



By-Laws

OF

INTERNATIONAL
DANCE ORGANIZATION

IDO[®]

Completely revised, amended and accepted by the
Annual General Meeting
Athens, Greece, June 2017

ARTICLE 1 AIMS AND OBJECTIVES

IDO is a worldwide Dance, Dance Sport and Sport Dance organization for modern and contemporary competitive dance disciplines. IDO also recognizes dance as a cultural art form.

Aims and objectives of the IDO are:

- 1.1 To promote, encourage, publicize and facilitate the art of dancing in all its forms internationally, including leisure dancing, performing arts and dance sport, with the exception of Standard and Latin American dancing, Rock 'N' Roll, Boogie Woogie and Lindy Hop. This shall be done by every practicable means and in particular by making widely known the physical, cultural and educational benefits to be delivered from the same in all its forms and by giving demonstrations, holding competitions, festivals and exhibitions, by organizing or sponsoring lectures, lessons and examinations, awarding certificates, prizes and scholarships and doing all such matters and things as will raise or improve the standard of dancing in all its forms internationally, including leisure dancing, performing arts and dance sport, with the exception of Standard and Latin American dancing, Rock 'N' Roll, Boogie Woogie and Lindy Hop;
- 1.2 To encourage, foster and increase public interest in the art of dancing, performing arts, leisure dancing and dance sport with the exception of the dances described under 1.1, by promoting uniformity of instruction in the basic steps of dances that come under the control of the IDO by advising on the suitability of new dances and innovations in existing dances;
- 1.3 To encourage the promotion and proper conduct of competition dances and the recognition of established championships as well as of possible championships in new dance disciplines and to secure the observance of regulations designed to avoid the duplication of dancing competitions;
- 1.4 To grant permission for approved National IDO MEMBER ORGANIZATIONS to organize world, continental and area/regional continental championships in dance disciplines that are controlled by the IDO, and such other titles as may from time to time be determined by the IDO;
- 1.5 To formulate rules to govern such championships and other titles in accordance with the rules of the IDO and/or other rules recognized by the IDO, which are not incompatible with these objects and which shall include the governance of the conduct of MEMBER ORGANIZATIONS and persons or bodies recognized by and/or registered with the IDO;
- 1.6 To formulate, promulgate and oversee a uniform method of judging and marking in all dance sport competitions and championships in disciplines governed by the IDO throughout the world;
- 1.7 To secure the recognition of competitions and other events that are recognized by the IDO, using as a symbol at such competitions or events, a flag with the official IDO logo imprinted on it. This logo, which is imprinted on the upper right hand corner of this page and published on the IDO website, is a registered trademark (to be used on white background only).

- 1.8 To develop, promote and adopt drug free policy within the DanceSport in line with the World Anti-doping Code. The Anti-Doping rules of IDO may be amended from time to time.

ARTICLE 2 ORDINARY MEMBERSHIP

2.1. Classes of Ordinary Membership

2.1.1 There are three Dance Departments in the IDO

- *Performing Arts disciplines,*
- *Street Dance disciplines,*
- *Couple Dance disciplines.*

Membership can be obtained in all three departments (full member) or in one or two departments (department member).

- 2.1.2 In IDO Annual General Meetings and Special General Meetings, every member is granted one vote for each Dance Department which the member administrates. Thus, a full member administrating all three Dance Departments has three votes in General Meetings.

- 2.1.3 No new member will be admitted as full or department member from a country in which a full member already exists.

- 2.1.4 If a department member administrates one or two departments, the Association may accept one or two other department member(s) from the same country for those departments which are not already administered by other department members. Thus, the Association may have up to three members from one country. Each member from one country may exercise its vote(s) independent of the other member(s) from the same country.

2.2 Election of New Ordinary Members / Probationary Status

- 2.2.1 Any applicant seeking IDO membership must apply in writing for either full membership or department membership in one or more of the IDO Dance Departments. Any applicant applying for ordinary membership in the IDO must be a non-profit, democratic entity, duly registered in its country with a tax-free registration number. The application must be furnished with a copy of the applicant's Statutes and/or Constitutions and possible By-Laws.

The IDO Presidium may, at its discretion, request any applicant making application for full or department membership to send a maximum of two (2) delegates to a Presidium meeting or Annual General Meeting before considering an application. Such delegates may only speak at the IDO meetings they attend, by invitation of the chairman. They may not take part in any debate.

- 2.2.2 The IDO Presidium may accept a new full member or department member only on a probationary basis. The status may be granted if the Presidium is convinced that the applicant will fulfill all

requirements for ordinary membership and if the applicant has presented documentary proof of its proper registration and non-profit status.

The decision to accept a probationary member must be confirmed by the next Annual General Meeting. Until such confirmation, the IDO Presidium has full discretion to revoke a probationary membership.

Unless it decides to revoke the probationary membership, the AGM shall, as a general rule, confirm the probationary membership for a period of 2 years (counted from AGM to AGM). The AGM has discretion to grant a shorter probationary period. With a majority of 2/3 of the votes of the members present with the right to vote, the Annual General Meeting may accept a new member as full member without probationary status.

2.2.3 A probationary member has all rights and obligations of an ordinary member. However, a probationary member does not have the right to make nominations or to be nominated for elections to any IDO function, but is invited to send delegates to participate in education seminars in order to obtain licenses as judges once full membership has been granted at the end of the probationary period.

2.2.4 At the end of the probationary period the Annual General Meeting may, upon the member's application, grant the status of an ordinary member without limitation provided that the probationary member has fulfilled the minimum of 10 enrolments in 2 consecutive calendar years as specified in Article 2.3.2 below.

If this is not the case, the AGM may either prolong the probationary period until the next AGM or resolve that the status of full membership is granted as of January 1 of the following calendar year if the probationary member has fulfilled the minimum of 10 enrolments until then.

The rules of expulsion and suspension of members for cause (Art. 4) also apply to probationary members. Further, the Annual General Meeting has full discretion to prolong a probationary status of a member without having to give reasons.

2.2.5 Unless resolved otherwise, the resolution by the Annual General Meeting to accept a new member shall become effective immediately. Any new member may exercise its right as an IDO member only after the payable membership fee has been received by the Treasurer.

2.2.6 If the IDO receives an application for membership from an applicant in a country in which a full member already exists, or if the application is made for a Dance Department for which a department member already exists in that particular country, the IDO Presidium shall inform the respective existing full or department member. It is then up to the existing full or department member to decide whether the existing member is willing to form a "National Council" together with the new applicant to administer the respective dance department(s) in their country.

If such a "National Council" is formed, the new applicant shall not gain any rights to vote or speak at General Meetings of the IDO. Rather, the existing IDO member shall exercise all rights on

behalf of the “National Council”. The existing IDO member shall continue to be responsible for payment of membership fees and may ask the new applicant for partial reimbursement. In order to maintain the membership in a particular dance department in accordance with Article 2.3 (minimum 10 enrolments), the participation of the complete “National Council” shall be considered.

2.3 Maintenance of Ordinary Membership

2.3.1 All IDO members – whether full members or department members – shall only maintain membership in their IDO Dance department(s) if they send dancers to participate in IDO World and/or Continental Championships or IDO World or Continental Cups in dance disciplines in each department for which they are admitted.

2.3.2 Over a period of 2 consecutive calendar years every IDO member must have sent dancers who have participated in IDO World and/or Continental Championships or IDO World or Continental Cups in each department in which they are admitted. As a minimum requirement for maintenance of membership, at least 10 enrolments, registered through the DIES system, must be made in each dance department in which the member is admitted. An enrolment, as per the DIES system, is called a “dancer’s group”. It can be a solo, a duo, a couple, a trio, a small group, a formation, or a production.

If the minimum of 10 enrolments over the last 2 consecutive calendar years has not been met by a member at the end of a calendar year, the membership in this particular Dance Department may be suspended as stipulated in Article 5.1.

2.4 Membership Fees

2.4.1 Annual membership fees for full members and department members are set out in the IDO Dance Sport Rules & Regulations Section 1.5 (IDO Fees).

2.4.2 A probationary member which is accepted until June 30 of a calendar year pays the full annual membership fee. In case of acceptance after June 30, 50% of the annual membership fee is payable for that particular calendar year.

ARTICLE 3 OTHER TYPES OF MEMBERSHIP

3.1 Affiliate Member

Candidates for affiliate membership must file their applications with the Presidium for presentation to the Annual General Meeting. Affiliate membership may be granted indefinitely or for a limited time and shall in this case elapse automatically.

Affiliated members shall be invited to Annual General Meetings with the right to speak, but not to vote.

3.2 Honorary Member

3.2.1 The IDO Presidium may grant the “Honorary IDO Membership International” to those individuals or organizations who have made outstanding contributions to the IDO and to the growth of the IDO disciplines throughout the entire world.

3.2.2 The IDO Presidium may grant the “Honorary IDO Membership National” to those individuals or organizations who have made outstanding contributions towards the growth of the IDO disciplines within their own country.

3.2.3 Honorary members do not pay membership fees. They have the right to speak at general meetings but not to vote.

3.3 IDO Contact Person Representing a Country

- The IDO Presidium may from time to time appoint a contact person to represent a country where the IDO is not yet represented by a full or department member.
- A contact person will act as a liaison officer between the IDO and any national group, association, dance school, dance club, or any person that is interested in taking part in activities of the IDO.
- A contact person must ensure that the best-qualified dancers, within his or her country, can participate at IDO Competitions and Championships. A contact person may nominate up to 6 persons to participate individually or in any kind of formation.
- In situations where more dancers wish to compete than are allowed under IDO Rules, the best available dancers must be enrolled first. If there is doubt, as to who is the best-qualified dancer, a qualifying event must be held. If this is not possible, the problem must be solved by a lottery amongst the dancers involved.
- The contact person will receive all information, including invitations to all IDO Dance Events, along with invitations to IDO Seminars and Meetings, directly from IDO and make them available to all interested parties.
- The contact person has the right to attend all IDO Annual General Meetings and the respective Department General Meetings as a representative from his or her country and has the right to speak but not a vote.
- Appointment of a contact person is a temporary solution intended to allow dancers from countries with no National Federation or IDO Member to participate in IDO competitions and championships.
- A contact person must pay a membership fee as specified in the IDO Dance Sport Rules & Regulations Book 6.2.4 (Financial Regulations), if such contact brings dancers to IDO Competitions or Championships in a particular calendar year. In this case, the membership

fee is payable at the latest at the beginning of the respective Competition or Championship. Without such payment, no dancers will be admitted from this Contact and the relationship to this Contact may be terminated with immediate effect.

- A newly elected IDO member from a country in which a contact person existed, shall assume the duties of the former contact person and include the former contact person, if possible, in any agreement made between the new national IDO member body and the IDO.

ARTICLE 4 EXPULSION AND SUSPENSION OF MEMBERS FOR CAUSE

- 4.1 Any member of the IDO may be expelled with immediate effect by a resolution of an Annual or Special General Meeting of the IDO, if a material cause has arisen for which it cannot be reasonably expected from IDO to continue membership. The member to be expelled has to be given the right to speak but not to vote at the respective general meeting. For any such expulsion IDO must give a reasoning.
- 4.2 The membership of an expelled member ceases at the time when the respective resolution has been passed by the IDO General Meeting. The expelled member has no right to continue to attend that particular General Meeting. The annual membership fee remains payable for the year in which the member is expelled.
- 4.3 Material causes which make it unbearable for IDO to continue membership are given, for instance, if
- the member severely violates IDO's Rules of Ethics or Standards of Conduct;
 - insolvency or similar proceedings are initiated against the member;
 - the member fails to pay membership fee after the end of the suspension period (see below Art. 5.5).
- 4.4 If a reason for expulsion of a member becomes known to the IDO Presidium, the IDO Presidium may suspend that particular member with immediate effect. In this case all rights of the member shall be suspended until the next Annual or Special General Meeting has decided upon the expulsion. In any such case, the IDO Presidium is also entitled to immediately terminate any IDO Event Contract or similar contracts with such member for cause and to prohibit any planned or ongoing event under IDO's name or logo.

ARTICLE 5 SUSPENSION OF MEMBERS FOR NON-PARTICIPATION

- 5.1 Any member may be suspended with immediate effect by decision of the IDO Presidium at the end of a calendar year, if a member has not met the minimum requirements of 10 enrolments in accordance with Article 2.3.2 over a period of 2 consecutive calendar years.

- 5.2 Any ordinary member may be suspended with immediate effect by decision of the IDO Presidium, if membership fees and/or penalties for late payment are outstanding for more than 6 months in the course of a calendar year.

Also, the IDO Presidium may suspend any ordinary member with immediate effect, if outstanding membership fees and/or penalties for late payment have not been paid until the opening of an Annual General Meeting.

With regards to payment dates, the IDO Presidium has discretion to grant reasonable extensions if justified by particular circumstances.

- 5.3 A member which has been suspended for non-participation may attend General Meetings, Department Meetings and Dance Committees, but has no right to vote. It may not make any nominations or be nominated for election to any IDO function. Nor may the suspended member participate in IDO Committees or Commissions. It is also excluded from sending adjudicators or scrutineers to IDO events. The annual membership fee remains payable in case of suspension.

A suspended member may, however, send dancers to IDO events and fulfill IDO Event Contracts which had already been signed and executed before suspension. New IDO Event Contracts will not be granted to a suspended member.

- 5.4 If the reason of suspension is eliminated by the member, the Presidium shall revoke the suspension with the effect that full membership rights are regained.
- 5.5 If the reason for suspension continues to exist at the Annual General Meeting after suspension has been declared, the suspended member may be expelled at such Annual General Meeting.

ARTICLE 6 PROCEEDINGS AT GENERAL MEETINGS

6.1 Annual General Meeting

An Annual General Meeting (“AGM”) of the IDO shall be called by the IDO Presidium in each calendar year after the budget for the next calendar year has been prepared and approved by the IDO Presidium. The Agenda for such Annual General Meeting shall follow the outline which is attached as **Annex 1**. The Presidium has discretion to deviate from this outline. The Agenda and motions by members to be debated shall be submitted to all ordinary and affiliated members not less than four weeks before the General Meeting is held.

Motions by members to be debated at an ordinary General Meeting may be submitted by both, ordinary members and affiliate members, and shall be submitted to the Presidium not less than six weeks before the General Meeting is actually held. The Presidium may set a different time limit in order to prepare the Agenda.

6.2 Quorum

The quorum for taking any votes or elections at an Annual General Meeting shall be 15 members which must either be present or represented by proxy. A member which is represented by way of proxy is deemed to be a “present member” in meetings under the IDO Statutes and By-Laws.

If a quorum is not reached at an Annual General Meeting, the Chairman may adjourn such meeting until the next business day at the same time, if this is approved by a simple majority of the votes of members present and entitled to vote. If a quorum is still not reached on such next business day, the meeting shall be dissolved.

6.3 Special General Meeting

In all cases of urgency, in which a decision of the General Meeting is required but cannot be postponed until the next Annual General Meeting, the Presidium is entitled to call a Special General Meeting with at least 2 weeks notice.

The quorum at such Special General Meeting shall be a minimum of 15 members present and entitled to vote. If such quorum is not reached, the Chairman may adjourn such meeting until the next business day, if this is approved by a simple majority of the votes of members present and entitled to vote. If such quorum is still not reached on the next business day, the meeting shall be dissolved.

The IDO Presidium shall also call a Special General Meeting, if this is requested by a minimum of 15 members entitled to vote. The quorum at such General Meeting shall be a minimum of 15 members present and entitled to vote. If a quorum is not reached, the meeting shall be dissolved.

6.4 Time and Venue

The time and venue of an Annual General Meeting shall be fixed by the previous Annual General Meeting. The IDO Presidium has discretion to change the time and to move an Annual General Meeting to a different location, if circumstances arise which do not make it practical or reasonable to hold the Annual General Meeting at the venue which was originally chosen.

Time and venue of any Special General Meeting shall be decided by the Presidium.

6.5 Votes of Members

All votes at General Meetings shall be taken in the following manner:

- 6.5.1 A vote will be taken on every resolution placed before the IDO in General Meeting. Every member has one vote for each Dance Department which the member administers (Art. 2.1.2 above). The result of the vote shall be deemed to be the resolution of the meeting at which the vote was taken.

6.5.2 Resolutions concerning changes or amendments to the IDO Statutes and the IDO By-Laws require a two-thirds (2/3) majority of the votes of members present and entitled to vote. All other resolutions at IDO General Meetings shall be passed by a simple majority of the votes of members present and entitled to vote.

In any vote, abstentions and invalid votes are disregarded.

6.5.3 Any member may send up to two delegates and one translator to General Meetings.

6.5.4 Rules on voting procedures at Annual or Special General Meetings are contained in **Annex 2** to these By-Laws. IDO Officials shall be elected by way of secret ballot, if this is requested in particular cases by the Presidium or by 1/3 of the members present and entitled to vote.

6.6 Voting by Proxy

Voting by proxy is permitted in accordance with the following provisions:

6.6.1 A closed proxy signed by the member unable to attend the meeting, must be given to the Chairman before the meeting begins. A closed proxy is defined as the vote of an absent member instructing the member voting by the proxy how to vote on a specific motion, either "Yes" or "No", included any amendment accepted on the meeting.

6.6.2 Open proxies are also accepted.

6.6.3 A member can hold proxy votes from up to a maximum of two other members. They may be closed or open.

6.6.4 All proxies must be in writing, either by using the proxy vote forms available on the IDO website or being written in a similar manner.

6.6.5 Majority requirements in these By-Laws make reference to "members present and entitled to vote". For avoidance of doubt it is hereby clarified that members represented by way of proxy are to be counted as "members present".

6.7 Standing Orders of the IDO

6.7.1 All regulations governing the conduct of members at IDO meetings shall be known as the Standing Orders (**Annex 2**) which shall be followed at all General Meetings of the IDO.

6.7.2 The Chairman of the meeting, at his absolute discretion, shall be enabled by this article to implement or lift the Standing Orders in order to conduct the meeting in such other manner as he deems fit.

6.8 Observers at IDO Meetings

6.8.1 At the discretion of the IDO Presidium, visitors shall be allowed to attend IDO meetings or parts thereof, but shall not be allowed to take part in the debate or vote. Visitors shall be listed in the minutes of the meeting.

6.8.2 Delegates of organizations that have applied for membership of the IDO and have been invited to a meeting, shall not be deemed to be observers or visitors, but shall be admitted to all or parts of the meeting as determined by the Chairman.

6.9 Minutes of IDO meetings

Minutes of every IDO General Meeting and Presidium meeting shall be kept under the responsibility of the Chairman.

ARTICLE 7 COMMITTEES

7.1 The Annual General Meeting may create Committees and delegate any of its powers – as far as legally permitted – to any such Committee and/or authorize the Committee to perform any functions that the IDO deems necessary. The powers, conduct of proceedings, and/or functions of such Committees, and all other terms upon which any such Committee is appointed shall be recorded in the IDO Dance Sport Rules & Regulations or in specific Terms of Reference.

7.2 Terms of Reference and Procedural Rules for the IDO Disciplinary Committee are contained in the IDO Dance Sport Rules & Regulations Book 4 Section 2 and for the IDO Adjudication Committee in the IDO Dance Sport Rules & Regulations Book 5 Section 3.

7.3 Each IDO Committee shall be chaired by a Chairman or Director who shall be appointed by the IDO Presidium. As a general rule, the Chairman or Director shall be appointed for a period of three years. With the exception of the Chairman of the Disciplinary Committee, the IDO Presidium has discretion to appoint the Chairman or Director of a committee for a longer or shorter period and to recall him/her from office at any time.

The Chairman of the Disciplinary Committee shall be appointed by the IDO Presidium for a period of three years and may only be recalled from office in exceptional circumstances for cause. The other members of the Disciplinary Committee are elected by the AGM. Further details are contained in the IDO Dance Sport Rules & Regulations, Book 5 Section 3.

ARTICLE 8 DANCE DEPARTMENTS / DANCE COMMITTEES

8.1 Dance Departments

8.1.1 As specified in Article 2 of these By-Laws, there are three Dance Departments in the IDO

- the Performing Arts Department,
- the Street Dance Department,
- the Couple Dance Department.

Each IDO Member is a member in each Dance Department to which it has been admitted. The member may participate by sending delegates to the annual meetings of the respective Dance Department and to all Dance Committees belonging to such Dance Department.

8.1.2 Each IDO Dance Department is administered by the Annual Department Meeting (“ADM”).

8.1.3 Each IDO Dance Department shall administrate all matters pertaining to the IDO Rules for Dance Disciplines (Dance Sport Rules & Regulations Book 3) which are governing the dance disciplines of this particular department. For this purpose, the Annual Department Meeting of each Dance Department shall install and supervise Dance Committees in accordance with the following provisions.

8.2 Annual Department Meeting

8.2.1 For each of the three Dance Departments, an Annual Department Meeting shall be held as part of the IDO Annual General Meeting (“AGM”) in order to deal with all matters pertaining to the IDO Rules for Dance Disciplines (Dance Sport Rules & Regulations Book 3) which are administrated by the respective Department unless they have been referred to the AGM.

8.2.2 All IDO Members which have been admitted to the respective Dance Department have the right to attend and to vote on Annual Department Meetings. Each member of the Dance Department has one vote in the ADM. Any such member may send up to three delegates who can only vote jointly.

8.2.3 Annual Department Meetings shall be held for each Dance Department consecutively at the occasion of the IDO Annual General Meeting whose agenda shall allow the delegates to attend one ADM after the other. Each ADM shall be chaired by the Department Chairman of the respective Dance Department. Out of respect to the Department Chairmen, ADM’s shall not last longer than 2 hours with 0,5 hours recess between meetings. Members of the IDO Presidium may attend each ADM. Minutes shall be taken and circulated together with the minutes of the AGM.

8.2.4 For the handling of proceedings, proposals, elections and reports at the Annual Department Meeting, the provisions for the IDO Annual General Meetings shall apply respectively.

- 8.2.5 For each Annual Department Meeting, an Agenda shall be prepared by the Department Chairman and presented to the IDO Presidium which shall then send this Agenda as part of the Agenda for the IDO Annual General Meeting to all members of the IDO. The IDO Presidium has the right to move any proposal from the Agenda of the Annual Department Meeting to the Agenda of the Annual General Meeting if, (a) in the view of the Presidium, such proposal is of relevance to the overall interest of the IDO or in conflict with the interests of another Dance Department, or (b) the proposal will involve costs that will not be covered by the Department budget.
- 8.2.6 Proposals pertaining to the Rules for IDO Dance Disciplines (Dance Sport Rules & Regulations Book 3) which have been made by a Dance Committee and which have been accepted by the ADM do not have to be ratified by the AGM, unless the IDO Presidium exercises its veto right (Article 8.2.7 below).
- 8.2.7 The IDO Presidium has the right to veto any proposals regarding the Rules for IDO Dance Disciplines (Dance Sport Rules & Regulations Book 3) as well as any resolutions or decisions taken by an Annual Department Meeting if, in the view of the Presidium, such resolution, decision or proposal is in conflict with the overall interests of the IDO or the interests of another Dance Department. In case of a veto by the IDO Presidium, the respective resolution, decision or proposal cannot be implemented.

8.3 Department Director

- 8.3.1 The Department Director is responsible for the administration of the Department and for the communication with the IDO Presidium.
- 8.3.2 The Department Director is elected by the Annual Department Meeting for a period of 3 years. He is automatically an "ex-officio" member of the IDO Presidium (Art. 10.7.2) as long as he holds office as Department Director. This term runs independent from another office which such person may hold on the IDO Presidium.

Any person holding office for a specific term is eligible for re-election. If no other candidate is nominated and the present office holder declines to be re-elected, nominations from the floor will be accepted.

- 8.3.3 The Department Director is entitled to receive reimbursement for out-of-pocket costs and expenses in accordance with Art. 10.3..

8.4 Dance Committees

8.4.1 Responsibilities of Dance Committees

Dance Committees shall be installed in each Dance Department to administer, develop and promote the IDO Rules for Dance Disciplines (Dance Sport Rules & Regulations Book 3) pertaining to those dances which are governed by the respective Dance Committee.

Each Dance Committee shall also cooperate with the IDO Presidium (Sport Director) in order to find organizers which are willing and able to organize IDO Championships in the specific dance discipline governed by the Dance Committee.

8.4.2 Establishment of Dance Committees

Dance Committees for new disciplines shall be established by the IDO Presidium. Existing Dance Committees may be restructured or dissolved by the IDO Presidium. The establishment of a new Dance Committee by the IDO Presidium has immediate effect and is to be confirmed by the next ADM. The IDO Presidium shall appoint the first chairman of a new Dance Committee, to be confirmed by the first meeting of the members of the Dance Committee.

8.4.3 Election of Dance Committee Chairman

Each Dance Committee shall elect a Dance Committee Chairman who may either be the provisional Chairman nominated by the Presidium or a different candidate. Election may take place by way of email ballot. The Dance Committee Chairman shall serve for a term of 3 years and may be re-elected.

Nominations for Dance Committee Chairman are accepted only from National Member Organizations. Each Dance Committee Chairman must have a recognized expertise in the respective dances and shall be able to work in the English language.

If a new Dance Committee Chairman is to be elected and if no nomination has been made until the draft Agenda for the respective Dance Committee Meeting is to be send out, the IDO Presidium may nominate one or more candidate(s) for this position. (AGM 2017, Implementation 1st September 2017)

8.4.4 Dance Committee Meetings

Each Dance Committee Chairman shall communicate with all members of the Dance Committee and call at least one Annual Meeting of the Dance Committee which may be held by way of email-communication. If personal meetings are required, such meetings of the Dance Committee shall be held preferably in connection with IDO World or Continental Championships in those dance disciplines which are administered by that committee. It is the responsibility of the Dance Committee Chairman to liaise with and report to the Department Director and to present proposals of the Dance Committee in due time to the Department Director for consideration in the agenda of the annual ADM/AGM.

Meetings of Dance Committees shall be attended by one representative of the IDO Presidium who is appointed by the Executive Presidium.

The Dance Committee Chairman may, in his discretion, allow guests to attend Dance Committee Meetings (without the right to speak or vote).

8.4.5 Procedure

Meetings of a Dance Committee shall be called by the Dance Committee Chairman sending out the proposed agenda and the official IDO form stating city, date and venue of the meeting at least 30 days prior to the meeting. Copies of invitation and agenda shall be sent to the Executive Presidium. Invitation and agenda will be displaced at the IDO Website (Membership section). Enrollments for Dance Committee Meetings shall be made by the national member organizations through DIES at least 14 days before the meeting. Proposals for the agenda and nominations shall also be sent to the Dance Committee Chairman at least 14 days before the meeting. The Dance Committee Chairman will send out the final agenda at least 7 days before the meeting. Any changes thereafter require the unanimous consent of all attending members of the Dance Committee.

Dance Committee Meetings shall be conducted in accordance with the draft Agenda which is attached as **Annex 3**. **Voting by way of proxy is permitted in all matters for which specific motions and proposals are announced in the respective Agenda of a Dance Committee meeting (including elections and rule changes), but not in matters which are introduced during the meeting under new or old business or otherwise. Only open proxies, based on the items set on the Agenda, are permitted. Proxies become invalid if a proposal is changed or altered in the discussion in the Dance Committee meeting. (AGM 2017, Implementation 1st September 2017)**

Resolutions of the Dance Committee shall be passed by simple majority.

Minutes of each Dance Committee Meeting shall be taken and sent to the Department Director within one week after the Meeting for approval at the next ADM.

8.4.6 Voting Rights

All IDO members which have been admitted to the respective Dance Department have the right to attend and to vote in all Dance Committees belonging to such Dance Department by sending max. 2 delegates (experts) to Committee Meetings. In the Dance Committee Meetings each member of the Dance Department holds one vote.

Department Members may attend and vote in Dance Committee Meetings only (i) if they have paid the IDO dancer's yearly registration fee and (ii) if they have participated by achieving at least 5 results within the last 12 months prior to the meeting in IDO Championships and Cups in dance categories administered by the Dance Committee.

8.4.7 Changes of Dance Sport Rules

Proposals for changes of Dance Sport Rules (Book 3 of the IDO Dance Sport Rules & Regulations) must be sent to the Dance Committee Chairman in due time to be included in the Agenda. All proposals must be made in writing (Email) under 3 headings:

- (1) Quote of old rule,
- (2) Proposed wording of new rule,
- (3) Reasoning.

Any change of the Dance Sport Rules requires a positive resolution of the Dance Committee which must be adopted by the next ADM. The recording of rule changes and implementation dates are within the responsibility of the Technical Director. Changes and new Dance Sport Rules are published in red colour.

ARTICLE 9 CONTINENTAL CONFERENCES

9.1 Continental Conferences

9.1.1 In order to facilitate the communication and cooperation of IDO members located in the same continental region and in order to promote their joint interests, IDO may establish the following regional departments or subdivisions thereof as Continental Conferences ("CC"):

1. Asia/Asia Pacific
2. Africa
3. America
4. Europe

Each IDO Member is a member in each Continental Conference which governs the continent of its location or subdivision thereof. The member may participate by sending delegates to the annual meetings of the respective Continental Conference and by communicating with the Executive Board of its Continental Conference.

9.1.2 Each Continental Conference is administered by the Annual Continental Conference Meeting (below Art. 9.2) and by an Executive Board (below Art. 9.3).

9.1.3 Continental Conferences are established by the AGM. The purposes and tasks of each Continental Conference are defined by the AGM. Depending on the needs of the members and depending on regional differences, the purposes and tasks of each Continental Conference may differ from case to case.

9.2 Continental Conference Meetings

9.2.1 For each Continental Conference which has been established by the AGM, an Annual Continental Conference Meeting ("ACCM") shall be held in order to deal with all matters pertaining to the purposes and tasks of such Continental Conference. Annual Continental Conference Meetings shall be held for each Continental Conference at the occasion of the IDO Annual General Meeting. In addition, Regional Continental Conference Meetings may be held at any convenient location in the respective continental region.

9.2.2 All IDO Members which are located in the region of such Continental Conference have the right to attend and to vote in Continental Conference Meetings. Each member of the Continental Conference has one vote. Any such member may send up to three delegates who can only vote jointly.

9.2.3 Each Continental Conference Meeting shall be chaired by the Chairman of the respective Continental Conference. Members of the IDO Presidium may attend each Continental Conference Meeting. Minutes shall be taken and circulated to all members of the Continental Conference.

- 9.2.4 For the handling of proceedings, proposals, elections and reports at Continental Conference Meetings, the provisions for the IDO Dance Department Meetings shall apply respectively.
- 9.2.5 For each Continental Conference Meeting, an Agenda shall be prepared by the Chairman of the Continental Conference and presented to the IDO Presidium. The Agenda for an Annual Continental Conference Meeting shall be distributed as part of the Agenda for the IDO Annual General Meeting to all members of the IDO. The IDO Presidium has the right to move any proposal from the Agenda of the Annual Continental Conference Meeting to the Agenda of the Annual General Meeting if, (a) in the view of the Presidium, such proposal is of relevance to the overall interest of the IDO or in conflict with the interests of another Continental Conference, or (b) the proposal will involve costs which need to be approved by the AGM.
- 9.2.6 The IDO Presidium has the right to veto any resolutions or decisions taken by any Continental Conference Meeting if, in the view of the Presidium, such resolution or decision is in conflict with the overall interests of the IDO or the interests of another Continental Conference. In case of a veto by the IDO Presidium, the respective resolution, decision or proposal cannot be implemented.
- 9.3 Executive Board
- 9.3.1 Each Continental Conference shall install an Executive Board which is responsible for the administration of the Continental Conference and for the communication with the IDO Presidium.
- The Executive Board of each Continental Conference shall comprise of the Chairman and two Coordinators one being responsible for competitions, the other for adjudication.
- 9.3.2 The Chairman of the Continental Conference is responsible for the administration of the Continental Conference and for the communication with the IDO Presidium. The Chairman is also the official representative of the Continental Conference.
- 9.3.3 The Chairman and the two Coordinators are elected by the Annual Continental Conference Meeting for a period of 3 years. The Chairman is automatically an "ex-officio" member of the IDO Presidium as long as he/she holds office as Chairman of the Continental Conference Board. This term runs independent from another office which such person may hold on the IDO Presidium.
- Any person holding office for a specific term is eligible for re-election. If no other candidate is nominated and the present office holder declines to be re-elected, nominations from the floor will be accepted.
- For an installation period of up to 3 years, the Chairman and the Coordinators shall be appointed by the AGM when the Continental Conference is first established.
- 9.3.4 The Chairman of the Executive Board shall preside as Chairman of board meetings. The Executive Board decides with simple majority of members present. Minutes shall be kept of all meetings of the Executive Board and forwarded to the IDO Presidium.

The Chairman and the Coordinators shall communicate by way of email exchange or skype/telephone conference and use the AGM's/ADM's as well as IDO Competitions for personal communication.

9.3.5 Expenses

All members of the Executive Board shall receive reimbursement for their out-of-pocket costs and expenses. The reimbursement of travel expenses requires prior approval by the IDO Executive Presidium.

ARTICLE 10 IDO PRESIDUM / EXECUTIVE PRESIDUM

10.1 Election of the IDO Presidium

10.1.1 The President, the Vice Presidents and the Executive Secretary/Treasurer shall hold office for a term of approx. three (3) years counted from AGM to AGM. Any such term shall last until the conclusion of the respective Annual General Meeting when the term ends. Elections to vacant offices become effective immediately. Re-elections and elections of successors become effective as of the conclusion of the AGM at which the election is held.

10.1.2 The election of the IDO Presidium takes place in a staggered system according to which the President and two Vice Presidents are elected in year 1, the Senior Vice President and two other Vice Presidents are elected in year 2, and the Treasurer/Executive Secretary and two other Vice Presidents are elected in year 3, each for a term of 3 years. If the IDO elects to have more Vice Presidents they shall be elected in the same staggered system in year 1, 2 or 3.

10.1.3 If a member of the Presidium is nominated to accept another position in the Presidium at the end of his term, such member may stand for election in the new position and, alternatively, for re-election in the old position. Notice has to be given to the IDO members in time in order to allow alternative nominations for both positions.

10.1.4 Should a vacancy occur in the office of any Presidium position before the expiration of the three-year term of office, another person may be appointed to that position at the absolute discretion of the Presidium. Such person shall hold such office until an election is held at the next Annual General Meeting.

10.2 Powers of the Presidium / "Standing Offices" / Special Committees

10.2.1 The IDO Presidium has the powers as stipulated in Art. 8 of the IDO Statutes.

10.2.2 The IDO Presidium consists of the President, the Senior Vice President and the Executive Secretary/Treasurer as well as 6 Vice Presidents with or without special area of responsibility which are all elected by the AGM. Additional "ex officio members" of the IDO Presidium (with limited rights to vote) are the Directors of the Dance Departments (Art. 8.3.2) and the Chairmen of the Continental Conferences (Art. 9.3.3).

10.2.3 The IDO Presidium has 5 "Standing Offices":

- Treasurer
- Head Office
- Sport Director
- Adjudication Director
- Technical Director

"Standing offices" are assigned by the AGM to members of the Executive Presidium or to Vice Presidents when they are elected by the AGM. Each member of the Presidium may hold one or more "Standing Office".

Vice Presidents may also be elected without "Standing Office" ("at large"). The Presidium may assign special areas of responsibility to such Vice Presidents.

10.2.4 The Presidium may appoint any person to represent the IDO for such purposes and on such conditions as the Presidium determines, including authority to delegate all or any of such powers.

10.2.5 Vice Presidents holding a Standing Office are supported by Committees (such as Adjudication Committee, Competition Management Committee and Sport Committee). Details are set out in the IDO Dance Sport Rules & Regulations. Also, any other Vice President may ask the Presidium to install a Special Committee for support in their area of responsibility, either on a permanent basis or for support in a certain time period. If approved, the members of such Special Committee are selected by the responsible Vice President, to be confirmed by the Presidium. Any Special Committee is chaired by the responsible Vice President.

10.2.6 The President may with the consent of the Presidium install an Advisory Board for the purpose to support the IDO Presidium and to promote IDO. Up to five persons may form the Advisory Board. Only such persons shall be nominated to the Advisory Board which have an outstanding reputation in the world of Dance Sport or a particular expertise from which IDO may benefit. The President has discretion to determine the tasks of the members of the Advisory Board and the duration of their assignment. Membership on the Advisory Board is a honorary and voluntary position for which no compensation is paid. However, the President has discretion to grant travel expenses in particular cases. **(AGM 2017, Implementation 1st September 2017)**

10.3 Expenses of Presidium Members

All presidium members shall receive reimbursement for their out-of-pocket costs and expenses. In addition, members of the Executive Presidium, Vice Presidents and Department Directors shall receive a honorarium, the amounts are to be fixed by the AGM. (IDO Dance Sport Rules & Regulations, Book 6 Financial Regulations, No. 6.8).

10.4 Duties of the President

10.4.1 The President is the official representative of the IDO. When the President cannot represent the IDO at any official meeting, event or other occasion, the Senior Vice President shall assume this

responsibility. When the Senior Vice President cannot exercise this function, one of the Vice Presidents shall assume this responsibility.

10.4.2 The President shall preside as Chairman at all IDO General Meetings. In the event of an equality of votes the President shall have a casting vote (not applicable to elections).

10.4.3 If the President is not present at any meeting of the IDO (AGM, ADM or other) or is unwilling to act as Chairman, the Senior Vice President shall preside as Chairman. If the Senior Vice President is not present or is unwilling to act as Chairman, the members present and entitled to vote shall elect a Chairman of the meeting who shall be a nominee of a Member Organization and is willing to act as the Chairman of the meeting.

10.5 Duties of the Senior Vice President

The Senior Vice President shall assume all the President's duties in the event of the President being absent or not available. He may assume other responsibilities as defined by the Presidium.

10.6 Duties of the Executive Secretary/Treasurer

10.6.1 The Executive Secretary/Treasurer is responsible for the administration of IDO, for keeping records and documents of the Association, serving notifications to members and acting as liaison between members.

10.6.2 Unless the IDO otherwise directs, the Executive Secretary/Treasurer shall keep all books of account and collect all membership fees and other payments due to the IDO from the members and other persons and execute all payments as instructed by the Presidium.

10.6.3 The Executive Secretary/Treasurer is obliged to hand out without delay all books and accounts as well as other items of property of the IDO to any person as instructed by the IDO Presidium.

10.6.4 The Executive Secretary/Treasurer shall collect for recording purposes minutes from all IDO meetings, including Dance Committee Meetings. Minutes of all IDO or Committee meetings shall be sent to the Executive Secretary/Treasurer no later than fourteen days after the meeting.

10.7 Presidium Meetings

10.7.1 Rules of Procedure

All meetings of the IDO Presidium shall be conducted in accordance with the Rules of Procedure which are attached as **Annex 4**.

10.7.2 Voting Rights

The elected members of the Presidium, i.e. the members of the Executive Presidium and the Vice Presidents, have full voting rights in the IDO Presidium. In the event of an equality of votes, the President shall have a casting vote. "Ex officio" members of the IDO Presidium, i.e. Directors of

Dance Departments and Chairmen of Continental Conferences, have limited voting rights: They have the unlimited right to attend and speak on Presidium Meetings, but to vote only on matters which concern their Dance Department or Continental Conference.

10.8 Disciplinary Measures by the Presidium

The Presidium may take disciplinary action against an IDO member, its officials or delegates if they violate IDO's Rules of Ethics or Standards of Conduct or otherwise causes harm to the association. Such disciplinary action may be any of the following:

- a reprimand;
- an appropriate fine payable to the IDO within three (3) after receipt of notice;
- a suspension in accordance with Article 4.4 above;
- an application for expulsion in accordance with Article 4.1, 4.3 above.

10.9 Executive Presidium

10.9.1 Members of the Executive Presidium are the President, the Senior Vice President, the Executive Secretary/Treasurer and the Sport Director. Other members of the IDO Presidium may be invited from time to time to attend meetings of the Executive Presidium.

10.9.2 Definition of Powers

The Executive Presidium is competent for the day-to-day business of the IDO as well as for matters referred by the Presidium and for matters of urgency.

Expenditures may be made by the Executive Presidium which belong to the regular expenses or budgeted matters (as approved by the AGM). All other expenditures above € 3,000 must be approved by the IDO Presidium.

The Executive Presidium is also responsible to check agendas, procedure and minutes of all IDO meetings, in particular ADM's and Dance Committee Meetings.

In order to promote IDO in certain regions, the Executive Presidium may appoint an "IDO Ambassador" for such region. This may be a country or a part thereof or a group of countries. The appointment shall be made after consultation of the Chairman of the Continental Conference (Art. 9) of that particular region.

Ambassadors may also be nominated to promote IDO in other organizations.

The "IDO Ambassador" shall report to the Executive Presidium which shall also define the tasks of the IDO Ambassador in the respective case. The IDO Ambassador is entitled to receive reimbursement for out of pockets costs and expenses provided that specific costs are approved by the IDO Executive Presidium before they are incurred.

10.9.3 Procedural Rules

For all meetings of the Executive Presidium, the Procedural Rules for the Presidium (**Annex 4**) shall apply respectively.

ARTICLE 11 INTERNAL REVISORS / EXTERNAL AUDITOR

- 11.1 IDO finances will be reviewed by two internal financial revisors which hold overlapping three-year terms of service. They are elected by the Annual General Meeting in a staggered system, i.e. at each Annual General Meeting one nominee of an IDO member shall be elected for a three-year term as an IDO internal financial revisor.
- 11.2 The Treasurer must present to each Annual General Meeting a financial report for the elapsed fiscal year and an annual budget for the following fiscal year. The financial report shall have been reviewed by the two internal financial revisors. They shall have access to the draft financial report and the relevant books and accounts at the IDO Executive Office not later than one (1) month before the Annual General Meeting.
- 11.3 The annual financial report of the IDO shall be audited by an external auditor in accordance with Art. 11 of the IDO Statutes. The external auditor shall be elected by the AGM for a three-year term of service.

ARTICLE 12 AFFILIATIONS WITH OTHER DANCE SPORT ORGANIZATIONS

The IDO may enter into affiliations with other international dance sport organizations.

ARTICLE 13 APPLICABILITY OF IDO RULES & REGULATIONS

- 13.1 Each IDO member shall be bound by the IDO Statutes, the IDO By-Laws, the IDO Dance Sport Rules & Regulations as well as any other regulations adopted by the IDO General Meeting, each in their current version.
- 13.2 The IDO Dance Sport Rules & Regulations can be changed or amended in Books 1, 2, 4-6 by the IDO Presidium at any time. Changes of Book 3 (Rules for IDO Dance Disciplines) fall into the responsibility of the respective Dance Department (Article 8.1.3 above).

Unless resolved otherwise, a decision of the IDO Presidium to change or amend the IDO Dance Sport Rules & Regulations shall be effective immediately, but must be presented to the next Annual General Meeting which may either confirm or revoke such change or amendment.

ARTICLE 14 CHANGES AND AMENDMENTS OF BY-LAWS

The IDO By-Laws may be changed or amended by the IDO Annual General Meeting with a two-thirds (2/3) majority of members present and entitled to vote.

Annexes:

Annex 1: Outline for Agenda of IDO Annual General Meetings

Annex 2: Voting Procedures and Standing Orders at General Meetings

Annex 3: Outline for Agenda for Dance Committee Meetings

Annex 4: Rules of Procedure for the IDO Presidium

These By-Laws have been passed and adopted with immediate effect at the IDO Annual General Meeting in Sarajewo/BiH on June 24, 2015.

Additions marked in red have been passed and adopted with effect on September 1, 2017 by the IDO Annual General Meeting in Athens, Greece on June 29-July 1, 2017.

ANNEX 1 (OUTLINE FOR AGENDA OF IDO ANNUAL GENERAL MEETINGS)

0.	Formalities
0.1	Determination of Attendance, Quorum, Keeper of Minutes
0.2	Acceptance of last Minutes
0.3	Matters arising from last Minutes
I.	Membership
I.1	Acceptance of New Members
I.2	Exclusion of Members (if any)
II.	Presidents Report (Annex 1)
III.	Financial Report/Financial Matters
III.1	Treasurer's Report and annual budget for next calendar year (Annex 3)
III.2	Internal Revisor's Report (Annex 2)
III.3	External Auditor's Report
III.4	Approval of Accounts
III.5	Election of Internal Revisor and External Auditor
III.6	Annual Fixing of Membership Fees
IV.	Vice President's Reports
IV.1	Senior Vice President's Report (Annex 4)
IV.2	Executive Secretary's Report (Annex 5)
IV.3	Report of Vice President Adjudication (Annex 6)
IV.4	Report of Vice President (Annex 7)
V.	Area Representative's Reports
VI.	IDO Dance Departments
VI.1	Performing Arts
VI.1.1	Chairman's Report (Annex ...)
VI.1.2	Amendments to Dance Sport Rules
VI.2	Street and Pop Dance
VI.2.1	Chairman's Report (Annex ...)
VI.2.2	Amendments to Dance Sport Rules
VI.3	Special Couple Dances
VI.3.1	Chairman's Report (Annex ...)
VI.3.2	Amendments to Dance Sport Rules
VII.	Presidium and Member Country Proposals
VIII.	Changes of IDO Statutes, By-Laws, Rules & Regulations (if any)
IX.	Election of Members of the Presidium
X.	New Business
XI.	Venue and time of next AGM

ANNEX 2 (VOTING PROCEDURES AND STANDING ORDERS AT GENERAL MEETINGS)

I. Voting at IDO General Meetings shall be carried out as set forth below:

1.1 The secretary of the meeting shall record the votes resulting from any poll taken at an IDO meeting in accordance with these Rules.

1.2 The form used by the secretary of the meeting for recording official votes shall consist of an alphabetical list of all MEMBER ORGANIZATIONS' areas (countries) down the left-hand side of the form. This first column shall be titled MEMBER ORGANIZATIONS. Columns 2, 3, 4 and 5 shall be titled FOR, AGAINST, ABSTAIN and ABSENT respectively. Once the Chair has read a motion and any accompanying amendments to the meeting, the secretary shall call the vote. As the secretary calls the name of each MEMBER ORGANIZATION listed in Column 1, the official nominees designated to do so, if present, shall cast the MEMBER ORGANIZATION'S vote on the issue before them. Each voting nominee may only call out FOR, AGAINST or ABSTAIN as he or she deems appropriate to the issue in question. The secretary shall mark the appropriate row and column with a tick, to indicate how the MEMBER ORGANIZATION'S nominee has voted. If the voting nominees of a MEMBER ORGANIZATION are not present, this shall be noted under on the official form in the column titled ABSENT. When all votes have been officially called, the secretary shall declare whether the motion has been carried or lost.

1.3 The voting arrangements that shall apply to the election of Officers of the IDO are as follows. The form used for recording official votes shall consist of an alphabetical list of all MEMBER ORGANIZATIONS' areas (countries) down the left-hand side of the form, and this column will be titled MEMBER ORGANIZATIONS. The Chairman shall call for candidates to be nominated and seconded for each post. As each candidate is seconded, the secretary of the meeting shall enter the name of each candidate as a heading for Columns 2 onwards.

The secretary shall then read the name of each MEMBER ORGANIZATION listed in Column 1. As each MEMBER ORGANIZATION is called, the voting nominee of that MEMBER ORGANIZATION, if present, shall call the name of the candidate for whom it wishes to cast its vote. The secretary shall mark the appropriate row and column with a tick, to indicate how the MEMBER ORGANIZATION has voted. When the votes for all MEMBER ORGANIZATIONS have been called and recorded, the secretary shall declare the total number of votes cast for each candidate. The candidate receiving not less than 50% of the votes cast by of the MEMBER ORGANIZATIONS present shall be deemed to be elected to the position in question. In the event of no one candidate receiving not less than 50% of the votes cast by the MEMBER ORGANIZATIONS present and voting and there are more than two candidates for the position in question, the candidate with the least number of votes cast in his favor shall withdraw his candidacy for the post.

The remaining candidates shall stand in the next round of voting. This process shall be repeated until the number of candidates is reduced to two. In this final round, the candidate with the highest number of votes cast in his favor will be elected to the position. In the event of a tie, where the two candidates in the final round share an equal number of votes, the poll will be declared void and a second election will start from the beginning. Any candidate who receives 51% or more of the official votes cast in any round of voting will be elected to the post.

II. Standing orders of the IDO to be observed at IDO General Meetings:

2.1 CHAIRMAN OF THE MEETING'S RULING AT IDO MEETINGS

If the Chairman of the meeting rises to call a nominee to order, or for any other purpose connected with the meeting, the nominee currently speaking shall be seated and no other nominee shall rise until the chairman has indicated otherwise. The ruling of the Chairman of the meeting on any question of standing orders, points of order, or explanation shall be final. Any delegate may appeal against the decision of the Chairman of the meeting, but this requires a seconder and a majority vote.

2.2 SPEECHES AT IDO MEETINGS

No nominee shall be permitted to speak more than once on any subject before the meeting or on the same point of order, except the mover of the original motion. On an amendment being moved, any nominee, even though he has spoken on the original motion, may speak again on the amendment. No delegate shall speak for more than five minutes at one time unless the Chairman of the meeting so permits. Nominees wishing to raise a point of order or explanation must rise immediately and obtain permission from Chairman of the meeting to speak. Any MEMBER ORGANIZATION may formally second any motion or amendment. The nominee representing a MEMBER ORGANIZATION that is seconding a motion or an amendment may reserve his speech until a later period in the debate.

2.3 MOTIONS AND AMENDMENTS AT IDO MEETINGS

The first proposal on any particular subject shall be known as the original motion. All succeeding proposals on that subject shall be called amendments. Every motion or amendment must be moved and seconded by a MEMBER ORGANIZATIONS present at the meeting before they may be discussed. When an amendment is moved to an original motion, no further amendment shall be discussed until the first amendment has been dealt with. Notice of any further amendments must be given to, and read out by the Chairman before the first amendment is put to the vote and this procedure must be repeated with all succeeding amendments.

2.4 SUBSTANTIVE MOTIONS AT IDO MEETINGS

If an amendment is carried it replaces the original motion and then becomes the substantive motion and may be further amended, provided it is consistent with the business at hand and has not been covered by an amendment or motion that has been previously rejected. The substantive motion will then be put to the vote.

2.5 RIGHT TO REPLY AT IDO MEETINGS

Provided that no amendment is moved, the mover of the original motion shall have the RIGHT OF REPLY at the close of the debate on such a motion but shall not introduce any new matters. The motion shall then be immediately put to the vote. Under no circumstances shall any further discussion be allowed once the motion has been called by the Chairman. When an amendment is moved, the mover of the original motion shall be entitled to speak upon the amendment. The mover of the amendment shall not be entitled to reply.

2.6 ALTERATIONS TO OR WITHDRAWAL OF MOTIONS OR AMENDMENTS

Once accepted by the Chairman, no motion or amendment shall be withdrawn without the consent of both the mover and the person who seconds the motion.

2.7 CLOSURE OF DEBATE AT IDO MEETINGS

Motions for next business, the closure of debate on a motion, or an amendment, may be moved and seconded only by delegates who have not previously spoken at any time during the debate, either on the original motion or on any subsequent amendments. In the event of the closure of debate being voted upon and carried, the mover of the original motion shall have the right to reply, before the motion or the amendment is put to the vote.

ANNEX 3 (OUTLINE FOR AGENDA FOR DANCE COMMITTEE MEETINGS)**AGENDA FOR DANCE COMMITTEE MEETING**

Name of Dance Committee:

Name of Dance Committee Chairman:

Dance Department:

Place/Date of Meeting:

1. Welcoming remarks by the Dance Committee Chairman
2. Nomination of Keeper of the Minutes
3. Acceptance of the last Minutes
4. Matters arising from the last Meeting
5. Dance Committee Chairman's report (*items from ADM*, statistics of participating countries at IDO events, passed proposals, competitions, rules, e-mail discussions)
6. Proposals
7. Recommendations
8. Election of Dance Committee Chairman (if needed)
9. Date and place of the next Meeting
10. New business

Date:

Date:

.....
(Signature of Dance Committee Chairman).....
(Signature of Minutekeeper)

ANNEX 4 (RULES OF PROCEDURE FOR THE IDO PRESIDIUM)

RULES OF PROCEDURE FOR THE IDO PRESIDIUM

Article 1:

Meetings of the IDO Presidium are called by the President. Any member of the Presidium may require the President to call a meeting.

Meetings shall be called at 4 weeks' notice by e-mail or in any other manner of writing. If the matter to be debated is urgent, the President may dispense from the 4 weeks' notice.

The notice of the meeting shall be accompanied with the agenda, which, however, it can be altered or supplemented until 10 days before the meeting.

Article 2:

The meetings of the Presidium are presided over by a Chairman, which is the President, and in his absence, the Senior Vice President. If neither is present, the Chairman is elected among the members present at the meeting. The Chairman may ask other members of the Presidium to conduct the meeting for particular topics.

Article 3:

The Presidium forms a quorum when a minimum of two thirds of the members of the Presidium are present, or the President, Senior Vice President and Treasurer are present. In the latter case, however, a minimum of half the members of the Presidium must be present.

Participation by way of proxy is not permitted. Meetings of the Presidium may be held on particular topics by way of Email-exchange or by way of telephone or Skype conference to be followed by Email confirmation of resolutions passed.

Article 4:

Resolutions of the Presidium are passed by a simple majority of votes.

Article 5:

Minutes of each Presidium meeting shall be taken. The Minute Keeper shall be determined by the Chairman.

Minutes shall be signed by the President and the Minute Keeper and distributed to all members of the Presidium within 2 weeks after the meeting. Before minutes are distributed, only the Chairman is entitled to give information about decisions of the Presidium.