

**CONSTITUTION OF
THE TORONTO CRICKET UMPIRES AND SCORERS ASSOCIATION INC.
CREATED 1967: REVISED 22nd APRIL 2014**

ARTICLE 1:

NAME

1. The name of the organization shall be known as **“TORONTO CRICKET UMPIRES AND SCORERS ASSOCIATION INC”**, hereinafter referred to as **“The Association”**.
2. All provisions of this Constitution hereto refer to men and women equally. Words which may imply the male gender have been included solely for brevity and are to be taken as including both male and female.

ARTICLE 2:

The Objectives of the Association shall be:

To improve the standard of cricket umpiring and scoring by training, examination and example, and by any other means.

- (a) To promote and uphold the status of Umpires and Scorers both collectively and individually.
- (b) To take such action or make such representation as an Association, or in conjunction with others, as may be considered desirable in the interests of cricket in general or for the benefit of umpires and scorers.
- (c) To improve by all means the standard of Umpiring and Scoring and the status of both Umpires and Scorers.
- (d) To affiliate the Association where practicable with any Umpiring and/or Umpiring and Scoring Organizations pursuing the same goals.

ARTICLE 3:

MEMBERSHIP

- (a) The Association is secular and apolitical so membership may be open to anyone who
Is legally resident in Canada, has an interest in cricket and a desire to promote the aims and objectives of the Association.
- (b) All members are expected to uphold the aims and objectives of the association at all times.
- (c) The membership is to be accorded to an individual for one financial year only, which may be Renewed for a subsequent year at the discretion of the Executive/Management Committee, based on the past conduct of that individual as a member of The Association when he /she had satisfactorily demonstrated willingness to promote the aims and objectives of The Association.
- (d) The Executive/Management Committee shall have sole discretion to deny renewal of membership of any individual, if any of his /her actions are/were found to be either working against the interest of The Association or to create any untoward hindrance to the smooth functioning of same during the previous year(s) , which might brig or have brought discredit to The Association o r its aims and objectives.

Section 1:

A PROSPECTIVE MEMBER MUST:

- (a) Complete and submit an application form to the Secretary of The Association together with the membership fee.

- (b) Be proposed by a member in good standing or the Executive of any recognized Cricket Club.
- (c) The Executive Board of The Association shall review all application(s).
- (d) A majority vote of members in attendance at that regular meeting is required for acceptance of the applicant(s).
- (e) The Secretary shall notify the applicant in writing about the disposition of the application.

Section 2:

CATEGORIES OF MEMBERS:

There shall be four (4) classes of membership:

1. General Membership
2. Associate Membership
3. Honorary Life Membership
4. Guest Membership

(a) General Membership shall be opened to any person eighteen (18) years of age or over, and whose application has been or over, whose application has been accepted by the Executive Board and who has been admitted by a majority vote by members at any regular meeting.

(b) Associate Membership shall be opened to anyone who supports the objectives of the Toronto Cricket Umpires & Scorers Association, but who does not wish to be appointed to officiate in local league games.

(c) Honorary Life Membership shall be the highest honor that The Association can bestow upon a member or past member. The Executive or member shall be empowered to nominate such an individual, who must be approved by a majority vote at any regular meeting.

(d) Guest Membership shall be afforded to any qualified umpire not permanently residing in the Greater Toronto area (i.e. a resident from another Province in Canada, or from Overseas), who does not qualify for any other category of membership. He may be allowed to officiate not more than two (2) games in a cricket season, after which he must decide to become an Associate or General Member. The Executive may, however, waive this requirement if the Umpire is of International standing (i.e. a Test Match Umpire).

(e) Membership of The Association in no way guarantees any number of appointments to games, or to any particular level of umpiring.

Section 3:

TERMINATION OF MEMBERSHIP:

(a) The Executive Board shall have the right to expel from membership, or otherwise deal with, any member who has contravened the By-Laws of The Association, or brought discredit to the Association, or its aims. Such a member shall have the opportunity to appeal the decision at any regular meeting, or the subsequent meeting. However after the appeal process, if any member is formally terminated due to the above reasons, he shall neither be entitled to apply for the membership of The Association nor be granted the same in future.

(b) Any member may resign from The Association at any time, by giving notice in writing to that effect to the Executive Board, provided that the full indebtedness of the member to Association has been discharged.

Section 4:

DUES:

1. The annual dues for membership of The Association shall be equivalent to one of the highest T & D match fee and set at the Annual General Meeting. All dues must be paid by April, 30th of any one year.

Any member Not making payment in full within the grace period of (30) thirty days without just cause shall not be a member in good standing, but a delinquent member.

2. TCU&SA will only be responsible for TCU&SA's affiliated dues to other Cricket Umpires/Scorers Association. Individual members of TCU&SA, wishing to join or become a member of any other Association, will be solely responsible for paying his/her full dues to that Association and any such dues, shall not be incorporated with or taken from TCU&SA or its membership dues.

DELINQUENT MEMBERS:

Any member who is declared delinquent by the Management Committee in respect of payment of fees and dues shall immediately lose the rights to attend, address members and vote at meetings and shall lose all other privileges provided by The Association until all such dues are paid in full.

ARTICLE 4:

ADMINISTRATION

(a) The administration of The Association shall be vested in the Executive Board and the Management Committee, consisting of five (5) elected officers plus the Standing Committee Chairpersons. The said officers being the President, Vice-President, Secretary, Treasurer and Asst. Secretary/Treasurer shall form the Executive Board.

(b) The Officers of the Executive Board of The Association shall be elected in a manner prescribed by the By-Laws and shall hold office for a period of Two (2) years.

TEMPORARY ABSENCE OF AN ELECTED OFFICER

Any elected member/officer may be granted temporary leave of absence by the Management Committee upon request. The officer or member so granted must return before the next Annual General Meeting.

ARTICLE 5

AMENDMENTS TO THE CONSTITUTION

This Constitution may be amended at any meeting of The Association by a two-thirds majority vote, quorum minimum twelve (12) members being present, provided that written notice of the proposed amendment has been mailed to the last known address of each member, at least ten (10) days prior to the date of such meeting.

BY-LAWS

ARTICLE 1

ADMINISTRATION

Section 1

(a) The Executive Board shall be the highest authority of The Association, and shall be empowered to act on behalf of the membership to the extent that urgent businesses require prompt and decisive action affecting the vital interests of the Association without prior membership approval. All action taken shall be brought to the membership at the next regular meeting.

(b) The Executive Board and Committee Chairpersons appointed by the President of The Association shall form the Management Committee. See Appendix 1-Management Committee. Appendix 2-Terms of Reference.

Section 2

The Executive Board shall have control and management of any property of The Association, subject to the will of the membership. Funds of The Association shall be withdrawn from the Financial Institutions with which they are on deposit, with the joint signatures of the Treasurer, and either the President or the

Secretary. On all official documents which bind The Association there must be at least two (2) Executive officers' signatures.

Section 3

In the event of the office of the President becomes vacant, the Vice-President shall assume that office for the balance of the term. In the event that any other office becomes vacant, an election shall be held to fill the vacancy as soon as possible. However, the President shall have the authority to appoint a member to fill the vacancy until the out come of the election is known.

Section 4

Any Executive/Management Member who is absent from three (3) consecutive Regular or Management meetings, without just cause, shall cease to function as a member of the Executive/Management Committee. That position shall be filled in accordance with the Section 3 of Article 1 of the By-laws, as mentioned above.

Section 5

A motion of "No Confidence" in any Executive member or other official(s) may be tabled at a regular meeting. Such motion must be justified and supported by a two-thirds majority of the voting assembly in order to be carried.

ARTICLE 2

ELECTION OF OFFICERS

Section 1

At the Annual General Meeting the following shall be elected: President, Vice-President, Secretary, Treasurer and Assistant Secretary /Treasurer all of whom shall constitute the Executive Officers of the Association. The election shall proceed in the following order: (1) President, (2) Vice-President, (3) Secretary (4) Treasurer, (5) Assistant Secretary/Treasurer.

Section 2

The membership shall select a returning officer and two assistants to conduct the election of officers.

Section 3

(a) To be eligible to vote a member must be in good standing and must have attended (3) three of the legally constituted meetings that took place over the past twelve months. To be eligible to run for Executive office, a member must be in good standing and have attended one-half of the legally constituted meetings that took place over the past twelve months.

(b) Any member of TCU&SA, who is an Executive with, or is appointed by any other Umpires/Scorers Association, will not be qualified to hold or run for any elected position, nor be allowed to be nominated as Chairperson(s) in any Management or Special Committee, within the Toronto Cricket Umpires & Scorers Association.

Section 4

Ballots shall be distributed to eligible members at the Annual General Meeting, who shall be entitled to one vote for each elective office. A motion shall be moved after the elections of officers have been completed to destroy the ballots.

Section 5

Incoming officers shall take office immediately after the elections have been completed.

ARTICLE 3

DUTIES OF OFFICERS

Section 1

President:

(a) The President as Chief Executive Officer of The Association shall supervise the Association affairs and activities. He shall preside over all meetings of The Association and the Executive/Management Committee. He may countersign all cheques, notes and other instruments drawn by the Association, and perform all the duties pertaining to the office. The President shall convene meetings of the Executive/Management Committee after consultation with the Secretary. The President shall determine the venues of such meetings after consultation with the Secretary.

(b) At meetings of the Executive/Management Committee, each member shall be eligible to cast one (1) vote. The President/ Chairperson shall not have a primary vote, but may cast a deciding vote in the event of a tie. The President, in conjunction with the Executive/Management Committee, shall prepare an annual budget and provide a projection of income and expenditures for each fiscal year.

Section 2

Vice President:

The Vice-President shall assist the President in supervising the affairs of the Association, and in the President's absence, shall preside over the meetings of the Executive/Management Committee and the general membership. The Vice President may serve in any capacity as may be directed by the President.

Section 3

Secretary:

(a) The Secretary shall keep the correct minutes of the meetings of the Association and the Executive/Management Committee. He shall take a roll call of members in attendance at meetings and record the same; he shall give due notice of meetings; he shall perform other duties pertaining to the office; he shall attend to the correspondence of The Association and keep all correspondence on file, which shall be made accessible to The Association at convenient times; he shall be the official custodian of all official records of the Association.

(b) The Secretary shall be responsible for the administrative responsibilities of The Association and communicate with members, as he/she deems necessary and as directed by the Executive.

Section 4

Treasurer:

(a) The Treasurer shall be responsible for all financial matters pertaining to The Association, including the issuing of dues payable, and shall be responsible for collecting thereof. He shall keep the books of the Association, disperse funds at the discretion of the Executive and shall report in detail, at the Annual Meeting, and at such time as directed, on the financial condition of The Association. The Treasurer, together with the President and/or the Secretary, shall sign all cheques, notes and other instruments drawn by the Association. The Treasurer's report shall be signed by the President or Secretary. The Treasurer shall have the books audited annually in time for the Annual General Meeting. The auditor shall be chosen by the Executive/Management Committee.

(b) The Treasurer shall disburse monies only upon receipt of an approved voucher signed by the President or persons designated by the President. The Treasurer shall obtain approval of the President and/or the Executive Committee prior to the withdrawal of funds from any account at a bank or Financial Institution.

Section 5

Assistant Secretary/Treasurer:

- (a) The Assistant Secretary/Treasurer shall take charge in the absence of the Secretary or the Treasurer and will perform their duties as stated above.
- (b) The Assistant Secretary/Treasurer may serve in any capacity as may be directed by the President.

ARTICLE 4

MEETINGS

Section 1

- (a) The year-end of The Association shall be January 31st of each year.
- (b) The Annual General Meeting of The Association shall be held in February of each year and, at said meeting, reports from all elected officers and Committee Chairpersons shall be submitted to the membership.
- (c) Written notice and the Agenda of the A.G.M./Special meeting shall be sent to each member at his last known address at least 21 days prior there to.
- (d) The meetings of The Association shall be:
 1. Annual General Meeting
 2. Special General Meeting
 3. Regular Monthly Meeting
 4. Management Meeting
 5. Emergency Meetings.
 6. Any other meeting that The Association may so warrant.
- a) The Secretary shall convene a Special General Meeting of The Association on receiving a requisition signed by not less than one-fifth (1/5) of the financial members stating clearly the business to be discussed.
- b) Such Special General Meeting shall be called within fourteen (14) clear days of the receipt of such requisition and shall be strictly confined to the business for which the meeting has been summoned. Emergency Meetings may be held as the need arises to deal with any Emergency Matter/s that may require an Immediate and decisive action/s. Special Meetings shall be held for a Special Purpose at the discretion of the Management Committee who shall set out the Terms of Reference.

Regular Monthly Meeting

Regular Monthly Meetings shall be held once every month except December and February at a place and time as decided upon by the Association.

Management Meeting

- (a) Regular Management meetings shall be held within one (1) week prior to each Regular Monthly Meeting at a place and time as decided upon by the Management Committee.
- (b) At all meetings of The Association any two (2) of the elected Officers must be present.

Section 2

The Association shall hold regular monthly meetings of the membership on the second to last Tuesday of every month.

Section 3

Meetings of the Executive/Management Committee shall be held at pre-arranged dates at the call of the President or at the written request of at least two-thirds of the Executive members. At all such meetings six (6) Executive/Management members shall constitute a quorum as per Appendix 1.

Section 4.

All meetings of the members shall consist of three (3) Executive members, one of which must be the President or his appointee and nine (9) members in good standing, which shall constitute a quorum.

Section 5.

Meetings of special activity groups e.g. Committees shall be called at the will of the Chairperson of the group in question.

ARTICLE 5

Meetings and their Quorums

- (a) Annual General Meeting _ _ _ One third (1/3) of the total financial members
- (b) Special General Meeting _ _ _ One third (1/3) of the total financial members
- (c) Regular Monthly Meeting _ _ 12 financial members.
- (d) Management Meetings _ _ _ Six (6) Members.

ARTICLE 6

Procedures at General Meetings.

Section 1

- (a) At all General meetings of The Association the President shall preside. In his absence the Vice President shall preside. In the absence of both, a Chairman shall be elected from among the members present except the Secretary and Treasurer.
- (b) At any General Meeting, a resolution put to the vote of the meeting shall be decided by a show of hands, unless before the resolution is put to the vote, a ballot is demanded by the Chairman or by at least seven (7) financial members present.
- (c) If a ballot is demanded as aforesaid, it shall be taken in such a manner and at such time and place as the Chairman of the Meeting directs, either at once or after an interval or adjournment. The result of the ballot shall be deemed to be the resolution of the Meeting at which the ballot was demanded.
- (d) In the case of an equality of votes, whether by a show of hands or ballot, the Chairman of the Meeting shall be entitled to a second or casting vote.
- (e) The Chairman may, with the consent of the Meeting, and shall, if directed by the meeting, adjourn the meeting from time to time.

Section 2

The President shall be Ex-Officio member of all Committees.

ARTICLE 7

COMMUNICATIONS

All communications from the Association shall be done by fax, e-mail, hand-delivered, regular or registered mail, or by any modern technology.

ARTICLE 8

COMMITTEES

Section 1

There shall be two kinds of Committees:
(1) Special Committee, (2) Standing Committee.

Section 2

A special Committee shall be chosen to perform a specific duty, and shall cease to function when that duty has been executed and a written report submitted to the Management examples of such Committees being Constitution, Assessment etc.

Section 3

A Standing Committee shall hold office for the period of one (1) year, examples of such a Committees being Social, Ethics etc.

Section 4

(a) The Executive Board shall appoint a Chairperson for each Committee. The Chairperson shall select from the Membership whomever they desires to serve on the Committee. The Assessment Committee which can also name non-members to serve on the Committee.
(b) The President or **his appointee** shall be an ex-officio member of the Committees.

Section 5

A member shall not be elected to or sit on any Committee if he is not a member in good standing with the exception of the Assessment Committee which can also name non members to serve on the Committee.

ARTICLE 9

Hearing of Complaints, Reports and Appeals

1. All reports or complaints from members of The Association against another member must be sent to the Secretary in writing.
2. Reports or complaints from Cricket Clubs or Associations shall be made in writing and originate from the complainant's club or Association on behalf of the member. All complaints/reports shall be signed by the captain and the complainant or by the President and Secretary where the entire club or Association is involved. The Secretary of the Toronto Cricket Umpires and Scorers Association on receipt of a complaint/report will submit a copy of the said complaint/report to the Chairperson of the Ethics Committee, who will convene a meeting for the purpose of proceeding with the complaint/report. At all such meetings (3) three members shall constitute a quorum.
3. A copy of the complaint/report will be sent by registered mail to the last mailing address on file or hand delivered to the member. The committee shall request acknowledgment of the member of receiving a copy of the complaint, and also request the names, addresses and phone numbers of witnesses, which may assist the Committee to investigate the complaint/report. The member shall have fifteen (15) days after receipt of the communication from the Committee to meet the Committee's request. The Committee reserves the right to extend the time limit providing that evidence to the contrary is submitted. No reply from the member within 30 days after receipt of the complaint and request will be considered as no contest or a default by the member to proceed with the report/complaint. The Committee shall make a decision based on the finding of their investigation, and submit a report at the next regular meeting or subsequent meeting. A copy of the written report from the Ethics Committee shall be sent to the complainant.
4. If the facts are disputed, the Committee will investigate and decide whether the evidence is concessive to proceed with a hearing. If the evidence warrants a hearing the Ethics Committee will notify the member of a hearing date. The member will be allowed to submit evidence and may be represented by a member of the Association, who shall not be a member of the Ethics Committee or Management Committee. The Committee shall make a decision based on the evidence available and report in writing to the Management Committee and to the member, The Committee will also submit a written report to the

membership at the next regular meeting or subsequent meeting. Notice of appeal shall be made in Accordance with Article 111 of the Constitution Section 111 (a).

(a) If no appeal has been filed by the member in writing, the Committee will consider the matter closed.

5. When an appeal is filed with the Secretary of Toronto Cricket Umpires and Scorers Association, all evidence including reports from the Ethics Committee will be made available to the Management Committee, whose chairperson will convene a meeting as early as possible to deal with the matter. At all such meetings (6) six members shall constitute a quorum. The member will be notified in writing within fifteen (15) days of filing of the appeal to the Secretary of the Toronto Cricket Umpires and Scorers Association who will submit a copy of the appeal to the Chairperson of the Management Committee. For the appeal hearing, the Secretary will give written notice to the Chairperson of the Committee who will set a date for the hearing. The member shall be allowed to present new evidence and may be accompanied by a representative, who may not be a member of the Management or Ethics Committees. The Management Committee shall render its decision in writing to the member. The Committee will also submit a report at the next regular or subsequent meeting of the Association. The Management Committee may confirm, vary, or reverse the decision of the Ethics Committee. Where ever a member(s) are mentioned, it is deemed to be an Umpire(s) or Scorer(s).

ARTICLE 10

RULES AND ORDERS:

Section 1

Roberts Rules of Order of Parliamentary Procedure shall govern all proceedings of all meetings of the Association and its constituent parts except as provided in these by-laws.

Section 2

Voting procedures: The mode of voting shall be by show of hands except as otherwise provided for.

(1) At all meetings of The Association, each member in good standing shall be entitled to vote, which vote must be given personally.

(2) At any meeting of The Association, seven (7) members may require that the voting on any question before the meeting shall be by ballot, and the Chairperson shall thereupon appoint two scrutineers for the purpose of taking the vote.

(3) In the case of a tie, the Chairman shall have a casting vote.

(4) All resolutions must be in the form of a motion, duly proposed and seconded; and all amendments to motions must similarly be duly proposed and seconded.

ARTICLE 11

AMENDMENTS TO THE CONSTITUTION AND BY-LAWS

Section 1

(a) A request from members to amend the Constitution must be submitted in writing to the Secretary specifically stating the Section/s of the Constitution to be amended together with the proposed amendments. The Constitution may be amended only by a two-thirds (2/3) majority vote of the financial members present at an Annual General Meeting or a Special General Meeting called for that purpose.

(b) The Secretary shall schedule the AGM. or a Special Meeting within fourteen (14) days from the date a notice was received requesting a meeting to amend the Constitution. The Secretary shall notify members, in writing, at least seven (7) days prior to such Special Meeting and specifically state the purpose of the meeting.

ARTICLE 12

REMOVAL OF OFFICERS

Section 1.

Any elected officer may be removed from office for the following reasons:

- (a) Continued neglect the duties of the office.
- (b) Failure or refusal to disclose necessary information in matters of the Association.
- (c) Unauthorized expenditure, signing of cheques or misuse of Association funds.
- (d) Misrepresentation of the Association or its officers.
- (e) Failure or refusal to adhere to the TCU&SA's Code of Ethics.
- (f) The Executive/ Management Committee may be required to investigate a recommendation for the removal of an elected officer. The recommendation for removal must be decided on a two-thirds majority vote by the members in good standing present at the meeting.
- (g) The offending officer shall have the right to appeal.

ARTICLE 13

INTERPRETATION AND CLAUSES

- (a) The Executive/Management Committee shall be the authority, on behalf of The Association, for the interpretation of the Constitution and the By-Laws governing the operations of The Association. The Executive/Management Committee shall have jurisdiction over matters not specifically covered in the constitution or By-laws established by The Association to supplement the Constitution.
- (b) Decisions of the Executive/Management Committee are final and shall not be subject to review by any other organization or litigation (in any Court of Laws in Canada or otherwise)

ARTICLE 14

DISSOLUTION OF THE ASSOCIATION

Section 1

In the event that The Association becomes defunct, or is unable to operate, the funds and property shall be held in trust for the continuation of The association at a later date. Any ten (10) members in good standing at the time the Association ceased to function may use the funds and property to revive the Association. (N.B. Legal advice may be required in this instance).

APPENDIX 1

TERMS OF REFERENCE

MANAGEMENT COMMITTEE

1. The Committee shall be called the Management Committee.
2. The Committee shall consist of the elected Officers of the Association and the Chairpersons of the Committees mentioned in Appendix 2.
3. The Management Committee shall of necessity meet at least once a month prior to each regular monthly meeting.
4. A quorum shall consist of six (6) members at all Management Meetings.
5. The Chairperson of the Management Committee shall be the President, or in his absence, the Vice President of the Association, but if neither is present within fifteen (15) minutes after the time fixed for the meeting of the Management Committee, the members present shall appoint a member other than the Secretary, as Chairperson.
6. The Chairperson at any meeting of the Management Committee or Sub-Committee shall have the right to vote on every motion as a member and in the event of a tie, shall in addition, have a casting vote.
7. In the event of the resignation of any member of the Management Committee, such resignation must be forwarded in writing to the Secretary of The Association.
8. The Management Committee may appoint Sub-Committee(s) to consider special project(s) under specific Terms and References. Such Sub-Committee(s) shall submit to the Management Committee in due course, a report in writing of findings and recommendations.
9. Questions as to the interpretation of these References shall be referred to and decided by the Executive/Management Committee, (See Article 11 of the Bylaws) whose decisions shall be final and

binding. No member of the Management Committee shall be entitled to make any Media, vocal or printed release of information without the prior knowledge and permission of the Committee.

10. The Duties of the Management Committee are:

(a) To promote the history, objectives and the structure of the Association.

(b) To conduct the affairs and business of the Association in conformity with the policy determined from time to time by the Association.

(c) To ensure minutes of all meeting, resolution and proceedings of The Association are duly entered in books or folders provided for the purpose. Any such minutes as aforesaid shall be accepted as correct, if signed by the Chairman of the Meeting at which such resolutions were passed and by the Chairman of the next succeeding meeting of the Committee or (in the case of meetings, resolutions of any Sub-Committee) by the Chairman of the next succeeding meeting of that Sub-Committee. Until the contrary is proven, every meeting of The Association or of the Management Committee or Sub-Committee shall be deemed to have been duly convened and held, and all resolutions and proceedings recorded as having been passed or taken place there at, shall be deemed duly to have been passed or to have taken place. All of the Management Committee and other Officers of the Association shall be deemed to be valid, and all acts done by the Management Committee and Officers shall be valid, notwithstanding any defect that may subsequently be discovered in their appointments.

(d) The Chairperson of a Committee may appoint any of its members to perform the duties of Secretary in the absence of the Secretary.

(e) Notice in writing of any meeting of the Management Committee together with a copy of the Agenda shall be forwarded by the Secretary to each member of the Management Committee no later than (3) days before the date set for the meeting, except in cases of emergencies.

(f) Copies of minutes of all meetings should be kept by the Secretary for reference and filing.

APPENDIX 2

ETHICS COMMITTEE

(Revised 2007/2014)

1. The Committee shall be called the Ethics Committee.

2. The Committee shall be limited to (3) members, a Chairperson and (2) two other members of the Association, nominated by the Chairperson of the Committee.

3. Meetings of the Committee shall be convened on the call of the Chairperson or his/her appointee.

4. The President or his/her appointees are entitled to attend any meeting of the Committee.

5. In the event of the resignation of the Chairperson or any member of the Committee, such resignation must be forwarded in writing to the Secretary of The Association.

6. The Chairperson of the Committee is directly responsible to the Management Committee of the Association and can be called upon at any time to answer for any irregularities, misrepresentation, etc. made by him or any member of the Committee in connection with the Association.

7. These Terms of Reference are subject to change at any general meeting of the Association and subject to the will of the membership.

8. The Chairperson of the Ethics Committee can co-opt any member willing to work on his/her Committee for any special project which requires additional work force. Such member(s) shall cease to serve on this Committee at the completion of the project in question.

9. The Chairperson at any meeting of a Sub-Committee shall have the right to vote on every motion as a member and in the event of a tie, shall in addition, have a casting vote.

10. The Duties of the Committee are:

(a) To establish evidence whereby conclusive decisions can be made in determining the validity of a complaint or report made against an Umpire or Scorer.

(b) To determine whether a complaint is ethical or a misrepresentation of the laws or regulations.

(c) To deal with complaints made by umpires, scorers or any other recognized cricket bodies.

(d) To make recommendations to The Association or other levels of cricket bodies on matters regarding the settlement of a complaint. The Committee has the right to appeal disputed decisions made by other cricketing bodies regarding the settlement of a complaint.

(e) To oversee the observance of our code of conduct by members and investigate reported breaches.

(f) To review The Association's code of ethics from time to time and make recommendations to the

Management Committee for changes deemed necessary

(g) Prepare and forward copy minutes of all meetings to the Secretary for reference and filing

(h) All complaints shall be made in writing. All information shall be treated as confidential unless it is necessary to do otherwise.

AWARDS COMMITTEE

(Revised 2002/2004/2014)

1. The Committee shall be called the Awards Committee.

2. The Committee shall be limited to (3) members, a Chairperson and (2) two other members of the Association, nominated by the Chairperson of the Committee.

3. Meetings of the Committee shall be convened on the call of the Chairperson or his appointee.

4. The President or his appointees are entitled to attend any meeting of the Committee.

5. In the event of the resignation of the Chairperson or any member of the Committee, such resignation must be forwarded in writing to the Secretary of The Association.

6. The Chairperson of the Committee is directly responsible to the Management Committee of the Association and can be called upon at any time to answer for any irregularities, misrepresentation, etc. made by him or any member of the Committee in connection with The Association.

7. These Terms of Reference are subject to change at any general meeting of The Association and subject to the will of the membership.

8. The Chairperson can co-opt any members of The Association willing to work on the Committee for any special project which requires additional work force. Such member(s) shall cease to serve on this Committee at the completion of the project in question.

9. The Chairperson at any meeting of a Sub-Committee shall have the right to vote on every motion as a member and in the event of a tie, shall in addition, have a casting vote.

10. The Duties of the Committee are:

(a) To nominate a member(s) of The Association who will be the recipient of an annual award donated and presented by the Toronto and District Cricket Association.

(b) To nominate any person(s) or member(s) of The Association, who the Committee feels deserving of an appreciation award for their outstanding long-term service or voluntary contribution to the game of cricket.

(The member(s) so nominated must be a due-paying member and in good standing with The Association.)

(c) The Chairperson will submit the name of the person(s) or member(s) nominated to the Management Committee of the Association for approval. The Awards Chairperson shall inform the membership of the recipients. The final decision shall not be subject to change by any member or members of The Association.

(d) Prepare and forward copy of minutes of all meetings to the Secretary for reference and filing.

Qualification for Nomination for T&DCA Award:

(a) The nominee must have officiated (Umpired or Scored) a minimum of fifteen (15) games consisting of T&DCA league regular and play-off games and any representative games.

(b) The nominee's performance and contribution to the game of cricket on and off the field of play is of significant consideration.

(c) The Coordinators' Committee Chairperson shall provide assignment information to the Committee for Reference. The Secretary shall inform the Toronto and District Cricket Association of the nominated member(s) as approved by the Management Committee.

CO-ORDINATORS COMMITTEE

(REVISED 2007/2014)

1. The Committee shall be called the Coordinators Committee.

2. The Committee shall be limited to (3) members, a Chairperson and (2) two other members of the Association, nominated by the Chairperson of the Committee.

3. Meetings of the Committee shall be convened on the call of the Chairperson or his appointee.

4. The President or his appointees are entitled to attend any meeting of the Committee.

5. In the event of the resignation of the Chairperson or any member of the Committee, such resignation must be forward in writing to the Secretary of The Association.

6. The Chairperson of the Committee is directly responsible to the Management Committee of the Association and can be called upon at any time to answer for any irregularities, misrepresentation, etc. made by him or and member of the Committee in connection with The Association.

7. These Terms of Reference are subject to change at any general meeting of the Association and subject to the will of the membership.

8. The Chairperson can co-opt any member(s) willing to work on the Committee for any special project which requires additional work force. Such member(s) shall cease to serve on this Committee at the completion of the project in question.

9. The Chairperson at any meeting of a Sub-Committee shall have the right to vote on every motion as a member and in the event of a tie, shall in addition, have a casting vote.

10. The Duties of the Committee are:

(a) To Co-ordinate and assign umpires and scorers to scheduled cricket games of the Toronto and District Cricket Association league and as requested to non-scheduled games by the various levels of cricket bodies in Ontario (e.g. CCA and OCA); A copy of the assignments must be submitted to the Secretary for reference and filing.

(b) Where possible, to use experience and adhere to lists provided, in assigning Umpires and Scorers to games at various levels.

(c) The Committee in consultation with the Management Committee reserves the right to recommend upgrading or downgrading of any and all cricket officials of The Association on any list before assigning any Umpires and Scorers to the various levels of competition.

(d) To meet its commitment, whenever possible to assign two (2) Umpires and a Scorer to games and notify Umpires and Scorers as early as possible.

(e) To keep records of the Umpires and Scorers performance, a copy of which must be submitted to the Secretary for reference and filing. Update lists of Umpires and Scorers status as recommended by the Management Committee.

(f) To provide Umpires and Scorers assignment information to the Chairperson of the Awards Committee when requested.

(g) Prepare and forward copy of minutes to the Secretary for reference and filing.

11. T&DCA Play-off Games:

The Management Committee is responsible for providing a list of qualified Umpires and Scorers to the Toronto and District Cricket Association in order that they may assign Umpires and Scorers to officiate at the various Divisional League playoff games.

EDUCATION COMMITTEE

(Revised 2007/2014)

1. The Committee shall be called the Education Committee.

2. The Committee shall be limited to (3) members, a Chairperson and (2) two other members of the Association, nominated by the Chairperson of the Committee.

3. Meetings of the Committee shall be convened on the call of the Chairperson or his appointee.

4. The President or his appointees are entitled to attend any meeting of the Committee.

5. In the event of the resignation of the Chairperson or any member of the Committee, such resignation must be forward in writing to the Secretary of The Association.

6. The Chairperson of the Committee is directly responsible to the Management Committee of the Association and can be called upon at any time to answer for any irregularities, misrepresentation, etc. made by him or and member of the Committee in connection with the Association.

7. These Terms of Reference are subject to change at any general meeting of the Association and subject to the will of the membership.

8. The Chairperson can co-opt any member(s) willing to work on the Committee for any special project which requires additional work force. Such member(s) shall cease to serve on this Committee at the completion of the project in question.

9. The Chairperson at any meeting of a Sub-Committee shall have the right to vote on every motion as a member and in the event of a tie, shall in addition, have a casting vote.

10. The Duties of the Committee are:

(a) To obtain and prepare workshop material for Umpires and Scorers of all levels for the purpose of conducting organized seminars and examinations.

- (b) To keep surveillance on changes in the Laws of Cricket and the Regulation at various levels and inform umpires of updated changes through constant communication.
- (c) To establish processes whereby after attending workshops, the trainees can write the Umpires and/or Scorers Examinations.
- (d) To ensure that all members and non-members intending to attend seminars for the purpose of writing exams are informed by whatever means of the location, dates and times.
- (e) To review and if necessary, identify areas for change in the present system of conducting seminars, examinations, etc, and report in writing, making recommendations to the Management Committee.
- (f) To be responsible for obtaining, labeling and upkeep of Umpiring and Scoring equipment, materials, videos, formats and printed matters; also obtaining Instructors and Examiners for conducting seminars and examinations.
- (g) To be responsible for planning and presenting a system for grading umpires (grading as per the ICC guidelines)
- (h) To promote interest in umpiring and scoring using whatever means are available. To recruit Umpires and Scorers and to encourage and train members who are interested in becoming better Umpires and Scorers
- (i) Prepare and forward copy of minutes of all meetings to the Secretary for reference and filing.
- (j) All equipment, materials, videos, formats and printed matters purchased by The Association and used in all workshops conducted on behalf of The Association becomes the property of The Association.

SOCIAL COMMITTEE (Revised 2002/2004/2014)

1. The Committee shall be called the Social Committee.
2. The Committee shall be limited to (3) members, a Chairperson and (2) two other members of the Association, nominated by the Chairperson of the Committee.
3. Meetings of the Committee shall be convened on the call of the Chairperson or his appointee.
4. The President or his appointees are entitled to attend any meeting of the Committee.
5. In the event of the resignation of the Chairperson or any member of the Committee, such resignation must be forward in writing to the Secretary of The Association.
6. The Chairperson of the Committee is directly responsible to the Management Committee of the Association and can be called upon at any time to answer for any irregularities, misrepresentation, etc. made by him or and member of the Committee in connection with The Association.
7. These Terms of Reference are subject to change at any general meeting of the Association and subject to the will of the membership.
8. The Chairperson can co-opt any member(s) willing to work on the Committee for any special project which requires additional work force. Such member(s) shall cease to serve on this Committee at the completion of the project in question.
9. The Chairperson at any meeting of a Sub-Committee shall have the right to vote on every motion as a member and in the event of a tie, shall in addition, have a casting vote.
10. The Committee shall act with the permission of the Management Committee. In emergency or extraordinary situations ONLY the Committee shall be permitted to make a decision on behalf of the General Membership.
11. All contracts, Agreements, Applications or any other legally binding documents processed on behalf of the Association must signed by the Social Committee Chairperson and any one (1) of the following Officers:- President or Vice President, Secretary or Treasurer.
12. The Duties of the Committee are:
 - (a) To organize all Social and Fund-Raising functions of the Association.
 - (b) Prepare budgets and proposals for any activities the Committee may decide to participate in and submit a copy to the Management Committee for approval.
 - (c) Submit a detailed financial statement together with necessary receipts, etc. to the Treasurer after the completion of any such functions or activities.
 - (d) Ensure copies of all Contracts, Agreements, Applications and any other legally binding documents signed on behalf of the Association are approved by the Management Committee and submitted to the Secretary for reference and filing.
 - (e) Prepare and forward copy of minutes of all meetings to the Secretary for reference and filing.

ASSESSMENT COMMITTEE (CREATED 2004/2014)

1. The Committee shall be a Special Committee called the Assessment Committee.
2. The Committee shall be limited to (3) members, a Chairperson and (2) two other members, nominated by the Chairperson of the Committee.
3. Meetings of the Committee shall be convened on the call of the Chairperson or his appointee.
4. The President or his appointees are entitled to attend any meeting of the Committee.
5. In the event of the resignation of the Chairperson or any member of the Committee, such resignation must be forward in writing to the Secretary of The Association.
6. The Chairperson of the Committee is directly responsible to the Management Committee of the Association and can be called upon at any time to answer for any irregularities, misrepresentation, etc. made by him or and member of the Committee in connection with the Association.
7. These Terms of Reference are subject to change at any general meeting of The Association and subject to the will of the membership.
8. The Chairperson can co-opt any member(s) of The Association willing to work on the Committee for any special project which requires additional work force. Such member(s) shall cease to serve on this Committee at the completion of the project in question.
9. The Chairperson at any meeting of a Sub-Committee shall have the right to vote on every motion as a member and in the event of a tie, shall in addition, have a casting vote.
10. The duties of Committee are:
 - (a) To assess, review and identify the performances of members representing The Association (Umpires and Scorers).
 - (b) Prepare and submit recommendations on areas for change or upgrading in the performance in both practical and theory aspect for Umpires and Scorers.
 - (c) Prepare and submit recommendations for improvement of cricket officials' performances on or off the field of play for members representing The Association.
 - (d) Prepare and submit a full report on the final assessment of Umpires and Scorers to the Executive/Management Committee by the end of August of each year.
 - (e) Prepare and forward copy of minutes of all meetings to the Secretary for reference and filing.

TORONTO CRICKET UMPIRES & SCORERS ASSOCIATION CODE OF ETHICS (2004)

This Code of Ethics is supplement to the Constitution and Bylaws of the Toronto Cricket Umpires and Scorers Association and shall be utilized in conjunction with the said Constitution. The Rules of Natural Justice shall apply and consist of:

The right to a fair hearing and (b) the rule against bias.

1. Umpires and Scorers shall at all times conduct themselves in a manner in keeping with the Spirit and Tradition of the game of Cricket and shall maintain the highest standards of honesty and integrity while officiating at cricket matches or, when representing The Association.
2. Officials of the Association shall not at any time engage in conduct unbecoming to an Umpire or Scorer, which could bring the Umpire, Scorer, and the game of cricket or, The Association into disrepute. Officials shall work as a team and shall not criticize the actions or decisions of a colleague in public.
3. Umpires and Scorers shall maintain the highest standard of professional competence and attend seminars and refresher training every year to be kept apprised of the changes approve to the Laws of Cricket and the Special Regulations governing cricket matches.
4. Umpires, Scorers and officials of The Association shall not use abusive or insulting language nor make offensive gestures on or off the field or in the vicinity of cricket matches when a colleague is officiating.
5. Umpires, Scorers and officials of The Association shall not comment, show descent or use words to undermine the confidence of the other Umpires or Scorers. Umpires, Scorers and officials shall not comment upon any alleged breach of the Code or upon any hearing or decision arising from such breach.
6. Umpires, Scorers and officials of The Association shall not engage in the consumption of alcohol prior to or during cricket matches or use illegal drugs, or directly or indirectly become involved in betting or gambling of any form on the outcome of a cricket match.

7. Umpires, Scorers and officials of The Association shall honor the decisions of Committees appointed by the Management Committee to adjudicate infractions and shall not make any public pronouncements or media comment, which are detrimental to Umpires, Scorers, Officials or The Association.

8. Any member(s) failing to abide by the Constitution, Bylaws or the Terms of Reference shall be dealt with by the Management Committee and/or the Ethics Committee.

9. Any member(s) found guilty of taking any action(s) whatsoever with the intent to undermine or participate in any activity/activities that is detrimental to The Association shall be subject to disciplinary action. The TCU&SA adopted this Code of Conduct because of profound belief that Umpires and Scorers must maintain a sense of responsibility and dignity in the eyes of cricketers and spectators alike.

RESOLUTION

'That with effect from April 22nd 2014 the general changes and amendments to the Constitution, Bylaws and Terms of Reference as detailed be adopted and incorporated.'

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