

PUNJAB STATE SPORTS COUNCIL
FINANCIAL RULES

(AMMENDED UPTO 19-7-2006)
(PRILIMINARY)

SECTION-1

SHORT TITLES

1.1 These rules shall be called the Punjab State Sports Council Financial Rules.

COMMENCEMENT

1.2 These rules shall come into force w.e.f. the date of approval of these rules.

DEFINITIONS

1.3 In these rules unless the context requires otherwise :-

- (a) 'Council' means the Punjab State Sports Council
- (b) 'Government' means the Government in Sports Department of the Punjab Government.
- (c) 'President', 'Senior Vice-President', 'Vice President', 'Secretary' and the 'Joint Secretary' means President, Senior Vice President, Vice President, Secretary and Joint Secretary of the Council, respectively.
- (d) 'Executive Committee' means Executive Committee of the Punjab State Sports Council.
- (e) 'Sports Bodies' means State Sports Associations, District Sports Associations, Sports clubs etc.

AUTHORITY OF IMPLEMENT THESE RULES:

1.4 Any doubt arising at any time as to the interpretation of rules or their application to a particular case the matter will be referred to the Senior Vice President whose decision shall be final.

SECTION-2

1.5 a) The Council shall have an account in a bank as decided by the Executive Committee.

- (b) The Bank account shall be operated by cheques to be signed by the drawing and disbursing officer of the Council. During his absence the cheque will be signed by the Secretary.
- (c) Cash books and other registers as required for the proper maintenance of accounts shall be maintained.
- (d) The funds of the Council shall be utilised for various purposes detailed in the constitution of the Council or for any other purpose prescribed and approved by the Senior Vice-President.
- (e) The power to sanction the expenditure without the approval of the Council on any one item at a time shall vest in the following to the extent indicated against each :-
- | | | |
|----|-----------------------|--------------|
| 1. | Executive Committee | Full powers |
| 2. | President | 15,00,000-00 |
| 3. | Senior Vice President | 10,00,000-00 |
| 4. | Vice President | 7,50,000-00 |
| 5. | Secretary | 5,00,000-00 |
| 6. | Joint Secretary | 20,000-00 |
- (f) The general annual statement of income and expenditure prepared by the Secretary and duly audited by Chartered Accountant shall be placed before the Council in the first meeting that may be held after the commencement of the next financial year.
- (g) The Accounts of the Council shall be audited by the Chartered Accountant yearly. The appointment and Audit fee of the Chartered Accountant shall be approved by the Executive Committee.

SECTION-3

1.7 FINANCIAL ASSISTANCE TO VARIOUS SPORTS BODIES :

For the purpose of financial assistance to the Sports Bodies, various games have been split into the following categories depending upon the number of team members/number of participants in the State/National/Zonal Championships and the likely expenditure involved for holding/participating in such tournaments.

Sr. No.	Category	Games
1	A	Athletics, Boxing, Cricket, Football, Gymnastics, Wrestling Hockey, Kabaddi, Basketball, Volleyball, Shooting and Badminton
2	B	Handball, Swimming, Throw Ball, Body building, Power Lifting, Cycling, Table Tennis, Lawn Tennis, Kho-Kho, Archery, Judo, Fencing, Cycle Polo, Softball, Weight Lifting, Equestrian, Roller Skating and Shooting Ball.

PURPOSE FOR WHICH FINANCIAL ASSISTANCE MAY BE SANCTIONED :

- (i) Holding annual State Championships i.e. Senior, Junior and Sub-Junior.
- (ii) Participation in International, Asian, Olympic, World or other competitions.
- (iii) Holding of National or International competitions.

EXTENT OF FINANCIAL ASSISTANCE TO THE SPORTS BODIES :

The financial assistance to the Sports Bodies shall be regulated as under :-

(i) **HOLDING OF STATE CHAMPIONSHIPS :**

Category of Game	Amount
A	Rs. 10,000/-
B	Rs. 10,000/-

NOTE :-

- 1. 100% grant will be given to State Sports Associations for conducting State Championships subject to the condition that atleast 2/3 of the affiliated units whether district or clubs participate in the State Championships. However, the Vice-President of the Council will have the power to relax this conditions in exceptional cases.
- 2. Men/Women or Senior/Junior/Sub-Junior or/and any other recognised championships are to be treated separately for purpose of financial assistance provided that if the venue for both/three is the same then for each championship the financial assistance admissible shall be 75% of the actual entitlement.

(ii) **HOLDING OF NATIONAL/INTERNATIONAL COMPETITION**

Category of Games and Amount

	National	International
A	Rs. 40,000/-	Rs. 75,000/-
B	Rs. 40,000/-	Rs. 75,000/-

NOTE :-

- 1. The quantum of financial assistance as mentioned above shall have to be subject to the condition that at least 20 States, participate in the National tournaments. In case less than 20 States participate then the quantum of financial assistance shall be reduced proportionately.

2. Men/Women or Senior/Junior/Sub-Junior championship are to be treated separately for purpose of financial assistance provided that if the venue of both/three is the same for each championship the financial assistance admissible shall be 75% of the actual entitlement.

(iii) **PARTICIPATION IN NATIONAL CHAMPIONSHIP :**

Category of Game

- 'A'
- (i) 100% grant will be given to those teams which secure first four positions in the Nationals.
 - (ii) 75% of the total admissible grant will be given to those teams which reach the quarter finals and fail to win any positions.
 - (iii) 50% of the total grant will be given to those teams which just take part in the Nationals.

NOTE : Out of the above grant an amount equal to 50% of the total grant will be released before the departure of the team for participation in the National and balance, if any, will be released on return of the team after getting the performance of the team verified. Only those championships will be considered for the purpose of grant-in-aid in which a minimum of 10 State teams take part. No grant will be given for participation in Zonal/Federation cup tournament. This expenditure shall include the following items :-

- (a) One way 2nd class railway fare including reservation charges of the team from headquarters of the Sports Bodies to the venue of the National championships.
- (b) One way 2nd class railway fare including reservation charges to the Manager and Coach accompanying the team from the Headquarters of the Sports Bodies to the venue of the National Championships.
- (c) In case of Cycling one way 2nd class rail fare shall be paid each for the transportation of cycles subject to the number of actual players for whom the cycles are required to be carried.
- (d) Where the railway concession is not admissible both ways 2nd class railway fare/bus fare will be paid by the Council to the State Associations for participation in the National Championships.

NOTE :- The entitlement of financial assistance for the officials accompanying the State teams shall be limited to the following extent :-

I) Only for Men Team :

One Manager
One Coach

II) Only for Women Team:

One Manager (Woman)
One Coach Preferably Woman

III) Contingent consisting of Men and Women Teams:

One Manager
One Coach (each for men and women team,
Preferably lady coach for women team).

IV) Contingent of Senior/Junior and Sub-Juniors :

One Manager
One Coach upto 20 players
Two Coaches upto 40 players
Three Coaches upto 60 players

- e) Ceremonial Kit @ Rs. 100/ per player.
- f) Diet money @ Rs. 40/- per head per day.(Enhanced from 1-4-94)
- g) Other Misc. expenditure relevant to the occasion.

The diet money shall be admissible for the traveling days only if the team is provided free boarding by the organizing committee. If no board is provided then the diet money shall be admissible both for the journey days and for the stay period at the place of championships. The claimant Association shall have to attach along with request for the financial assistance original circular letter issued by the Organizing Committee listing the terms and conditions for participation.

V) Participation in the International Tournaments/Meets/Abroad:

100% of the total expenditure i.e. misc. expenditure like entry/ admission fees, pocket allowances, Air Port tax and ceremonial kit that the State Sports Associations may have to pay to the respective National Federation provided the trip is approved by the Punjab State Sports Council/All India Council of Sports/Department of Sports, Govt. of India. No cost to Govt. basis cleared player will be considered on merit a Punjab player who is cleared by the Govt. of India on No cost to Govt. basis will be entitled to financial assistance from the Punjab State Sports Council only if he wins a medal in the said international championship.

1.9 TERMS AND CONDITIONS FOR FINANCIAL ASSISTANCE :

- 1) The financial assistance will be granted subject to the following conditions.
 - a) The grantee shall submit the utilization certificate supported by the income and expenditure statement duly signed by the chartered Accountant to the secretary of the Council within one year of the sanction of the grant.
 - b) The records/ accounts of such Sports Associations shall be open to inspection by an authorized representative of the Council.
 - c) The rules and regulations regarding the items of expenditure as determined by the Council from time to time shall be observed by such Sports Association.
 - d) The amount of grant sanctioned may be advanced in one or more installments.
 - e) A representative of the Council shall be invited by the Sports Associations to attend their Executive Committee meeting and General Body meetings.
 - f) A representative of the Council may attend State Championships or other competitions/ tournaments, for which the grant is sought, as an observer.
 - g) A representative of the Council/ Sports Department shall be associated with the selection of teams participating in the National/International Championships.
 - h) No grant-in-aid is admissible to those State Sports Associations whose office bearers i.e. President/Secretary/General Secretary/Treasurer are holding offices in more than one Association. Grant-in-aid will be released only to the recognized Sports Bodies by the Govt. of India/Indian Olympic Association/Punjab State Sports Council.
- * A lump-sum amount of Rs. 1.50 lacs each will be given to all the recognized State Sports Associations every year for meeting the expenditure on purposed mentioned in Section-3 (1.7 to 1.9). The expenditure over and above the amount of Rs. 1.50 lacs will be met by the respective State Sports Associations out of their own resources.**

SECTION-4

2.1 FINANCIAL ASSISTNACE TO VARIOUS EDUCATIONAL INSTITUTIONS

Financial assistance to the Educational Institutions may be given for the following purposes and to the extent indicated against each:-

- i) Purchase of Sports equipment - 10,000/-
- ii) Construction/maintenance of play grounds - 5,000/-
- iii) Installation of tubewell for watering the playgrounds - 50,000/-

2.2 FINANCIAL ASSISTANCE TO VARIOUS SPORTS CLUBS :

Established Sports clubs having suitable play facilities like playgrounds and suitable building for Indoor Games may be extended financial assistance for purchase of Sports equipment or for maintenance of playfields or building meant for Indoor Games for holding Sports functions to the extent of Rs.25,000/-

2.3 INCENTIVES TO OUTSTANDING PLAYERS :

Incentives to Sports veterans and outstanding players may be given if the sanctioning authority is satisfied about the suitability of the veteran/player for such incentive in the shape of financial help. This will be subject to a maximum of Rs. 15,000/- per year.

2.4 FINANCIAL HELP TO WIDOWS/ CHILDREN OF THE DECEASED OUTSTANDING SPORTS MEN:

Financial help to the extent of Rs. 25,000/- maximum may be given to widows/ children of the deceased outstanding players in recognition of their services to the country and for the settlement of their dependants.

2.5 FINANCIAL HELP TO THE COACHES OF THE SPORTS DEPARTMENT WHO ATTEND TRAINING COURSES/SEMINARS ABROAD AND IN INDIA:

Actual air fare to and from the place of training abroad and other expenses shall be paid to the coaches of the Sports Department who are assigned the training courses abroad and their names are sponsored by the Directorate of Sports.

However, if a coach has been sponsored for training/seminar abroad by the Sports Associations/organization then he shall be reimbursed to the extent of 25% of the total expenses upon air fare and board and lodging.

II) In case of attendance in a Seminar/training within India the Coach shall be entitled to reimbursement of total expenses if his name is sponsored by the Directorate of Sports/Government.

However, if a coach has been sponsored by Sports Associations/organizations for seminar/Training within India he shall be entitled to the reimbursement of 50% of actual expenditure incurred by him. In both the above cases the claimant shall have to substantiate his claim by certificates and other relevant documents from the sponsoring/receiving authority.

SECTION-5

CONTINGENT EXPENDITURE

2.6 Contingent expenditure on the following items may be sanctioned by the respective sanctioning authorities as on required basis .

- I) Purchase of Sports equipment.
- II) Holding of tournaments/coaching camps.
- III) Purchase of office furniture and stationery, New papers, books etc.
- IV) Payment of contingency paid staff.
- V) Installation and maintenance of telephone.
- VI) Purchase and maintenance of staff cars/ office bicycles.
- VII) Purchase and maintenance of office machinery and equipment.
- VIII) Loan and advances e.g. for purchase of plot, construction of house, purchase of cycle/scooter/car etc.
- IX) Refreshment to the visitors on official business.
- X) Boarding, Lodging and transport to the press representatives and sports delegates from other states including foreigners.
- XI) Stationery and postage.
- XII) Rent, rates and taxes.
- XIII) Printing, publication, advertisement and publicity.
- XIV) Other unforeseen expenditure
- XV) In emergent circumstances the Council may sanction loans and advances to the Sports Department for holding tournaments and coaching camps.
- XVI) Under special circumstances the Council may consider to provide financial help to the Punjab Rifle-Shooting Association for the purchase of cartridges for training the State shooters for participation in the National/International competitions. The quantum of financial assistance shall be decided by the Senior Vice-President of the Council.