



# Ice Skating Australia Incorporated

Affiliated to the International Skating Union

## ISA Policy for Making or Amending By-Laws, Rules and Regulations

<b>Date Approved:</b>	29 <sup>th</sup> June 2020	<b>Effective Start Date:</b>	1 June 2020
<b>Policy Number:</b>	ISA-12	<b>Version Number:</b>	2.0
<b>Review Date:</b>	1 <sup>st</sup> May 2021		
<b>Related Policies/ Procedures/ Forms</b>			

### 1 Purpose of the Policy

This Policy states the method the ISA Board will use for making and adopting of and or amendments thereto of the By-Laws, Rules and Regulations (Proposal) put forward by Members and Chairs of Standing Committees.

### 2 Application of Policy

The Board will consider all Proposals put forward by Members and Chairs of Standing Committees (CSC's). Members of Members must put any suggested Proposal through their Member association.

### 3 Policy Statement

#### 3.1 Proposals by Members

- 3.1.1 Proposals are to be sent to the ISA Secretary ([secretary@isa.org.au](mailto:secretary@isa.org.au)).
- 3.1.2 The Proposal should contain as much detail as possible including specific ISA Rules/By Laws that are to be changed and the reasons for the requested change/s.
- 3.1.3 The Secretary will place the Proposal on the Agenda for the next ISA Board meeting and forward the Proposal to the Chair of the relevant Standing Committee for consideration.
- 3.1.4 The Chair will investigate & consider the Proposal, including making further inquiry about the matter if they consider it appropriate, and make a recommendation to the Board within 30 days.
- 3.5 The Board will consider and vote on the Proposal and, if approved, decide the best manner for implementation.
- 3.6 The Member will be advised of the outcome.

#### 3.2 Proposals by Standing Committees

- 3.2.1 Proposals are to be sent to the ISA Secretary ([secretary@isa.org.au](mailto:secretary@isa.org.au)).
- 3.2.2 The Proposal should contain as much detail as possible including specific ISA

Rules/By Laws that are to be changed and the reasons for the requested change/s.

3.2.3 The Secretary will place the Proposal on the Agenda for the next ISA Board meeting.

3.2.4 The Board will consider and vote on the Proposal and, if approved, decide the appropriate manner for implementation.

END

### Change History

Version	Approval Date	Change
2.0	29 June 2020	Update to policy for 2020
1.0	5 September 2017	New Policy