

# **RULES AND REGULATIONS**

OF



## **Jamaica Rifle Association**

REVISED 2014

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# **RULES OF THE JAMAICA RIFLE ASSOCIATION**

## **Name**

1. The Association shall be called The Jamaica Rifle Association.

## **Objects**

2. The Association is formed to promote and encourage Target Shooting in Jamaica.

## **Membership**

3. All persons interested in Target Shooting shall be eligible for membership.
4. The Association shall consist of Gentlemen, Lady, Service, Student, Life, Overseas and Honorary Members. Only Gentlemen, Lady, Service, and Life Members shall be entitled to vote.

## **Officers**

5. The Officers of the Association shall be a President, a First Vice-President, a Second Vice-President, a Captain, a Secretary, Treasurer, an Assistant Secretary/Treasurer, a Stock-keeper and Group Captains (see rule 9). They shall be proposed, seconded and elected at the First General Meeting in each year.

They shall hold office until the Annual General Meeting in each succeeding year when they shall retire, but shall be eligible for re-election. Provided that no Officer of the Association other than the Secretary or Treasurer who has held office for three consecutive years shall be eligible for re-election to the same office, until one year has elapsed. Any Officer may resign his office by giving one month's notice in writing of his intention to do so to the Secretary.

## **Committee**

6. There shall be a Committee of Management, hereinafter called the Committee, which shall consist of the Officers mentioned in rule 5 hereof, the immediate past president and four other members who shall be elected at the Annual General Meeting in each year in the same manner

as the Officers are elected. They shall hold office until the Annual General Meeting of the ensuing year when they shall retire but shall be eligible for re-election from year to year subject to the Provisor set out in rule 5. Seven members of the Committee shall be a quorum and any casual vacancy on the Committee shall be filled by the Committee.

### **Powers of Committee**

7. The Committee in addition to the powers hereinafter specifically conferred upon them shall have the control of the finances of the Association, power to engage, control and dismiss clerical assistants and servants of the Association and all such administrative and disciplinary powers (including expulsion) as may be necessary for properly carrying out the rules, objects and bye-laws of the Association.

### **Property of Association**

8a. The Real and leasehold property of the Association shall be vested in the Trustees. The appointment of the New Trustees shall be governed by the provisions of the Trustees Laws in force in the island of Jamaica for the time being. The Trustees shall be eligible to hold office under paragraph 5 hereof.

8b. The Personal Property of the Association shall be vested in the Committee for the time being who shall be responsible for the safe-keeping thereof.

### **Establishment of Groups**

9. There shall be established such number of Groups as the Committee shall decide. Each Group shall devote its special attention to a particular branch of shooting. Each group shall be under the management of a captain who shall appoint a Group Secretary to assist him in conducting the affairs of the Group. Any member shall be at liberty to join any Group or all the Groups at his pleasure (without payment) by notifying the Captain of each Group of his decision. The Group Secretary shall be responsible to the Group Captain who shall in turn be responsible to the Captain and the Captain shall be responsible to the Committee for all the sporting activities of the Association. The Group Captain shall be

responsible for notifying members of his Group of fixtures for practices and competitions.

### **Duties of Secretary**

10. The Secretary shall conduct the correspondence of the Association and shall have the custody of all documents belonging to the Association. He shall keep full and accurate minutes of all proceedings and records of all competitions of the Association. He shall also keep the register of members.

### **Duties of Treasurer**

11. The Treasurer shall be responsible for the collection of subscription. He shall keep the Accounts of the Association under the direction of the Committee and shall make up the Annual Statement of Accounts of the Association to the 31<sup>st</sup> October in each year, which shall after audit be circulated amongst the members with the notice of the Annual General Meeting in each year.

### **Duties of Stock Keeper**

12. The Stock Keeper shall subject to the direction of the Committee be responsible for the safe-keeping of the stocks and supplies of the Association and shall keep proper records of the stocks and supplies on hand and the amounts issued to the Group Captains and shall, subject to the direction of the Committee issue stocks and supplies to the Group Captains and shall sell ammunition and stock to members.

### **Auditors**

13. The Committee shall employ such Auditors who shall supervise the keeping of the books and audit the Annual Statement of Accounts.

### **Election of Members**

14. Applications for membership must be in writing signed by the Applicant, stating his name, usual residence, rank, profession or occupation, and be also proposed in writing by a member of the Association. Such Application accompanied by two recent passport size photographs shall be forwarded to the Secretary who shall post same on the Association Notice Board for a period of at least fourteen days. Every

candidate for election shall be balloted for by the Committee and one black ball in five shall exclude.

### **Discipline**

15a. On any charge being laid against any member for an infringement of any rule, regulation or bye-law of the Association or in respect of conduct alleged to be improper or harmful to the Association, the Committee shall appoint a Disciplinary Committee consisting of not more than three persons to hear and determine the charge or charges.

15b. Upon such charge being proved the member shall be liable to expulsion or suspension for any period or to such other punishment as the Disciplinary Committee may deem fit.

15c. No member shall be allowed to resign from the Association who shall have any charge pending against him.

15d. Special Meetings: At least seven days notice of such meeting of the Disciplinary Committee shall be sent to each member of the Disciplinary Committee and to the member whose conduct is in question, containing a brief statement of the charge brought against him and such member shall be at liberty to attend such meeting and/or be represented by a member of the Association to offer any explanation that he may think fit. Notice of the accused member shall be sent by Registered Post to his last address shown in the Register of Members.

15e. The Committee shall take action in any case that may be brought to their notice and it shall be their duty if the presentations warrant it, to make all necessary enquiries into the matter.

15f. Appeal: Any member may appeal from the decision of the Disciplinary Committee to the Committee which shall be convened at his request, for the purpose of hearing and considering such appeal. Notice in writing of intention to appeal shall be given to the Secretary within 14 days of such member having been notified of the decision of the Disciplinary Committee and the Secretary shall within 30 days thereafter convene such Committee Meeting and the finding of the Committee shall



be final and binding. If any member of the Committee sits on the Disciplinary Committee then such member shall not sit on the Committee hearing the appeal.

15g. Evidence: The Disciplinary Committee shall consider written statements, oral evidence, physical evidence, documented information, and using the standard of balance of probabilities evaluate the totality of the evidence presented to arrive at a determination in relation to the matter before it.

### **Classification of Members**

16. The Members of the Association shall be divided into the following classes:-

(a) Gentleman and Lady Members.

(b) Service Members who shall be persons who are regular members of Her Majesty's Jamaican Forces or regular members of the Jamaican Constabulary.

(c) Student Members shall be persons who are at School or pursuing a full time course of higher Education.

(d) Overseas Members who shall be persons residing outside the Island of Jamaica for a period of not less than one year. A member of any other class may only be classified as an Overseas Member on an Application in writing to the Committee and such member shall automatically revert to his previous class of membership on his return to permanent residence in Jamaica.

(e) Life Members shall be persons of either sex who the Committee may elect as such and who have been members of the Association for twenty five years and upwards and whose subscriptions have been paid up to date of such election or who were previously subscription paying Members and are now Honorary Members. On such election a Life Member shall not pay any subscription but shall be entitled to all the rights and privileges of a subscription paying member.

(f) Honorary Members shall be persons of either sex who the Committee may nominate and elect as such and who shall not pay any subscription nor be entitled to be an Officer or member of the Committee or vote as a member of the Association nor shall be entitled to claim any share of the property of the Association on its dissolution.

### **Entrance Fees and Subscriptions**

#### **17. Subscription –**

Gentleman Member.....	\$12,000.00 due 1 <sup>st</sup> November
Lady Member.....	\$6,000.00 due 1 <sup>st</sup> November
Overseas Member.....	US\$100.00 due 1 <sup>st</sup> November
Service Member.....	\$3,000.00 due 1 <sup>st</sup> November
Student Member.....	\$1,800.00 due 1 <sup>st</sup> November

#### **Entrance Fees –**

Gentleman Member.....	\$24,000.00
Lady Member.....	\$12,000.00
Overseas Member.....	US\$200.00
Service Member.....	\$6,000.00
Student Member.....	\$3,600.00

Children of members who are at school and are under 17 years of age may with the consent of the Committee be admitted to membership without payment of an Entrance Fee or Subscription. They shall however, on attaining the age of 17 years or ceasing to be a student, cease to have this facility and may become a full member by the payment of the relevant Annual Subscription. Such conditional members shall not have the right to vote at any of the meetings of the Association.

### **Members in Arrears**

18. Any member in arrears for subscription for a period of three months shall have his name reported to the Committee, posted on the Notice Board and shall be deprived of the privileges and rights of membership until such arrears are Liquidated. If after a further period of thirty days the subscription is still in arrears, the Committee shall if it thinks fit expel such member.

### **Resignation of Members**

19. Any member may resign his membership by giving to the Secretary notice in writing to that effect but shall continue liable for all monies due to the Association.

### **Annual General Meeting**

20. The Annual General Meeting of the Association shall be held each year on the First Friday in the month of February or on such date thereafter as the Committee may appoint, at such time and place as the Committee shall determine, for the following purposes:

(a) To receive from the Committee a report and statement of accounts for the preceding year.

(b) To elect the Officers and Committee.

(c) To decide on any resolution which may be duly submitted to the meeting.

### **Notice of Amendment of Rules**

21. Any member desirous of making a change in or addition to the Rules at any General Meeting shall give notice thereof in writing to the Secretary not less than four weeks before the date of such meeting and the Secretary shall when sending out notices to the Members of the date of the meeting indicate to them that such amendment to the Rules will be proposed.

### **Convening of General Meeting**

22. Fourteen days at least before any General Meeting a notice of such meeting specifying any proposed amendment to the Rules shall be sent to every member.

### **Special General Meeting**

23. The Committee may at any time for any special purpose call a special General Meeting and it shall do so forthwith upon the requisition in writing of any ten members stating the purpose for which the meeting is

required. No other business than that stated in the notice be transacted at this Meeting.

### **Proceedings at General Meetings**

24. At all General Meetings of the Association the President and in his absence a Vice-President (to be taken in order of Seniority of election) or in their absence the Captain shall be the chairman. In the absence of all the above named the members present shall elect a chairman from amongst themselves. Every question shall be decided by a majority of votes. Every Gentleman, Lady, Service and Life Member shall have one vote and in the case of equality of votes, the chairman shall have a second or casting vote. The quorum at a General Meeting shall be fifteen members present in person.

### **Calling Committee Meetings**

25. Meetings of the Committee shall be convened by the Secretary from time to time as may be necessary or at the request in writing of any five members of the Committee, stating in such request the purpose for which the meeting is to be convened. The Secretary shall send notice in writing of the convening of all Committee Meetings to each member of the Committee at least 7 days before the date of that meeting.

25a. Committee Members absent from three consecutive meetings without prior notice, the post to which they have been elected will become vacant and the Managing Committee will have the power to co-opt members to fill this vacant position.

### **Sub-Committees**

26. The Committee may from time to time appoint from among its members such Sub-Committees as it may deem necessary or expedient and may depute or refer to them such of the powers and duties of the Committee as the Committee may determine. Such Sub-Committee shall report to the Committee and shall conduct their business in accordance with the directions of the Committee.

## **Bye-Laws**

27. The Committee shall, from time to time, make, repeal, and amend all such bye-laws and range regulations (not inconsistent with these rules) as they think expedient for the internal management and wellbeing of the Association and for the conduct of competitions. All Bye-laws and Range Regulations made by the Committee under this rule shall be binding upon the members until repealed by the Committee or set aside by a resolution of a General Meeting of the Association.

For the time being the following shall be the bye-laws of the Association:-

1. The Range Officer shall be in full control of all matters on the range when firing takes place and all responsibility shall be his.
2. The Captain of each Group shall be the Range Officer when his Group is using the range or failing this, some responsible member appointed by the Group Captain.
3. All instructions given by the Range Officer at the firing point must be obeyed. Any member guilty of any practice which in the opinion of the Range Officer is dangerous, may at his discretion either be suspended from the meeting and/or reported to the Committee. The Committee shall then take such action as it deems fit.
4. A member not satisfied with a ruling of a Range Officer must within 30 minutes of the ruling complained of, give notice to the Range Officer of his intention to appeal to the Committee and make such appeal with the Secretary within 48 hours. When the appeal is being considered by the Committee both sides shall be given an opportunity of being heard. Any decision of the Committee shall be final.
5. The Range Officer will decide the order in which members shall shoot.
6. Members shooting for competition shall take precedence for target accommodation over members practicing. A member having fired a series of 10 shots in practice at any range must discontinue firing so long as

other members are waiting to shoot, unless otherwise ordered by the Range Officer.

7. On any occasion on which shooting takes place, the Range Officer may in his discretion allow non-members of the Association introduced by members to take part in the practice. Such member introducing shall be responsible for the conduct of the persons introduced by him.

8. No member shall fire in any competition until his entrance fee, if any, for such competition has been paid.

9. No weapon may be used on any of the Association's Ranges if the Range Officer notifies the user that he considers it unsafe.

10. Ammunition shall be sold at a price decided upon by the Committee from time to time.

11. In all firing where these rules are silent; ISSF, the NRA-UK, ICFRA, USPSA and IPSC Rules shall apply.

12. The Jamaica Rifle Association undertakes no responsibility for any accident arising from defective or unsuitable ammunition or firearm, whether or not such ammunition or firearm were supplied by the Association and/or is the property of the Association.

13. No ammunition of a dangerous or unsuitable character may knowingly be used on the Association's Ranges.