



Oceania Triathlon Union

CALL TO CONGRESS

In accordance with clause 4 of the Oceania Triathlon Union Constitution, this is formal notification of the 2020 OTU Congress.

All affiliated National Federations (NFs) of the OTU, OTU Council Members, and invited guests take notice that the 2020 OTU Congress will be held on:

Saturday 12th December 2020

at

10.00 am Australian Eastern Standard Time, PNG Time

11.00am Australian Eastern Daylight Saving Time, Vanuatu Time

1.00pm New Zealand Summer Time, Fiji Time

2.00pm Samoa Summer Time

2.00pm Tahiti, Cook Islands, American Samoa Time (Friday 11th December)

Due to the ongoing COVID-19 pandemic and the travel restrictions that are likely to still be in place across the region there will be changes to the format and the Congress will be held in a **virtual format**.

Michelle Cooper

Secretary General

Please complete the confirmation of attendance form provided at the end of this notice. Please ensure you provide each delegates email address. The details on how to connect will be sent to all confirmed attendees 30 days prior to Congress.



Relevant Sections of the OTU Constitution

4 OTU CONGRESS

4.1 An OTU Congress shall be held every four (4) years.

4.2 Notice of the OTU Congress shall be sent to each Member by the OTU Council at least three (3) months prior to the date of the OTU Congress.

4.3 Proposals and topics from Members or the OTU Council for inclusion on the agenda of an OTU Congress meeting shall be sent to the OTU Secretary General at least six (6) weeks prior to the date of the OTU Congress.

4.4 The agenda for the OTU Congress shall be sent to each Member by the Secretary General at least one (1) month prior to the date of the OTU Congress.

4.5 The OTU Congress agenda shall include, the points mentioned in Annex 2 to this Constitution.

4.6 Notice of the appointment of one (1) delegate shall be provided in writing by each Member to the Secretary General at least one (1) week prior to the OTU Congress.

4.7 The OTU Council may approve the attendance of invited observers who may be heard in voice but shall have no right to vote:

- a) one (1) additional representative from each Member, other than the appointed delegate.
- b) up to two (2) representatives of a country not affiliated to the ITU;
- b) Members of ITU committees; and
- c) ITU staff persons or ITU Executive Board members;

4.8 Only the one (1) appointed delegate of each Member shall be entitled to vote at the OTU Congress. Each Member shall be entitled to one (1) vote. In the case of a tied vote, the OTU President shall have the right to exercise a casting vote .

4.9 The quorum for an OTU Congress shall consist of the one (1) appointed delegate of at least one third (1/3) of all OTU Members.

5. OTU COUNCIL

5.1 The OTU Council shall be the ultimate authority for all OTU decisions.

5.2 The OTU Council shall be constituted as follows:

- a) elected position of the OTU President, who shall be Chairman; and
- b) elected position of OTU Vice-President; and
- c) elected Executive Member; and
- d) appointed Secretary General.

5.3 In order to become eligible as a candidate for any elected position on the OTU Council a person must:



a) be a citizen of one (1) of the countries of the Members; and

b) have been physically present in this Member's territory for at least 1,095 days (three (3) years) within the previous five (5) years.

5.4 The OTU Council shall hold office from the closure of one OTU Congress to the closure of the next voting Oceania Congress, every 4 years

5.5 The OTU Council shall be elected as follows:

(a) at least three (3) months prior to the OTU Congress, the Secretary shall distribute a standard nomination form on which nominations may be made for positions of OTU President, OTU Vice President and Executive Member .

(b) nominations for positions shall close six (6) weeks prior to the OTU Congress.

(c) at least one (1) month prior to the OTU Congress, the Secretary shall circulate with the OTU Congress agenda a list of all nominations for positions together with the names of the Members making the nomination.

(e) nominations for positions may be made only by Members, each Member shall nominate only one (1) person for each position.

(f) the OTU Council shall not comprise more than one representative from any one (1) Member.

(g) if there are insufficient nominations to fill all positions at the time nominations close, nominations shall be accepted from the floor of the OTU Congress by Members.

(h) the OTU Council shall inform all Members of the result of the voting by declaring the number in favour and against and the number of Members, if any, who failed to vote. The candidate with the most votes wins.

(i) in case of a tie with more than two (2) candidates, consecutive votes shall be conducted and the candidate with the least amount of votes shall be excluded from the ballot.



Summary of Important dates for 2020:

Important Dates	Specific of Timeline
<p>12th September 2020</p>	<p>Deadline for OTU to send the Call to Congress to all member National Federations, 3 months prior to congress. This includes:</p> <ul style="list-style-type: none"> ● The proposed agenda for Congress ● Nomination forms for all positions to be elected
<p>30 October 2020</p>	<p>Deadline for all member National Federations and Continental Confederations to send resolutions and nominations including nominees personal records and goals as stated in Clause 4.3</p>
<p>12 November 2020</p>	<p>Deadline for OTU to send nomination packages and Congress resolutions to all member National Federations.</p>
<p>12 November 2020</p>	<p>Deadline for OTU to send the final OTU Congress Agenda to all member National Federations.</p>
<p>12 December 2020</p>	<p>Virtual OTU Congress</p>



NATIONAL FEDERATION CONFIRMATION OF ATTENDANCE

Please complete this form and return to admin@OTU.triathlon.org by 30 October 2020:

Name of NF:

Date:

President:

Tel:

Secretary General:

Email:

Mail Address:

1. Will you attend the OTU Congress virtually on 12th December 2020?

Yes No

2. Names of Delegates that will attend? (*You may send up to two (2) delegates.*)

Delegate 1: _____

Email address:

Delegate 2: _____

Email address: