneka hagati y'abayihuriyeho.
17. Ensure that the rules of WA are enforced.	17. Gutuma amategeko ya WA yubahirizwa.
18. Monitor whether no athlets can be registered in another team or federation without the permission of RAF.	18. Gukurikirana niba nta mukinnyi ushobora kubarizwa mu yindi kipe cyangwa muyindi Federasiyo atarahawe uburenganzira na RAF.
19. To Organize during the competition the following committees:	19. Gutegura mu gihe cy'amarushanwa komite zikurikira:
- Coordinating Organisational team	- Ikipe ishinzwe itegurwa ry'amarushanwa;
- Medical team	- Ikipe y'ubuvuzi
- Anti-Doping team	- Ikipe ishinzwe gupima ibiyobyabwenge
- Judges	- Ikipe y'aba juji

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<ul style="list-style-type: none"> <li>- Photos team</li> <li>- Jury of Appeal</li> <li>- Other necessary formed teams depending on the competition to be held.</li> </ul> <p>20. Ensure that all preparations are organized in accordance with rules.</p> <p>21. If requested, chair the Technical Meetings.</p> <p>22. Provide a written report on the preparation of the competition, during and after the competition and the submission of recommendations that will make the next competition more successful.</p> <p>23. To ensure that suitable facilities are provided for the conduct of doping control.</p> <p><b>Article 6: Vice President in charge of administration and Finance</b></p> <ol style="list-style-type: none"> <li>1. To deal with all matters concerning administration and financial duties competition organizers.</li> <li>2. To cooperate with the Technical committee.</li> <li>3. To be the coordinator of commissions,</li> </ol>	<ul style="list-style-type: none"> <li>- Ikiye ishinzwe amafoto</li> <li>- Ikiye ishinzwe ubujurire</li> <li>- Andi makipe yakenerwa hashingiwe ku bwoko bw'amarushanwa.</li> </ul> <p>20. Gukurikirana ko imyiteguro yose ikorwa ikurikije amategeko.</p> <p>21. Kuyobora inama zihuza abashinzwe tekiniikiyo bibaye ngombwa.</p> <p>22. Gutegura raporo yanditse yerekeye imyiteguro y'amarushanwa, mu gihe cy'amarushanwa na nyuma yayo ndetse no gutanga ibyifuzonama byatumye amarushanwa azakurikira agenda neza kurushaho.</p> <p>23. Gutegura ibyangombwa byose bikenewe mu gupima abakinnyi bakoresha imiti ibujijwe biboneke.</p> <p><b>Ingingo ya 6: Visi Perezida ushinzwe ubuyobozi n'imari</b></p> <ol style="list-style-type: none"> <li>1. Gukurikirana imirimo yose yerekeye ubuyobozi n'imari bya Federasiyo ndetse n'itsinda ryagutse rishinzwe gutegura amarushanwa.</li> <li>2. Gufatanyana no gukorana bya hafi na komite ishinzwe tekiniiki</li> <li>3. Kuba umuhuza w'amakomisiyo, za komite</li> </ol>
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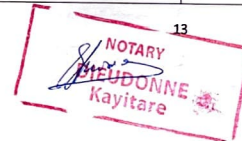
<p>committees and administration.</p> <ol style="list-style-type: none"> <li>4. To coordinate inquiries regarding Federation business and liabilities vis a vis the outside world.</li> <li>5. To advise on decisions to be made in the recruitment of staff and volunteers.</li> <li>6. To implement the decisions regarding the use of funds.</li> <li>7. To organize all travels and related activities.</li> <li>8. To process all documents and messages of Federation in order to deliver them wherever they are intended.</li> </ol> <p><b>Article 7: Secretary General's Responsibilities</b></p> <ol style="list-style-type: none"> <li>1. To manage particular expenditure depending on the amount that was determined in writing by EC,</li> <li>2. With the approval of the President of the Federation to call meetings of the EC,</li> <li>3. To Organize meetings of the GA and EC</li> <li>4. Taking minutes of meetings and make reports</li> <li>5. The Secretary General heads the office.</li> </ol>	<p>ndetse n'ubuyobozi.</p> <ol style="list-style-type: none"> <li>4. Guhuza imirimo yerekeye inshingano zibazwa federasiyo n'ibyo ikenera cyangwa igomba abandi.</li> <li>5. Kuja inama z'ibyemezo bifatwa mu gushyiraho abakazi ndetse n'abakorabushake</li> <li>6. Gushyira mu bikorwa ibyemezo byerekeye gukoresha amafaranga.</li> <li>7. Gushyira ku murongo ibyerekeye ingendo n'ibijyana nazo.</li> <li>8. Gukora no gutunganya inyandiko n'ubutumwa birebwa federasiyo no kuyobora igikorwa cyo kubigeza aho bigenewe hose.</li> </ol> <p><b>Ingingo ya 7: Inshingano n'ububasha by'umunyamabanga mukuru:</b></p> <ol style="list-style-type: none"> <li>1. Gukurikirana ikoresha ry'ikoresha ry'imari hakurikijwe umubare ntarengwa wagenwe na komite nyobozi mu nyandiko</li> <li>2. Guhamagaza inama za komite nyobozi byemejwe n'umuvugizi,</li> <li>3. Gutegura gahunda z'inama z'inteko rusange n'iza komite nyobozi,</li> <li>4. Gufata inyandikomvugo z'inama no gukora raporo</li> <li>5. Umunyamabanga mukuru niwe uyoboye ibiro</li> </ol>
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6. Keeps organizational records	6. Kubika no gutunganya inyandiko.
7. To maintain equipment.	7. Kumenya no kubungabunga ibikoresho.
8. Other administrative duties as assigned by the president or his/her acting.	8. Gukora indi mirimo yose asabwe na Perezida cyangwa uwamusimbuye.
9. To attend commissions' meetings if necessary	9. Kwitabira inama za komisiyo iyo ari ngombwa.
<b>Art 8: Treasurer's Responsibilities</b>	
1. Maintains records of receipts and expenditures.	1. Kubika neza inyandiko zirebana n'amafanga yinjije n'ayasohotse.
2. Ensures club finance is managed properly	2. Kumenya ko imari ikoreshewa mu buryo bukwiye.
3. To prepare a financial report supervised by V/P in charge of Finance and the SG.	3. Gutegura raporo y'imari abiyobowemo na Visi Perezida ufite imari mu nshingano ze ndetse n'Umunyamabanga mukuru
4. Provides advice on the governing financial procedures rules	4. Gutanga inama kubyerekeye amategeko agenga imikoreshereze y'umari.
5. To control and report any situation relating to the accounts of Federation	5. Kumenya no gukora raporo ku birebana na konti za Federasiyo byose.
6. To collect annually dues from member clubs and to keep records.	6. Gukusanya amafaranga amakarabu agomba kwishyura buri mwaka no kubika amakuru arebana nabyo.
7. Other administrative duties as assigned to	7. Gukora akandi kazi kose ahawe na Perezida



him/her by the president but not conflicting to his/her general duties.	ariko kalanyuranyije n'inshingano ze muri rusange.
<b>Article 9: The duties, powers and meetings of the organ in charge of administration and financial audit</b>	<b>Ingingo ya 9: Inshingano, ububasha n'inama z'abagize urwego rushinzwe ubutegetsi n'ubugenzuzi bw'imari</b>
The organ in charge of administration and financial audit is composed of three persons with at least a bachelor's degree in finance or other related subjects. Their responsibilities and powers are defined as follows:	Urwego rushinzwe ubugenzuzi bw'imiyoborese n'imari rugizwe n'abantu batatu bafite nibura impamyabumenyi y'icyiciro cya kabiri cya kaminuza (lisansi) mu by'imari cyangwa andi masomo bifatanye isano. Inshingano zabo n'ububasha bisobanuwe ku buryo bukurikira:
1. To choose the president between them	1. Kwitoramo Perezida
2. To control the use of patrimony of the Federation,	2. Kugenzura imikoreshereze y'umutungo wa Federasiyo,
3. To verify that the budget has been used as planned in accordance with the manual of administrative and financial procedures	3. Kugenzura niba ingengo y'imari yarakoreshejwe uko iteganyijwe biteganyijwe n'amabwiriza ngengamikorere ku mari.
4. To access to financial statements of different accounts of the Federation	4. Gusaba inshamake y'amakuru ku makonti ya Federasiyo.
5. To identify financial challenges and provide report to EC,	5. Kugaragariza EC ibibazo bishingiye ku mari,
6. To propose to the GA a solution to identified problems raised without any response from the EC	6. Kugaragariza inteko rusange umuti ku bibazo byagaragajwe bitabonewe ibisubizo na EC
7. To set up the strategies to prevent the misuse	7. Gushyiraho ingamba zigamije kurwanya





of finances.	imikoreshereze mibi y'imari,
8. To advise the EC on measures to be taken in terms of efficient use of resources and good governance.	8. Kugira inama komite nyobozi ku ngamba zafatwa zirebana n'ikoresha neza ry'umutungo n'imikorere myiza y'ubuyobozi.
9. The meetings of this organ are two (2) per year	9. Inama z'uru rwego ziba kabiri (2) mu mwaka.
<b>Article 10:</b> The duties, powers and meetings of members of the organ in charge of conflict resolution	<b>Article 10 :</b> Inshingano, ububasha n'inama by'urwego rushinzwe gukemura amakimbirane
1. The organ in charge of conflict resolution is composed of at least three persons with a bachelor's degree in law or related field.	1. Urwego rushinzwe gukemura amakimbirane rugizwe n'abantu batatu bafite impamyabumenyi y'ikiciro cya kabiri cya kaminuza (lisansi) mu mategeko cyangwa ibindi bigendanye nayo.
2. This organ is responsible for preventing conflict, to follow up a case upon request and to find a solution, especially in accordance with the rules.	2. Uru rwego rufite inshingano zo gukemura amakimbirane, gukurikirana ikibazo rushyikirijwe no kugishakira igisubizo cyane cyane gishingiye ku mategeko.
3. In the event of a conflict that has not been resolved, this organ may present the matter to the GA and advise on how to resolve them.	3. Iyo hari ibibazo by'amakimbirane byanariranye gukemuka, uru rwego rugaragariza inteko rusange ibyo bibazo kandi rukajya inama y'uburyo byakemurwamo.
4. This organ has the president, the vice president, and the secretary chosen by them and among them	4. Uru rwego nutoramo perezida, visi perezida n'umunyababanga.
5. The meetings of this organ shall take place when a matter has been referred to it	5. Inama z'uru rwego ziba iyo hari ikibazo rwashyikirijwe.

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6. Therefore, the following are the duties and powers of each member of this organ:	6. Kubwibyo ibi bikunkira ni inshingano n'ububasha bwa buri wese mu bagize uru rwego :
1° To receive complaints,	1° Kwakira ibirego,
2° To call and chair the meetings of the organ,	2° Guhamagaza no kuyobora inama z'urwego
3° To advise the Federation in legal matters.	3° Kugira inama Federasiyo mu mategeko,
4° To keep all records of the organ of conflict resolution,	4° Kubika inyandiko zose z'uru rwego,
5° To present to the EC how it has resolved the issues referred to it.	5° Kugaragariza komite nyobozi uko rwakemuye ibibazo rwashyikirijwe.
<b>Article 11:</b> Commissions and Committees'organisation	<b>Ingingo ya 11:</b> Komisiyo na za Komite
1. Different commissions and committees may be set up by RAF aiming at its good functioning	1. RAF ishobora gushyiraho za komisiyo na komite zitandukanye zigamije gutuma imikorere yayo igenda neza.
2. The members for commissions and committees may come from RAF members and external experts identified by EC.	2. Abagize komisiyo na komite baturuka mu banyamuryango cyangwa abahanga batari abanyamuryango batoranyijwe na komite nyobozi.
3. A note from the President of RAF establishes guidelines and assignments for each commission or committee	3. Inyandiko ya Perezida wa RAF ishyiraho amabwiriza agenga buri komisiyo cyangwa komite.
<b>Article 12:</b> RAF employees	<b>Ingingo ya 12:</b> Abakozi ba RAF
RAF has permanent and paid employees	RAF igira abakozi bahoraho kandi bahembwa.

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**PART IV: BEHAVIOR TO RAF ACTORS IN GENERAL**

**Article 13: Integrity and Discipline**

None of the following persons shall gain any benefit in the name of RAF without written authorization or any other evidenced communication:

- 1° RAF employee
- 2° Member of RAF organs,
- 3° RAF member,
- 4° Athlete,
- 5° RAF coaches,
- 6° Clubs'coaches
- 7° Any other person under RAF rules or other has any connection with the RAF duties

**Article 14: Conflict of interest**

The athletics parties shall avoid any conflict of interest or any similar issues thereof. If a conflict of interest arises, the parties concerned may inform the EC in order to take appropriate action.

**Article 15: Diligence**

Anyone who is subject to the RAF rules shall use due care and diligence in fulfilling their obligations

**IGICE CYA IV: IMYITWARIRE Y'ABAFITE AHO BAHURIYE NA RAF MURI RUSANGE**

**Ingingo ya 13: Ubupfura n'Imyitwarire**

Nta muntu n'umwe muri aba bakunkira atabemerewe na EC mu nyandiko cyangwa mu bundi buryo bufitiwe ibimenyetso wemerewe kubona inyungu iyo ariyo yose akoresheje izina rya RAF:

- 1° Umukozi wa RAF
- 2° Uri mu buyobozi bwa RAF
- 3° Umunyamuryango wa RAF
- 4° Umukinnyi
- 5° Abatoza RAF
- 6° Abatoza ba karabu
- 7° Undi uwo ariwe wese urebwa n'amategeko ya RAF cyangwa ufite ibyo akorana nayo.

**Ingingo ya 14: Kugongana ku Inyungu**

Inzego z'imikino ngororamubiri zigomba kwirinda igongana ry'inyungu cyangwa igisa nabyo. Iyo habayeho kugongana ku inyungu, abo bireba bagomba kubimenyeshya komite nyobozi ikabifatira ingamba.

**Ingingo ya 15: Ubushishozi**

Uwo amategeko ya RAF areba wese, yirinda gukora icyo ariyoye cyose cyatuma isura ya RAF ihindana.

by avoiding to tarnish the reputation of RAF. Contrary to this, the article 43 and 44 shall be applied.

**Article 16: National and RAF interests**

The athletics parties must not work with institutions or individuals whose activities are inconsistent or in conflict with national interest and the principles set out in the RAF rules.

**Article 17: Confidentiality**

Any person stated in article 5 shall not disclose information entrusted to them in confidence or has known as confidential information.

**PART V: MEMBERSHIP,**

**Article 18: Membership application**

1. To become a member of RAF requires the fulfillment of RAF conditions. For a club to submit an application for membership, must have at least a temporary legal personality.
2. A club requesting membership, must also submit to the RAF a copy of the statutes, internal rules and regulations and a plan of action.
3. A club which has submitted the request for a

Habaye kunyuranya n'ibi, ingingo ya 43 na 44 zirakurikizwa.

**Ingingo ya 16: Inyungu z'igihugu n'iza RAF**

Abashinzwe imikino ngororamubiri ntibagomba gukorana n'ibigo cyangwa abantu bafite ibikorwa binyuranye cyangwa bigongana n'inyungu z'igihugu hamwe n'amahame ateganyijwe mu mategeko ya RAF.

**Ingingo ya 17: Ibanga**

Umuntu wese wavuzwe mu ngingo ya 5 ntigomba kumena ibanga rikubiye mu makuru aba yahawe mu buryo bw'ibanga cyangwa yamenye mu'ibanga.

**IGICE YA V: UBUNYAMURYANGO,**

**Ingingo ya 18: gusaba kuba umunyamuryango**

1. Kuba umunyamuryango bisaba kuzura ibyangombwa biteganywa n'amategeko ya RAF. Kugira ngo Karabu isabe kuba umunyamuryango bisaba kuba ifite nibura ubuzima gatozi bw'agateganyo.
2. Karabu isaba kuba umunyamuryango igomba kohereza RAF kandi kopi y'amategeko shingiro, iy'amategeko ngengamikorere ndetse na gahunda y'ibikorwa byayo.
3. Karabu yasabye urwego rubishinzwe



provisional legal personality certificate before a competent authority, may be accepted to participate in certain activities but has no rights or obligations unless otherwise approved by GA.

**Article 19: Membership approval**

1. Applications for a membership shall be presented for evaluation to the G.A.
2. A full right shall start after the closure of that session.

**PART VI: COMPETITIONS AND RELATIONSHIP BETWEEN RAF AND INDIVIDUAL ATHLETE**

**Article 20: Organization of competitions**

1. Only Federation is empowered to organize and control athletics competitions, as well as to determine where they should be held
2. RAF may participate in athletics activities organized by others.

icyangombwa cy'agateganyo cy'ubuzima gatozi ishobora kugira ibikorwa bimwe nabimwe yemererwa kugaragaramo, ariko nta bundi burenganzira igira uretse icyo byemejwe n'Inteko rusange.

**Ingingo ya 19: Kwemeza umunyamuryango**

1. Ubusabe bw'umunyamuryango mushya bugomba kugezwa ku nteko rusange na EC kugira ngo ibusuzume.
2. Uburenganzira bwose bwemerewe umunyamuryango butangira imirimo y'iyi nteko rusange ishoje imirimo yayo.

**IGICE CYA VI: AMARUSHANWA NDETSE N'ISANO HAGATI YA RAF N'UMUKINNYI KU GITI CYE**

**Ingingo ya 20: Gutegura no kugenzura amarushanwa**

1. Federasiyo niyo yonyine ifite ububasha bwo gutegura no kugenzura amarushanwa y'imikino ngororamubiri abera mu gihugu, ndetse no kwemeza aho agomba kubera.
2. RAF ishobora kwitabira no kwifatanya na gahunda z'imikino ngororamubiri zateguwe n'abandi.



3. The organizers shall respect all RAF rules provisions and seek advice from RAF in order to comply with the preceding paragraphs.

**Article 21: Relationship with athletes**

1. RAF works with clubs on monitoring programs for their athletes.
2. Any athlete who get a manager shall immediately inform his club so that it also informs the RAF in writing. Athlete or club shall present to RAF document issued by the Federation in which the manager belongs to. This is to testify that is recognized by the said Federation.
3. Athlete shall present his/her draft of contract between him/her manager for prior control by RAF and its club before the signature.

**PART VII: FINANCES**

**Article 22: Decision on financial transactions**

1. All financial transactions are headed by the Vice President having finances in its attributions and secretary general according to article 5, 1<sup>o</sup>. However, any decision affecting the finance

3. Abategura amarushanwa bagomba kubahiriza ingingo z'amategeko agenga RAF kandi bakayigisha inama kugira ngo hubahirizwe ibivugwa mu bika bibanziriza iki.

**Ingingo ya 21: Imikoranye n'abakinnyi**

1. RAF ikorana na Karabu muri gahunda zireba abakinnyi bazo.
2. Umukinnyi ugeze ku rwego rwo kugira umukurikirana ku rwego mpuzamahanga (manager) agomba kubimenyesha karabu ye Karabu nayo ikabimenyesha RAF mu nyandiko. Hagombwa kugaragazwa icyangombwa cyerekana ko uwo umushinzwe azwi n'ishyirahamwe ry'imikino ngororamubiri ry'igihugu abarizwamo.
3. Umukinnyi agomba kandi kwereka karabu ye amasezerano hagati ye n'umushinzwe kugira ngo hakorwe igenzura ryayo mbere yo gushyirwaho umukono.

**IGICE CYA VII: IMARI**

**Ingingo ya 22: icyemezo ku birebana n'imari**

1. Ibirebana n'imari byose biyoborwa na Vice Perezida ufite imari munshingano ze, ndetse n'umunyamabanga mukuru kuberekeye ibivugwa mu ngingo ya 5, 1<sup>o</sup>. Nyamara, icyemezo icyo aricyo cyose gifatwa ari uko



<p>shall have prior approval of the principle legal representative.</p> <p>2. RAF shall have bank account. The account shall be in the charge of a Treasurer.</p> <p>3. In order for the Treasurer to make finance transactions, he/she shall be instructed in writing by the Vice President in charge of Finance and the SG in accordance with the procedure manual.</p> <p>4. Signatories on the cheque are the legal representative, the deputy legal representative in charge of finance and the treasurer. But two among them are sufficient for the cheque to be valid. If the legal representative is not taking part in such action, the action taker reports immediately the transaction to the legal representative who shall also acknowledge.</p>	<p>umuvugizi wa Federasiyo yemeje dosiye isaba imari.</p> <p>2. RAF igomba kugira konti muri banki igomba gucungwa n'umubitsi.</p> <p>3. Kugira ngo umubitsi akoreshe imari, agomba guhabwa amabwiriza yanditse na Visi Perezida ufitse imari mu nshingano ze ndetse n'umunyabanga mukuru hakurikijwe n'amabwiriza ngengamikorere ku mari.</p> <p>4. Abasinya kuri sheki ni umuvugizi, umuvugizi wungirije ushinzwe imari n'umubitsi. Iyo hagize impamvu ituma bose bataboneka, babiri muri bo baba bahagije. Iyo bikozwe hatarimo Umuvugizi wa RAF, ukoze icyo gikorwa agomba guhita amumenyeshya ako kanya kandi nawe akagaragaza ko yabimenyeshyewe.</p>
<p><b>Article 23: Financial year</b></p> <p>The financial year of RAF shall run from 1<sup>st</sup> January to 31<sup>st</sup> December of each year.</p> <p><b>Article 24: Membership fee</b></p> <p>1. Each club must pay an annual contribution fee in accordance with Article 20, 4<sup>o</sup> of the Statutes.</p>	<p><b>Ingingo ya 23: Umwaka w'imari</b></p> <p>Umwaka w'imari wa RAF utangira kuya 1 Mutarama ukarangira ku ya 31 Ukuboza za buri mwaka.</p> <p><b>Ingingo ya 24: Umusanzu</b></p> <p>1. Buri karabu igomba kwishyura amafaranga y'umusanzu wa buri mwaka nk'uko biteganywa n'ingingo ya 20, 4<sup>o</sup> y'amategeko shingiro ya RAF.</p>



<p>2. After the GA has determined the amount of the annual contribution fee, the president shall write a letter stating the said amount.</p> <p><b>Article 25: Reporting on annual budget implementation</b></p> <p>Under supervision of Vice President in charge of finance, the Treasurer shall present annually to the GA, accounts for the preceding completed financial year and a proposed budget for the coming financial year.</p> <p><b>Article 26: Mission allowances</b></p> <p>The mission facilitations that the RAF is involved in, wherever it is, for members, EC and for the RAF staff shall not exceed the standards prevailing in the host place.</p> <p><b>Article 27: Grant to clubs</b></p> <p>Whenever possible, RAF offer assistance to clubs in order to help them in their daily activities. This assistance left to the appreciation of the EC based on written fulfillment club's obligations towards RAF.</p> <p><b>Article 28: Requisitions</b></p> <p>All requisitions requesting RAF finance, the decision shall be made without delay and inform RAF legal representative who shall acknowledge using any</p>	<p>2. Iyo inteko rusange imaze kugena umusanzu w'umwaka, Perezida yandikira karabu ibaruwa imenyeshya ingano y'uwo musanzu.</p> <p><b>Ingingo ya 25: Gutanga raporo ku ngengo y'imari y'umwaka</b></p> <p>Abiyobowemo na Visi Perezida ushinzwe imari, umubitsi agomba buri mwaka kugeza ku nteko rusange imikoreshereze y'imari y'umwaka urangiye ndetse n'ingingo y'imari y'umwaka ugezweho.</p> <p><b>Ingingo ya 26: Ubutumwa mu mahanga</b></p> <p>Ibigandanye n'ubutumwa RAF ifitemo uruhare aho ariho hose, ku banyamuryango, kuri komite nyobozi, n'abakozi ba RAF ntibigomba kuba hejuru y'uburyo buboneka aho bukorerwa.</p> <p><b>Ingingo ya 27: Inkunga ku makarabu</b></p> <p>Iyo bishoboka, RAF igenera karabu ziyigize inkunga yo kuzifasha mu bikorwa byazo. Iyo inkunga igenwa na Komite Nyobozi hashingiwe ku kuba karabu yujuje ibyo yasabwe na RAF mu nyandiko.</p> <p><b>Ingingo ya 28: Gusaba ibikenewe</b></p> <p>Inyandiko isaba ibikenewe bisaba imari ya RAF igomba guhita ifatwaho icyemezo ako kanya kandi icyemezo gifashwe kikamenyeshwa umuvugizi wa</p>
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communication with naked evidence.	RAF nawe agahita asubiza akoresheje uburyo ubwo aribwo bwabonerwa ikimenyetso.
<b>PART VIII: REASONS FOR LEAVING OFFICE, PERMISSIONS AND MEETINGS</b>	<b>IGICE CYA VIII: IMPAMVU ZITUMA UMUNTU AVA KU BUYOBOZI, IMPUSHYA N'INAMA</b>
<b>Article 29: Leave of office for members of the organs</b>	<b>Ingingo ya 29: Kuva ku buyobozi kw'abagize Inzego</b>
A member's organs of the Federation shall leave office under the following circumstances:	Abagize inzego za Federasiyo bashobora kuva ku buyobozi ku mpamvu zikurikira:
1. Expiration of mandate;	1. Manda irangiye,
2. Written resignation;	2. Gusezera binyujijwe mu nyandiko,
3. Physical or mental disability endorsed by a government recognized medical doctor;	3. Ubushobozi buke bw'umubiri cyangwa bw'imitekerereze byemejwe na muganga wemewe na Leta,
4. Sentence to a term of imprisonment equal to or exceeding six (6) months;	4. Igihano cy'igifungo kingana cyangwa kiri hejuru y'amezi atandatu,
5. He or she is absent from meetings three times without justified reasons;	5. Gusiba inama inshuro eshatu zikurikirana nta mpamvu,
6. When he/she no longer fulfils responsibilities in the position to which he/she was elected;	6. Iyo bigaragara ko atubahiriza na rimwe ibyo asabwa gukora ku mwanya yatowe;
7. Upon death,	7. Iyo apfuye.
<b>Article 30: Permissions</b>	<b>Ingingo ya 30: Impushya</b>
1. The permission for absence of a member of federation organs shall be given by RAF legal	1. Uruhushya n'uko umuntu azaba adahari ku bagize inzego za Federasiyo rugomba

representative.	gutangwa n'umuvugizi wayo.
2. Any one wishing to get a permission for absence must provide sufficient reasons in a written form.	2. Usaba uruhushya abikora mu nyandiko kandi agaragaza impamvu arusaba.
3. In case of necessity the EC may nominate any other member to fill the gap of an authorized absent member.	3. Iyo bibaye ngombwa ko uruhushya rutangwa, komite nyobozi ishobora gutoranya undi muntu ubarizwa muri komite nyobozi kugira ngo yuzuze inshingano z'uwahawe uruhushya.
4. The permission for absence issued by the legal representative shall not go beyond three (3) months in one year.	4. Uruhushya rutangwa n'umuvugizi wa Federasiyo ntiruzenze amezi atatu (3) mu mwaka umwe.
5. If the permission is for more than three (3) months the case shall be submitted to the GA for approval or voting a new member.	5. Iyo uruhushya rushobora kurenza amezi atatu (3) ku bari mu myanya itorerwa, bigezwa ku nteko rusange kugira ngo isuzume niba yarahabwa cyangwa yasimbuzwa ku mwanya yari ariho.
<b>Article 31: Kinds of meetings and their presidency</b>	<b>Ingingo ya 31: Inama z'inteko rusange</b>
1. The regular meeting is held regularly after a period determined by the Sstatutes. The extra ordinary meeting is held at any time to treat an important and urgent cases which cannot delay.	1. Inama y'inteko rusange isanzwe ibaho nyuma y'igihe cyagenwe n'amategeko shingiro. Inama idasanzwe ikabaho igihe cyose hari ikintu kihutirwa kandi cy'ingenzi kigomba kwigwaho bidatanzwe.
2. The participants in the GA are:	2. Inama z'inteko rusange zifabirwa na:



<p>- All club members and all members of RAF organs.</p> <p>- Any one gets invitation from the EC. His/her voice will be for only consultative capacity.</p> <p>3. The draft of agenda is prepared by the EC and the sessions are led by the president.</p> <p>4. The decisions of the meeting are binding to all. But a written dissidence in the minutes of the meeting is allowed.</p>	<p>- Karabu ndetse n'abagize inzego z'ubuyobozi muri RAF bose.</p> <p>- Undi wese watumiwe na Komite nyobozi, Uruhare rwe rugarukira gusa mu kugira icyo abazwa cyangwa mu gutanga inama.</p> <p>3. Gahunda y'ibygwaho itegurwa na komite nyobozi kandi Perezida akaba ariwe uyobora ibiganiro.</p> <p>4. Ibyemezo by'inama bireba buri wese. Ariko kwandika ku nyandiko y'inama ibyo utemeranyijwe n'abandi biremewe.</p>
<p><b>PART IX: ATHLETES LICENCES, TRANSFERS AND OTHER INTER-CLUB DEALS</b></p>	
<p><b>IGICE CYA IX: AMASEZERANO, IHEREREKANYA RY'ABAKINNYI N'INDI MISHYIKIRANO YOSE HAGATI YA KARABU</b></p>	
<p><b><u>Ingingo ya 32</u> : Ikarita iranga umukinnyi (Isansi)</b></p>	
<p><b><u>Article 32:</u> Licence</b></p> <p>1. Each athlete must have licence issued by RAF.</p> <p>2. The RAF issues the licence basing on the player's club's request, and the request is subject to the player's contract with his/her club and licence fee attached therewith.</p> <p>3. The licence guidelines and format shall be</p>	<p>1. Buri mu kinnyi wese agomba kugira ikarita iranga umukinnyi itangwa na RAF.</p> <p>2. RAF itanga icyo karita ishingiywe ku busabe bwa karabu umukinnyi abarizwamo, kandi ubwo busabe bukaba bwometseho amasezerano umukinnyi yagiranye na karabu ye n'inyemezabwishyu yishyuriweho amafaranga ya lisansi.</p> <p>3. Imirongo ngenderwaho n'imiterere bya lisansi</p>

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<p>determined by EC.</p>	<p>bigenwa mu nyandiko na komite nyobozi.</p>
<p><b><u>Article 33: Transfer negotiation</u></b></p>	<p><b><u>Ingingo ya 33:</u> Ubwumvikane mu kwimuka kw'abakinnyi</b></p>
<p>Any athlete wishing to join another club must inform the club to which he/she belongs to and inform RAF in which RAF issue licence once all requirements have been met.</p>	<p>Umukinnyi wese wifuza kujya mu yindi karabu agomba kubimenyesha karabu abarizwamo nayo ikubimenyesha RAF kugira ngo itange uburenganzira imaze gusuzuma ibikenyerwa byose.</p>
<p><b><u>Article 34: Compensation</u></b></p>	<p><b><u>Ingingo ya 34:</u> Ubwishyu ku mukinnyi</b></p>
<p>1. The receiving and the origin clubs of athlete must negotiate and agree on the reasonable compensation to be paid to the club of origin by the receiving one and shall inform RAF in writing.</p> <p>2. If the negotiations fail, who alleges to be infringed request RAF to intervene.</p> <p>3. The RAF must take a decision within thirty (30) days to ensure that no party is hampered. But as long as the issue is not resolved, the athlete shall remain bound by the former contract.</p>	<p>1. Karabu igiye kwakira umukinnyi ugufite amasezerano na karabu umukinnyi aturutsemo bagomba kumvikana ku bwishyu karabu agiyemo igomba kwishyura karabu umukinnyi aturutsemo kandi bakamenyesha RAF mu nyandiko.</p> <p>2. Iyo ubwumvikane bunaniranye, ufite ikibazo asaba RAF kubumvikanisha.</p> <p>3. RAF igomba gufata icyemezo bitarenze iminsi mirongo itatu (30) kugira ngo hatagira uruhande ruhanganira. Ariko mu gihe ikibazo kitarakemuka umukinnyi agakomeza akagengwa n'amasezerano yari asanganywe.</p>
<p><b><u>Article 35: Deal abroad</u></b></p>	<p><b><u>Ingingo ya 35:</u> Imishyikirano hanze y'igihugu</b></p>
<p>Any deal abroad concerning athlete, it is the responsibility of a club to inform RAF for</p>	<p>Imishyikirano yose ireba umukinnyi hanze y'igihugu, ni inshingano za karabu ye kubimenyesha RAF</p>

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<p>consideration.</p> <p><b>Article 36: Preparation of national team to the competitions</b></p> <p>Depending on the nature of the competition, athletes selected at the national level are managed by a RAF-appointed coach.</p> <p><b>PART X: RAF EMPLOYEES ASSIGNMENTS</b></p> <p><b>Article 37: RAF employees</b></p> <p>RAF employees' duties and their corresponding salaries are set out by the responsible for determining their salaries.</p> <p><b>Article 38: Communication facilities</b></p> <ol style="list-style-type: none"> <li>The EC defines how RAF staff use its social media sites and other means of communication.</li> <li>Receiving any Communications or correspondances regarding RAF, immediately the receiver inform the principal legal representative.</li> <li>When it is to send any message out of RAF, there is need a prior authorization of the principal legal representative.</li> </ol>	<p>kugira ngo ibisuzume.</p> <p><b>Ingingo ya 36:</b> Gutegura ikipe y'igihugu mu marushanwa</p> <p>Hashingwiye ku miterere y'irushanwa, abakinnyi batoranyijwe ku rwego rw'igihugu, bategurwa n'umutoza wagenwe na RAF.</p> <p><b>IGICE CYA X: INSHINGANO Z'ABAKOZI BA RAF</b></p> <p><b>Ingingo ya 37:</b> Abakozi ba RAF</p> <p>Inshingano z'abakozi ba RAF n'imishahara yabo bigenwa na komite nyobozi cyangwa undi wese ufite inshingano yo kumugenera umushahara.</p> <p><b>Ingingo ya 38:</b> Uburyo bw'itumanaho</p> <ol style="list-style-type: none"> <li>Komite nyobozi igena uburyo abakozi ba RAF bakoresha imbuga nkoranyambaga zayo n'ubundi buryo bw'itumanaho bya RAF.</li> <li>Kwakira ubutumwa cyangwa inyandiko zifite aho zihuriye na RAF bimenyeshwa Umuvugizi.</li> <li>Gutanga amakuru no gusubiza inyandiko zose zireba RAF bigomba kubanza gutangirwa uburenganzira n'umuvugizi wa Federasiyo.</li> </ol>
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<p>4. The contradiction to this principle constitutes a gross misconduct</p> <p><b>PART XI: SANCTIONS.</b></p> <p><b>article 39:</b> Subjects of sanctions and sanctioning authority</p> <p>Sanctions may be taken by the EC against member clubs, members of RAF organs, RAF employees, coaches and athletes and inform the next GA:</p> <ol style="list-style-type: none"> <li>Who break the rules and regulations of RAF,</li> <li>Whose behavior jeopardises the functioning and the good reputation of RAF and WA,</li> <li>A list of misconducts and administrative sanctions will be determined by EC and included in the appendix to these IRR.</li> </ol> <p><b>PART XII: ELECTION ACTIVITIES</b></p> <p><b>Article 40:</b> Period of election</p> <p>The EC is the one who submits to the Electoral Commission the seats to be elected.</p> <p><b>Article 41:</b> Election period</p> <ol style="list-style-type: none"> <li>Before the end of the EC member's term of office, the GA shall elect new EC at least fifteen</li> </ol>	<p>4. Kurenga ku bimaze kuvugwa haruguru, ni ikosa rikomeye.</p> <p><b>IGICE CYA XI: Ibyerekeye guhana amakosa</b></p> <p><b>Ingingo ya 39:</b> Gutanga no guhabwa ibihano</p> <p>EC ishobora gufatira ibihano biri mu bushobozi bwayo karabu, abagize inzego za RAF, abakozi bayo, abatoza n'abakinnyi bakozé ibi bikurikira kandi bikazamenyeshwa inteko rusange ikurikira:</p> <ol style="list-style-type: none"> <li>Batubahirije ibisabwa n'amategeko ya RAF,</li> <li>Bafite imyitwarire ibangamiye imikorere ya RAF na WA,</li> <li>Urutonde rw'amakosa n'ibihano byayo ruzategurwa na Komite nyobozi kandi rushyirwe ku mugereka w'aya mategeko ngengamikorere.</li> </ol> <p><b>IGICE CYA XII: IBIREBANA N'AMATORA</b></p> <p><b>Ingingo ya 40:</b> Imyanya itorerwa</p> <p>Komite nyobozi niyo ishyikiriza akanama gashinzwe amatora imyanya ikenerewe gutorerwa.</p> <p><b>Ingingo ya 41:</b> Igihe cy'amatora</p> <ol style="list-style-type: none"> <li>Mbere y'irangira rya manda z'abagize komite nyobozi, Inteko rusange itora abayobozi bashya nibura iminsi cumi n'itanu mbere y'uko manda</li> </ol>
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<p>days (15) before the end of their term.</p> <p>2* if it is entirely justifiable, it is not forbidden for the GA to postpone the end of the term.</p>	<p>yabo irangira.</p> <p>2* Iyo hari impamvu zumvikana, nibubujijwe ko inteko rusange yakwigizayo igihe manda irangirira.</p>
<p><b>Article 42: Electoral Committee</b></p> <p>1. The electoral committee members are voted by the last GA before the polling of the existing EC at least thirty working days before the polling day.</p> <p>2. The electoral committee has the responsibility of preparing and conducting elections.</p> <p>3. When the said members are voted within the period exceeding the prescribed time limits, they must wait until thirty days before the polling day for commencing their duties.</p> <p>4. Where there is a reason why it is not possible to wait for the GA to hold an election to nominate such electoral committee or to fill the vacancy is within the jurisdiction of the EC</p>	<p><b>Ingingo ya 42: Akanama gashinzwe amatora</b></p> <p>1. Abagize akanama gashinzwe amatora bashyinwaho n'inteko Rusange ibanziriza amatora y'abagize Komite Nyobozi iriho nibura iminsi mirongo itatu (30) yakazi mbere y'amatora.</p> <p>2. Abagize akanama gashinzwe amatora nibwo bategura kandi bakayobora amatora.</p> <p>3. Iyo abagize akanama gashinzwe amatora habaye impamvu ituma batorwa hasigaye igihe kirenze icyateganyijwe, bategereza ko hasigara iminsi mirongo itatu (30) ibanziriza amatora kugira ngo batangire imirimo yabo.</p> <p>4. Iyo habaye impamvu yatumye bidashoboka gutegereza inteko rusange kugira ngo hagire amatora aba gushyiraho ako kanama cyanwa kuzuma umwanya w'abakagize utarimo umuntu biri mu bubasha bwa Komite Nyobozi.</p>
<p><b>Article 43: The composition of the election committee</b></p> <p>1. The election committee is composed of at least three (3) persons namely the president, the</p>	<p><b>Ingingo ya 43: Abagize akanama gashinzwe amatora</b></p> <p>1. Akanama gashinzwe amatora kagizwe n'abantu nibura batatu (3) barimo Perezida, Visi Perezida</p>

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<p>vice-president and the secretary.</p> <p>2. The elected members shall chose among themselves the president, vice-president and the secretary.</p> <p>3. When one of the members of the electoral committee is not available, but the rest are more than one person, the duties of the committee continue.</p> <p>4. But if he or she remains one and the GA cannot convene before the election, the remaining member of the electoral committee may inform the EC to fill the gap.</p>	<p>n'Umunyamabanga.</p> <p>2. Abo bantu nibwo bitoramwo uwabwo perezida, visi-perezida n'umunyamabanga.</p> <p>3. Iyo hari umwe mu bagize komite itoresha udashobora kuboneka, ariko abasigaye bakaba barenze umuntu umwe, inshingano za komite zirakomeza</p> <p>4. Ariko iyo uwasigaye ari umwe kandi inteko rusange ikaba idashobora guterana mbere y'amatora, uwasigaye abimenyesha komite nyobozi kugira ngo ishyireho abuzuzwa ako kanama.</p>
<p><b>Article 44. Receiving the candidacy</b></p> <p>1. The electoral committee is responsible for receiving candidate's applications, examines them, communicates to the candidates the missing requirements, the date to complete the dossier and publishes the final list of eligible candidates at least before seven (07) days from the polling day.</p> <p>2. Member clubs shall submit to RAF the list of candidates and their corresponding files within 15 days countable from the time they get the requirements' reception is not considered.</p>	<p><b>Ingingo ya 44: Ibyerekeye dosiye z'abiyamamaza</b></p> <p>1. Komite ishinze amatora yakira dosiye z'abiyamamaza, ikazisuzuma, ikabamenyesha ibiburamo, ikavugira igihe cyo kubuzuzwa igatangaza kandi abakandida bujuje ibyangombwa byo kwiyamamaza habura nibura iminsi irindwi (7) ngo amatora abe.</p> <p>2. Karabu zigize RAF zigomba kugeza ku kanama gashinzwe amatora urutonde rw'abakandida, imyanya biyamamariza na dosiye zabo mu minsi 15 ibarwa uhereye igihe bagerejweho ibisabwa kugira ngo umuntu ziyamamaze. Umunsi wakiriweho urutonde rw'ibisabwa</p>

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<p>3. When the Electoral Commission examines the candidate's file and finds it incomplete, it notifies the candidate of the incomplete within five (5) days of the submission, who is requested to complete it within three (3) days from the date of notification.</p> <p>4. When a candidate wishes to stand for election while is already a member of the EC, he/she must first resign</p> <p>5. A candidate elected to any position on the EC has a four-year term regardless of the date of election.</p> <p><b>Article 45: Requirements for a candidate</b></p> <p>The following are the requirements for a candidate:</p> <p>1° To be at least twenty-one (21) years old</p> <p>2° Good conduct;</p> <p>3° To enjoy full civil and political rights;</p> <p>4° Not have been sentenced to imprisonment equal to or more than six (6) months;</p>	<p>ntubarwa.</p> <p>3. Iyo akanama gashinzwe amatora gasuzumye dosiye y'uwiyamamaza kagasanga ituzuye, kamumenyeshya ibyo agomba kuzuba bitarenze iminsi itanu (5) amaze gutanga dosiye ye, bityo nawe akabyuzaza bitarenze iminsi itatu (3) ibarwa bahereye ku muni yamenyesherejweho ibibura.</p> <p>4. Iyo umukandida ushaka kwiyamamaza yari asanzwe ari muri komite nyobozi, abanza kwegurira ku mwanya yari asanzweho.</p> <p>5. Umukandida utorewe umwanya uwarwo wose wa Komite nyobozi, amara manda y'imyaka ine hatitawe kugihe amatora yabereye.</p> <p><b>Ingingo ya 45: Ibisabwa umukandida</b></p> <p>Ibyo umukandida wiyamamaza agomba kuba yujuje:</p> <p>1° Kuba afite nibura imyaka 21 y'ubukure,</p> <p>2° Kuba ari indakemwa mu mico no mu myifatire,</p> <p>3° Kuba afite uburenganzira umuntu agira mu gihugu n'ubwa politiki,</p> <p>4° Kuba atarigeze ahanishwa igifungo kingana n'amezi atandatu (6) gusubiza hejuru,</p>
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<p>5° For the the president, vice-presidents and secretary General shall at least have thirty years (30) old and a Bachelor' degree, experience in sport activities preferably in athletics is an advantage.</p> <p><b>Article 46: Complain and Conducting election</b></p> <p>Only clubs are allowed to complain and only done on the day of election before the GA by indicating the candidate profile within five (5) minutes.</p> <p><b>Article 47: Voting members</b></p> <p>Voting members are the clubs legal representatives or other members of the bureau with written authorization from clubs when the legal representative are not available.</p> <p><b>Article 48: Vote sheets</b></p> <p>Vote sheets shall bear the stamp of RAF and are distributed on the day of election.</p> <p><b>Article 49: Parity of votes</b></p> <p>1. In case of parity of votes, election is repeated immediately</p>	<p>5° Ku mwanya wa perezida, aba visi perezida n'umunyamabanga mukuru, uwiyamamaza agomba kuba nibura afite imyaka mirongo itatu (30) kandi afite icyiciro cya kabiri cya kaminuza, ndetse n'ubunararibonye mu bikonwa bya sport ariko byaba ari mu mikino ngororamubiri bikaba akarusho.</p> <p><b>Ingingo ya 46</b> Kwiyamamaza no Kuyobora matora</p> <p>Kwamamaza umukandida bikorwa na karabu ku muni w'amatora bikanakorerwa imbere y'inteko rusange havugwa ibigwi by'umukandida gusa mu gihe kitarenze iminota itanu (5).</p> <p><b>Article 47: Abatora</b></p> <p>Abatora ni abayobozi b'amakarabu cyangwa abandi bantu bagize biro ya Karabu bahawe uburenganzira bwanditse na karabu igihe abayobozi batabonetse.</p> <p><b>Ingingo ya 48: Impapuro z'itora</b></p> <p>Impapuro z'itora zigomba kuba ziriho kashi ya RAF kandi zigatangwa ku muni w'itora amatora agiye gutangira.</p> <p><b>Ingingo ya 49: Kungana kw'amajwi</b></p> <p>1. Iyo amajwi angana itora risubirwamo ako kanya.</p>
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<p>2. If the parity of votes happen again, the candidate with the most experience in sports management or who has served in the sports administration is the one who wins.</p> <p>3. When the question of experience fails, a draw is made. The organization of the latter is determined by the Election Commission.</p>	<p>2. Iyo amajwi yongeye kungana, umukandida ufite uburambe buruta ubw'undi mu kuyobora siporo cyangwa yarakoze mu buyobozi bwa siporo niwe uba atsinze.</p> <p>3. Iyo ikibazo cy'uburambe muri siporo kinaniranye icyo gihe hashingirwa ku rutonde rw'inuyuguti zigize izina ry'umuryango uhereye kuri A ujya kuri Z.</p>
<p><b>Article 50: Disputes resulting from election</b></p>	<p><b>Ingingo ya 50: Impaka ziturutse mu matora</b></p>
<p>1. Those who are not satisfied for the results of election shall seize the organ in charge of conflict resolution of the Federation.</p> <p>2. When the disputes are coming from the election of the conflict resolution itself, those who are not satisfied for the results of election shall seize the EC.</p> <p>3. The claim of the result of the polling is addressed in written form with obligations of acknowledgment of receipt not later than twenty (24) hours from the polling day.</p> <p>4. A decision to the disputes results shall be taken and announced not later than 7 days starting from the reception of the claim.</p>	<p>1. Ulishimiye ibyavuye mu matora aregera urwego rushinzwe gukemura amakimbirane rwa Federasiyo</p> <p>2. Iyo impaka zikomoka ku matora y'urwego rushinzwe gukemura amakimbirane ubwarwo, utishimiye amatora aregera Komite Nyobozi akaba ariyo ikemura izo mpaka.</p> <p>3. Ikirego cyerekeye kutishimira ibyavuye mu matora gitangwa mu nyandiko kandi kigatangirwa icyemezo cy'iyakira bitarenze amasaha makumya abiri n'ane (24) uhereye igihe itora ryabereye.</p> <p>4. Umwanzuro ku mpaka z'ibyavuye mu matora utangwa bitarenze iminsi irindwi (7) uhereye igihe ikirego cyatangwiye</p>

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<p><b>PART XIII: CHANGING RAF INTERNAL REGULATIONS</b></p> <p><b>Article 51: Changes to internal regulations</b></p> <p>Internal regulations may be changed through resolutions and simple voting majorities at the GA.</p> <p><b>Article 52: Approval of modifications to internal regulations</b></p> <p>Changes to the Internal Regulations, approved by the GA, shall take effect immediately.</p>	<p><b>IGICE CYA XIII: GUHINDURA AMATEGEKO NGENGAMIKORERE YA RAF</b></p> <p><b>Ingingo ya 51:</b> Impinduka ku mategeko ngengamikorere</p> <p>Amategeko ngengamikorere ashobora guhindurwa binyujijwe mu matora y'inteko rusange ku bwiganze bw'amajwi.</p> <p><b>Ingingo ya 52:</b> Kwemeza guhinduka kw'amategeko ngengamikorere</p> <p>Impinduka ku mategeko ngengamikorere zemejwe n'inteko rusange zigomba guhita zitangira kubahirizwa ako kanya.</p>
<p><b>PART XIV: FINAL PROVISIONS</b></p> <p><b>Article 53: Unprovided cases</b></p> <p>All other cases not expressly provided for by this internal regulation is the responsibility of the GA and WA provisions. In the event of an emergency case, the President shall take a provisional decision.</p> <p><b>Article 54: Responsibility to explain and disseminate all RAF rules</b></p> <p>It is the responsibility of RAF to explain and disseminate all rules of RAF to member clubs.</p>	<p><b>IGICE CYA XIV: INGINGO ZISOZA</b></p> <p><b>Ingingo ya 53:</b> Ibidateganyijwe muri aya mategeko</p> <p>Ibindi byose bidateganyijwe muri aya mategeko ngengamikorere bishyizwe mu nshingano z'inteko rusange ndetse n'ibiteganywa mu mategeko ya WA. Iyo byihutirwa, Perezida afata icyemezo cy'agateganyo.</p> <p><b>Ingingo ya 54:</b> Inshingano yo kwigisha no kumenyakanisha amategeko ya RAF</p> <p>RAF ifite inshingano yo kwigisha no kumenyakanisha mu banyamuryango amategeko yose ayigenga.</p>

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**Article 55: Implementation**

All members agree to comply strictly and fully the present internal regulation. They also undertake to implement it and ensure its dissemination.

**Article 56: MISCELLANEOUS AND FINAL PROVISIONS**

1. These rules repeal and replace all the previous annexes and annotations
2. The present IRR are approved and adopted by the effective members of the federation on list attached herewith.

Done at Kigali on 31/1/2020

Legal representative:


**Ingigo ya 55 : Kubahiriza aya mategeko**

Abanyamuryango bose biyemeje bidasubirwaho kubahiriza aya mategeko ngengamikorere. Biyemeje kandi kuyashyira mu bikorwa no kuyamenyekanisha.

**Ingigo ya 56: INGINGO ZINYURANYE N'IZISOZA**


1. Aya mategeko ngengamikorere akuraho kandi asimbuye amategeko yayabanjirije hamwe n'imigereka yayo yose.
2. Aya mategeko ngengamikorere yemejwe kandi ashyizweho umukono n' abanyamuryango nyakuri bari ku ilisiti iri ku mugereka.

Bikorewe i Kigali kuwa 31/1/2020.

Uhagarariye Federasion akaba n'umuvugizi:


Seen to certify the signature of  
Mr/Mrs. *Dieudonne Kayitare*  
Hereby approved  
On 31/01/2020

  
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PAYE *6500* .....RWF