



Constitution of the Panam Sailing Federation

1. NAME

The name shall be Panam Sailing Federation (Panam Sailing). Panam Sailing is affiliated with Panam Sports and with the Association of Panamerican Sport Confederations / la Asociación de Confederaciones Deportivas Panamericanas (ACODEPA) and is recognized as the sport governing body for sailing in the Panamerican countries. Panam Sailing is an Affiliate Member of World Sailing, which is recognized by the International Olympic Committee as the international sport governing body for sailing.

2. OBJECTS

2.1 The Object of the Federation shall be the promotion and development of the sport of sailing in all its forms throughout the Panamerican countries.

2.2 Panam Sailing shall be responsible for:

- I. Promoting sailing in the Americas, regardless of gender, race, religion, political affiliation or sexual orientation. This includes:
 - advising and assisting the MNAs of the Americas in the promotion of the principles of diversity, equity and inclusion in all programs related to World Sailing at every level of the sport.
- II. Leadership, representation and lobbying in relation to sailing on behalf of the Member National Authorities of Panam Sailing and all competitive sailors in the Americas. This includes:
 - collaborating with World Sailing and the MNAs of the Americas to promote and develop the sport of sailing;
 - providing advice and assistance in the promotion of policies related to best practices in the planning and delivery of training, development and competitive programs with World Sailing and the MNAs of the Americas;
 - serving as a sounding board and resource group, providing information and advice on matters related to the promotion, planning and delivery of selected World Sailing programs and initiatives in the Americas.
- III. The selection, from the list of World Sailing International Classes, of the equipment used in the sailing competitions of the Panamerican Games and any other Games operating under the authority of Panam Sports (e.g. Youth, Beach, Junior, etc.).
- IV. The nomination of the International Technical Officials (including International Judges, Umpires, Measurers, Race Officers, and the International Technical Delegate) for the sailing competitions of the Panamerican Games and any other Games operating under the authority of Panam Sports to World Sailing, which shall have the final authority for all appointments..
- V. Providing advice and assistance to other Sailing Organizations/Federations in the Americas, in the planning of sub-Regional Games in the Americas, upon request by the appropriate Sailing Organization/Federation.

3. ORGANIZATION

The Organization of Panam Sailing shall consist of the Membership and an Executive Committee as defined in Section 8 of this document.

4. LANGUAGE

4.1 The official language of Panam Sailing is English. The word “shall” means *mandatory* and the word “may” means *optional*. Under normal circumstances, all official documentation, including this Constitution and the Notice of Race, Sailing Instructions and other documents associated with the sailing competitions of the Panamerican Games and all other Games under the authority of Panam Sports, will be published in English and Spanish. Other Panamerican languages, such as Portuguese, French and Dutch, may also be introduced when appropriate.

5. INCOME

5.1 For sources of income, Panam Sailing will rely primarily on membership subscription fees, voluntary contributions, and the sale of goods and services. It may also receive income from interest on money invested and from news media and sponsorship.

5.2 Nothing in Article 5.1 shall be interpreted as prohibiting Panam Sailing from securing funds from other sources.

6. MEMBERSHIP

6.1 Membership shall be granted to National Sport Federations responsible for the sport of sailing in any Panamerican country that is a Member National Authority recognized by World Sailing. Appendix 1 provides a list of Member National Authorities currently recognized as Members of Panam Sailing.

6.2 Affiliate Membership may be granted to Regional Sailing Associations recognized by World Sailing and/or Panam Sailing. Appendix 2 provides a list of current Affiliate Members.

6.3 Affiliate Membership may also be granted to Panamerican countries that do not have a National Sport Federation responsible for sailing but whose National Olympic Committees are recognized by the IOC and are members of Panam Sports. Appendix 2 provides a current list of Affiliate Members.



- 6.4 Affiliate Membership may also be granted to National Sailing Organizations of Countries or Territories that are recognized by the sub-Regional Olympic Associations recognized by Panam Sports within the Americas.
- 6.5 Application for membership shall be made to the Executive Committee of Panam Sailing. Election to membership shall be by resolution of the Executive Committee after the application has been reviewed for compliance with 6.1, 6.2, 6.3 or 6.4.
- 6.6 (Reserved for future use).
- 6.7 Every Member National Authority and every Affiliate Member shall pay a quadrennial subscription to Panam Sailing of such sum as the Executive Committee may from time to time determine, subject to review by the General Assembly, except in respect to subscriptions already paid or due. All subscriptions shall be due on the first day of January in year two of a quadrennial and shall be for the entire 4 years of the quadrennial.
- 6.8 The Executive Committee shall have the power to reduce, either in whole or in part, the payment by a Member of its subscription in any year or the entire quadrennial, subject to review by the General Assembly.
- 6.9 Subject to any reduction by the Executive Committee, no member shall, in any year, be entitled to any of the rights or privileges of membership (including participation in the General Assembly and the Panam Games) unless its subscription for the quadrennial has been paid. The Executive Committee may, by majority vote, and subject to the regulations governing qualification for the Panamerican Games and approval by the Executive Committee of Panam Sports, make an exception for a member of Panam Sports that has no national sport federation for sailing.
- 6.10 The Executive Committee may, by two-thirds majority vote, at any time, cancel the Membership of any Member, but such Member may request that the General Assembly review such cancellation on the grounds that the discretion of the Executive Committee was not exercised for good cause.
- 6.11 Any Member National Authority desiring to withdraw from Panam Sailing shall advise the Executive Committee on or before December 31st. Subscriptions already paid may be reimbursed, in whole or in part, at the discretion of the Executive Committee.
- 6.12 For purposes of the election of the Executive Committee, the Member National Authorities of Panam Sailing are divided into four regions: the Caribbean and Bermuda; Central America (including Mexico); South America; and North America. Appendix 1 provides the list of countries in each region.

7. GENERAL ASSEMBLY

- 7.1 The General Assembly shall be the ultimate authority of the Panam Sailing.
- 7.2 The General Assembly shall consist of:
- I. The Executive Committee
 - II. One delegate appointed by each Member National Authority (MNA) who shall be a national or resident of the country concerned. Notice of such appointment shall be given in writing by the Member to the Secretary General at least two weeks before the meeting of the General Assembly at which such delegate is authorized to attend. Late appointments may be accepted by the President and presented to the Secretary General.
- 7.3 Delegates so appointed shall remain in office until their retirement or replacement by the Member National Authority.
- 7.4 Meetings of the General Assembly shall be held as follows:
- I. Ordinary Meetings of the General Assembly shall be held every four (4) years in the country in which the Panamerican Games are held, during the Panamerican Games. Notice of the time and place of this meeting shall be made no less than 90 days prior to the date of the General Assembly Meeting.
 - II. Extraordinary Meetings of the General Assembly shall be convened by the Executive Committee, or by a group of not less than 15 Member National Authorities who will submit a written request with issues to be discussed to the Secretary General. The Secretary General shall determine the time, place and agenda (which shall include the issues raised by the requestors of said extraordinary meeting) of such meeting. The agenda shall be circulated to all Members at least two months prior to the meeting.
- 7.5 The Agenda for the Ordinary Meetings of the General Assembly shall include the following items:
- I. Approval of the minutes of the last Ordinary (or Extraordinary) Meeting of the General Assembly.
 - II. To receive:
 - a. The President's Report.
 - b. The Minutes of any Executive Committee meeting held since the last Meeting of the General Assembly.
 - c. A financial Report



- III. To review:
- a. Subscriptions – Current Rate and any changes that are contemplated.
 - b. Applications for membership since the last Ordinary Meeting of the General Assembly
 - c. Any regulations made by the Executive Committee since the last Ordinary Meeting
- IV. To debate and resolve any submission from the Executive Committee, or from an Officer or from a Delegate. Political matters shall not be debated unless of direct relevance to sailing. The decision of the President as to whether a matter is political shall be final.
- V. To have the 4 Regions of Panam Sailing appoint/elect the 7 Regional Vice-Presidents who will be members of the Executive Committee of Panam Sailing. The General Assembly meeting shall break into Regional Groups for 15 minutes for the sole purpose of confirming their Vice-Presidents according to the following schedule:
- a. 2 Vice-Presidents from the Caribbean and Bermuda.
 - b. 1 Vice-President from Central America, including Mexico.
 - c. 2 Vice-Presidents from South America.
 - d. 2 Vice-Presidents from North America.

The names of the Regional Vice-Presidents shall be given to the Secretary General of Panam Sailing, once the 15-minute break in the General Assembly meeting is completed.

- VI. In the election for President, MNA Delegates may nominate candidates from among the 7 (seven) Vice-Presidents of the newly elected Executive Committee Members of the Panam Sailing (Article 7.5 V above). Once Nominations close, each nominee will be asked if he or she accepts the nomination. At this point an election will be held per 7.6 and 7.7.

- 7.6 The decision of the General Assembly shall be based on a simple majority of votes of those delegates present unless otherwise specified in the Constitution. Voting on any resolution shall be by a show of hands unless the President, or not less than five of the delegates present, requests a secret ballot. Any such secret ballot shall take place before the close of the meeting. Each delegate present, in person, shall be entitled to one vote only.
- 7.7 The President and Executive Officers present, in person, shall be entitled to one vote each except on any vote on the Executive Committee's report in which case neither the President nor the Executive Officers shall be entitled to vote. In the event of an equality of votes on other matters, the President shall have a casting vote except in the case of equality of votes related to elections. When there are more than two candidates, a candidate obtaining greater than 50% of the votes cast shall be elected. If no candidate obtains a winning margin, then the candidate with the least number of votes will be dropped from the ballot and the assembly will vote again; this process shall repeat until one candidate obtains more than 50% of the cast votes. When an election results in a tie vote, the Assembly will take some time for further discussion and vote again until there is a single winner.
- 7.8 In the event that the Office of President becomes vacant (as a result of resignation, illness, incapacitation or death), an Extraordinary Meeting of the General Assembly will be called by the Executive Committee to be held virtually, no less than 2 and no more than 3 months after the occasion of the vacancy, for the sole purpose of nominating a new President in accordance with 7.5 (VI), and electing the President in accordance with 7.7. A third party, with expertise in conducting virtual elections with secret ballots, will be named for this purpose by the Executive Committee in order to ensure a fair and open election.

EXECUTIVE COMMITTEE

- 7.9 The Executive Committee shall be the managing authority of Panam Sailing under the guidance of the General Assembly.
- 7.10 The Executive Committee shall consist of the President, elected from among the seven Regional Vice-Presidents per 7.5. VI by the Delegates to the General Assembly, the six remaining Regional Vice-Presidents, a representative of the MNA hosting the upcoming Panamerican Games; two athletes; and the International Technical Delegate (ITD) to the upcoming Panam Sailing Games. The term of office shall be from the close of the Panam Games at which they were elected/appointed until the Close of the next Panamerican Games.

There shall be two (2) permanent guests of honor invited to attend every meeting of the Executive Committee: the Presidents (or their Representatives) of the Central American and Caribbean Sailing Confederation - COCECAVE, the sailing federation associated with the CAC Games - and of the South American Sailing Federation – the sailing federation associated with the ODESUR, or South American Games. These two persons will be non-voting, with speaking rights. The reason for these permanent guests is to ensure strong communication and coordination between the sailing events at all of the Regional Games in the Panam Region.

- 8.2.1 The seven Regional Vice-Presidents, prior to their election or appointment by the MNAs in the regions of Panam Sailing, per 7.5.V, shall be endorsed in writing by the MNA of their country. The MNA is limited to endorsing no more than one (1) nominee as a VP.
- 8.2.2 The member-at-large representing the MNA hosting the upcoming Panamerican Games shall be appointed by the MNA as soon as possible following the General Assembly.
- 8.2.3 The two representatives of the Athlete's Commission (one male, one female is recommended) shall be athletes or former athletes and shall be appointed by the Athletes' Commission within three months of the General Assembly.
- 8.2.4 The Technical Delegate to the Panam Games is nominated by the Executive Committee and appointed by World Sailing. The Executive Committee shall forward the name of the proposed International Technical Delegate to World Sailing no more than three



months after the date of the General Assembly. This position is non-voting.

- 8.3 The President shall nominate a Secretary General and a Treasurer from among the 6 remaining Regional Vice Presidents to the Executive Committee for its approval. This shall occur as soon as possible after the General Assembly at which they were announced as vice-presidents.
- 8.4 Each Executive Committee member shall be permitted to appoint a suitable member of their Member National Authority to act as their Delegate to any meeting the elected member is unable to attend.

An Executive Committee member who fails to attend three Executive Committee Meetings in succession will be considered to have resigned. This resignation is to be ratified by a two third vote of the Executive Committee members present.

Upon the resignation of an elected Executive Committee member the Executive Committee shall elect a new member, who may be the substitute of the member who resigned or another representative of the relevant region, by majority vote of the Executive Committee members present.

- 8.5 The Executive Committee shall apply the funds of Panam Sailing for the objects of Panam Sailing, or for such other purpose it considers to be in the interest of Panam Sailing.
- 8.6 The Executive Committee shall cause proper books of account to be kept for all income and expenditures and of all dealings with the assets of the Panam Sailing and shall receive and circulate annually to Members an income and expenditure account.
- 8.7 The Executive Committee shall meet at least once in every calendar year, and at such other times as a meeting may be convened. There shall be a meeting of the Executive Committee at the conclusion of each Ordinary Meeting of the General Assembly.

The Executive Committee shall convene a meeting on the instructions of the President or three members of the Executive Committee.

- 8.8 Four members of the Executive Committee shall form a quorum for the conduct of business.
- 8.9 The President shall act as chair at meetings of the Executive Committee, but if he or she is not present the Secretary General shall take the chair.
- 8.10 A member of the Executive Committee may participate in a meeting of the Executive Committee via teleconference. This is not preferred and not recommended, but with approval of a majority of the Executive Committee, an EC Member may use this option. Athlete Commission representatives and the WS ITD are always able to use this option, though it is not preferred.
- 8.11 The Executive Committee may authorize the attendance at its meetings of Observers and Technical Advisers who shall not be entitled to vote. They may take part in the proceedings at the request of the President.
- 8.12 The Executive Committee shall determine the events and equipment for the upcoming Panam Games and all other Games under the joint authority of Panam Sports and Panam Sailing, as well as the Country Qualification System for all Games, consistent with the schedule and procedures established by Panam Sports.
- 8.13 The Executive Committee shall have the power to make regulations, to carry out the purposes of the Constitution and/or amend any existing regulations provided that such regulations shall not be in conflict with the Constitution, and provided that the regulations shall be reported and reviewed by the next Ordinary Meeting of the General Assembly.
- 8.14 Political matters shall not be debated unless of direct relevance to sailing. The decision of the President as to whether a matter is political shall be final.
- 8.15 Decisions of the Executive Committee shall be taken by a simple majority of votes cast. Voting shall be by show of hands unless the President or three members present shall request the holding of a secret ballot. Any such secret ballot shall be held before the meeting is closed. The President and each member present, in person, shall be entitled to one vote. The President shall have a second or casting vote in the event of an equality of votes.
- 8.16 Between Meetings, the Executive Committee may take electronic votes on the approval of meeting minutes and on proposals or regulations as the President may call for via the Secretary General. Such votes may be by email ballot or by electronic voting tool as selected by the Secretary General.

9 OFFICERS OF HONOUR

- 10.1 On a proposal made by the President, the General Assembly may, as mark of respect or of appreciation for past service to Panam Sailing, elect any distinguished sailor to an Office of Honour. Office of Honour may include that of President of Honour, or Vice President of Honour, or such other title of Honour as the General Assembly may, at the time of election, prescribe.
- 9.2 Unless otherwise prescribed by the General Assembly at the time of election, a person elected to an Office of Honour shall hold such office for the remainder of his or her life.
- 9.3 An Officer of Honour shall be entitled to attend and to participate in the deliberations of all meetings of the General Assembly, but shall not be entitled to vote unless specifically appointed by a member.



9.4 On the election of the President, Executive Committee member, or General Assembly delegate to an Office of Honour, he or she shall be deemed to have retired from the previously held office or position in Panam Sailing.

10 AMENDMENTS TO THE CONSTITUTION

11.1 This Constitution shall be amended only by resolution of the General Assembly carried by two-thirds majority of votes cast.



Appendix 1
Members

Caribbean and Bermuda

Country	MNA	Country Code	WS-Oly Continent	WS Group
Antigua	Antigua Sailing Association	ANT	NA	O
Aruba	Aruban Sailing Association	ARU	NA	O
Bahamas	Bahamas Sailing Association	BAH	NA	O
Barbados	Barbados Sailing Association	BAR	NA	O
Bermuda	Bermuda Sailing Association	BER	NA	O
British Virgin Islands	Royal British Virgin Islands Yacht Club	BVI	NA	O
Cayman Islands	Cayman Islands Sailing Club	CAY	NA	O
Cuba	Federacion Nautica de Cuba	CUB	NA	O
Dominican Republic	Federacion Dominicana de Vela	DOM	NA	O
Grenada	Grenada Sailing Association	GRN	NA	O
Jamaica	Jamaica Yachting Association	JAM	NA	O
Netherlands Antilles (Curacao & St. Maarten)	Netherlands Antilles Sailing Federation	AHO	--	O
Puerto Rico	Federacion de Vela de Puerto Rico	PUR	NA	O
Saint Lucia	Saint Lucia Sailing Association	LCA	NA	O
Saint Vincent and the Grenadines	St Vincent & the Grenadines Sailing Assoc.	VIN	NA	--
Trinidad and Tobago	Trinidad and Tobago Yachting Association	TTO	NA	O
US Virgin Islands	Virgin Islands Sailing Association	ISV	NA	O

Central America including Mexico

Country	MNA	Country Code	WS-Oly Continent	WS Group
Belize	Belize Sailing Association	BIZ	SA	O
El Salvador	Federacion Salvadorena de Vela	ESA	SA	O
Guatemala	Asociacion Nac. de Nav. A Vela Guatemala	GUA	SA	O
Mexico	Federacion Mexicana de Vela	MEX	NA	O
Nicaragua	Federacion Nicaraguense de Vela	NCA	SA	--
Panama	Panama Sailing Association	PAN	SA	O

South America

Country	MNA	Country Code	WS-Oly Continent	WS Group
Argentina	Federacion Argentina de Yachting	ARG	SA	M
Bolivia	Bolivian Federation of Sailing	BOL	SA	N
Brazil	Confederacao Brasileira de Vela – CBVela	BRA	SA	N
Chile	Federacion Chilena de Navegacion a Vela	CHI	SA	M
Columbia	Federacion Colombiana de Vela	COL	SA	O
Ecuador	Federacion Ecuatoriana de Yachting	ECU	SA	M
Paraguay	Yacht Club Ypacarai	PAR	SA	N
Peru	Federacion Peruana de Vela	PER	SA	M
Uruguay	Yacht Club Uruguayo	URU	SA	M
Venezuela	Federacion Venezolana de Vela	VEN	SA	O

North America

Country	MNA	Country Code	WS-Oly Continent	WS Group
Canada	Sail Canada	CAN	NA	P
United States of America	US Sailing	USA	NA	P



PANAM SAILING

Appendix 2

Affiliate Members

Haiti ——— Hatian Sailing Federation ——— Caribbean