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**PART IV (A) — PROVINCIAL COUNCILS**

**Provincial Councils Notifications**

**UVA PROVINCE PROVINCIAL COUNCIL**

REGULATIONS prepared by the Minister in charge of Sports and Youth Affairs, Tourism, Transport, Cultural Affairs and Textile and Small Industries under the Section 38 of the Charter for Sports No. 07 of 2010 of Uva Province.

SALIYA SUMEDHA DE SILVA,  
Minister in charge of Sports and Youth Affairs, Tourism,  
Transport, Cultural Affairs and Textile and Small Industries,  
Uva Province.

at Badulla,  
22nd May, 2017.

**Regulations**

- 01) These regulations may be cited as “The Uva Provincial Sports Regulations” and they shall come into operation from the date of notification published in the *Gazette*.
- 02) The decision given by the Minister in-charge of Sports, hereinafter referred to “the Minister” on any matter related to Uva Provincial Sports Regulations, hereinafter referred to “regulations” shall be the final.
- 03)
  - I. According to Section 6(1) of the Charter for Sports No. 07 of 2010 of Uva Province, hereinafter referred to “the Charter”, the Minister in-charge shall appoint two members from the Board for the posts of the Secretary and Treasurer of the Board of Trustees for operating the fund account.
  - II. The Secretary to the Ministry in-charge shall appoint as suitables staff on the instructions of the Minister for the proper maintenance of the tasks of the funds.
  - III. The Secretary to the Ministry in-charge shall have the power of ordering a suitable remuneration for that staff from the fund on the instructions of the Minister.
- 04) The account of the fund shall be maintained in a reputed government bank determined by the Board of Trustee of the fund as suitable.



- 05) Two signatures namely, one signature of the president and the other of the treasurer or the secretary of the Board of Trustees shall be needed for all money transactions of the bank account of the fund.
- 06)
  - i. Meetings of the Board of Trustees shall be conducted once a month. The Minister can call for special meetings whenever necessary.
  - ii. The president shall chair all the meetings of the Board of Trustees. In a situation where the president is absent for a meeting, the members in attendance once shall choose one among them to chair such meeting.
  - iii. In the event of any inconsistency in opinion among the members of the Board of Trustees, on any decision, the decision of the majority shall always prevail.
  - iv. On account of any vacancy in the membership of the Board of Trustees, no action or activity of the Board of Trustees shall be considered as non-elective.
  - v. There must be a quorum of three members for any meeting of the Board of Trustees.
07. Presiding the meetings of the Board of Trustees, presenting the proposals and documents received by the Board and implementing the decisions taken by the Board shall be the function of the president.
08. Calling for routine and special meetings of the Board of Trustees, taking down the minutes of the meetings, preparing annual administrative report, preparing the lists of names of the allowance receivers and the donors, keeping and maintaining the books and documents used by the Board of Trustees and presenting the minutes of the meetings shall be the functions of the secretary.
09.
  - I. The treasurer shall maintain cash books relating to the fund account, ledger accounts, payment, documents, annual accounts, revenue accounts, receipt books, wholesale books, assessment documents, cheque books, and books and documents ordered by the Board of Trustees in accordance with the accepted standards. There books and assets shall be kept in his safe custody.
  - II. At every Board of Trustee meeting, providing a statement on account status of the fund and a report explaining the way of transaction implementation, adopted at the last meeting shall be the responsibility of the treasurer.
  - III. The treasurer shall receive the money, cheques and money orders coming into the fund account and issue the receipts and bank them.
  - IV. The treasurer shall keep all the paying vouchers and relevant documents safely under his custody.
  - V. The treasurer shall prepare the final accounts in every year showing the income and expenditure of the fund account in the form of a balance sheet indicating the assets and liabilities and shall present it to the Board of Trustees before the end of 28th February of the following year.
10. The Board of the Trustees shall prepare the annual cost estimate of the services expected to be implemented under the fund during the following year and obtain the approval of the Minister thereto, before of the beginning of the financial year.

11. i. According to the Section 11(1) of the Charter, as a tribute to the honours received in respect of progress made in sports.

- a. For the players going to participate in provincial, national and international games
- b. For the players participated at the above provincial, national and international games.
- c. in a situation where a player is participating to a formal sports event.

When providing any aid on compassionate grounds under (a), (b), (c) above, if it is on poverty or disability, feebleness, weakness the request must be made with the confirmation of the relevant Grama Niladhari of the applicant's residing division ; counter signed by the Divisional Secretary.

- ii. When providing incentive payments to the players residing in Uva province and showing talents in national and international level sports tournaments, the request shall be submitted to the Board of Trustees by the applicant under the Section 11(2) of the Charter.
- iii. When providing any aid to the players residing in Uva province who participate in international level sports tournaments held abroad, the request shall be submitted to the Board of Trustees by the applicant under Section 11(3) of the Charter.
- iv. To provide awards or appropriate allowances as a tribute and incentive payment to the sports officers, coaches, judges and other persons in Uva province who render special service in the field of sports under the Section 11(4) of the Charter, the applicants shall have to make their requests to the Board of Trustees.
- v. When providing aids to the persons in the field of sport who participate in local and foreign sports trainings and conference, the request must be submitted to the Board of Trustees by the applicants in terms of Section 11(5) of the Charter.
- vi. Payments of aids mentioned in the sub sections 1, 2, 3, 4, 5 of Section 11 of the Charter shall be done by time to time according to the amount decided by the Minister in-charge.
- vii. According to the Section 11(3) and Section 11(5) of the Charter any person who obtains any aid from the account of the fund to travel abroad, the person shall have to enter into an agreement stated in Schedule I before he leaves from Sri Lanka.

12. 1. Under Section 30 of the Charter, for registered of a sports society, an application must be submitted to the Provincial Sports Director according to the format indicated in Schedule II will the recommendation of the sports officer appointed to the relevant Divisional Secretary Division.

## II

- a) Four copies of the constitution of the sport society which was confirmed in the general meeting of that sports society.
- b) Four copies of the list of names of the members not less than twenty five, who had participated in the general meeting with their names, addresses, identity card numbers and signatures
- c) Four copies of the minutes of general meeting with the certification of the president and the secretary.
- d) Four copies of the signature list of the appointed office bearers.

Shall have to be submitted along with the application forwarded under Section 1

- III. The sports officer of the relevant Divisional Secretary Division shall participate in the first meeting of the new sports society or in the election of office bearers meeting for extending the registration. An authorized representative of the Provincial Sports Director must participate in a situation where the sports officer is not participating in the meeting.
13. a. Registration of sports societies for senior citizens shall be done throughout the year and only after active implementation of one year period, it is qualified for receiving aids, facilities or other grants under the Charter.
- b. Reorganizing of a registered sports society shall be done from the 1st of October to 31st of December in every year. For this following documents shall be submitted to the Provincial Sports Director by the sports officer of the relevant Divisional Secretariat.
  - I. Four certified copies of the meeting for election of officer bearers conducted for the ensuing year and the minutes of the general meeting.
  - II. Four copies of the audited final accounts report of the previous year
  - III. Four copies of the document consisting the names, addresses, identity card numbers of the elected office bearers for the coming year.
  - IV. Four copies of the documents including the details of the members participated in sports events, trainings, conferences of the said sports society
  - V. Four copies of the list of names of the members including names, addresses and national identity card numbers.
- 14) Fees are charged as follows under the changes done by the Minister by time to time for new registration and reorganization of a sports society and a receipt must be obtained after paying the fee to the Provincial Sports Director.
  - a) Annual fee for new registration of a sports society is two hundred and fifty rupees (Rs. 250/-)
  - b) Annual fee for new registration of a sports club in ten thousand rupees (Rs. 10,000/-)
  - c) Annual fee reorganization of a sports society is hundred rupees (Rs. 100/-)
  - d) Annual fee for new registration of a sport club is five thousand rupees (Rs. 5,000/-)
- II. According to the Section 29 of the Charter, a sports society which the registration was cancelled can submit an appeal regarding that to the Minister in-charge within a period of month.
- III. The recommendation shall be provided to the Minister within a period of month after inquiring those appeals by the Provincial Sports Board.
- 15) i. All the sports societies shall come under the supervision of the Sport Director of Uva Provincial Council and each and every sports society is bounded to provide whatever information regarding the sports society when requested for.
- ii. The Provincial Director of Uva Province or his any other authorized officer shall have the power to inspect any time the records, accounts including any relevant documents of the sports society. He also have the power to take copies of them.

16) According to the Section 32 of the Charter

Annual account of the scholarships for each and every sport or for more amount of sports shall be decided on the agreement of the Minister.

The Sports Director has the power of selecting suitable candidates by an interview on a order of the Minister

The scholarship applicants shall submit the report of the Divisional Secretary on their income status *via* the Grama Niladhari of the residing Division.

The applicant shall submit a medical report on physical fitness taken from a reputed government Medical Officer and a report on income status along with the applicant.

The scholarship applicant shall submit the completed application indicated here in the Schedule III to the Sports Director *via* the Sports Officer of the Division.

17) In this charter, unless the context otherwise requires

I. “the Minister” means the Minister in charge of sports of Uva Provincial Council

II. “the Secretary” means the Secretary in charge of sports of Uva Provincial Council.

III. “The Provincial Sports Director” means the Sports Director of the Department of Sports of Uva Provincial Council.

IV. “Sport or Sports” means all the sports, games, entertainment events, physical trainings, physical development and exercises accepted by the Secretary to the Ministry according to the regulations related to the Sports Charter of Uva Province.

V. “Provincial Council” means Uva Provincial Council

VI. “Board of Trustees” means the Board of Trustees established for account controlling of Uva Provincial Sports Fund.

VII. “Sports Socety” means any society established for practicing any sport and uplifting the sports affairs according to the regulations of the Sport Charter of Uva Province.

18) In the event of an inconsistency between the Sinhala, Tamil and English texts of this Charter, the Sinhala text shall prevails.

### SCHEDULE I

**The Agreement shall be signed when travel abroad on the Aids/allowances provided  
by Uva Provincial Sports Fund**

The agreement signed on this date of .....of..... 20.....  
by in the address of .....to one party and .....(name), the  
Director of Sports of the Department of Sports of Uva Provincial Council to the other party.

As the allowance receiver has agreed to the following orders and conditions regarding the sum of  
..... (in words) .....(in number) donated by the sports fund  
of Uva Provincial Council.

The agreement which has written and signed as follows :

- 1) All the acceptable documents shall be provided confirming the nature of the sport by those who expect to leave abroad.
- 2) The relevant matters shall be confirmed by the recommendation of the principal if the player who expect to leave abroad is a pupil and for others by the recommendation of the relevant institution/sports association/sports society.
- 3) The money donated by the provincial sports fund shall only use for the relevant foreign tour by the allowance receiver, if not, the total amount relevant to the allowance shall pay back to Uva Provincial sports fund within a month from the date of leaving abroad.
- 4) Those who have gone abroad in proper way, shall provide the passport relevant to the tour to the Provincial Sports Director of Uva after returning to the island.

Signed at Badulla on this .....of .....20..... by the said two parties related  
to this document as the witness

Signed in the presence of below mentioned witness .....who works for the Department  
of Sports of Uva Provincial Council (Provincial Sports Director)

Signature

Schedule I

Stamp

Witness

Signature

Name

Address

National Identity Card Number

The said allowance receiver is signed in the presence of below mentioned witness.

Signature of the allowance receiver

Witness

Signature

Name

Address

National Identity Card Number

SCHEDULE II

**Applicaton for Registration of a Sports Society**

Provincial Director of Sports  
Ministry of Sports

PART I

1. Name of the Sports Society
2. Correct address
3. Date of established
4. Membership number
5. Major Sport/Sports
6. Details of the office bearers

- I. Name, address, telephone number, identity card number of the Department of registration of persons of the honourable President
- II. Name, address, telephone number, identity card number of the Department of registration of persons of the honourable Secretary
- III. Name, address, telephone number, identity card number of the Department of registration of persons of the honourable Treasurer

7. List of name of the persons and government officers presented at the first general meeting

Name and position

Signature

8. Following documents are herewith attached.

- I. Four copies of the list of names of the members not less than twenty five who has participated in the general meeting including their names, addresses, identity card numbers and signatures.
- II. Four copies of the minute of general meeting with the certification of the president and the secretary.
- III. Four copies of the signature list of the appointed officer bearers.

We kindly request to register the sports society and provide a number and a certificate, Also we do hereby agree to work according to the provisions/orders of the Provincial Sports Department enact time to time.

.....  
Honourable President

.....  
Honourable Secretary.

Date : .....

PART II

01) Recommendation of Grama Niladhari

Registration of the Sports Society is recommended/not recommended if not recommended, indicate the reason.

Signature of the  
Grama Niladhari

Name

Date of Official  
Stamp

02) Recommendation of the Sports Officer

As the information in part on is true, and this sports society participate in annual sports competitions, the registration is recommended

Reasons for not recommending

Signature of the sports officer

Date and official stamp

03) Recommendation of the Divisional Secretary

Recommended/not recommended

if not recommended, indicate the reason

Signature of the Divisional Secretary

Date of Official stamp



- 04) Recommendation of the district sports officer  
Recommended/not recommended  
if not recommended, indicate the reason

PART III

Registration is approved/rejected  
Signature of the Director of Sports  
Date and Official stamp  
Number of registration.

SCHEDULE III

**Application for obtaining scholarship from the account of Provincial Sports Fund**

1. Full name :
2. Permanent address :  
(The certificate shall be attached including the recommendation of the Grama Niladari of the residing Division with the signature of the Divisional Secretary)
3. Name, address and registration number of the sports society bearing the membership  
  
Name :  
Address  
Registration number
4. Divisional Secretary Division
5. Name of the playing game
6. If, had participated for foreign sports games, indicate the event, country held, date, month and year
7. Participated event
8. Name of the game participated  
(examples - common wealth games, world championships)
9. Received place (please attach a photocopy of the letter received from the relevant conference)
10. Details of the events that you have participated in National Sports Festival (details like year, level of the game, event, and place of achievement)
11. Details of the special services done for the well being of the sports of Uva Provincial Council.

I do hereby declare that all the information furnished by me is true.

Date

Signature

*For office use only*

12. Recommendation of the Sport Officer  
information provided by the player in correct  
Paying at scholarship is recommended/not recommended

Date	Signature
Name	
Division	

13. Recommendation of the District Sports Officer  
Name  
Signature

14. Recommendation of the Provincial Sports Director  
Name  
Signature

06-413