



Bylaws  
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**Swedish Cheerleading Federation**



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# Chapter 1. Swedish Cheerleading Federation statutes

The Swedish Cheerleading Federation was formed in 1995 and was accepted into the Swedish Sports Confederation (RF) by decision of the RF meeting on 26 May 2019.

The association is based in Gothenburg city/municipality and has organization number 802404–5869

## §1 The Swedish Cheerleading Federation's purpose and mission statement

The Swedish Cheerleading Federation, in its statutes called the federation, aims to promote, and administer the sport of cheerleading in Sweden in such a way that it is in accordance with the Swedish sports movement's business idea, vision and values according to the Swedish Sports Confederation's (RF) statutes, and to represent cheerleading internationally.

The federation wants to work to ensure that as many people as possible are given the opportunity to participate actively in the sport of cheerleading.

The federation is a politically and religiously independent non-profit organization, which will actively work against doping, match-fixing (illicit betting and manipulation of sports activities), unhealthy finances and other cheating as well as against all forms of discrimination, bullying, harassment, and violence both inside and outside the sports arena.

## §2 Composition of the Swedish Cheerleading Federation

The federation consists of the non-profit associations which according to Ch. § 1 received membership in the union.

## §3 Affiliations of the Swedish Cheerleading Federation

The federation is a member of RF and the European Cheerleading Union (ECU), as well as the International Cheer Union (ICU).

The federation and its various bodies, as well as elected representatives, leaders, and functionaries, shall in applicable parts comply with the said organizations' statutes, regulations, and other provisions as well as decisions made, which form an integral part of the federation's regulations.

In addition, the federation could be a member of additional organizations as long as it does not conflict with the Swedish Sports Confederation's (RF's), ECU's or ICU's statutes.

## §4 Decision-making body

The federation's decision-making bodies are the annual meeting, extra annual meeting, and the federation's board as well as committees elected by the annual meeting.

## §5 Composition of board etc.

The federation and its associations shall actively work to ensure that the federation's board, nomination committee, committees and other bodies have a multifaceted composition with the required knowledge in the various areas of activity within cheerleading.

## **§6 Authority to sign**

The board has the authority to sign for the federation.

The board has the right to delegate the right to sign to two board members jointly or to one or more specially appointed persons.

Anyone who has been authorized by delegation to represent the federation must continuously report the measures taken to the board.

## **§7 Fiscal year, financial year and working year**

The federation's fiscal and financial year covers the period 1 January to 31 December.

The board's working year comprises the time between two consecutive annual meetings.

## **§8 Amendment of statutes**

Proposals to amend these statutes may, in addition to the federal board, be submitted in writing by a member association no later than two months before the annual meeting. To amend these statutes, a resolution to this effect is required by the annual meeting by at least 2/3 according to the voting register.

## **§9 Arbitration clause**

If there is any doubt about the interpretation of these statutes, or if there are cases not provided for in the statutes, the matter is referred to the next annual meeting or decided in urgent cases by the federation's board.

Actions in disputes where the parties, at the time when the dispute arise, are an individual member of an association, official, association, Idrotts-AB, RF-SISU DISTRICT, SF or RF may not be brought before a general court. Such disputes shall, except in cases where a special order is prescribed in the RF's statutes, these statutes or competition rules, be decided in accordance with regulations established by RF for the Sports Arbitration Board.

## **§10 Dissolution of the federation**

For dissolution of the federation, a decision to this effect is required by at least 2/3 of the number of votes cast at two consecutive annual meetings, held at least six months apart.

Decisions on the dissolution of the federation shall state that the federation's assets shall be used for a specific sports promotion purpose, and that the dissolved federation's documents, etc. to be archived, e.g., in popular movement archives or equivalent.

The decision, together with copies of the federation's board's and the federation's assembly's minutes in the matter and the auditor's report together with the balance sheet and income statement, must be sent to RF as soon as possible.

## Chapter 2. Membership in the Swedish Cheerleading Federation

### §1 Membership in the Swedish Cheerleading Federation

A non-profit association, which consists of only natural persons, may, upon written application, be admitted as a member of the federation if the following conditions are met.

- The application for membership is prepared in accordance with RF's instructions, which also means information on the association's organization number, and is accompanied by the association's statutes, which must be drawn up on the basis of RF's charter template for sports associations. If an applicant association conducts sports activities only as part of other main activities, and therefore does not have statutes that are linked to RF's charter template, it is sufficient that the association undertakes in writing to apply in its sports activities to the rules adopted in the sports movement and on which RF's statutes are based.
- The association conducts cheerleading activities.
- The association has undertaken to follow the RF's and the federation's statutes, competition rules and decisions made by a superior sports body in its sports activities.
- The name of the association is not inappropriate or can be confused with an association already affiliated with RF.
- The association has paid the fees that the annual meeting may have duly decided.
- If the association's application is rejected, the association may appeal the decision to the National Sports Board (RIN) in accordance with RF's statutes.
- Membership in the federation means that the association also becomes a member of the RF-SISU District within whose boundaries the association is domiciled.

### §2 Withdrawal from SCF

An association that wishes to withdraw from the federation must notify the federation's board in writing. If the association has not paid the prescribed fees, the federation's board decides whether they are to be paid or not.

If an association has not paid the annual fee for 2 consecutive years, the federation's board may decide on the termination of membership. Membership is terminated by the association being removed from the federation's list of members. The association must be notified that the membership has ended.

An association may also be excluded if it does not meet the requirements according to Chapter 2 § 1 or if it has failed to comply with decisions that have been duly made by the federation, RF or RF-SISU DISTRICT or otherwise has significantly opposed the federation's interests.

The question of exclusion may not be decided until the association has had the opportunity to comment within a certain time specified by the federation. In case of exclusion, the reasons on which the exclusion is based must be reported and it must be stated how the decision can be appealed.

The federation's decision on exclusion may be appealed to RIN in accordance with RF's statutes.

Termination of membership in the federation also means that the association's membership in RF-SISU District is terminated.

### §3 Obligations

The association shall

- comply with RF's statutes as well as the federation's statutes, competition rules, other regulations and decisions made by a superior sports body,
- actively work against doping, match-fixing (illicit betting and manipulation of sports activities), unhealthy finances and other cheating as well as against bullying, harassment, and violence both inside and outside of the sports arena,
- annually pay the membership fee and the annual fee no later than January 31
- keep a list of members, keep accounts, and prepare an annual report with income statement and balance sheet, keep minutes at annual meetings, other association meetings and board meetings,
- hold an annual meeting and decide on discharge from liability for the board's administration,
- every calendar year as soon as possible after the regular annual meeting or, where applicable, an extra annual meeting of the association, register the names and contact details of the association's board members and signatories,
- at the request of the federation, RF, or RF-SISU District make the association's documents available, and provide information requested by these bodies.
- at the request of RIN, DoN, the Sports Ombudsman or Antidoping Sverige AB provide information and issue opinions, and
- in accordance with the Act (2013: 852) on register control of persons who are to work with children, request that the person who is employed or receives assignments within the association, if the work or tasks that the person is offered or assigned involves direct and regular contact with children, show extracts in accordance with the Act (1998: 620) on debit registers.

### 4 § Membership in an association

Only a natural person can be admitted as a member of an association after application.

An application for membership may only be rejected if it can be assumed on objective grounds that the person in question will oppose the association's purposes or otherwise harm the association's interests.

A member has the right to resign from the association after registration.

If a member has not paid the membership fee for two consecutive years, the association may decide on the termination of the membership. Membership is terminated by the member being removed from the membership list. The person must be notified that the membership has been terminated.

A member may be excluded if the member has neglected to pay fees decided by the association, opposed the association's activities or purposes, violated the values of the sport, the association's statutes or otherwise damaged the association's interests.

Exclusion applies until further notice. Decisions on exclusion may, however, be limited to a certain period of time. Such a time-limited exclusion may not exceed six months from the date of the decision.

If there are not sufficient reasons for exclusion, the association may instead warn the member.

Decisions on exclusion or warnings may not be made without the member being given the opportunity to comment on the circumstances that caused the membership to be questioned. This must happen within a certain time specified by the association's board, at least 14 days.

The decision must state the reasons and state what the member must do to appeal the decision. The decision must be sent to the member within three days from the date of the decision.

Decisions to refuse membership, termination of the membership or warning may be appealed in accordance with RF's statutes.

## **5 § Member participation in sports activities**

An association member has the right to participate in the association's sports activities in the forms that are accepted in sports and on the same terms that apply to other members. The association has the right to set special conditions for the performance of certain assignments.

When participating in a competition or show, a member represents their association.

The association determines the conditions for member participation in competition or show. For participation in competition or demonstration outside Sweden, the federation's approval is required.

If the organizer of the competition or show is not affiliated with the federation, the association member may participate only if the federation has approved the participation in the competition or show.

# **Chapter 3. Federation meeting**

## **1 § Time and invitation**

The federation's meeting, which is the federation's highest decision-making body, is held annually before the end of March at a time and place determined by the federation's board.

The board shall, no later than three months before the meeting, state the annual meeting on the federation's website and by written notice to those entitled to vote, stating the time and place.

Thereafter, the board shall, no later than three weeks before the meeting, publish on the federation's website proposals for the meeting's agenda, documentation for the voting register, the board's annual report, annual report/annual accounts, the auditors' reports, business plan with financial plan and the board's other proposals (bills) and motions received ahead of the annual meeting, with the board's opinion.

## **2 § Proposals for matters to be considered by the federation's meeting**



The federation's board and member associations, as well as a members entitled to vote in such associations, may submit proposals to be considered by the federation's annual meeting. Proposals from associations or voting association's member (motion) must be received by the board no later than two months before the annual meeting.

The association concerned shall be given the opportunity to comment on the motion from an association member.

The federation's board shall submit a written statement on the motions ahead of the annual meeting.

### **3 § Composition and quorum**

The annual meeting consists of representatives of the member associations.

Representatives may only represent one association, and must be a member of it, and may not be a member of the federation's board or employed by the federation.

The federation's meeting is decided by the voting representatives present at the meeting.

### **4 § Right to vote**

At the federation's meeting, each association eligible to vote has one vote.

For the association's voting rights, the association must have paid the annual fee decided by the federation meeting no later than January 31 each year.

### **5 § Right of opinion and proposal**

In addition to the representatives, the head of the association, the association's operations manager and members who have presented a motion have a right to express an opinion and make proposals at the annual federation meeting.

The Chairman of the Nomination Committee and other members have the right to comment on the matters prepared by the Nomination Committee.

The auditors have the right to express an opinion on matters they have prepared.

With the consent of the federation meeting, other persons could also have a right of opinion.

### **6 § Matters at the federation's meeting**

The annual meeting is opened by the federation's chairman or in the event of an impediment to them by the vice chairman.

At the annual meeting, the following matters shall be dealt with and recorded:

1. Roll call and review of power of attorneys as well as agree on the voting register for the meeting.
2. Election of chairman of the meeting.
3. Election of secretary.
4. Election of two adjusters to adjust the minutes of the meeting together with the chairman of the meeting.
5. Selection of tellers.
6. Question whether notice of the meeting has been given in the order in ch.3 § 1 prescribes.

7. Establish the agenda for the meeting.
8. The federation board's annual report with annual report [annual accounts].
9. Auditors' stories.
10. Question about the board's discharge from liability.
11. The board's proposals and motions received.
12. The board's business plan with a financial plan for the coming financial year.
13. Determination of membership fee for the next financial year.
14. Election of the federation's chairman, also the chairman of the board for a period of two years.
15. Election of other board members for a period of two years.
16. Election of chairman of the Legal Board for a period of two years.
17. Election of other members of the Legal Board for a period of two years.
18. Decision to appoint, in one year, a certified accountant with a personal replacement or an auditing firm, with the task of auditing the accounts and administration.
19. Election of a business auditor with a personal replacement for a period of one year.
20. Election of chairman of the nomination committee for a period of two years.
21. Election of other members of the Nomination Committee for a period of two years.
22. Election of election coordination group two to four participants
23. Resolution on the election of proxies and deputies to the RF AGM and SISU AGM.

Decisions in matters of greater financial, or other significant, importance to the federation may not be made unless it is included in the notice of the meeting.

## **7 § Eligibility**

Any adult person who is a member of an association affiliated to the federation or RF is eligible. At least half of the board members must be members of an association affiliated to the federation and be resident in the European Economic Area (EEA).

Bodies elected by the annual meeting shall, with the exception of the chairman, consist of an equal number of women and men.

A member of the board is not eligible for election as an auditor or deputy auditor, or as a member of the Nomination Committee.

Employees of the union may not be elected a member of the board or the nomination committee. Employees within RF's organizations may not be auditors or deputy auditors.

## **8 § Extra annual meeting**

The board may call for an extra annual meeting.

The board of the federation is obliged to call an extra annual meeting when an auditor or at least one tenth of the federation's voting member associations so request. Such a request must be made in writing and contain the reasons for the request.

When the board has received a request for an extra annual meeting, it shall within 14 days convene such a meeting to be held within two months of the convening. Notice with proposals for agendas and other meeting documents for the extra annual meeting shall be sent to voting associations no later than seven days before the meeting, or within the same time be kept available on the federation's website.

If the board fails to issue a prescribed invitation, those who made the petition may issue an invitation in accordance with the preceding paragraph.

At extra annual meetings, only matters included in the agenda may be decided.

## **9 § Decisions and vote**

Decisions are made with acclamation or, if requested, with voting.

With the exception of those cases mentioned in Ch. 1 § 8 and § 10, which require a qualified majority, all issues are decided by a simple majority. Simple majority is either absolute or relative.

Elections are decided by a relative majority. A relative majority means that the person(s) who received the highest number of votes is elected regardless of how these votes relate to the number of votes cast.

Decisions on issues other than elections require an absolute majority, which means more than half of the number of votes cast.

Voting is open. However, if a representative with the right to vote so requests, the voting shall be closed.

In the event of a non-election vote, and the number of votes are the same, the proposal supported by the chairman of the meeting shall apply, if the chairman is entitled to vote. If the chairman is not entitled to vote, the lottery decides. In the event of an equal number of votes, the lottery shall decide.

## **10 § Come into force**

Decisions made by the annual meeting come into force from the end of the meeting unless otherwise decided.

# **Chapter 4. The nomination committee**

## **1 § Composition etc.**

The Nomination Committee consists of a chairman and two to four other members elected by the annual meeting. The number of other members shall be equally distributed between the sexes.

The Nomination Committee shall appoint a deputy chairman and a secretary.

The Nomination Committee shall meet when the Chairman or at least half the number of members so decides.

## **2 § Obligations**

The Nomination Committee is the body of the annual meeting with the sole task of preparing and submitting proposals for decision in elections and any fee issues for the board, auditors, and committees.

The members of the Nomination Committee shall safeguard the interests of all member associations and may not unauthorisedly disclose what has occurred in the Nomination Committee's work. Before being accepted for the assignment, a member of the Nomination Committee must carefully consider whether there is a conflict of interest or other circumstances that make it inappropriate to participate in the Nomination Committee.

The Nomination Committee shall work continuously, from the annual meeting up to, and including the next annual meeting, and shall continuously follow the work of the board, committees, and auditors.

The Nomination Committee's assignment includes that

- no later than six months before the annual meeting, ask those whose term of office expires if they wish to run for the next term of office,
- no later than four months before the annual meeting, notify eligible organizations who are in line to resign and the names of those who have declined re-election and request proposals for candidates, and
- no later than three weeks before the annual meeting, in connection with the convening notice, notify voting associations entitled to vote in writing regarding each election prepared in accordance with Ch. 3 § 6 and announce the names of the other candidates proposed to the Nomination Committee.

In connection with the issuance of a notice of the annual meeting, the nomination committee shall also submit a reasoned opinion on its proposal for the board on the federation's website. The opinion shall also contain an account of how the Nomination Committee's work has been conducted.

The Nomination Committee's decision shall be recorded in the minutes and after the annual meeting, the minutes shall be submitted to the federal board for archiving.

### **3 § Proposal and nomination**

Member associations have the right to, no later than two months before the annual meeting, submit proposals to the nomination committee for persons for the elections in accordance with Ch. 3 § 6.

The nomination of candidates at the annual meeting begins with the nomination committee announcing its proposal for nomination for each election, and that the delegate thereafter has the right to nominate. Delegates only have the right to nominate persons who are among the other candidates who have been proposed to the Nomination Committee.

### **4 § Election coordination group**

The task of the Election Coordination Group is to prepare the election of the Nomination Committee. Where it is applicable, they shall follow the times and activities specified for the Nomination Committee's work in their preparation. Before the candidate nomination begins for the election of the election coordination group according to Ch. 3 § 6 § 22, the election coordination group shall present the proposal to members and report the other names that have been proposed.

The Election Coordination Group announces its proposal for nomination and thereafter the delegate has the right to nominate. Representatives only have the right to nominate persons

who are among the other candidates who have been proposed to the Election Coordination Group for the Nomination Committee.

The election coordination group is elected at an ordinary federation meeting and must consist of at least two people.

## **Chapter 5. Auditors and auditing**

### **1 § Auditing**

The federation's accounts and administration must be audited annually by a designated authorized public accountant or a designated auditing company.

The auditor in charge has the right to continuously read the federation's accounts, federation meeting and board minutes and other documents.

The auditor in charge shall, no later than January 31 each year, after submitting an audit, submit his or her audit report to the board.

### **2 § The association's operational auditor**

The federation's operational auditor shall annually review whether the federation's activities are conducted in an appropriate and financially satisfactory manner and whether the federation's internal control is sufficient.

The auditor shall, after the audit has been completed, no later than January 31 each year, submit an audit report to the board.

In addition to the above assignments, the auditor and their personal deputy must prepare the election of the nomination committee

## **Chapter 6. Legal board**

### **1 § Composition and obligations of the Legal Board, etc.**

The Legal Committee, which consists of a chairman and two to four other members, examines criminal cases in accordance with RF's statutes and the Sports Regulations on unauthorized betting and manipulation of sports activities.

The Legal Board is the federation's penal body and examines all cases in the first instance.

The decision of the Legal Board may be appealed to RIN.

The Legal Board has the right to impose a fine of no more than SEK 50,000 on an individual.

## **Chapter 7. The federation's board**

### **1 § Composition**

The federation's board consists of a chairman and six to eight other members elected by the annual meeting. The number of other members shall be equally distributed between the sexes.

The board shall appoint a deputy chairman and appoint a secretary.

The board may appoint an adjunct member. Such a member has the right to speak and make proposals, but not the right to vote. The co-opted member may be appointed to a position within the board.

An honorary member appointed by the annual meeting, according to RF's statutes, can be co-opted to the board, and then has the right to express an opinion and make a proposal, but not the right to vote.

## 2 § Duties of the board

The board is the federation's decision-making body when the annual meeting is not convened.

It is the responsibility of the board to:

- conduct activities in accordance with the business idea, vision and values decided by the RF AGM and in accordance with these statutes and the decisions of the annual meeting,
- promote the development and spread of cheerleading sport in Sweden, and to represent this sport in Sweden and abroad
- ensure that the federation complies with the statutes and rules of RF, the federation and the international associations and decisions
- actively work against doping, match-fixing, unhealthy finances, and other cheating as well as against all forms of discrimination, bullying, harassment, and violence both inside and outside the sports arena
- ensure that there is satisfactory control of the federation's compliance with laws and other rules applicable to its activities.
- ensure that the federation's information is accurate, relevant, and reliable and characterized by transparency
- appoint, evaluate and, if necessary, dismiss the operations manager and decide on instructions for the operations manager
- set up bodies necessary for the activities and, if necessary, draw up instructions for those bodies and review their activities
- be responsible for and manage the association's assets
- keep records and take care of the union's accounts.
- administer the federation's competitions in accordance with current competition rules, grant permission for national and international competitions and decide on guidelines for participation in competition or demonstration abroad
- prepare the annual meeting,
- annually, no later than six months after the end of the financial year, submit to RF an annual report with annual accounts and audit reports as well as minutes of annual meetings,
- establish a basis for the voting list for the federation's meetings to be valid for the period 1 January - 31 December
- decide on the distribution of the federation's awards
- try, and report to RF on an ongoing basis, association membership in the union,

- monitor and support the activities of the member associations and monitor that they comply with the federation's statutes and rules
- try matters in accordance with RF's statutes and comply with the federation's obligations in accordance with the Sports Anti-Doping Regulations and the Sports Regulations on unauthorized betting and manipulation of sports activities
- at the request of RS, RIN, DoN, Idrottsombudsmannen or Antidoping Sverige AB provide information and give opinions,
- notify Antidoping Sverige AB as soon as possible if it has been notified by the International Special Sports Federation (ISF) or in any other way of a suspected violation of the doping rules and cooperate with relevant bodies in investigating such suspicion.

### **3 § Invitations, quorum, and voting**

The board shall meet at the invitation of the chairman. The chairman is obliged to convene a meeting when at least two members have requested it. If the chairman fails to issue an invitation, those who made the petition may invite to a meeting.

The board is quorate when all members have been summoned, and when at least half the number of members is present. All decisions require that at least half of all members of the board agree on the decision. In the event of an equal number of votes, the chairman has the casting vote. Voting may not be by proxy.

The chairman may decide that the matter shall be decided by written vote (decision per capsulam) or at a telephone meeting or digital meeting.

### **4 § Transfer of decision-making power**

The board may transfer certain decision-making rights to a committee or other body, employee, or another person.

Anyone who has made a decision on the basis of an authorization in accordance with the preceding paragraph shall regularly notify the board of this.

### **5 § Committees, commissions, and other subsidiary bodies**

The board may establish special committees, commissions, and other subsidiary bodies for certain activities.

The board shall, in special instructions or in another appropriate manner, determine the powers and obligations of the underlying bodies.

## **Chapter 8. Regional activities - district**

### **1 § District division**

Geographical districts can be established for the federation's regional activities, which include the associations that are members of the Swedish Cheerleading Federation and that have their domicile within the district's area.



The federation may, if the need arises within the geographical districts, establish special sports district associations (SDF) in accordance with Ch. 11 § 6 RF's statutes.

## **Chapter 9. Competitions etc.**

### **1 § Competition rules**

The federation's competition activities shall be carried out in accordance with competition regulations and competition rules established by the board decisions made.

### **2 § The right to participate in competitions**

Only athletes who are members of an association affiliated to the federation have the right to participate in the federation's competitions.

If the organizer of the competition or show is not affiliated with the federation, a member may participate only if the federation has approved the participation.

### **3 § Championships**

To have the right to participate in a competition for RF's championship signs - SM and JSM as well as DM and JDM, the athlete needs to be either a Swedish citizen or be in Sweden permanently resident and be a member of an association affiliated to the federation.

### **4 § Competition penalty**

The Federation's competition regulations or competition rules shall contain regulations on competition penalties in accordance with RF's statutes.