



Dates and Deadlines

Deadlines	Subject / IHF Statutes and Regulations	Form no.
11 July 2017	Convocation Article 12.1.4 of Statutes The Council shall convene Ordinary Congresses no later than four months in advance.	-
11 August 2017	Registration Article 12.3.1 of Statutes Each Member Federation shall possess one vote at the Congress. The federation may take part in the Congress with three delegates, whose names shall be given to the Head Office in writing before the start of the Congress within the stipulated deadlines set by the Head Office.	1 (for Congress delegates) 2 (for Council members)
11 August 2017	Payment of participation fee into IHF bank account (<i>bank details are indicated in the General Information</i>)	-
11 August 2017	Nominations Article 13.2.4 and 13.2.5 of Statutes 4. The term of office of Council members shall be four years. Re-election is possible. Nominations may be submitted by the Council, the Executive Committee and by Member Federations. First-time candidates must be nominated by the respective Member Federation only. A candidate who is in office has to submit an official application in writing to stand for re-election. 5. These nominations shall be submitted to the Head Office in writing, no later than three months before the start of the Congress.	3 (in case of first-time candidatures) 4 (in case of re-elections)
11 August 2017	Submission of passport copy of each Congress participant to IHF Head Office (in case a visa for Turkey is required)	-
11 August 2017	Submission of passport photo of each Congress participant to IHF Head Office (for accreditation cards)	-
11 August 2017	Submission of statistics form to IHF Head Office	5
11 August 2017	Submission of contact details form to IHF Head Office	6



11 August 2017	Submission of application questionnaire for IHF President's Development Award (formerly called Hans Baumann Trophy) to IHF Head Office	7
11 August 2017	In case of interest in hosting the XXXVII Ordinary IHF Congress 2019: <ul style="list-style-type: none"> - Submission of event concept form to IHF Head Office - Payment of deposit (CHF 1,500) into IHF bank account (<i>bank details are indicated in the General Information</i>) 	8
30 September 2017	Congress agenda and working documents (<i>to be sent by IHF Head Office</i>) Article 12.1.6 of Statutes The Council shall publish the agenda no later than six weeks in advance. The working documents shall be submitted to the Congress participants no later than one month prior to the Congress meeting.	-
30 September 2017	Article 18.3.5 of Statutes The Council with help from the staff in the Head Office shall examine carefully and completely the applicants' bidding proposal in order to decide whether the application fulfils the quality standards and levels. If this is the case the Council shall choose two candidates to continue the bidding process in the Congress. The Council shall inform the Congress, without any ranking, of the two applicants at least six weeks before the start of the awarding Congress. The Congress shall make the final decision.	-
11 October 2017	Report from last period & complete strategic plan (<i>to be sent by IHF Head Office</i>) Article 14.3, points 1.2 and 1.3 of Statutes The Executive Committee shall 1.2. present the report from the last period to the Congress. This report shall be available for the Member Federations in written form no later than one month prior to the Congress. 1.3. present the complete strategic plan for IHF in the next period to the Congress in written form no later than one month prior to the Congress.	-
11 October 2017	Budget, annual accounts and auditors' reports (<i>to be sent by IHF Head Office</i>) Article 17, points 3 and 4 of Statutes 3. The Treasurer shall draw up the budget and submit it to the Council for approval and to the Congress for confirmation. The Congress shall have this document no later than one month prior to the Congress meeting. 4. The annual accounts and the reports from the supervisory body and the internal IHF auditors shall be submitted to the Council and the Congress for resolution. The Congress shall have these documents no later than one month prior to the Congress meeting.	-



11 October 2017	Continental Representatives Article 13.2.6 of Statutes The continental representatives in the Council shall be proposed by their respective Continental Confederation no later than one month before the start of the Congress.	-
11/12 November 2017	XXXVI Ordinary IHF Congress	-