These rules were approved by the IBSA Management Committee in Rome, 18th-20th June 2002 and ratified by the IBSA Executive Committee in Quebec, 15th-16th November 2002. They were subsequently amended by the Executive Committee, Paris, 25th-26th February 2005 and submitted to and adopted by the 7th IBSA General Assembly in Beijing, 9th-11th June 2005.

INTERNAL RULES FOR

THE FUNCTIONING

OF THE IBSA TREASURY 2005-2009

A. COLLECTION OF MEMBERSHIP AND CAPITATION FEES

I. The Central Treasurer is responsible for:

A. Collecting the annual Membership Fees from all IBSA Member Countries (Art. 24[a], Internal Regime Regulations, hereinafter IRR.). All payments must be effected by bank transfer and must be clearly identified. In exceptional cases non-transferable cashier's cheques will be accepted. Under NO circumstances will cash payments be accepted.

B. All correspondence, invoices, receipts and mailings associated with the collection of membership fees.

C. Collecting capitation fees and arranging for their re-distribution to the Sports and the Continental Delegations in the measures provided for in the IBSA Statutes. Under NO circumstances will cash payments be accepted.

D. All correspondence, invoices, receipts and mailings associated with the collection of Capitation Fees.

E. Confirming all payments received (Membership Fees, Capitation Fees, IPC contributions and all other incoming monies of whatever nature) by means of official receipts, either by E-mail, or by fax or post when the former means are not available. In particular,

1. The IBSA Secretary General will receive copies of all receipts associated with the Membership Fees.

2. The IBSA Technical Director and the Continental Treasurers (or the Continental Delegates if the Continental Treasurer's position is vacant) will receive copies of receipts associated with Capitation Fees.

3. The IBSA President will receive copies of receipts associated with IPC contributions and all other incoming money

II. Correspondence concerning the collection of Membership Fees should be completed within the first four months of each calendar year (Art. 24[c],

IRR). The Secretary General is expected to furnish the Central Treasurer with an updated Mailing List by 1st January of each calendar year and Continental Delegates, if requested to do so by the Central Treasurer, are expected to cooperate in contacting the Member Nations in their Regions in order to expedite and complete the collection process. Should the above conditions fail to occur, the Central Treasurer may be granted an extension at the discretion of the IBSA Management Committee.

III. Those IBSA member countries that have not paid their Membership Fees for more than two consecutive years will immediately be suspended as IBSA Members (Art. 67[i] and Art. 68[f], IRR).

IV. Those IBSA member countries that do not pay their Membership Fees in the year of World and Continental Championships will not be allowed to take part in any IBSA officially sanctioned sporting events, including Cups, Tournaments, etc., (Art. 67[f] and Art. 68[f], IRR).

B. MEMBERSHIP FEES

During the IBSA General Assembly held in Santo Domingo, 13-15 September 2001, the following 4 classes of fees were approved for the period 2002-2005.

ADDITION
At the IBSA G.A. in Beijing, June 2005, it was resolved to convert all amounts in USD into euro amounts. This provision is also in line with the requirements of the Spanish Government as IBSA is registered in Spain. Therefore, all amounts hereunder, previously spelled out in USD are now expressed in the European currency.

- EURO 100 (Class A)
- EURO 250 (Class B)
- EURO 500 (Class C)
- EURO 750 (Class D)

Each year the membership fees as indicated above will be submitted to the five IBSA Continental Delegates for confirmation and/or recommended amendment. In the latter case, the new fees must first be approved by the Management Committee and subsequently ratified by the Executive Committee at its next meeting.

C. CAPITATION FEES

I. Capitation Fees are set at 25 Euro for each participating athlete as regards Continental Championships, 15 Euro as regards World Championships and 10 Euro as regards Youth Championships. Each IBSA Continent, however, may propose to decrease the capitation fees to a lower amount. This proposal must be submitted for approval to the Management Committee and ratified by the Executive Committee at its next meeting.

ATTENTION: FURTHER AMENDMENT SUBMITTED AND APPROVED BY THE IBSA EXECUTIVE COMMITTEE – BEIJING, NOVEMBER 2005

I. Capitation Fees are set at 25 Euro for each participating athlete as regards Continental Championships, 25 Euro as regards World Championships and 15 Euro as regards Youth Championships. Each IBSA Continent, however, may propose to decrease the capitation fees to a lower amount. This proposal must be submitted for approval to the Management Committee and ratified by the Executive Committee at its next meeting.

II. Capitation fees shall not be waived under any circumstances.

III. The Treasurer and the Secretary shall ensure that the participating National Federations are:

1. IBSA members
2. IBSA members in good standing

IV. After the close of each IBSA competition, the relevant Organising Committee is expected to furnish the Central Treasurer with a short financial report within 21 (twenty-one) days together with the sum due and payable to the IBSA Central Treasurer. All payments must be by bank transfer and must be clearly identified. NO cash payments will be accepted.

V. The Central Treasurer must collect and re-distribute all amounts arising from the IBSA Capitation Fees as follows:

1. World Championships: 75% to the relevant Technical Sub-committee and 25% to the IBSA Central Account;
2. Continental Championships/events: 50% to the relevant Technical Sub-committee and 50% to the Continental Delegation;
3. Youth Championships: fees are entirely earmarked for Youth development programmes and are placed at the disposal of the Youth Sub-Committee.

The Treasurer's Financial Report will show the re-distribution of the Capitation Fees on a sport-by-sport basis. Details will be also provided on a competition-by-competition basis.

D. FINANCIAL REPORT

I. The financial year shall coincide with the calendar year (Art. XVIII, IBSA Statutes) and the Central Treasurer must produce the Financial Report by 1 March of the following year for approval by the Management Committee and subsequent auditing by Independent Certified Public Accountants. The report must be produced in 3 originals: one must be deposited with the Consejo Superior del Deporte as long as IBSA is registered in Spain, one must be held by the President and one must be held by the Central Treasurer, who must keep all the files, receipts and invoices for a period of at least 7 years according to international provisions governing non-profit, public-utility organisations. The Annual Report must be copied and circulated to all IBSA Member Countries by e-mail where possible or by post in those cases where the e-mail service is not available

APPROVED ADDITION
At the IBSA General Assembly in Beijing is was resolved that the IBSA Accounts must be submitted to the Consejo Superior del Deporte before the end of June in order to comply with the regulations in force in Spain. It is understood that IBSA, as long as it is registered in Spain, will have to meet the requirements of the Spanish Government as they are issued, updated and amended from time to time and these requirements will have to be regarded as approved by IBSA without discussion nor objection. The Spanish Federation member of IBSA will have to notify the IBSA Federation about all changes, amendments and updatings in oder to guarantee that IBSA will continue to operate in full agreement with the rules in force in the country where it is registered.

I. The Central Treasurer will submit the IBSA Yearly Budget for the upcoming year to the Management Committee before 30 November (APPROVED PROPOSAL = BEFORE = 1 NOVEMBER). After approval, it must be sent to all Executive Committee Members by e-mail. They will be given 21 (twenty-one) days from receipt to submit their recommendations, requests for amendments and/or final acceptance. At this stage the IBSA budget will be considered as officially approved and operational. The entire process should be finalised by 15 December.

*** RATIONALE = the budget must be approved by the Management Committee that often meets after the date of 1 November .

E. IBSA CONTINENTAL TREASURERS

I. Each of the 5 Continents (Africa, America, Asia, Europe and Oceania) must have a Treasurer within the Continental Delegation. If this position remains vacant, the Continental Delegate must act in lieu of the Treasurer and fulfil all the duties related thereto.

II. Continental Treasurers must send their Annual Reports to the Central Treasurer before 1 February. These Reports form an integral part of the IBSA accounts, therefore they must be consolidated in the IBSA Financial Statements and will be included in full detail as Annexes thereto.

III. Each of the Continental Treasurers must submit a preliminary yearly budget to the Continental Management Committee. After approval he/she must forward it to the Central Treasurer before 1 October (Art. 33[C], IRR).

APROVED ADDITION = By this date also IBSA is to submit its own budgets associated to development projects that will be funded through the amounts allocated theirto in the Accounts and, should it be the case, with an additional subsidy from the IBSA Central Account

IV. As regards the Continental Delegations, bank accounts and deposits in the name of IBSA must be opened and established with the approval of the Continental Management Committees and authorised by the Executive Committee, the Management Committee or the President. Continental bank accounts and deposits must bear the signatures of both the Continental Delegate and the Continental Treasurer who may sign jointly or severally according to the decisions taken by the Continental Management Committee. Each Continental Delegate is held responsible for the Continental Accounts

before the IBSA Executive Committee and the IBSA Management Committee.

F. DEVELOPMENT FUND

All credit interest from the IBSA central account(s) and deposit(s) will be entered in the Development Fund.

It is strongly recommended that Development Projects be included in the yearly preliminary IBSA budget.

APPROVED CHANGE = All Development projects requiring financial support either from the IBSA central account or from the Sports, or both, must be included in the preliminary IBSA budget

G. PAYMENTS RECEIVED

All payments must be effected by bank transfer. Under exceptional cases, non-transferable cashier's cheques will be accepted. They must be sent by registered post with return receipt.

Under no circumstances will cash payments be accepted.

H. REFUNDS AND REIMBURSEMENTS

I. Reimbursements for costs incurred will be effected by the Central Treasurer only by means of bank transfer and upon presentation of the relevant documents submitted in original (invoices, receipts, flight tickets, etc.).

Costs for which reimbursement is to be sought must be communicated to the Central Treasurer in advance in order for him/her to have enough time to summit them in turn to the IBSA President, who must express his approval.

The following expenses are eligible for refund:

1. If necessary, blind IBSA Executive Committee members and Management Committee members are allowed an accompanying guide, acting also as interpreter when required, when attending Executive and Management Committee meetings. Travel costs (economy class only) for guides/interpreters may be reimbursed up to 50% by the Central

Treasurer, who must be notified in advance.

2. Travel costs (economy class only) incurred by Executive and Management Committee members exceeding Euro 1,200 when attending Executive and Management Committee meetings, will qualify for the reimbursement of the sum in excess of Euro 1,200.

3. Ad-interim positions: in case of temporary vacancy, an IBSA Executive Committee member may be asked to fill the vacant position. Travel and accommodation costs will be borne by the Central Treasurer up to one year from the first Executive Committee Meeting. After that time, all costs will be borne either by the national federation supporting the candidate officially nominated to fill the post or by the ad-interim Executive Committee member's national federation that accepts to cover all costs associated thereto. In all cases, the Central Treasury will cover the costs of a maximum of two trips, including air ticket (economy class only) and accommodation.

4. All travel costs incurred by IBSA Executive and Management Committee members must be paid by the appropriate national federation supporting the EC and MC member in the fulfilment of the ordinary tasks and duties associated with the specific position. Routine costs associated with office equipment, PC, printers, stationery, phone, fax and e-mail, etc. must be borne by the appropriate national federation supporting the Executive and Management Committee member.

II. A) 'Ordinary Tasks and Duties' and 'Routine Work': the two terms refer to the normal, daily activity performed by the IBSA Executive and Management Committee member which is needed to satisfy the obligations undertaken upon election and associated with the nature of the position filled and assignment conferred.

B) 'Extraordinary Costs and Duties' are, on the other hand, related to exceptional duties that may arise from time to time and are regarded as additional commitments to the satisfactory performance of the tasks implicit in the position covered, such as:

i) Representation of IBSA members before IPC or other entities. To this end, the IBSA Management Committee, convened in Salt Lake City (March 2002), approved the following motion:

"Persons identified to represent IBSA before external bodies (such as IPC, etc.) with the formal approval of the Executive Committee, Management Committee or Presidency shall receive reimbursement of necessary travel and lodging expenses from Central Treasury Funds upon application to the Treasurer with all appropriate receipts, invoices, etc."

ii) Ad-interim positions: see 'Refunds and Reimbursements', Sub. I.3.

iii) Mailing to all IBSA Member Countries of especially onerous sets of basic documents and miscellaneous items: revised/updated Statutes, information packages associated with handbooks, rulebooks, Annual Reports, IBSA advertising publications, production of videos, printing of updated handbooks, purchase and shipping of material to be provided to organisers of G.A., competitions (flags, logo, etc) and all sporting and medical equipment that may be deemed necessary for the proper running of events.

I. IBSA TECHNICAL DEPARTMENT

I. The Central Treasurer will allocate an amount of Euro 13,000 to the Technical Department of IBSA as a whole (IBSA General Assembly, Casablanca, June 1997, unchanged at the General Assembly in Santo Domingo, September 2001)

Special accountancy sections are available in the IBSA Annual Report and Accounts. The Central Treasurer, in co-operation with the Technical Director and after seeking the advice of all Sports Technical Sub-committee Chairmen, will decide how to spend this money after endorsement by the IBSA President.

II. In principle, and in accordance with the indications provided by the former IBSA Treasurer, the yearly lump sum of Euro 13,000 (formerly USD 15,000: reduction approved by the Executive Committee during the term 2001-2005) that will be split as set out hereunder:

- Euro 6,500 will be placed at the disposal of the Technical Director. This money is earmarked to cover the following costs:

- Euro 3,500: travel costs, in recognition of and as contribution to the extensive travelling associated with this specific position, including attendance at IPC SAEC's.

- Euro 3,000: costs associated with seminars, sports development meetings, organization of and contribution to Technical Committee Meetings; meetings associated with Classification and compilation/amendment of Sports Rulebooks.

ADDITION AGREED BY THE E.C. IN THE TERM 2001-2005 = The amount placed at the disposal of the IBSA T.D. and still unspent by the end of the year shall not be carried forward and accumulated over the years.

DELETED – AGREED BY THE E.C. IN THE TERM 2001-2005

- Euro 2,000 will be placed at the disposal of the Technical Director and his collaborators and will be earmarked to cover part of technical staff costs associated with IBSA Development Projects under the IBSA DEVELOPMENT PROGRAMME.

- Euro 6,500 will be placed at the disposal of the IBSA Sports Technical Subcommittees as compensation for costs associated with phone, fax, e-mail, stamps, etc. Each of the Technical Subcommittees, including the Youth Sub-committee, will receive, therefore, Euro 500 on a yearly basis ADDITION THAT WAS RATIFIED = The amount of Euro 6.500 will increase or decrease according to the number of official Sport Technical Subcommittees

ADDITION FOR CLARIFICATION PURPOSES AGREED BY THE E.C. IN THE TERM 2001-2005 = All monies belonging to each IBSA Sport Subcommittee arising from captation fees, donations, IPC yearly allocations and other sources that are still unspent by the end of the year can be carried forward and accumulated. These sums remain earmarked for the relevant sports and are to be used exclusively for development purposes

III. A) Technical Committee members shall not receive any reimbursements from the IBSA Central Account in connection with their travel costs that are to the charge of the national federations supporting their nominations and their positions. Under exceptional circumstances the Central Treasurer may partially reimburse air tickets through the IBSA Central Account to Technical Committee members, upon receiving advance notice and joint prior endorsement from the Technical Director and IBSA President.

The Technical Director and the Central Treasurer are given the authority to verify and ensure that this support is officially granted throughout the term.

B) The IBSA Sports Technical Department will also receive money arising from the collection of Capitation Fees in the measure already set out above. As this sums stem from sporting events, they must be reinvested in sports.

C) Costs associated with site inspections (travel and accommodation) must be covered by the organisers of the sporting event for which official sanction application is sought.

D) All costs (travel and accommodation) associated with invitations for whatever reasons and of whatever nature must be covered by the host.

IV. At present, 3 (three) IBSA sports with the status of Paralympic single-disability Sports, namely Goalball, Judo and Five-a-side Football, benefit from an additional yearly contribution received from IPC through the IBSA Central Account (Goalball, Judo and Football). This allocation is customarily made available in two instalments: 1st instalment in April/May and 2nd instalment September/October.

ATTN.: THE RULES HEREUNDER WERE APPROVED BY THE MANAGEMENT COMMITTEE IN ROME AND RATIFIED BY THE E.C. IN 2002 – THE PARAGRAPH HEREUNDER WAS SUBMITTED TO THE IBSA G.A. AND APPROVED.

This extra allowance must be used on development projects relating to each of the 3 specific sports. Each Subcommittee Chairman is expected to submit a project to the Technical Director detailing all the relevant budget lines. A copy duly signed by the Technical Director for approval must be forwarded to the President and the Central Treasurer. The latter must also receive copies of all invoices and receipts associated with the fulfilment of the approved project.

V. Receipts and Invoices are required at all times. In all events, copies must be submitted to the Central Treasurer, who must keep a record of all monies spent or cashed for balance sheet, inspection and auditing purposes.

VI. Sports material cannot be sold, but information and details on the manufacturers must be made available at all times by the relevant sports.

VII. Under no circumstances may profit be made on sporting equipment (viz. commissions from manufacturers, etc.)

VIII. All incomes from sources other than those mentioned in this document (donations and contributions from manufacturers of sporting equipment, medical suppliers, pharmaceutical companies, etc.) must be notified to the IBSA President and the IBSA Treasurer through the Technical Director.

J. OTHER PAYMENTS

I. IBSA Secretary General

During the past 8 years the Secretary General has received a symbolic yearly contribution of USD 1,500 in recognition of the expenses incurred to ensure the proper, efficient running of the IBSA Secretariat. This allocation will also be provided during the term 2002-2005. THE PROVISIONS INCLUDED IN THIS PARAGRAPH HAVE BEEN EXTENDED TO THE NEW TERM 2005-2009. THE NEW AMOUNT WILL BE EURO 1,500 INSTEAD OF USD 1,500

II. IBSA Medical Officer

An allocation of Euro 1,000 is envisaged at present BUT LIABLE TO BE INCREASED DURING THE TERM 2005-2009 .

III. IBSA Central Treasurer

The Central Treasurer will be granted the yearly symbolic amount of Euro 1,000 to cover the costs associated with the set-up of the necessary software to handle the IBSA accounts and with copying and mailing the balance sheets, financial rules, forms and communications relating to the General Assembly and other mailings, with the exception of all post, e-mail, fax costs, etc., related to the tasks and duties associated with the position covered.

IV. The IBSA Central Treasurer is authorised to sign payments up to the amount of Euro 2,500 (or the same amount in any other currency) (viz. Power of Attorney up to Euro 2,500 or the same amount in any other currency). Amounts exceeding Euro 2,500 must be endorsed and bear the Signature of the IBSA President (Art. 54, IRR.)

V. All incomes from sources other than those mentioned in this document must be immediately notified to the IBSA President and the IBSA Treasurer.