

# EUROPEAN DEAF SPORT ORGANISATION

## BYLAWS

Supplementing the EDSO Constitution (August 2025 Edition)

Adopted by the Executive Board (Warsaw, 18 April 2026)

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### Preamble

These Bylaws are adopted pursuant to Article 15.13 of the EDSO Constitution (August 2025 Edition). They implement the Constitution and govern procedural, operational and administrative matters not addressed therein. They shall be read in conjunction with the Election Regulations adopted by the General Assembly. In the event of any conflict, the Constitution shall prevail.

### Article 1 – Scope and Authority

**1.1** These Bylaws implement and supplement the EDSO Constitution. They do not modify or override any provision thereof.

**1.2** Any provision that becomes inconsistent with a constitutional amendment shall be deemed void to the extent of the inconsistency, pending formal revision.

**1.3** These Bylaws shall be publicly available on the EDSO website in English. Any translation is the sole responsibility of the translating party.

### Article 2 – Membership Applications

#### 2.1 Full Membership

**2.1.1** An NDSF seeking Full Membership shall submit a written application to the Executive Director, including:

- a)** a copy of the applicant's constitution in English;
- b)** proof of recognition by the national sports authority as the sole representative of deaf sport in that country;
- c)** evidence of a deaf president and a majority of deaf persons in executive positions;
- d)** a completed application form as prescribed by the Executive Board.

**2.1.2** The Executive Director shall verify completeness and forward the application to the Legal Commission within thirty (30) days of receipt.

**2.1.3** The Legal Commission shall submit a written recommendation to the Executive Board within sixty (60) days.

**2.1.4** The Executive Board may grant provisional membership. Full membership shall be decided by simple majority at the next General Assembly.

## 2.2 Associate Membership

**2.2.1** An EDSF seeking Associate Membership shall follow the same procedure as in Article 2.1, and shall additionally include:

- a) evidence that it is responsible for one (1) sport only;
- b) a draft Memorandum of Understanding (MoU) outlining proposed cooperation with EDSO.

**2.2.2** The MoU shall be finalised within three (3) years of provisional membership as a condition of definitive admission.

## 2.3 Provisional Member

**2.3.1** An NDSF or EDSF seeking Provisional Membership shall submit a written application to the Executive Director, in accordance with the procedure set out in Article 2.1, together with evidence addressing the criteria set forth in Article 6.3.2 of the Constitution, including:

- a) evidence that the applicant is pursuing non-profit status, together with draft bylaws or governing documents acceptable to EDSO;
- b) evidence of a deaf president and a majority of deaf members holding executive positions;
- c) evidence of active participation and collaboration within EDSO, and of continuous active participation in the applicant's own country as a representative NDSF, or, in the case of an EDSF, within its sport;
- d) a completed application form as prescribed by the Executive Board.

**2.3.2** The Executive Director shall verify completeness of the application and forward it to the Legal Commission within thirty (30) days of receipt.

**2.3.3** The Legal Commission shall assess the application against the criteria set out in Article 6.3.2 of the Constitution and shall submit a written recommendation to the Executive Board within sixty (60) days.

**2.3.4** The Executive Board may grant Provisional Membership on the basis of the Legal Commission's recommendation. Such Provisional Membership must be confirmed by simple majority at the next General Assembly, in accordance with Article 6.3.1 of the Constitution.

**2.3.5** Provisional Membership shall be granted for a maximum period of five (5) years from the date of confirmation by the General Assembly, in accordance with Article 6.3.3 of the Constitution, during which time the Provisional Member shall work towards satisfying the requirements for Full Membership under Article 2.1 or Associate Membership under Article 2.2, as applicable.

**2.3.6** The Legal Commission shall review, on an annual basis, the Provisional Member's continued compliance with the criteria set out in Article 6.3.2 of the Constitution and shall report its findings to the Executive Board.

**2.3.7** Where a Provisional Member fails to satisfy the requirements for Full or Associate Membership within the period set out in Article 2.3.5, or ceases to meet the criteria set out in Article 6.3.2 of the Constitution, the Executive Board may propose termination of its Provisional Membership, subject to confirmation by simple majority at the next General Assembly.

## 2.4. Notification of Changes

**2.4.1** Any modification to a Member's constitution or governing documents shall be communicated to the Executive Director within sixty (60) days of adoption. The Legal Commission shall assess continued compliance with Article 6 of the Constitution.

## Article 3 – Good Standing

**3.1** The Secretariat shall maintain and regularly update a register of all Members showing their category and Good Standing status, available to Members on request.

**3.2** A Member shall lose Good Standing upon:

- a) failure to pay the annual membership fee by the due date;
- b) suspension by the Executive Board or General Assembly;
- c) non-compliance with the Constitution or EDSO regulations as determined by the Executive Board.

**3.3** A Member not in Good Standing shall be notified in writing, stating the reason and steps required for reinstatement.

**3.4** Good Standing shall be restored upon written confirmation by the Executive Board that all outstanding obligations have been met.

## Article 4 – Membership Fees

**4.1** Annual membership fees shall be proposed by the Executive Board and approved by the General Assembly. The fee schedule shall distinguish between Full, Associate and Provisional Members.

**4.2** Fees shall be invoiced by the Treasurer by 1 February of each year and shall be due by 31 March of the same year.

**4.3** A Member that has not paid by 31 March shall lose Good Standing. Upon payment in full, Good Standing is restored.

**4.4** The consequences of non-payment for two or more consecutive years are governed by Articles 10.4 and 10.5 of the Constitution.

## Article 5 – Use of EDSO Intellectual Property

**5.1** The EDSO name, logo, symbol, flag, motto and emblems listed in Article 1.7 of the Constitution are the exclusive property of EDSO.

**5.2** Members may use EDSO intellectual property solely to promote EDSO-sanctioned events and activities, subject to prior written approval from the Executive Director.

**5.3** Any commercial use requires a separate written agreement approved by the Executive Board.

**5.4** Unauthorised use constitutes a breach of the Constitution and may result in disciplinary action in accordance with Article 13 of these Bylaws.

## Article 6 – General Assembly: Procedures

*The constitutional framework of the General Assembly is set out in Article 14 of the Constitution. This Article governs supplementary procedural matters only and does not repeat constitutional provisions.*

## 6.1 Agenda

**6.1.1** The Executive Director shall prepare the agenda in consultation with the President. It shall include as a minimum:

- a) opening and roll call of delegates;
- b) appointment of Chairperson, minute-taker and scrutineers;
- c) adoption of the agenda;
- d) ratification of the minutes of the previous General Assembly;
- e) Executive Board annual report;
- f) financial report and approval of accounts;
- g) membership applications, suspensions and expulsions, if any;
- h) proposals from Members and the Executive Board;
- i) elections, if applicable;
- j) closing.

**6.1.2** Items submitted after the constitutional deadline may be added only by a two-thirds (2/3) majority of Members present and voting, provided the matter is urgent.

## 6.2 Credentials and Delegate Registration

**6.2.1** The names and credentials of all delegates must be submitted to the Executive Director not less than three (3) months before the opening of the General Assembly. Each submission shall specify:

- a) full name of the delegate;
- b) capacity: head delegate or second delegate;
- c) name of the Member being represented;
- d) evidence of appointment by the appropriate body of that Member.

**6.2.2** The Executive Director shall prepare a credentials register and make it available to the Chairperson before the opening of the General Assembly.

## 6.3 Conduct of Meetings

**6.3.1** The President shall chair the General Assembly. If unavailable, the Vice-President shall preside. If neither is available, the General Assembly shall elect a Chairperson by simple majority.

**6.3.2** The Executive Director shall act as secretary, responsible for recording minutes. If unavailable, the President shall designate a substitute.

**6.3.3** Each delegate shall have the right to speak on agenda items. The Chairperson may set reasonable time limits, not less than two (2) minutes per speaker per item, and may close debate by a two-thirds (2/3) majority of Members present.

**6.3.4** Points of order may be raised at any time. The Chairperson shall rule immediately; any challenge shall be decided by simple majority of Members present and voting.

**6.3.5** Amendments to proposals may be submitted by any Full or Associate Member and must be seconded by another Member. An amendment approved by simple majority replaces the original proposal immediately.

## 6.4 Remote and Hybrid Meetings

**6.4.1** A General Assembly may be held in person, by videoconference or in a hybrid format, as decided by the Executive Board.

**6.4.2** Any remote or hybrid format shall meet the following minimum requirements:

- a) the platform shall support video, sign language visibility, captioning and screen-sharing; telephone-only participation is not permitted;
- b) delegates joining remotely shall keep their camera on throughout voting; a delegate whose connection drops for more than five (5) minutes during a vote shall be treated as absent for that vote;
- c) the Chairperson may grant a recess of up to fifteen (15) minutes to resolve critical connectivity issues.

## 6.5 Accessibility

**6.5.1** International Sign interpretation shall be arranged for all General Assemblies. The Executive Director shall secure qualified interpreters not less than four (4) weeks before the event.

**6.5.2** Real-time captioning (CART) or equivalent live transcription shall be provided at all General Assemblies.

**6.5.3** All presentation materials shall be distributed to delegates not less than forty-eight (48) hours in advance. Videos shall include open captions.

**6.5.4** Meeting rooms shall have adequate lighting for visual communication, with sufficient space for interpretation to be visible to all participants.

## 6.6 Minutes

**6.6.1** The Executive Director shall prepare draft minutes within thirty (30) days of the close of the General Assembly and circulate them to all Full and Associate Members.

**6.6.2** Members may submit written corrections within fourteen (14) days of circulation. The Executive Director shall incorporate agreed corrections.

**6.6.3** Minutes shall be ratified at the following General Assembly. Upon ratification, they shall be signed by the Chairperson and the Executive Director and published on the EDSO platform.

**6.6.4** Minutes shall record as a minimum: date, venue, delegates present, confirmation of quorum, items discussed, all decisions and vote counts, and any formal written reservations submitted by delegates.

## Article 7 – Voting at the General Assembly

### 7.1 General Rules

**7.1.1** Each Full Member in Good Standing shall have one (1) vote. Associate Members in Good Standing shall have one (1) vote, except as provided in Article 14.4.3 of the Constitution.

**7.1.2** Voting by proxy is prohibited. Only Members in Good Standing and present at the General Assembly may vote.

**7.1.3** Abstentions and invalid votes shall not be counted as votes cast.

### 7.2 Method of Voting

**7.2.1** Voting shall ordinarily be conducted by show of hands or voting cards.

**7.2.2** A secret ballot shall be required for:

- a) elections to the Executive Board;
- b) expulsion or suspension of a Member or individual;

c) any matter involving a named individual.

**7.2.3** A secret ballot may also be requested by one (1) or more delegates, or at the Chairperson's discretion.

**7.2.4** Electronic voting systems may be used provided they guarantee anonymity and integrity. The Executive Board shall approve the system in advance.

### 7.3 Scrutineers

**7.3.1** The Chairperson shall appoint two-three (2-3) scrutineers from among those present the delegates at the opening of each General Assembly and approved by General Assembly. Scrutineers shall not be candidates in any election conducted at that General Assembly.

**7.3.2** Scrutineers shall: verify voter eligibility; supervise the voting process; count votes independently; and report results to the Chairperson.

**7.3.3** Any dispute regarding vote counting shall be resolved by the Chairperson after consulting the scrutineers. The Chairperson's ruling is final.

### 7.4 Majority Thresholds

**7.4.1** Unless the Constitution expressly requires a higher majority, decisions shall be adopted by simple majority: more votes in favour than against.

**7.4.2** The following matters require a two-thirds (2/3) majority of Full Members present and voting: expulsion of a Member (Article 10.3); grant of Honorary Membership (Article 12.1); constitutional amendments (Article 23.4).

**7.4.3** Dissolution of EDSO requires a seventy-five percent (75%) majority of Full Members present and voting (Article 22.1).

In exceptional circumstances, the General Assembly may depart from the Constitution, but this shall require a majority of seventy-five percent (75%) of the Full members present and voting. The same shall apply to the dissolution of the EDSO (Article 22.1).

**7.4.4** In the event of a tie on any non-election matter, the Chairperson shall have a casting vote.

## Article 8 – Executive Board: Procedures

*Composition, eligibility and responsibilities of the Executive Board are governed by Article 15 of the Constitution. This Article governs supplementary procedural matters only.*

### 8.1 Meetings

**8.1.1** Meetings shall be convened by the President. At the end of the year, the President submits a schedule of in-person meetings of the Executive Board for the following year.

**8.1.2** Notice, including the provisional agenda and relevant documents, shall be sent to all Board members not less than twenty-one (21) days in advance.

**8.1.3** An extraordinary meeting shall be convened within seven (7) days upon written request by at least three (3) Board members, as provided in Article 15.15 of the Constitution.

**8.1.4** Remote and hybrid meetings shall comply with the accessibility requirements in Article 6.5 of these Bylaws, as applicable.

## 8.2 Quorum and Decisions

**8.2.1** The Executive Board shall be quorate when a majority of its members are present or connected.

**8.2.2** Decisions shall be taken by simple majority of members present and voting. In the event of a tie, the President shall have a casting vote.

**8.2.3** Between meetings, urgent decisions may be taken by written circular (e-mail), requiring approval of all members of the Executive Board. Such decisions shall be ratified at the next meeting.

## 8.3 Minutes

**8.3.1** The Executive Director shall prepare minutes of each Executive Board meeting within fourteen (14) days and circulate them for approval. Minutes shall be formally approved at the following meeting.

## 8.4 Conflict of Interest

**8.4.1** Any member of the Executive Board, Secretariat or Commission who has an actual or potential conflict of interest in any matter shall:

- declare the conflict promptly and in full;
- refrain from participating in discussion of that matter;
- and abstain from voting on it.

**8.4.2** The declaration shall be recorded in the minutes. The Chairperson shall ensure compliance.

## Article 9 – Secretariat

**9.1** The Secretariat, comprising the Executive Director, Treasurer and Sport Coordinator, shall support the Executive Board and be responsible for the day-to-day administration of EDSO.

**9.2** The Secretariat shall:

- a) prepare and circulate notices, agendas and documents for General Assembly and Executive Board meetings;
- b) prepare and maintain minutes and official correspondence;
- c) maintain the register of Members and their Good Standing status;
- d) manage EDSO financial records in accordance with Article 20 of the Constitution;
- e) liaise with Members, sport bodies and external partners as directed by the Executive Board.

**9.3** The appointment of permanent Secretariat staff requires prior approval of the Executive Board, as provided in Articles 15.17 and 15.18 of the Constitution.

## Article 10 – Commissions

**10.1** Commissions shall be established by the Executive Board pursuant to Article 19 of the Constitution. Each Commission shall operate under terms of reference approved by the Executive Board.

**10.2** Commission members shall be appointed following an open call, with the exception of the Athletes Commission. Appointments are for a four (4) year term.

**10.3** The majority of each Commission's members shall be deaf, and there shall be an appropriate gender balance, in accordance with Article 19.5 of the Constitution.

**10.4** Each Commission shall submit a written report to the General Assembly at least once per year. Reports shall be included in the agenda documents distributed in advance.

**10.5** The Ethics Commission and Athletes Commission shall each appoint their own Chairperson from among their members, in accordance with Article 19.4 of the Constitution.

**10.6** Ad hoc commissions or working groups may be established by the Executive Board for a specific purpose and limited duration.

## **Article 11 – Sport Directors and European Championships**

**11.1** Sport Directors shall be approved and appointed by the Executive Board for a four (4) year period per sport, in accordance with Article 18.3 of the Constitution.

**11.2** Sport Directors shall report through the Sport Coordinator to the Executive Director and operate under the supervision of the Executive Board.

**11.3** The NDSF hosting a European Championship shall be responsible for reimbursing expenses incurred by the Sport Director and the EDSO designated official in connection with organising the event, in accordance with Article 18.7 of the Constitution.

**11.4** Copies of all official correspondence regarding European Championships shall be sent to the Executive Director.

## **Article 12 – Financial Procedures**

**12.1** The EDSO financial year runs from 1 January to 31 December, in accordance with Article 20.1 of the Constitution.

**12.2** The Treasurer shall prepare a draft budget for the following year and submit it to the Executive Board by 30 November of each year. The budget shall be approved by the Executive Board and reported to the General Assembly for ratification.

**12.3** The certified financial report shall be presented to the General Assembly for approval.

**12.4** Power of attorney for banking transactions shall require the joint signature of any two (2) of the following: President, Vice-President, Executive Director, in accordance with Article 20.5 of the Constitution.

### **12.5 Compensation and Expenses**

**12.5.1** Members of the Executive Board and EDSO officials may be reimbursed for reasonable and documented expenses incurred in the performance of their duties, including travel and accommodation.

**12.5.2** Per diems may be paid when representing EDSO at official events, including European Championships (see Host Manual) as determined by the Executive Board.

**12.5.3** The Executive Director, Treasurer and Sport Coordinator may receive remuneration for their services. Amounts and conditions shall be determined by the Executive Board and reported to the General Assembly.

## Article 13 – Disciplinary Procedures

*Grounds for suspension and expulsion are set out in Article 10 of the Constitution. This Article governs the procedural steps only.*

**13.1** Before any decision to suspend or expel a Member or individual, the person or entity concerned shall be given the opportunity to be heard, either in person or in writing, within a reasonable time.

**13.2** The Executive Board shall notify the concerned party in writing of: the alleged breach or grounds for action; and the deadline and manner for submitting a response.

**13.3** All decisions shall be reasoned and communicated in writing to the concerned party without delay.

**13.4** Appeals against final decisions of EDSO bodies shall be lodged with the Court of Arbitration for Sport (CAS) within twenty-one (21) days of receipt of the decision, in accordance with Article 21 of the Constitution.

## Article 14 – Amendments to These Bylaws

**14.1** These Bylaws may be amended by the Executive Board, as provided in Article 15.13 of the Constitution. Proposed amendments shall first be reviewed by the Legal Commission.

**14.2** Adopted amendments shall be reported to the next General Assembly and shall enter into force upon adoption by the Executive Board, unless a later date is specified.

## Article 15 – Final Provisions

**15.1** These Bylaws enter into force on the date of adoption by the General Assembly.

**15.2** They repeal any prior internal regulations on the same subject matter.

**15.3** These Bylaws shall be published in English on the EDSO website.

President: Iosif Stavrakakis

Date: 18 April 2026