



HOCKEY INDIA

# **MEMBER UNIT WEBSITE** **GUIDELINES /** **RECOMMENDATIONS**

**As at 1 August 2020**

As per the requirements of the Ministry of Youth Affairs and Sports, Government of India, it is mandatory for all National Sports Federations (NSFs) to submit the Annual Calendar for Training and Competition (ACTC) every year. As part of the ACTC documents the NSFs are required to submit along with other particulars, details of the conduct of State level Championships by the NSF's respective State Units.

Further, as a part of the Good Governance in sports, every State Member unit is expected to have a website wherein they should disseminate / update the information on regular basis including the details of their State level Championships.

To assist Hockey India Member Units to be aware of the details that can be hosted on their website, the below are the minimum recommended contents which should be uploaded / available on the Member Unit Website:

1. Details of the Executive Board and Office Bearers.
2. Registration Certificate
3. Audited Accounts for the last 4 years.
4. Documents related to last elections / Minutes of Meeting
5. Details of previous events and future events
6. Details of proposed Coaching & training and holding of selection Trials
7. Policies and Committees for good governance along with their composition of the Committees.
8. Details of registered players and Support Staff
9. Details of the registered district units.
10. Web-link of the Hockey India Website.
11. Member Unit Constitution
12. Web-link for Coach and Technical Officials Registration
13. Hyperlinks of the official social media handle of the respective member unit.
14. FIH Rules and regulations of the Hockey should be published on the website

A Detailed explanation of the above-mentioned points is listed below for further clarification:

- 1. Details of the Executive Board and Office Bearers:** - The complete details of all the Executive Board including the President, Secretary and Treasurer need to be uploaded along with the other members of Executive Board of the Member Unit. The contact details for the Member Unit along with the designated representatives should be available on the website.
- 2. Registration Certificate:** - The Certificate is required to be uploaded where the Member Unit has registered its name at Society of Registrar.

- 3. Audited Account of the last 4 years:** Audited Account for the last four years needs to be uploaded on the website.
- 4. Documents related to last elections:** All the necessary documents related to last election along with minutes of the meeting including list of attendees.
- 5. Details of the previous events and future events:** A complete schedule of all the State Level Sports events including coaching & training camps, selection trail and competition previously held and upcoming may be uploaded. Also, the link of the Hockey India website for its various national and international sports events/ programme.
- 6. Coaching, training and selection:** All the necessary documents related with the conduct of Coaching, Training & Selections.
- 7. Policies and Committees for good governance:** All the necessary documents related when the last election was conducted / Minutes of Meetings for District Members / Clubs.
- 8. Details of registered players and Support Staff:** All the details related to registered players of your unit should be uploaded along with all the Technical Officials/ Umpires/ Coaches.
- 9. Details of the registered district Units:** As a part of the hockey broad base it mandatory for the Member Unit to register 75% of their State districts and also provide their details on the website.
- 10. Website-link of the Hockey India Website:** A direct link of Hockey India website which will open the Hockey India website on clicking.
- 11. Web-link for Coach and Technical Officials Registration:** mentioned are the links for open registration for Coaches & Technical officials which should be include as hyperlinks on your website.

Coach link - [https://muportal.hockeyindia.org/coach\\_registration](https://muportal.hockeyindia.org/coach_registration)

Technical Official - [https://muportal.hockeyindia.org/pre\\_official\\_registration](https://muportal.hockeyindia.org/pre_official_registration)

**12. Hyperlinks for the official social media handles of the respective member unit:** The member unit can share the details of their official social media handles i.e. Facebook, Twitter, Instagram, etc. on their website.

**13. FIH Rules and regulations of the Hockey should be published on the website:** Mandatory to incorporate this link in important details - <https://www.hockeyindia.org/technical/rules-and-regulations>