

**CONSTITUTION  
OF  
INTERNATIONAL SPORT WELLNESS FUKIYA FEDERATION  
("ISWFF" or "THE FEDERATION")**

## **CHAPTER I GENERAL PROVISIONS**

### Article 1 (Name)

This organization is called International Sport Wellness Fukiya Federation (hereinafter referred to as “ISWFF” or “The Federation”).

### Article 2 (Composition)

ISWFF shall consist of National Sport Wellness Fukiya Association, each of which exclusively represents a nation in Sport Wellness Fukiya (hereinafter referred to as “Affiliate/Affiliates”).

### Article 3 (Location)

ISWFF shall locate in Tokyo, Japan.

### Article 4 (Language)

Japanese and English shall be official language of ISWFF. All technical terms shall be Japanese.

### Article 5 (Character)

ISWFF shall be a non-political, friendly organization of Sport Wellness Fukiya, regardless of differences in race, religion, creed, or any others.

## **CHAPTER II PURPOSES AND UNDERTAKINGS**

### Article 6 (Purposes)

The purposes of ISWFF are to contribute the succession of Japanese traditional culture and the creation of health and “Ikigai” (reason for living) of people in the world. In order to materialize these purposes, ISWFF shall internationally educate and spread Sport Wellness Fukiya as the sport which promotes health and creates “Ikigai” (reason for living) of all the people, not only working member of society but also children, students, youth, the aged and the disabled etc. In addition, ISWFF shall develop mutual trust and friendship among Affiliates through Sport Wellness Fukiya.

Article 7 (Undertakings)

ISWFF shall conduct the following undertakings in order to achieve the purposes set forth in the preceding article:

- (1) To provide various assistance in order to promote the organization of the National Sport Wellness Fukiya Association in each nation;
- (2) To bring up and certify instructors to advance educational and promotional activities and send these certified instructors to such occasions;
- (3) To hold and assist seminars and workshops;
- (4) To establish the rules for international competitions and train referees to enlighten the safety of Sport Wellness Fukiya;
- (5) To provide standards (guidelines) for the Dan/Kyu-I examinations;
- (6) To organize World Sport Wellness Fukiya Championships;
- (7) To exchange information on techniques, equipment etc.; and
- (8) To undertake other activities necessary for achievement of the purposes set forth in the preceding article.

**CHAPTER III  
AFFILIATION, WITHDRAWAL AND EXPULSION**

Article 8 (Eligibility for Application)

An organization that applies for affiliation to ISWFF shall meet the requirements set forth in the Supplemental Provisions.

Article 9 (Application for Affiliation)

The application for affiliation shall be submitted to ISWFF within the special application period in accordance with the procedures set forth in the Supplemental Provisions.

Article 10 (Application Examination)

Upon receiving an application set forth in Article 9, ISWFF shall investigate the organization that has applied for the affiliation (hereinafter referred to as “Applying Organization”), and the Board of Directors shall determine whether or not to accept the Applying Organization as an Affiliate in accordance with the examination by the Board of Directors.

- ② When the Board of Directors has determined that the Applying Organizations should be accepted as an Affiliate pursuant to the preceding paragraph the result of the examination shall be submitted to the General Assembly for approval at the

following General Assembly Meeting.

Article 11 (Registration with Affiliate)

Any member (individual) who is registered with a member of an Affiliate of ISWFF shall not be redundantly registered with a member of any other Affiliates of ISWFF.

Article 12 (Procedures for Withdrawal)

If an Affiliate desires to withdraw from ISWFF, such Affiliate shall provide ISWFF with a written notice to such effect.

- ② Such Affiliate shall be deemed to have withdrawn from ISWFF as of the date on which ISWFF receives the written notice set forth in the preceding paragraph. In such a case, the withdrawal of such Affiliate shall be reported at the following Board of Directors Meeting and General Assembly Meeting after such date.

Article 13 (Request for Expulsion)

If an Affiliate falls under any of the events for expulsion set forth in the Supplemental Provisions, requests for expulsion may be filed for the Affiliate's expulsion from ISWFF.

Article 14 (Examination of Expulsion)

Upon receiving a request for expulsion set forth in the preceding paragraph, ISWFF, under the examination of the Board of Directors, shall promptly investigate the situation and the Board of Directors shall determine whether or not such Affiliate may be expelled from ISWFF.

- ② Once the expulsion is determined in accordance with the preceding paragraph, the result of the examination of the Board of Directors shall be submitted to General Assembly for approval at the following meeting of General Assembly.

## **CHAPTER IV ORGANIZATION**

Article 15 (General Assembly)

The General Assembly shall be the highest organ of ISWFF and shall resolve any and all material matters such as the amendment of Constitution, approval of annual budgets and account settlement, championship project and other activities, as well

as the election of the Officers, etc.

Article 16 (Holding of General Assembly)

The General Assembly shall be held once every three (3) years by the president of the ISWFF (hereinafter referred to as the “President”). It is possible to hold the General Assembly using a video conference system or electromagnetic methods. Notification, proposals, etc. can be made by electromagnetic means.

Article 17 (Composition of the General Assembly)

The General Assembly shall be comprised of the Officers and the Chairman of each Affiliate. The President and/or Vice President appointed by the President shall act as the chair of the General Assembly.

Article 18 (Quorum of General Assembly)

The quorum of the General Assembly shall be the presence of more than a half of its members.

- ② Each member may have its deputy attend at the General Assembly by providing ISWFF with a power of attorney for such deputy.
- ③ Each resolution shall be passed by the majority of the voting rights of the members present. The Chair shall resolve issues when it is a tie.
- ④ Regarding the number of the voting rights at the General Assembly, the chairman of each Affiliate shall have one (1) voting right and each Officer, excluding Auditors, shall have one (1) voting right. If, the chairman of an Affiliate also holds any position as an Officer or an Officer also holds any position as other Officer, the number of the voting rights of such chairman of Affiliate and the Officer shall thereby be added.

Article 19 (Board of Directors)

The Board of Directors shall examine proposals that are to be submitted to the General Assembly and shall determine whether or not these proposals require resolution by the General Assembly.

- ② The Board of Directors may make a resolution on the urgent matters among any other matters to be resolved at the General Assembly. Provided, however, that, such resolution shall be reported at, and obtained the approval by the General Assembly that is initially held after the resolution.

Article 20 (Holding Board of Directors Meeting)

The President shall call an ordinary meeting of the Board of Directors once every year and extraordinary meetings when necessary. It is also possible to hold Board of Directors Meeting using a video conference system or electromagnetic methods.

Article 21 (Composition of the Board of Directors)

The Board of Directors shall consist of the Officers except the Auditors, and the President shall act as the chair.

Article 22 (Quorum of Board of Directors)

The quorum of the Board of Directors shall be the presence of more than a half of its members.

- ② Attendance at the Board of Directors by the deputy shall not be approved. Provided, however, that a member who does not appear in the Board of Directors may represent its opinion in writing.
- ③ Each proposal shall be approved by the majority of the voting rights of the members of Board of Directors present. The chair shall resolve the vote when it is a tie.
- ④ Regarding the number of the voting rights for the Board of Directors, each Officer (except the Auditors) shall have a voting right. If an Officer holding more than one (1) position, the number of the voting rights of such an Officer shall thereby be added.
- ⑤ Only upon prior approval given by the majority of the members, the Board of Directors may pass a resolution by written deliberation. In such a case, the details of the process shall be reported at the Board of Directors that is initially held after the resolution.

**CHAPTER V  
OFFICERS**

Article 23 (Officers)

ISWFF shall have the following Officers:

- (1) President 1 person;
- (2) Vice President an appropriate number;
- (3) Directors an appropriate number;

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| (4) Secretary General | 1 person; and |
| (5) Auditors          | 2 persons     |

Article 24 (Method of Election of Officers)

The Officers shall be elected and appointed as follows:

- (1) In principle, the President shall be a representative director of the member organization where the secretariat is located. However, the representative director of the relevant member organization may nominate one person from among the managing directors of the relevant organization to serve as the president. In this case, the representative director of the organization shall serve as vice president as specified in the next item.
- (2) The Vice President shall respectively be recommended to be elected from Japan and from two of each zone as listed in the Paragraph 24-②, and appointed by the President;
- (3) Three (3) Directors from Japan and one (1) Director from each Council Nation, except Japan, shall be elected by the General Assembly;
- (4) The Secretary General shall be appointed by the President in consultation with the Board of Directors; and
- (5) The Auditors shall be elected at the General Assembly with the approval of the Board of Directors. Provided, however, that the Auditors may not hold the additional posts.

② The Council Nations shall be Japan and any other countries elected by mutual voting from the following zones:

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|-----------------------------|----------------|
| (1) Asian zone except Japan | 1 country;     |
| (2) American zone           | 1 country;     |
| (3) European zone           | 1 country; and |
| (4) Oceanian zone           | 1 country.     |

③ The Directors who are elected from the Council Nations shall be the chairman of the Affiliate of such Council Nation or a person recommended by such chairman.

④ The Council Nations, except Japan, shall be renewed every three (3) years. Provided, however, that they may be reelected.

Article 25 (Duties of Officers)

The duties of the Officers are as follows:

- (1) The President shall represent and supervise ISWFF;
- (2) The Vice President shall assist the President, and if any accident occurs to

the President, shall act as the President in accordance with the orders previously determined by the President;

- (3) The Directors shall perform their duties as members of the Board of Directors;
- (4) The Secretary General shall control the overall business of ISWFF as well as conduct the financial and business management; and
- (5) The Auditors shall undertake the audit of the accounts and other accounting data.

Article 26 (Term of Officers)

The term of all Officers shall be three (3) years and they may be reappointed.

- ② If an officer cannot continue to perform his/her duties due to death, disease or any other reasons, the President shall appoint a successor in accordance with the consultation with the Board of Directors. However concerning a Director, its successor shall be the chairman of the Affiliate of the Council Nation to which the Director belongs or a person who is recommended by the chairman of such Affiliate.
- ③ In the case of the replacement of an Officer in the middle of his/her term, the successor shall succeed the term of the predecessor.
- ④ The Officers shall continue their duties until successors come into office even if their term expires.

**CHAPTER VI  
FINANCE AND ACCOUNTING**

Article 27 (Finance)

The administrative expenses of ISWFF shall be financed from the affiliation fee, the annual membership fees, donations and other income.

Article 28 (Affiliation Fees/Annual Membership Fees)

The amounts of affiliation fee and annual membership fees shall be determined by the General Assembly.

Article 29 (Payment of Annual Membership Fees)

Each Affiliate shall pay ISWFF its annual membership fee by the end of each fiscal year in accordance with the instruction of ISWFF.



- ② If any Affiliate fails to pay its annual membership fees for more than three (3) years without any legitimate reason, such Affiliate and the members who are registered with such Affiliate may be refused to participate in any event such as World Sport Wellness Fukiya Championships in accordance with the resolution of the Board of Directors.

Article 30 (Fiscal Year, Settlement of Account & Financial Report)

A Fiscal year of ISWFF shall commence from April 1<sup>st</sup> and end March 31<sup>st</sup> of the next year.

- ② The description of business and the settlement of accounts shall be subject to audit by the Auditors within three (3) months after the end of the fiscal year and the Secretary General shall report such description of business and settlement of accounts at the Board of Directors Meeting that is initially held after the audit.
- ③ The President shall provide the General Assembly with three (3) fiscal years' accounting report every three (3) years, and obtain the approval thereof, by the General Assembly.

Article 31 (Accounting Principle)

Accounting procedures of ISWFF shall be in accordance with generally accepted accounting standards, which shall be generally considered fair and proper.

**CHAPTER VII  
PROTECTION OF PERSONAL DATA**

Article 32 Protection of Personal Data

ISWFF shall take all possible measures to protect personal data known by administrative activities in accordance with the rules and regulations about Protecting Personal Data prescribed separately.

- ② Necessary matters related to the protection of personal data shall be decided separately by the resolution of the Board of Directors.

**CHAPTER VIII  
SUPPLEMENTARY RULES**

Article 33 (Supplementary Rules)

The necessary matters to administrate ISWFF other than the Article of Incorporation shall be decided by the Board of Directors by its resolution.

#### Additional Clause

1. This Articles of Incorporation shall become effective on April 1<sup>st</sup> (year).
2. The Officers of ISWFF when applying this Articles of Incorporation shall be as follows.

#### President

Mr. Kazuya Ito (Managing Director of Japan Sport Wellness Fukiya Association = JSWFA)

#### Vice President

Mr. Fumitoshi Otabe (Chairman of JSWFA)

Ms. Taeko Mori-Bunchai (Chairman of SWFA of Thailand)

Mr. Adrian Roberts (Chairman of SWFA of New Zealand)

#### Directors

Mr. Fumitoshi Otabe (Chairman of JSWFA-concurrent post)

Mr. Kazuya Ito (Managing Director of JSWFA-concurrent post)

Mr. Toshio Okabayashi (Director of JSWFA)

Ms. Taeko Mori-Bunchai (Chairman of SWFA of Thailand)

Ms. Batkhishig Sed-Ayushjav (Director of SWFA of Mongolia)

Mr. Adrian Roberts (Chairman of SWFA of New Zealand-concurrent post)

Mr. Kazuya Kawakami (Chaiman of SWFA of United Mexican State)

#### Secretary General

Ms. Chikako Takagi (Director of JSWFA)

#### Auditors

To be noted.

### **Supplemental Provisions of ISWFF Articles of Incorporation**

#### Article 1 (Conditions for Affiliation Application)

The requirements set forth in Article 8 of ISWFF Articles of Incorporation (hereinafter referred to as the “Articles of Incorporation”) shall be as follows:

- (1) The organization has five (5) or more registered members and has already performed Sport Wellness Fukiya activities;
- (2) The organization has been established for two (2) years and more;
- (3) The organization has appropriate instructors (It is desirable that Certified Instructor provides coaching);

- (4) The organization has steady financial background, which enables it to pay the annual membership fees and to participate in the World Sport Wellness Fukiya Championships; and
- (5) The organization obtains the official recommendation from two (2) ISWFF Affiliates. (Among which, at least one (1) Affiliate shall be the Affiliate that belongs to the Zone as the organization. See Exhibit for Zones.

Article 2 (Procedures for Affiliation Application)

The procedures set forth in Article 9 of the Articles of Incorporation shall mean provision of the following documents:

- (1) An application form for affiliation prescribed by ISWFF (mandatory);
- (2) Official recommendation letter from two (2) Affiliates (mandatory);
- (3) Statues and other regulations of the Applying Organization (mandatory);
- (4) List of the members of the organization (mandatory); and
- (5) Any other documents provided by the Applying Organization as supplementary materials for examination of application (option).

Article 3 (Application Period)

The Applying Organization shall provide the ISWFF with the documents set forth in the preceding article in order to obtain the approval from the General Assembly twelve (12) months prior to the month in which the General Assembly is held.

Article 4 (Matters to be examined in the Investigation)

After receipt of an affiliation application, ISWFF shall mainly conduct the investigation as to each of the following matters in accordance with Article 10 of the Articles of Incorporation:

- (1) Matters concerning establishment of the organization, its organizational structure and its affiliated organizations;
- (2) Matters concerning Officers of the organization;
- (3) Matters concerning Statues and other regulations of the organization;
- (4) Matters concerning financial status;
- (5) Matters concerning the number of the registered members and Dan-I holders;
- (6) Matters concerning activities including practices;
- (7) Matters concerning the implementation circumstances of Championships, tournaments and seminars;
- (8) Matters concerning the instructors; and
- (9) Matters concerning the position of the organization in domestic sports society.

- ② The investigation shall be conducted by means of checking the contents of submitted documents in detail and taking any other method as applicable.
- ③ Concerning any affiliation application by the organization that may conflict with Article 2 of the Articles of Incorporation, the investigation thereof shall be commenced upon obtaining the approval of the Board of Directors each time.

Article 5 (Payment of Affiliation Fee/Annual Membership Fee for New Affiliate)

An organization whose affiliation is approved pursuant to Article 10-① of the Articles of Incorporation shall pay its affiliation fee and the annual membership fee of such fiscal year by the end of the fiscal year in which its affiliation is approved.

Article 6 (Conditions of Requests for Expulsion)

The “Conditions of Requests for Expulsion” set forth in Article 13 of the Articles of Incorporation shall be as follows:

- (1) The case in which the annual membership fees fail to be paid for more than successive three (3) years without any appropriate reason;
  - (2) The case in which it is deemed that the instruction and promotion of Sport Wellness Fukiya is insufficient;
  - (3) The case in which instruction of Sport Wellness Fukiya is unfaithfully utilized for any commercial purpose;
  - (4) The case in which any more appropriate Sport Wellness Fukiya organization is established within the nation;
  - (5) The case in which it is not deemed appropriate that organization exists; or
  - (6) The case in which it is deemed that the organization belongs to other Fukiya organizations.
- ② Anyone who files an expulsion request shall make the request in writing as well as submit the evidences that specify the items set forth in Article 6-① hereof.

## EXHIBIT

### Definition of “Zones”

The “Zones” mentioned in the ISWFF Article of Incorporation and the Supplemental Provisions are defined as follows. However, if it is unclear that the Nation belongs to any Zones, including, but not limited to, in case a country splits or some countries are unified, or in case of an organization of a country that newly applies for affiliation, or in case it is difficult to determine which zone a country belongs to, ISWFF Board of Directors discusses and determines the zone to which that country belongs each time.

Asian Zone:	East Asia including Japan, Southeast Asia, South Asia, West Asia and a part of Middle and Near East
American Zone:	North America including Hawaii, Middle America and South America
European Zone:	West Europe, Central Europe, East Europe including Russia, a part of the Middle and Near East, and Africa
Oceanian Zone:	Oceania and the South Pacific islands