



AFRICAN CHESS CONFEDERATION CONFÉDÉRATION AFRICAINE DES ÉCHÉCS

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TERMS OF REFERENCE FOR THE ACC CONTINENTAL EVENTS AND PUBLICITY COMMISSION

Introduction

- i. The African Chess Confederation has established the Continental Events and Publicity Commission to provide the required support to African Federations in the advertising and publicity of Continental and Zonal events such as tournaments, seminars, conferences, and projects.
- ii. The Continental Events and Publicity Commission is also responsible for the advertising and publicity of upcoming events and other activities of the ACC through the appropriate media channels.

Functions

The functions of the ACC Continental Events and Publicity Commission are:

- i. to ensure that the activities and projects of the African Chess Confederation and its Continental Commissions are provided with the appropriate publicity to enhance the development and awareness process.
- ii. to provide publicity of the activities and projects of African Federations through appropriate available media outlets.
- iii. to provide publicity of the activities and projects the World Chess Federation (FIDE) through appropriate available media outlets for the best benefit of the Continent's Federations.
- iv. to work with relevant partners in identifying and recommending additional publicity programmes for the improvement of the chess development status on the Continent.
- v. to organise the Annual Awards Ceremony of the African Chess Confederation for the recognition of the achievements of players, trainers, arbiters and organisers.
- vi. to organise a dedicated booth for the African Chess Confederation during the FIDE World Chess Olympiad.
- vii. to provide advice and recommendations to the ACC Board on any other matters relating to event organisation and chess publicity in Africa.

Composition

- i. Members of the Commission will be appointed by the ACC Board in consultation with the Zonal Presidents; with emphasis on their capacity to contribute to the effective running of the Commission.
- ii. The Commission shall consist of no more than 10 members
- iii. The Chairperson, Secretary and Consultant of the Commission shall be appointed by the ACC President.
- iv. The Commission members will serve for a term of four years.
- v. Some Members of the ACC Board may be appointed as Consultants to the Commission, where appropriate.
- vi. The ACC Board may remove any member of the Commission prior to expiry of their term, if it considers that the member is unable to fulfil his/her duties effectively, has a conflict of interest or has brought the sport of chess, the ACC, or FIDE, into disrepute.
- vii. If a Member of the ACC Board on the Commission resigns, retires, or leaves office as a Board Member, they shall automatically cease their membership of the Commission, unless appointed to fill another position within the Commission.
- viii. The ACC Board may fill any arising vacancy, provided that any such vacancy shall only be filled for the remainder of the term of the vacant position.

Powers

- i. The Commission is a committee of the ACC Board and does not have authority to make any decisions on behalf of, or to bind the African Chess Confederation, unless approved by the ACC Board.
- ii. The Commission shall submit an annual plan and annual budget to the ACC Board no later than November 30 each year for approval.

Once these are approved, the Commission has authority to implement the plan in accordance with the budget.

Should the Commission wish to vary the plan or the budget, such variations must be approved by the ACC Board before implementation.

- iii. The Commission may apply for funds from other organisations (including directly from FIDE Commissions) with the prior approval of the ACC President, provided

that such application is for activities, initiatives, or programs within the approved annual plan of the Commission.

- iv. The Commission shall ensure that all promotional material related to its activities complies with procedures of the African Chess Confederation regarding its name, logo, and branding.

Procedures

- i. The Commission shall meet as and when the Chairperson of the Commission considers appropriate.
- ii. Meetings may be held in person or by teleconference or other technological means, provided that all members present can hear each other simultaneously.

Resolutions of the Commission may be made between meetings by electronic means (including texting and email).

- iii. The ACC President and Secretary General may attend meetings of the Commission but shall not be members of it.
- iv. The quorum for a meeting to proceed and decisions to be valid is fifty percent plus one of the total number of registered members.

This also applies to meetings held virtually or by teleconference and to resolutions made by electronic means.

- v. All decisions will be made by consensus or if this cannot be achieved then by majority vote.

The Chairperson of the Commission shall have the right to a casting vote in the event of a tie.

- vi. Minutes of all meetings of the Commission shall be taken and retained.

Copies of the minutes shall be forwarded to the ACC President and Secretary General within 14 days after each meeting.

- vii. The ACC Secretary General or his/her nominee shall provide administrative assistance to the Commission.
- viii. Members of the Commission shall be reimbursed by the African Chess Confederation for actual and reasonable expenses incurred whilst undertaking duties as a member of the Commission.

Such reimbursement shall be in accordance with the policy of the ACC Board regarding the reimbursement of any such expenses.

- ix. No member of the Commission shall be paid any remuneration or other financial reward for their time and service as a member of the Commission, as the role is a voluntary one.
- x. If a member of the Commission has an interest (whether financial or personal) in an agreement, arrangement or transaction or proposed agreement, of the African Chess Confederation (either directly or through the Commission), he or she must:
 - a) disclose to the Chairperson of the Commission (or in the case of the Chairperson having such interest, disclose to the ACC President), the nature and extent of such interest as soon as the member becomes aware of it, and
 - b) take such other steps as determined by the Chairperson of the Commission (or the ACC President, as the case may be) in respect of such interest which may include, without limitation, abstaining from discussions/deliberations, and/ or any vote regarding such interest or it may result in the member being removed from office by the ACC Board.