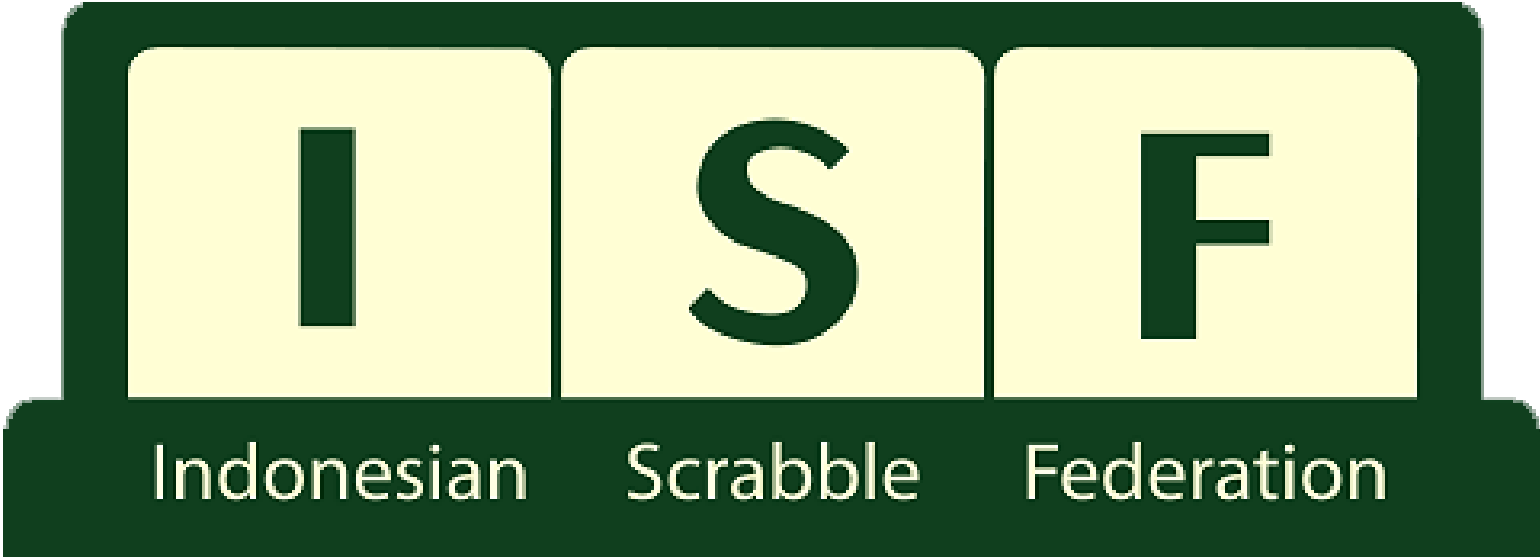




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Indonesian

Scrabble

Federation

INDONESIAN SCRABBLE FEDERATION

CONSTITUTION – 1st Amendment

Constitution of The Indonesian Scrabble Federation

1. Name

- 1.1. The name of the organization shall be the Indonesian Scrabble Federation (hereinafter referred to as "the Organization" or "ISF"), which shall be governed according to the Rules set out herein ("the Rules" or "the Constitution");
- 1.2. Scrabble ("Scrabble" or "the Game") is a game wherein players place letter tiles with assigned values onto a distinctive gridded board, forming words as permitted by selected dictionaries or lexical authorities, so as to score points;
- 1.3. The Association shall be an association of Members, as are more fully defined in Section 4 below.

2. Logo

- 2.1. The logo of the Indonesian Scrabble Federation (ISF) serves as the official emblem of the organization, representing its identity, values, and mission;
- 2.2. The official ISF logo shall consist of three stylized Scrabble tiles arranged horizontally, each containing a letter forming the acronym 'ISF'. The tiles are a light cream color with a thin, dark outline and bold, dark letters. Below the tiles, a dark green rectangular banner displays the full name 'Indonesian Scrabble Federation' in a clean, and sans-serif font. The entire logo is set against a dark green background. A detailed visual representation of the logo is attached below;



- 2.3. The logo must be reproduced accurately and consistently in all official ISF materials, including but not limited to:
 - Letterheads and official documents;
 - Website and social media platforms;
 - Merchandise and promotional items;
 - Event banners and signage
- 2.4. The ISF logo is the exclusive property of the Indonesian Scrabble Federation. Its use is strictly regulated to maintain the integrity and reputation of the organization. The logo may

- only be used with the express written permission of the ISF Committee. Unauthorized use, reproduction, or alteration of the ISF logo is strictly prohibited;
- 2.5. Any proposed changes or modifications to the ISF logo must be submitted to and approved by the ISF Committee before implementation.

3. Objects

- 3.1. The Objects of the Association are as follows:
- 3.1.1. To promote Scrabble in Indonesia and encourage wider participation by igniting public interest and enthusiasm;
 - 3.1.2. To enhance the abilities of Indonesian Scrabble players, enabling them to compete successfully at both the national and international levels; and
 - 3.1.3. Establishing partnerships with external parties to support a conducive environment for the development of Scrabble in Indonesia.

4. Memberships

- 4.1. A member shall be defined as any individual who have an interest in the game of Scrabble and who has formally registered as a member of the organization;
- 4.2. Application for membership:
- 4.2.1. An Applicant for Membership ("the Applicant") must complete and submit the membership registration form to the committee;
 - 4.2.2. His/her name will be posted and the approval of membership will be decided by the Committee for maximum two weeks after the registration submitted.
- 4.3. Membership of ISF shall be ceased through:
- 4.3.1 upon giving written notice of resignation of membership to the Secretary; or
 - 4.3.2 if the Member's subscriptions are not paid within one day after the due date of payment;
 - 4.3.3 if the Member having committed some act or been guilty of behavior inconsistent with membership of the Organization, the committee resolves by a majority of two-thirds to remove him from membership; or
 - 4.3.4 any member may be expelled if he/she is convicted of a criminal offence of a serious nature.
- 4.4. Registered members are deemed to have knowledge of the ISF Constitution

5. Memberships Fee and Benefit

- 5.1. The amount of money which has to be paid in order to register as ISF Member is regulated by ISF committees and stated on the ISF website;
- 5.2. During the membership period, members shall receive several benefits:
- 10% discount for tournaments organized by ISF;
 - Eligible to vote in ISF election;
 - Eligible to represent Indonesia in quota-based international tournaments i.e. WESPAC / WESPAC Youth;

- Member exclusive workshops;
 - Profile photo on ISF Website; and
 - Special privilege to enter tournaments which are intended only for ISF members.
- 5.3. The Biennial Meeting shall have the power to vary the subscription fee by ordinary resolution of which due notice has been given.

6. Rating System

- 6.1. Players' ratings will be published only if they are played in ISF-rated tournament; and
- 6.2. If players are not active (counted since their last joined tournament) for at maximum 2 years, then their ratings shall be removed from the current standing.

7. Rating Proposal for Tournaments

- 7.1. Tournament organizers must submit a proposal to the ISF committee at least one month prior to their tournament if they wish it to be rated by ISF;
- 7.2. The proposal must include the following components: Tournament Details, Tournament Rundown, Committee List, etc;
- 7.3. If granted, the tournament organizers shall pay Rp. 20.000,- per tournament participant to Treasurer for rating administration fee;
- 7.4. Tournaments shall meet all inquiries to be ISF rated:
- a. Number of participants shall be at least 10 participants, unless decided by ISF committee;
 - b. Number of Tournament matches shall be at least 10 rounds or 6 rounds for one day tournament, unless decided by ISF for special tournaments;
 - c. Implementing One-on-One Tournament system as the standard;
 - d. The tournament categories shall include, at minimum;
 - Division A (players with minimum rating 1200); and/or
 - Division B (players with maximum rating 1199); and/or
 - Division C (players with maximum rating 699); or
 - Other categories as determined at the discretion of the committee
 - e. Tournament organizers must avoid specifying criteria that are ambiguous, for instance, conditions like 'must not have won a championship previously,' and so forth;
 - f. Tournaments must be played under the current version of WESPA Rules (including the word source specified therein); and
 - g. Tournament organizer must make available to ISF all relevant documentation and publicity material.
- 7.5. Tournament organizers should submit Tournament Report to ISF committee at least one months after the Tournament ends;
- 7.6. ISF will not mandate that any tournament be officially rated by ISF. However, should a tournament utilize ISF ratings as a criterion for player registration or seeding purposes, the Tournament Organizers are obligated to submit a formal rating request to the ISF for approval and processing

- 7.7. ISF has the right to cancel or terminate any rating request before and after the tournament if an outstanding condition occurs.

8. Biennial Meeting

- 8.1. A Biennial Meeting shall be held every once in a year;
- 8.2. A Biennial Meeting must be attended by at least two-thirds of the number of Committees;
- 8.3. The ordinary business of the Biennial Meeting shall be:
- 8.3.1. to discuss the Organization's constitution and propose amendments as necessary;
 - 8.3.2. to receive the President's report of the activities of the Organization during the preceding two years;
 - 8.3.3. to receive and consider the accounts of the Organization for the preceding two years and the Treasurer's report on the financial position of the Organization;
 - 8.3.4. to elect officers and other Members of the Committee;
 - 8.3.5. to ratify any proposed change to levies or other charges paid by Members;
 - 8.3.6. to transact any other business of a Biennial Meeting of which due notice has been given.
- 8.4. A Biennial Meeting will be a forum of discussion led by the President or a designate representative.

9. The Committee

- 9.1. The administration of ISF shall be entrusted to a Committee consisting of the following to be elected at every two years at Biennial Meeting;
- 9.2. The Committee shall consist of:
- 9.2.1. President
 - 9.2.2. Secretary
 - 9.2.3. Treasurer
 - 9.2.4. Membership & Partnership
 - 9.2.5. Ratings & Website Coordinator
 - 9.2.6. Tournament & Event Coordinator
 - 9.2.7. Social Media Coordinator
- 9.3. The composition of the ISF committee can be modified to suit the organization's needs;
- 9.4. Any Member of the Committee may retire by giving one month's prior written notice to the Secretary, and all shall retire at the end of each Biennial Meeting, but shall be eligible for re-election at that meeting.

10. Duties of Committee

- 10.1. The President shall chair all Biennial and Committee meetings. He/she shall also represent ISF in its dealing with outside persons. He/she also to head the Organization, driving the realization of its vision and mission, and ensuring the Organization's effective functioning;

- 10.2. The Secretary shall keep all records, except the financial of the association and shall be responsible for their correctness. He/she will keep minutes of all Biennial and Committee meetings. He/she shall maintain an up-to-date Register of Members at all times;
- 10.3. The Social Media Coordinator is responsible for maintaining and creating content across the Organization's social media platforms, including Facebook, Instagram, and the official website;
- 10.4. The Treasurer shall keep all funds and collect and disburse all money on behalf of ISF and shall keep an account of all monetary transactions and shall be responsible for their correctness;
- 10.5. The Rating Officer shall be responsible for the rating system. He/she shall receive the result of every rated tournament and update the rating system and submit it to the Website Coordinator to be posted on the website;
- 10.6. The Website Coordinator shall maintain the website and hold the Administrator account. He/she will be in charge in updating the whole website contents;
- 10.7. The Tournament & Event Coordinator shall organize tournaments and events, both large and small-scale, casual events, as well as workshops and training sessions for players of all levels;

11. Vote

- 11.1. When electing a new President, all ISF members have the right to cast their vote for a single presidential candidate. Additionally, all members are required to participate in the voting process;
- 11.2. Voting shall be decided by majority vote;
- 11.3. Where a vote is tied, a re-vote will be conducted.

12. Cheating and Unfair Play

- 12.1. Cheating is defined as any act, intentional or unintentional, that violates the established rules of Scrabble, the ISF Constitution, or the spirit of fair play, with the aim of gaining an unfair advantage during a game or tournament. This includes, but is not limited to, the actions described in subsequent articles;
- 12.2. The following actions are strictly prohibited and constitute cheating:
 - 12.2.1. Manipulating Tiles: Altering the tile bag, manipulating tiles within the bag, or adding/removing tiles from the game;
 - 12.2.2. Unauthorized Communication: Giving or receiving information, hints, or advice related to gameplay from anyone other than an authorized tournament official or opponent (if allowed by specific tournament rules, e.g., in team play). This includes, but is not limited to, verbal cues, hand signals, electronic communication, or written notes;
 - 12.2.3. Using External Aids: Employing any device, program, or physical aid not explicitly permitted by the rules to assist in gameplay, such as word-finding software, dictionaries, word lists, or electronic devices during a game;
 - 12.2.4. Concealing Tiles: Hiding or manipulating one's own or an opponent's tiles to obscure their visibility or availability;

- 12.2.5. Pre-arranging Boards/Tiles: Setting up or altering the game board or tile distribution before or during a game in a non-standard manner;
- 12.2.6. Impersonation: Playing under another person's identity;
- 12.2.7. Collusion: Conspiring with another player or party to manipulate game outcomes;
- 12.2.8. Any Other Act of Dishonesty: Any act determined by the Tournament Director or Disciplinary Committee to be an intentional attempt to gain an unfair advantage or compromise the integrity of the game.
- 12.3. Any player, official, or spectator who observes or suspects an act of cheating should report it immediately to the Tournament Director or a designated ISF committee. Reports should be made promptly and provide as much specific detail as possible;
- 12.4. Upon receiving a report of suspected cheating, the Tournament Director or a designated ISF committee will:
 - 12.4.1. Investigate the claim: This may include interviewing involved parties, reviewing game records, and examining any evidence;
 - 12.4.2. Ensure due process: The accused party will be informed of the allegations against them and given a fair opportunity to present their side of the story and any supporting evidence;
 - 12.4.3. Maintain confidentiality: All investigations will be conducted with appropriate discretion to protect the privacy of all involved parties, unless public disclosure is deemed necessary by the ISF leadership for the integrity of the sport.
- 12.5. Should an individual be found guilty of cheating, penalties will be imposed based on the severity and frequency of the offense. These penalties may include, but are not limited to:
 - 12.5.1. Verbal Warning: For minor, unintentional infractions;
 - 12.5.2. Forfeit of Game: Immediate loss of the current game;
 - 12.5.3. Disqualification from Tournament: Removal from the ongoing tournament, with forfeiture of any prizes or standings;
 - 12.5.4. Suspension: A temporary ban from participating in ISF-sanctioned events for a specified period (e.g., 3 months, 6 months, 1 year);
 - 12.5.5. Expulsion: Permanent ban from all ISF-sanctioned events and revocation of ISF membership; and
 - 12.5.6. Public Announcement: In severe cases, the ISF may issue a public statement regarding the incident and the disciplinary action taken.
- 12.6. An individual found guilty of cheating has the right to appeal the decision to a higher ISF authority within 7 days of receiving the initial disciplinary decision. The appeal process will be clearly outlined by the ISF;
- 12.7. The Tournament Director and ISF officials retain the discretion to interpret these rules and apply appropriate penalties based on the specific circumstances of each case, always upholding the principles of fairness and integrity in Scrabble.

13. Alterations

- 13.1. This Constitution shall take effect after a Biennial Meeting where two-thirds of Committee vote to accept it;
- 13.2. Alteration to this Constitution may be made by a majority vote at the Biennial Meeting;

- 13.3. This constitution comes into effect on the date it is enacted;
- 13.4. With the enactment of this constitution, the previous constitution is hereby revoked and declared no longer valid.

14. Enactment

- 14.1. This Constitution is hereby enacted by the President of the Indonesian Scrabble Federation (ISF) on 31 August 2025.