

Statutes And Standing Orders

Date of EGM: 24/08/2026



President: LA, Luka Aras, 287102L

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Secretary General: FF, Federica Fava, 199102L

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Vice-President: MZ, Marcus Zarb, 346690M

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Treasurer: ZM, Zack Mangani, 126903L

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Public Relations Officer: MD, Maya Debono, 098402L

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Article 1

- 1.1. This association shall be known as the Malta University Sport Association and shall be abbreviated to MUSA.
- 1.2. The official address of MUSA shall be: MUSA, Students' House, University of Malta, Msida, Malta, MSD 2080.

Article 2

- 2.1 MUSA is a non-political, independent, non-profit making and voluntary association whose aims are to unite and represent student athletes, whilst also promoting sports and physical well-being in students across the University of Malta as well as all other youths across Malta and internationally.

Annually, MUSA will aim to host events throughout the year which will encourage physical activity in students at the University of Malta in both a formal and informal setting, including but not limited to football tournaments, inter-faculty sports competitions at the University of Malta, and other sports related activities.

The organisation and its events will be financially sustained through student donations, sponsorships, and external funds which are made available for such initiatives

Article 3

- 3.1 The official languages of MUSA shall be Maltese and English.

Article 4

4.1 To be eligible for a post on the Executive Board, a person must be a registered member of MUSA, must be enrolled in and actively following a recognised course of study at a university or higher-education institution, whether on a part-time or full-time basis, and must fall within the applicable age and eligibility requirements established for participation in international university sport.

4.1.2 For the purposes of this Statute, a recognised course of study shall include undergraduate, postgraduate, doctoral, diploma and other university-level programmes recognised by the relevant educational institution or authority.

4.2 The executive board shall have the discretion to award annual membership to any other person, legal or natural, if it deems that they fall within the scope of MUSA and its aims.

4.3 Any annual membership of MUSA shall start on the first day of the scholastic year and expire on the last day of the scholastic year as established by the University of Malta.

4.4 A member who forms part of the outgoing executive board shall automatically become an Honorary Board member of MUSA for a period of three (3) years, irrespective of whether or not he is still a student at the University of Malta.

4.4.2 Such honorary membership may only be rescinded at the Annual General Meeting by means of a 2/3 majority of all those present at the Annual General Meeting or by the resignation of the member himself.

4.5 All registered members shall be allowed to participate in events organised by MUSA throughout the year. This participation shall remain at the discretion of MUSA.

4.6 All registered members of MUSA shall be allowed to participate and vote during the Annual General Meeting.

4.7 Without prejudice to the preceding articles, a member shall cease to be a member of MUSA if **any** of the following conditions are met:

- i. The member tenders his resignation in writing to the executive board of MUSA; or
- ii. Is expelled by means of decision of the disciplinary board, or a 2/3 majority at the Annual General Meeting.
- iii. Fails to register the membership following its expiry as established in accordance with the procedure laid down in this statute.
- iv. Fails to satisfy the requirements of membership as established in this statute.

4.8 Any members who have been expelled shall have the right to appeal from this decision according to the procedure laid down in this statute.

Article 5

5.1 In order to appeal the decision of an expulsion in membership, the appellant shall have fifteen (15) working days to advise, in writing, to a member of the Appeals Board, which Board shall be established by virtue of this statute.

5.2 Following the receipt of such appeal, the Appeals Board shall set a date to convene a hearing. This hearing shall be set at the earliest possible date, which date shall not exceed one (1) month following the receipt of such appeal. The President of MUSA or his delegate and the appealing member shall also be in attendance.

5.2.1 The Appeals Board shall give both parties adequate opportunity to make their case and produce any relevant evidence.

5.3 The decision of the Appeals Board shall be final and definitive.

Article 6

6.1 The principal organs of MUSA shall be the Annual General Meeting, the Executive Board, the Disciplinary Board, and the Appeals Board.

Article 7

7.1 The Annual General Meeting shall be the supreme decision-making organ of MUSA and any decisions taken at the Annual General Meeting shall be brought to the Executive Board. An Annual General Meeting decision can only be overturned by a subsequent General Meeting decision.

7.2 Notwithstanding any other provision in this statute, an Extraordinary General Meeting shall be equal to an Annual General Meeting in all its rights and powers.

7.3 The Annual General Meeting, in ordinary session, shall convene once a year on the dates established by the Executive Board. Nonetheless, the Meeting must be held between the 10th of April and the 30th of April, both dates inclusive.

7.4 In the case of extraordinary circumstances, it is at the discretion of the President of MUSA to postpone the Annual General Meeting. The decision to postpone must be presented to the public at the beginning of the Annual General Meeting.

7.5 Provided that, notwithstanding the date of the Annual General Meeting, the newly established Executive Board shall enter into office from the following 1st July.

7.6 In the case that the Executive Board, or at least one-third (1/3) of all members request an Extraordinary General Meeting, the Executive Board shall be bound to convene this Extraordinary Meeting within thirty (30) days of such decision or request. This Extraordinary Meeting shall be called in accordance with the procedures laid down for an Annual General Meeting except where these impose calendar restrictions.

7.7 The Executive Board may, if deemed necessary, call for an Extraordinary General Meeting, at any point in time, provided that the procedures for calling an Annual General Meeting shall still apply, except where these impose calendar restrictions.

7.8 The Meeting shall be opened by the President of MUSA, or their delegate.

7.9 After the opening of the Meeting, the following officers are to be appointed:

- i. Chairperson
- ii. Secretary
- iii. Teller
- iv. Electoral Commissioner

7.10 The role of the Chairperson of the Meeting shall be to ensure that the agenda is respected and adhered to, to invite persons to address the Meeting, to decide when to put proposals to a vote, to supervise the voting process, to announce the result of the voting process, to bring the meeting to order and to resolve any question concerning the procedure of the Meeting.

7.11 Without prejudice to the preceding article, the Chairperson shall have the power to expel anybody from the Meeting if this is necessary for the Chairperson to fulfil their above-mentioned duties.

7.12 The role of the tellers of the Meeting shall be to verify the number of members present and voting at any time during such meeting, to count the number of votes cast, to compare the results of the counting process, and to inform the Chairman of the result.

7.13 After the appointment of the officers of the Meeting, the agenda as proposed shall be accepted and adopted, although it may, where necessary, be amended by a simple majority of the votes cast.

7.14 The voting procedure for any proposals, motions, amendment or additions to the statute shall be as follows:

- i. The Chairperson shall ask for any argument in favour or against the proposal, motion, amendment, or addition being presented, as well as any amendments thereto; following a list of speakers, they Chairperson shall possess discretion whether or not to call for speakers subsequently;
- ii. If any amendments thereto are proposed, the Chairperson shall ask the members to vote on the amendments. The Chairperson shall ask for voted in favour, against, and abstentions, and will announce the result of the vote;
- iii. The original proposal, motion, amendment or addition and any amendments thereto, which have been accepted, will then be proposed to the members for voting, according to the same process adopted above.
- iv. If there are two or more proposals, amendments, motions, or additions, regarding the same issue, and none of them obtains an absolute majority in the first vote, the Chairperson may ask for a new vote on the two proposals, amendments, motions, or additions that obtained the highest number of votes.

7.15 No member shall be permitted to enter or leave the Meeting whilst any matter is being put to a vote.

7.16 The minutes of the Meeting, which must be read at the beginning of every Meetings, are to include:

- i. National Board members' reports;
- ii. Any other reports submitted to the Meeting;
- iii. All proposals, motions, amendments and additions submitted to the Meeting, together with the results of the voting process;
- iv. Any other documents deemed necessary by the Secretary General.

7.17 The minutes of the Meeting are to be drawn up by the Secretary General, in conjunction with the secretaries appointed during the Meeting itself. The Secretary General cannot be appointed as a secretary for the Meeting.

Article 8

8.1 The Annual General Meetings shall, in particular:

- v. Discuss and decide any questions or matters within the scope of the present statute;
- vi. Review and approve, by means of a simple majority of those present, the Annual Report of the Executive Board members ;
- vii. Review and approve, by means of a simple majority of those present, the accounts presented by the treasurer, and relieve the outgoing Executive Board from their responsibilities;
- viii. Elect the Executive Board members for the following term of office;
- ix. Officially mark the start of a transitional period between the outgoing and incoming Executive Board, throughout which, all executive powers shall remain within the discretion of the outgoing Executive Board;
- x. Officially appoint a lawyer who will advise the Executive Board on any legal issues as may be deemed necessary throughout the term of said Board;
- xi. Officially appoint the disciplinary board as established in this statute;
- xii. Officially appoint the appeals board as established in this statute;

Article 9

9.1 The Executive Board shall inform all members of MUSA that an Annual General Meeting is to be held by not later than 10 running days prior to the established date.

9.2 The agenda of the Annual General Meeting and a call for nominations for the elections to be held during that Meeting are to be attached to such notice.

Article 10

10.1 An Annual General Meeting shall only be competent when it has been summoned in accordance with this statute and at least one-third (1/3) of all MUSA members are present.

10.2 Nonetheless, when the number of members does not reach that required, and that of one-third (1/3) of all members, the Meeting shall be fully competent within half an hour (30 minutes) of the appointed time.

10.3 All registered members of MUSA have the right to attend the Annual General Meeting, as well as to vote at such Meeting.

10.4 Non-MUSA members are able to attend the Meeting, however they will only be able to observe. Additionally, the Executive Board shall have the power and discretion to remove non-MUSA members from the meeting if deemed appropriate.

10.5 The Executive Board shall abstain from any vote that is to be taken during the Meeting in relation to annual reports and accounts. These abstentions shall, however, not be included in the calculation of majorities during the Meeting.

Article 11

11.1 The Executive Board of MUSA shall be made of the following:

- i. The President
- ii. The Vice-President
- iii. The Secretary General
- iv. The Treasurer
- v. One other Executive Member

11.2 Notwithstanding the preceding article, the Executive Board may appoint additional members in order to assist the Executive Board according to their needs for the term. The power to appoint additional members shall be vested in the President and Vice President, jointly.

11.3 Any additionally appointed members shall bear the title dictated to them by the President, and their duties shall be dictated by the President and the Vice President from time to time.

11.4 In the case that there are any appointed members, they shall not make part of the Executive Board, but rather, they shall form part of the MUSA National Board.

11.14A The term for every elected National Board member shall be that of one (1) year, starting on the 1st of July and ending on the 30th of June of the following year.

The term for each appointed member shall be determined by the President upon the appointment thereof. This term must be communicated to the member, in writing, by the President, by not later than five (5) days before the day of appointment.

Notwithstanding the previous article, the term indicated by the President for any such appointment shall, if not yet expired, automatically cease once the term of the National Board ends.

11.5 The role of the President shall be *inter alia*, that of ensuring the smooth running of the day-to-day and extraordinary administration of MUSA. Moreover, the President shall act as a chairperson for all MUSA Executive board meetings. This however shall not prejudice his right to vote. The President shall have the casting vote at Executive board meetings. The President shall also have the duty of overseeing all the activities of MUSA.

11.6 The Vice-President's role shall include *inter alia*, to serve as the President's delegate when necessary. Moreover, the Vice -President shall also be responsible for the internal management of MUSA.

11.7 The Secretary General shall be responsible for the taking of minutes at all Executive board meetings. Moreover, the Secretary General will be responsible for organizing and scheduling such Executive board meetings. Furthermore, the Secretary General will be responsible for the organization of documents and the adhesion to procedures as laid down in this statute.

11.8 The Treasurer shall be responsible for all financial matter relating to the association, and this ranging from affecting payments when necessary, to issuing invoices, book keeping, and recording all financial transactions.

11.9 The one other member on the Executive board shall be responsible for any duties as may arise during the day-to-day running of the organization. The duties assigned to this member shall be put down in writing by the President.

11.6 The National Board may appoint any person to carry out a specific task and will be accountable at the Annual General Meeting for the activities of this person.

Article 12

12.1 The National Board shall be the supreme executive body of MUSA. It shall be tasked with the day to day running and management of MUSA; the promotion and supervision of MUSA's fields of activity; and guaranteeing that all is run in accordance with this statute.

12.2 The National Board shall include an Integrity Officer, who shall be responsible for promoting and safeguarding integrity, fair play, ethical conduct and safe sport within MUSA, in accordance with applicable policies, regulations and guidance of the Authority for Integrity in Maltese Sport (AIMS).

12.3 The President of MUSA or any other person nominated to that effect by the National Board shall have the right to sign agreements on behalf of MUSA, where it has been agreed by the National Board that such agreement should be entered into.

12.4 The President of MUSA and the Vice President of MUSA shall jointly and concurrently be the legal and judicial representatives of MUSA.

12.5 For purposes related to the financial obligations of MUSA, the Treasurer shall be responsible for the accurate execution of such obligations.

12.6 The National Board of MUSA shall hold no less than one (1) internal meeting every month, which shall serve as the Executive board meetings, for which the Secretary General will be responsible for scheduling. The Secretary General is to notify all members of the date, time, and location of Board meetings, at least seventy-two (72) hours before the start of such meetings.

12.7 The Board meetings shall be opened by the President, who shall also act as chair at these meetings.

12.7 The quorum required for such meetings to be carried is that of a simple majority of Executive board members, and that being of three (3) members. No Board meeting shall validly classify as such, if this quorum is not reached.

12.8 All National Board members have the authority to put forward a motion at Board meetings. Nonetheless, it is only members of the Executive board who shall have the right to vote on such motions. In the case of a deadlock, the President shall have the casting vote.

12.9 All motions put forward in a National Board meeting shall require a simple majority to pass.

Article 13

13.1 The Disciplinary Board shall adjudicate cases related to:

- i. Violations of this statute or of the interest of MUSA; or
- ii. Where a member has caused considerable harm to the association or name of MUSA; or
- iii. Where a member has ceased to support the aims and activities of MUSA; or
- iv. Where a member has breached the values that MUSA holds and promotes.

13.2 Cases may be brought before the Disciplinary Board by any member of MUSA.

13.3 In order to bring forward a case, the member must bring the claim to the attention of a member of the Disciplinary board by means of a brief note of written submissions.

13.4 An action may not be brought before the said Board after the lapse of three (3) months from the date of the incident.

13.5 Following the receipt of such written submission, the Disciplinary Board shall set a date to convene a hearing. This hearing shall be set at the earliest possible date, which date shall not exceed one (1) month following the receipt of such submission. The President of MUSA or his delegate and the appealing member shall also be in attendance.

13.6 The Disciplinary Board shall give both parties adequate opportunity to make their case and produce any relevant evidence.

13.7 The decision of the Disciplinary Board shall be subject to appeal before the Appeals Board.

Article 14

14.1 In order to appeal the decision taken by the Disciplinary Board, the appealing member will have fifteen (15) working days from the date of the decision to advise, in writing, a member of the Appeals Board, as established in this statute, of their want to appeal the decision. The appellant member must present the appeal in the form of a brief note of written submissions.

14.2 Following the receipt of such appeal, the Appeals Board shall set a date to convene a meeting. This meeting shall be set as earliest as possible and shall not be set later than one (1) month following the receipt of such appeal. The Disciplinary Board, the appellant member, and any other parties involved in the claim shall also be in attendance.

14.3 The Appeals Board will give both parties adequate opportunity to state their case and produce any relevant evidence.

14.4 The decision of the Appeals Board shall be final and definitive.

Article 15

15.1 The Appeals Board shall be the body responsible for considering and adjudicating any appeal from any decision taken by the Disciplinary Board.

15.2 The Appeals Board shall also consider any appeal regarding the liquidation or dissolution of MUSA, in terms of this statute.

15.2 The Appeals Board shall be composed of three (3) persons who or not a part of the National Board of MUSA of any other Board established in this statute.

15.3 The three (3) members shall be appointed at the Annual General Meeting by a simple majority of the votes cast.

Article 16

16.1 To be eligible for a post on the Executive Board, a person must be nominated and seconded by a member of MUSA, established according to this statute, on a nomination form as provided in Schedule 1 of this statute.

16.2 Each candidate shall have the right to contest for one (1) post on the MUSA Executive Board.

16.3 Nominations of candidates contesting elections for the posts on the Executive Board shall be submitted to the Secretary General of MUSA.

16.4 If the Secretary General intends to contest elections, the Executive Board may appoint any other person to receive such nominations, so long as such person is not contesting the elections.

16.5 Nominations will be received at any time between notification of the Annual General Meeting, and 24 hours prior to the appointed time for this Meeting.

16.6 Elections will be held during the Annual General Meeting and will start with the reading out of all nominations, received in accordance with this statute, by the Chair of the Annual General Meeting.

16.7 In the case that a position is being contested by more than one (1) individual, each candidate will be given 5 minutes for a short presentation to all members at the Meeting, regarding the post that such candidate is contesting. After each presentation, the members will be given the opportunity to question the candidate for ten (10) minutes. Candidates standing for the same post on the Executive Board must leave the room during the presentation and questioning of their opponents.

16.8 Once all the presentations are made, the Annual General Meeting shall proceed to vote on the various posts. The votes must be done by secret ballot on ballot sheets purposely prepared by the Secretary General.

16.9 One ballot sheet including all the contested posts on the board and the names of those members contesting for such positions shall be handed over to each member present and voting at the Annual General Meeting, who shall then vote by indicating the candidate of their preference on the ballot sheet.

16.10A person will be elected to the Executive Board if they obtain a simple majority.

16.11 If a position is contested for by just one-person, a simple vote of confidence can be taken by a show of hands.

Article 17

17.1 If after the election no person obtains a simple majority of the votes cast for a contested post on the Executive Board, another election shall be held, for which only the two candidates who obtained the most votes in the first election shall be eligible.

17.2 In the second election, the person obtaining a simple majority will be elected.

17.3 In the case that a post remains vacant, the Executive Board reserves the right to appoint a person to perform the relevant duties as a deputy of the Executive Board. If no deputy is appointed and the post remains vacant, the other newly elected members of the Executive Board will be jointly responsible for the activities of the vacant post until the next Annual General Meeting, where an election for the post in question shall be held.

Article 18

18.1 If an Executive Board member resigns from their post on the Executive Board, the remaining members on the Board reserve the right to appoint a person to perform the said duties as a deputy Board member. If the post on the Executive Board remains vacant, the other newly elected Board members shall be jointly responsible for the activities of the vacant post, until the next Annual General Meeting, where an election for the post in question shall be held.

Article 19

19.1 When an Annual General Meeting is held, a National Board member may be dismissed from their post by means of a two-thirds (2/3) majority of the votes cast.

19.2 Nonetheless, for a vote to be opened on this matter, one (1) of the following must be proven to the satisfaction of a simple majority of members present at the Meeting:

- i. That Board member does not satisfactorily perform their tasks; or
- ii. That Board member violated this statute, or the interest of MUSA; or
- iii. That Board member acts in any way that is detrimental to the name and image of MUSA; or
- iv. Breached the values that MUSA holds and promotes.

19.3 Until the case is brought up at a National Council Meeting, Extraordinary Meeting, or Disciplinary hearing, the President MUSA shall have the power to revoke the powers and title of that Board Member.

19.4 Notwithstanding this, if the matter arises, the Executive Board of MUSA shall have the right to call for a vote. In the case of such vote, an absolute majority shall be required to change the decision.

Article 20

20.1 The costs of running the activities of MUSA are to be funded by sponsorships, sales and advertisements, fundraising events, public subsidies and donations, whether in cash or in kind, provided however, that such funds are not to be accepted if they are tied to conditions contrary to the aims and principles of MUSA or if they are not in the interests of MUSA.

20.2 The Treasurer of the Board, or any other person nominated to that effect by the Board, has the right to sign any bank related documents on behalf of MUSA.

20.3 All funds raised for the benefit of, or payable to MUSA, shall be managed by the Treasurer.

20.4 The financial year of MUSA shall be of a period of one calendar year, starting from January 1st and ending on December 31st.

20.5 Without prejudice to the preceding article, the accounts presented at the Annual General Meeting, for which the Treasurer shall be responsible, shall include an updated account of all activities up until the 1st of March of that year.

20.6 The accounts of MUSA are to be presented by the Treasurer at the Annual General Meeting and are to be approved by the Meeting by means of a simple majority of those present.

20.6.1 Financial audit or internal financial review and annual financial accounts of the Association should be prepared according to the Voluntary Organisations' Act.

Article 21

21.1 Any proposed amendments or additions to this statute may be made if supported by two-thirds (2/3) of the members present and voting at the Annual General Meeting, with the exception of this article, which requires a four-fifths (4/5) majority of members present and voting at the Meeting in order to be amended.

21.2 Any amendments to this statute shall come into force during the Meeting upon which they are voted upon, unless decided otherwise by the Meeting itself.

Article 22

22.1 MUSA may be dissolved if it has:

- i. Violated this statute or the interests of MUSA, to such an extent that the damage caused is irreversible and irreconcilable; or
- ii. Caused grave harm to the organisation or the name of MUSA; or
- iii. Become directly involved with any political party.

22.2 MUSA may be dissolved by a decision taken by not less than four -fifths (4/5) of all the members of MUSA during an Annual General Meeting.

22.3 In order to appeal the decision taken by the Annual General Meeting, the Executive board shall have twenty (20) working days to present the appeal in the form of a brief note of written submissions to the Appeals board.

22.4 Following such appeal, the Appeal board, as established by this statute, shall set a date to convene a meeting. This meeting shall be set as earliest as possible and shall not be set later than one (1) month following the written submission of the Executive board. The President or the Vice President of MUSA, along with a representative of the voting members, as decided by a simple majority of the members, shall also be in attendance.

22.5 The Appeals board shall give both parties adequate opportunity to make their case and produce any relevant evidence. The decision of the Appeals board shall be final and definitive.

22.6 The Annual General Meeting, upon a decision to dissolve MUSA, shall elect two (2) liquidators.

22.7 Provided that upon dissolution, all assets of MUSA shall be passed on to the to the University Students' Council (KSU).

22.8 If MUSA ceases to exist, it will be wound up in accordance with the Voluntary Organisations Act, Chapter 492 of the Laws of Malta. MUSA's remaining assets must be diverted to another non-profit organisation, which, for the purposes of this statute, shall be the University Students' Council (KSU). No part of MUSA's assets may be received by any promoter, founder, member, administrator, donor, or any other private interest.

Schedules



NOMINATION FORM

Date: / /

I _____, as a fully paid-up member of MUSA, hereby nominate _____ as a candidate for the post of _____ on the MUSA Executive board.

I _____, as a fully paid-up member of MUSA, hereby second the above nomination.

I _____, as a fully paid-up member of MUSA hereby accept the above nomination as a candidate for the post of _____ on the MUSA Executive board.

Signature of Nominator Signature of Seconder Signature of Nominee

Legal Disclaimer: Although MUSA has done its utmost to ensure all the information contained herein is accurate and up -to-date, it cannot accept responsibility for the inaccuracy or incompleteness of the information or any prejudice rising there from to any person, whosoever such person maybe.