



WORLD SQUASH FEDERATION CODE OF ETHICS

Version 2.3 – 05/12/2017

**WORLD
SQUASH**

WSF

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WSF Code of Ethics

PREAMBLE

It is an objective of the World Squash Federation (WSF) to safeguard the authenticity and integrity of squash and to take all possible measures to eliminate corrupt conduct which might place the authenticity, integrity and reputation of squash at risk.

Further to this objective, the WSF has adopted the following Code of Ethics (the "Code") that sets out the Principles of ethical conduct applicable to the WSF Family. The Code further provides in its appendices for rules and procedures in specific cases and for the Statutes and the Procedural Rules of the WSF Ethics Commission. The appendices form part of, and are incorporated into, the Code.

Scope of Application

The WSF Code of Ethics is based on the principles and rules of the International Olympic Committee (IOC) Code of Ethics.

1. The Code applies to the following individuals (collectively referred to as the "WSF Family"):
 - a. "WSF Officials" meaning all members of the WSF Executive Board, WSF Committees and WSF Commissions and any person who acts or is entitled to act for or on behalf of the WSF, including without limitation WSF staff, consultants, agents and advisors;
 - b. "Regional Federation Officials" and "National Federation Officials", meaning all members of the board and/or executive bodies, committees and commissions of Regional and National Federations and others who act, or are entitled to act, for or on behalf of a Regional and National Federations, including without limitation, staff, consultants, agents and advisors;
 - c. "Participants" meaning all Athletes, Athlete Support Personnel, competition officials, officials, managers, referees or other members of any squash delegation who is or has been registered to attend or participate in an event that comes under the auspices of the WSF.
 - d. "Members" meaning those Members or host organisations wishing to host or hosting a World Championship organised under the auspices of the WSF and the local organising committees of such events and their respective officials, employees and others acting, or entitled to act, on their behalf; and
 - e. Such other persons who agree in writing at the request of the WSF to be bound by the Code.
2. The Code applies to all conduct that damages the authenticity, integrity and reputation of squash whether it occurs within or in connection with squash or otherwise.
3. It shall be the personal responsibility of every person in the WSF Family to make themselves aware of the Code, including conduct that constitutes a violation of the Code, and to comply with it.
4. Every person in the WSF Family submits to the exclusive jurisdiction of the WSF Ethics Commission convened under the Code to hear and determine violations and to the exclusive jurisdiction of the Court of Arbitration for Sport (CAS) to determine any appeal from a WSF decision following a recommendation from the WSF Ethics Commission.
5. This version of the Code shall come into force on 12/08/2016 ("Commencement Date") and apply to all violations of the Code committed on or after the Commencement Date.
6. With respect to any proceeding pending as at the Commencement Date under the previous WSF Code of Ethics, or proceedings brought after the Commencement Date where the facts giving rise to them occurred prior to the Commencement Date, the Proceedings shall be governed by the substantive provisions of the WSF Code of Ethics and other applicable WSF Rules and Regulations in effect at the time of the alleged facts, unless the WSF Ethics Commission hearing the proceeding determines that the principle of "lex mitior" applies under the circumstances of the Proceeding. All such Proceedings shall be conducted in accordance with the Procedural Rules under the Code.
7. Persons subject to the Code shall immediately report any breach of the Code to the WSF Ethics & Compliance Officer.

8. Persons subject to the Code who attempt, or agree with another person, to act in a manner that would constitute or culminate in the commission of a violation of the Code shall be treated as if a violation has been committed, whether or not such attempt or agreement in fact resulted in such violation. However, there shall be no violation where the person who is subject to the Code renounces his/her attempt or agreement prior to it being discovered by a third party not involved in the attempt or agreement.
9. Persons subject to the Code who knowingly assist, fail to report or are otherwise complicit in any act or omission that constitutes or culminates in the commission of a violation of the Code shall themselves be treated as having committed a violation of the Code.

A FUNDAMENTAL PRINCIPLES

Article 1

The WSF Family shall undertake to disseminate the culture of ethics, integrity, equality, solidarity, good governance and neutrality within their respective areas of competence and to serve as role models.

Persons subject to the code shall:

- 1.3** Maintain harmonious relations with state authorities, while respecting the principle of autonomy as set out in the Olympic Charter;
- 1.4** Respect the international conventions on protecting human rights insofar as they apply to WSF activities and which ensure in particular:
 - respect for human dignity;
 - rejection of discrimination of any kind on whatever grounds, be it race, colour, sex, sexual orientation, language, religion, political or other opinion, national or social origin, property, birth or other status;
 - rejection of all forms of harassment and abuse, be it physical, professional or sexual, and any physical or mental injuries.
- 1.5** Ensure the participants' conditions of safety, well-being and medical care favourable to their physical and mental equilibrium.

B INTEGRITY OF CONDUCT

Article 2

The WSF Family must use due care and diligence in fulfilling their mission. At all times, they must act with the highest degree of integrity, and particularly when taking decisions, they must act with impartiality, objectivity, independence and professionalism.

They must refrain from any act involving fraud or corruption. They must not act in a manner likely to tarnish the reputation of the WSF or squash.

Article 3

The WSF Family or their representatives must not, directly or indirectly, solicit, accept or offer any form of remuneration or commission, nor any concealed benefit or service of any nature, connected with the WSF, WSF Championships or squash.

Article 4

Only tokens of consideration or friendship of nominal value, in accordance with prevailing local customs, may be given or accepted by the WSF Family or third parties. Such tokens may not lead to the impartiality and integrity of the WSF Family being called into question.

Any other form of token, object or benefit constitutes a gift which may not be accepted, but must be passed on to the organisation of which the beneficiary is a member.

Article 5

For hospitality shown to the WSF Family, as well as those accompanying them, a sense of measure must be respected.

Article 6

The WSF Family must refrain from placing themselves in any conflict of interests, and must respect the WSF Rules Concerning Conflicts of Interests (Appendix 1).

C INTEGRITY OF COMPETITIONS

Article 7

The WSF Family shall commit to combat all forms of cheating and shall continue to undertake all the necessary measures to ensure the integrity of sports competitions.

Article 8

The WSF Family must respect the provisions of the World Anti-Doping Code, the WSF Anti-Doping Rules (Appendix 2) and the WSF Rules for the Prevention of the Manipulation of Competitions (Appendix 3).

Article 9

All forms of participation in, or support for betting related to events under the auspices of the WSF, and all forms of promotion of betting related to WSF World Championships are prohibited.

Article 10

Participants in WSF World Championships or events under the auspices of the WSF must not, by any manner whatsoever, manipulate the course or result of a competition, or any part thereof, in a manner contrary to sporting ethics, infringe the principle of fair play or show unsporting conduct.

D GOOD GOVERNANCE AND RESOURCES

Article 11

[The Basic Universal Principles of Good Governance of the Olympic & Sports Movement](#), in particular transparency, responsibility and accountability, must be respected by the WSF Family.

Article 12

The resources of the WSF Family must be used only for squash purposes.

Article 13

13.1 The income and expenditure of the WSF must be recorded in its accounts in accordance with generally accepted accounting principles. An independent auditor will check these accounts.

13.2 In cases where the WSF gives financial support to members of the WSF Family:

- a. the use of these resources for squash purposes must be clearly demonstrated in the accounts;
- b. the accounts of the WSF Family may be subjected to auditing by an expert designated by the WSF Executive Board.

Article 14

The WSF Family recognise the significant contribution that broadcasters, sponsors, partners and other supporters make to the development and prestige of squash and its events throughout the world. However, broadcasters, sponsors, partners and other supporters must not interfere in the running of the WSF.

E CANDIDATURES

Article 15

The WSF Family shall respect the integrity of any candidature procedure initiated by the WSF Executive Board, in order to allow equal access to the promotion of each candidature and the refusal of any risk of conflict of interests.

Candidates for elected WSF positions shall conduct their candidacies with honesty, dignity and respect for their opponents in accordance with the Rules Concerning Candidacy for WSF Office and the Conduct of Elections (Appendix 4).

Article 16

Members wishing to host a WSF World Championships shall conduct their candidacies with honesty, dignity and respect for their opponents in accordance with the Rules of Conduct Applicable to Members and Candidate Cities Wishing to Host World Championships (Appendix 5) competitions and other International Competitions organised by the WSF.

F CONFIDENTIALITY

Article 17

The principle of confidentiality shall be strictly respected by the WSF Ethics Commission in all its activities.

It must also be strictly respected by any person concerned by the activities of the WSF Ethics Commission.

G REPORTING OBLIGATION

Article 18

The WSF Family shall inform the WSF Ethics & Compliance Officer, in the strictest confidentiality and by using the appropriate mechanisms, in particular the [WSF Ethics & Compliance Hotline](#), of any information related to a violation of the WSF Code of Ethics, with a view to possible referral to the WSF Ethics Commission.

Any disclosure of information must not be for personal gain or benefit, nor be undertaken maliciously to damage the reputation of any person or organisation.

H IMPLEMENTATION

Article 19

The Principles in the Code shall be enforced in accordance with its provisions and in accordance with the provisions of the Rules and Regulations referred to in it.

The Ethics & Compliance Officer shall be appointed by the membership of the Ethics Commission.

The Ethics & Compliance Officer shall not have held a position within the WSF (elected or Commission) for any period during the thirty-six (36) months prior to his/her appointment.

The Ethics & Compliance Officer shall report directly to the Ethics Commission.

The role of the Ethics & Compliance Officer shall be detailed in the Procedural Rules of the Ethics Commission (Appendix 7 of the WSF Code of Ethics).

Rules Concerning Conflicts of Interest

Article 1 Scope of application

These Rules apply to the WSF Family as defined by the WSF Code of Ethics preamble.

Article 2 Definition

- 2.1** In the context of the provisions of these Rules, a distinction is made between the situation of a “potential conflict of interests” and the case of a “conflict of interests”. Only conflicts of interests are prohibited.
- 2.2** A situation of a potential conflict of interests arises when the opinion or decision of a person, acting alone or within an organisation, in the framework of the activities of the physical or legal persons defined in article 1 above, may be reasonably considered as liable to be influenced by relations that the aforementioned person has, has had or is on the point of having with another person or organisation that would be affected by the person’s opinion or decision.
- 2.3** A case of conflict of interest is constituted when any person who, having abstained from declaring a situation of a potential conflict of interests, expresses an opinion or takes a decision in the circumstances described in the above paragraph 2.

Article 3 Types of interests to take into consideration

In assessing the situations described in article 2 above, direct as well as indirect interests must be taken into account. This also includes the interests of a third person (parent, spouse, relation or dependent).

In the following non-exhaustive list of examples, the circumstances in which a conflict of interest could arise are:

- personal and/or material involvement (salary, shareholding, various benefits) with suppliers of the WSF party concerned;
- personal and/or material involvement with sponsors, broadcasters, various contracting parties;
- personal and/or material involvement with an organisation liable to benefit from the assistance of the WSF party concerned (including subsidy, agreement or election).

Article 4 Resolution of possible conflicts of interests

- 4.1** It is the personal responsibility of each person to avoid any case of conflict of interest.
- 4.2** Faced with a situation of a potential conflict of interest, the person concerned must refrain from expressing an opinion, from making or participating in making a decision or accepting any form of benefit whatsoever. However, if the person wishes to continue to act or if the person is uncertain as to the steps to take, the person must inform the WSF Ethics & Compliance Officer of the situation, who then takes the steps foreseen below.
- 4.3** The WSF Ethics & Compliance Officer is responsible for advising persons, at their request, in a situation of a potential conflict of interest.
- The person concerned is then offered a solution from the following options:
- registering the declaration without any particular measure;
 - removal of the person involved from part or all of the action or from the decision of the WSF party at the root of the conflict;
 - relinquishment of the management of the external interest causing the conflict;
 - any complementary measures.
- 4.4** The person concerned then takes the steps that he/she considers appropriate.
- 4.5** The information given and the whole process will be kept confidential.

Article 5 Undeclared or actual conflicts of interests

In the event that a person neglects to declare a situation of a potential conflict of interest, and/or is in an actual conflict of interest situation, the WSF Ethics & Compliance Officer may refer the case to the WSF Ethics Commission in accordance with the conditions set out in its Rules of Procedure.

The WSF Ethics Commission proposes to the WSF Executive Board one of the measures provided in article 4.3.

Article 6 Specific provisions

When submitting a nomination to a position on the WSF Executive Board, a candidate must declare any risks of conflicts of interest to the WSF Ethics & Compliance Officer. The attention of the candidate may be drawn to any potential conflicts of interest identified. This does not exempt the candidate concerned from making subsequent declarations pursuant to article 4.

WSF Anti-Doping Rules

[Click Here](#)

Rules for the Prevention of the Manipulation of Competitions

Article 1 Definitions

- 1.1** "Benefit" means the direct or indirect receipt or provision of money or the equivalent such as, but not limited to, bribes, gains, gifts and other advantages including, without limitation, winnings and/or potential winnings as a result of a wager; the foregoing shall not include official prize money, appearance fees or payments to be made under sponsorship or other contracts;
- 1.2** "Competition" means any sports competition, tournament, match or event, organised in accordance with the rules of the WSF or its affiliated organisations, or, where appropriate, in accordance with the rules of any other competent sports organisation;
- 1.3** "Inside Information" means information relating to any competition that a person possesses by virtue of his or her position in relation to a sport or competition, excluding any information already published or common knowledge, easily accessible to interested members of the public or disclosed in accordance with the rules and regulations governing the relevant Competition;
- 1.4** "Participant" means any natural or legal person belonging to one of the following categories:
- "athlete" means any person or group of persons, participating in sports competitions;
 - "athlete support personnel" means any coach, trainer, manager, agent, team staff, team official, medical or paramedical personnel working with or treating athletes participating in or preparing for sports competitions, and all other persons working with the athletes;
 - "official" means any person who is the owner of, a shareholder in, an executive or a staff member of the entities which organise and/or promote sports competitions, as well as referees, jury members and any other accredited persons. The term also covers the executives and staff of the WSF, or where appropriate, other competent sports organisations or clubs that recognises the competition.
- 1.5** "Sports Betting, Bet or Betting" means any wager of a stake of monetary value in the expectation of a prize of monetary value, subject to a future and uncertain occurrence related to a sports competition.

Article 2 Violations

The following conduct as defined in this Article constitutes a violation of this Code:

- 2.1** Betting
Betting in relation either:
- to a Competition in which the Participant is directly participating; or
 - to the Participant's sport; or
 - to any event of a multisport Competition in which he/she is a participant.
- 2.2** Manipulation of sports competitions
An intentional arrangement, act or omission aimed at an improper alteration of the result or the course of a sports competition in order to remove all or part of the unpredictable nature of the sports competition with a view to obtaining an undue Benefit for oneself or for others.
- 2.3** Corrupt conduct
Providing, requesting, receiving, seeking, or accepting a Benefit related to the manipulation of a competition or any other form of corruption.
- 2.4** Inside information
- Using Inside Information for the purposes of Betting, any form of manipulation of sports competitions or any other corrupt purposes whether by the Participant or via another person and/or entity.
 - Disclosing Inside Information to any person and/or entity, with or without Benefit, where the Participant knew or should have known that such disclosure might lead to the information being used for the purposes of Betting, any form of manipulation of competitions or any other corrupt purposes.

- c. Giving and/or receiving a Benefit for the provision of Inside Information regardless of whether any Inside Information is actually provided.

2.5 Failure to report

- a. Failing to report to the WSF or a relevant disclosure/reporting mechanism or authority, at the first available opportunity, full details of any approaches or invitations received by the Participant to engage in conduct or incidents that could amount to a violation of this Code.
- b. Failing to report to the WSF or a relevant disclosure/reporting mechanism or authority, at the first available opportunity, full details of any incident, fact or matter that comes to the attention of the Participant (or of which they ought to have been reasonably aware) including approaches or invitations that have been received by another Participant to engage in conduct that could amount to a violation of this Code.

2.6 Failure to cooperate

- a. Failing to cooperate with any investigation carried out by the WSF in relation to a possible breach of this Code, including, without limitation, failing to provide accurately, completely and without undue delay any information and/or documentation and/or access or assistance requested by the WSF as part of such investigation.
- b. Obstructing or delaying any investigation that may be carried out by the WSF in relation to a possible violation of this Code, including without limitation concealing, tampering with or destroying any documentation or other information that may be relevant to the investigation.

2.7 Application of Articles 2.1 to 2.6

For the determination of whether a violation has been committed, the following are not relevant:

- a. Whether or not the Participant is participating in the Competition concerned;
- b. Whether or not the outcome of the Competition on which the Bet was made or intended to be made;
- c. Whether or not any Benefit or other consideration was actually given or received;
- d. The nature or outcome of the Bet;
- e. Whether or not the Participant's effort or performance in the Competition concerned were (or could be expected to be) affected by the acts or omission in question;
- f. Whether or not the result of the Competition concerned was (or could be expected to be) affected by the acts or omission in question;
- g. Whether or not the manipulation included a violation of a technical rule of the WSF;
- h. Whether or not the competition was attended by the competent national or international representative of the WSF.

Any form of aid, abetment or attempt by a Participant that could culminate in a violation of this Code shall be treated as if a violation had been committed, whether or not such an act in fact resulted in a violation and/or whether that violation was committed deliberately or negligently.

Article 3 Disciplinary Procedure

The contents of this Article are minimum standards which must be respected by the entire WSF Family.

3.1 Investigation

- a. The Participant who is alleged to have committed a violation of this Code must be informed of the alleged violations that have been committed, details of the alleged acts and/or omissions, and the range of possible sanctions.
- b. Upon request by the WSF, the concerned Participant must provide any information which the WSF considers may be relevant to investigate the alleged violation, including records relating to the alleged violation (such as betting account numbers and information, itemised telephone bills, bank statements, internet service records, computers, hard drives and other electronic information storage devices), and/or a statement setting out the relevant facts and circumstances around the alleged violation.

3.2 Rights of the concerned person

In all procedures linked to violations of the present Code, the following rights must be respected:

- a. The right to be informed of the charges; and
- b. The right to a fair, timely and impartial hearing either by appearing personally in front of the WSF and/or submitting a defence in writing; and

c. The right to be accompanied and/or represented.

3.3 Burden and standard of proof

The WSF shall have the burden of establishing that a violation has been committed. The standard of proof in all matters under this Code shall be the balance of probabilities, a standard that implies that on the preponderance of the evidence it is more likely than not that a breach of this Code has occurred.

3.4 Confidentiality

The principle of confidentiality must be strictly respected by the WSF during all the procedure; information should only be exchanged with entities on a need to know basis. Confidentiality must also be strictly respected by any person concerned by the procedure until there is public disclosure of the case.

3.5 Anonymity of the person making a report

Anonymous reporting must be facilitated.

3.6 Appeal

a. The WSF shall have an appropriate appeal framework within their organisation or recourse to an external arbitration mechanism (such as a Court of Arbitration).

b. The general procedure of the appeal framework shall include provisions such as, but not limited to, the time limit for filing an appeal and the notification procedure for the appeal.

Article 4 Provisional Measures

4.1 The WSF may impose provisional measures, including a provisional suspension, on the participant where there is a particular risk to the reputation of the sport, while ensuring respect for Articles 3.1 to 3.4 of this Code.

4.2 Where a provisional measure is imposed, this shall be taken into consideration in the determination of any sanction which may ultimately be imposed.

Article 5 Sanctions

5.1 Where it is determined that a violation has been committed, the WSF shall impose an appropriate sanction upon the Participant from the range of permissible sanctions, which may range from a minimum of a warning to a maximum of life ban.

5.2 When determining the appropriate sanctions applicable, the WSF shall take into consideration all aggravating and mitigating circumstances and shall detail the effect of such circumstances on the final sanction in the written decision.

5.3 Substantial assistance provided by a Participant that results in the discovery or establishment of an offence by another Participant may reduce any sanction applied under this Code.

Article 6 Mutual recognition

6.1 Subject to the right of appeal, any decision in compliance with this Code made by the WSF must be recognised and respected by the entire WSF Family.

6.2 The WSF Family must recognise and respect the decision(s) made by any other sporting body or court of competent jurisdiction which is not part of the WSF Family as defined under this Code.

Article 7 Implementation

7.2 The WSF is responsible for the implementation of the present Code within its own jurisdiction, including educational measures.

7.3 Any amendment to this Code must be approved by the WSF Executive Board following an appropriate consultation process and WSF Family will be informed.

Rules Concerning Candidacy for WSF Office and Conduct of Elections

The WSF Code of Ethics provides that candidates for elected WSF positions shall conduct their candidacies with honesty, dignity and respect for their opponents in accordance with the following rules:

- 1.** Candidates for an elected position within the WSF have the right to promote their candidacies subject to the provisions set out in these Rules.
- 2.** The promotion of a candidature shall be conducted with honesty, dignity and moderation and shall comply with the Code.
- 3.** Candidates shall in no case and under no pretext give presents or offer donations or gifts or grant advantages or benefits of whatever nature to or at the request of any party who will vote in, or who may otherwise influence, an election.
- 4.** Candidates shall not enter into any promise or undertaking to personally act (whether as a candidate or following election), for the direct or indirect benefit of a Regional Federation, Member, a group of Members or individuals within any such body or grouping.
- 5.** Candidates shall not enter into any form of undertaking with any natural or legal person that is likely to affect the candidate's freedom of decision or action if elected.
- 6.** Candidates may make declarations or give interviews provided, in doing so, that they comply with the Code.
- 7.** Candidates shall not make payments, directly or indirectly, to journalists or other persons affiliated to the media in order to promote their candidacies.
- 8.** Candidates shall, in the framework of promoting their candidacies, respect the other candidates and the WSF itself.
- 9.** Candidates shall not produce (or cause third parties to produce) any spoken word, written text or representation of any nature likely to harm the image or reputation of another candidate.
- 10.** Candidates shall not engage in any act, collaboration or collusion by or between candidates with the intent to defraud or manipulate the result of the vote.
- 11.** Candidates shall not request support or service from WSF staff, consultants, agents or advisors in connection with their candidacies.

Rules of Conduct Applicable to Member Federations Wishing to Host WSF World Championships

The WSF Code of Ethics provides that Members wishing to host a WSF World Championships shall conduct their candidacies with honesty, dignity and respect for their opponents in accordance with the following Rules:

Application

1. For the purposes of these Rules, Members (including those persons acting or entitled to act on their behalf) are collectively referred to as a "Bidding Party" or "Bidding Parties".
2. It is essential to the integrity, image and reputation of the WSF and the World Squash Championships that the conduct of Bidding Parties complies at all times with the Code (including in particular these Rules).

Bidding Information

3. Bidding Parties may promote their candidacies by any media. Such promotion may list third parties providing financial support to the candidature. The sale of promotional items and services is subject to the WSF's prior written approval.
4. Printed material (including tenders submitted to the WSF), website and social network content and oral statements ("Bidding Information") published or made by or on behalf of a Bidding Party to host a WSF World Championship shall be dignified, complete and truthful. Facts or information that come to light following the submission of a bid that result in the Bidding Information no longer being complete or truthful must be disclosed by any one or more of the Bidding Parties to the WSF immediately. Such information must be corrected by the Bidding Parties immediately.
5. Bidding Parties are jointly and severally responsible for ensuring that all Bidding Information strictly complies with the Code, including in particular these Rules.
6. Bidding Information shall not include comparisons of different bids and shall not disparage or demean other bids or Bidding Parties.

Promotion of Candidate Hosts

7. Bidding Parties may attend events to which the WSF and/or other parties have invited them, and undertake promotional activities at those events, provided always that an equivalent proposal has been guaranteed to all other Bidding Parties.
8. Bidding Parties shall not solicit or accept any support or promotion from WSF sponsors, suppliers or other WSF marketing partners.

Lobbying of Executive Board Members

9. In-person contacts, involving any discussion of a bid, between persons acting on behalf of a bid and WSF Executive Board Members shall be limited to contacts at the site of Board meetings immediately prior to such meetings and contacts at the site of, and in connection with, World Championships. An exception to this limitation is in-person contacts being permitted with a WSF Executive Board Member who is from the Bidding Member.

Gifts

10. Gifts or benefits, (other than of nominal value), shall not be offered, given to or received by a WSF Official in connection with a bid. Similarly, no advantage or promise of any kind of advantage may be made to or accepted by a WSF Official.

Sanctions

11. In case of a breach of these Rules, the matter shall be referred to the WSF Ethics Commission for determination, which may impose any sanctions set out in the Code and/or recommend to the Executive Board that the bid be withdrawn.

Statutes of the WSF Ethics Commission

A COMPOSITION AND ORGANISATION

Article 1

The WSF Ethics Commission is independent; its composition being in accordance with the WSF Memorandum & Articles of Association currently in force.

Article 2

The Chair and Members of the WSF Ethics Commission shall be elected at the General Meeting by the membership.

Article 3

The Ethics Commission meets when convened by its Chair, as required.

Article 4

The quorum for any decision making shall be three (3) members of the Ethics Commission. Each member shall make every effort to be present at and participate in meetings.

Article 5

The administrative organisation of the WSF Ethics Commission, and support to it, is overseen by the WSF Ethics Commission.

B TERMS OF REFERENCE OF THE COMMISSION

Article 6

The terms of reference of the WSF Ethics Commission are:

- a. to define and update a framework of ethical principles, including the WSF Code of Ethics, based upon the values and principles of the IOC Code of Ethics;
- b. to investigate complaints raised in relation to the non-respect of such ethical principles, including breaches of the WSF Code of Ethics and, if necessary, propose sanctions to the WSF Executive Board.

Article 7

The WSF Ethics Commission presents an annual report on its activities to the General Meeting. This report will be published.

C CONFLICTS OF INTERESTS

Article 8

Members of the WSF Ethics Commission shall not take any measure nor exercise any influence in relation to a matter where any conflict of interests or any other conflict exists or is perceived to exist, nor will they be counted towards a quorum for such matters.

D TERMS OF APPOINTMENT OF COMMISSION MEMBERS

Please refer to the WSF Memorandum & Articles of Association currently in force.

Procedural Rules of the WSF Ethics Commission

A GENERAL PROVISIONS

Article 1

These Rules apply to all cases brought before the WSF Ethics Commission.

Article 2

The working language is English. An official translation must be made of any document written in another language.

Article 3

The proceedings opened through application of these Rules of Procedure are confidential. All the parties concerned undertake not to divulge to third parties any of the facts or other information linked to the proceedings.

B PROCEDURE FOR ANALYSING COMPLAINTS, DENUNCIATIONS OR ACTS

Article 4

All complaints or denunciations received by the WSF Ethics Commission, and all acts brought to the attention of the WSF which might constitute a breach of the ethical principles of the WSF Code of Ethics or its implementing provisions are in normal circumstances analysed by the WSF Ethics & Compliance Officer.

Such analysis will address the likelihood of a breach of the ethical principles of the WSF Code of Ethics or its implementing provisions, and the jurisdiction of the WSF Ethics Commission.

Article 5

A complainant may request that his/her identity not be revealed and that all precautions be taken so that his/her identity is protected.

Article 6

The WSF Ethics & Compliance Officer informs the person who is the subject of a complaint or denunciation. Such person may submit their first observations if they deem it necessary to do so.

If the subject of the complaint or denunciation is a corporate body, the WSF Ethics & Compliance Officer will inform its representative, who may submit their first observations if they deem it necessary to do so.

Article 7

With a view to facilitating the analysis of the likelihood of a breach and to writing a referral report for the WSF Ethics Commission, the WSF Ethics & Compliance Officer may:

- a. consult all the relevant documents;
- b. ask to be provided with all the relevant documents and the written observations of the person concerned, in particular with regard to the evidence;
- c. seek the advice of any relevant expertise;
- d. travel to the place concerned if this may facilitate an understanding of the facts; and
- e. hear the person concerned. In such cases, the interview will be recorded and a copy of the recording given to the person concerned.

Article 8

If the likelihood of a breach of the ethical principles of the WSF Code of Ethics or its implementing provisions and of the competence of the WSF Ethics Commission is established, the WSF Ethics & Compliance Officer will officially forward the complaint to the Chair of the WSF Ethics Commission with the complete file, including the referral report.

Article 9

In the event that the likelihood of a breach of the ethical principles of the WSF Code of Ethics or its implementing provisions and of the competence of the WSF Ethics Commission is not established, the WSF Ethics & Compliance Officer will record this accordingly in a specific report to the WSF Ethics Commission who shall decide whether the matter shall be progressed.

C REFERRAL AND PROCEDURE BEFORE THE WSF ETHICS COMMISSION

Article 10

Referral to the WSF Ethics Commission is made in writing by the WSF Ethics & Compliance Officer, based on the referral report, and including the complete file. The WSF Ethics & Compliance Officer may assist the Chair of the WSF Ethics Commission, at his/her request, with any additional information and/or support.

Article 11

The WSF Ethics Commission takes note of the referral report, the complete file and the various written observations made by the person concerned.

Article 12

The Chair of the WSF Ethics Commission may appoint one of the Commission members as a rapporteur. The Chair may delegate to the rapporteur all or part of the measures provided under article 14 below, in particular hearing the person concerned. The rapporteur then presents their report to the WSF Ethics Commission.

Article 13

The person concerned may exercise their right to be heard by the WSF Ethics Commission or its rapporteur, either through written observations or orally, during an interview for which the circumstances will be decided by the Commission or its rapporteur. Such interviews will be recorded and a copy of the recording given to the person concerned.

Article 14

When conducting an investigation, the WSF Ethics Commission or its rapporteur may take any other appropriate measures, including:

- a. asking for written information or documents from the parties concerned;
- b. deciding to hear witnesses at its own discretion or at the request of the parties concerned;
- c. travelling to the place concerned, or sending one of its members, or delegating a person to go there if it deems that such action may clarify the proceedings under way;
- d. appointing one or more experts tasked with assisting it on one or more points, and establishing the scope of their terms of reference and remuneration within the limits of its operating budget.

The person concerned will have to fully cooperate with the WSF Ethics Commission or the rapporteur, in particular by communicating any information or document judged necessary by the Commission for the investigation and formulation of its recommendations. Any lack of cooperation will be taken into account when assessing the situation.

Article 15

The WSF Ethics Commission freely assesses the evidence.

The WSF Ethics Commission may take a decision regarding any provisional measures, as provided by article 17 below.

Regarding the measures or sanctions against the person concerned, the WSF Ethics Commission makes recommendation to the WSF Executive Board which takes a decision, pursuant to article 18 below.

Article 16

The WSF Ethics Commission deliberates in camera and takes the decisions of provisional measures or the recommendations of measures or sanctions it deems appropriate.

The Commission's deliberations are led by the Chair. The Chair may ask the WSF Ethics & Compliance Officer to attend the deliberations as an observer. The Chair may also ask the WSF Ethics & Compliance Officer to answer questions on the referral report.

The Commission's decisions of provisional measures and/or recommendations are taken by a simple majority of the members present. The required quorum is constituted if at least three members are present.

Voting takes place by secret ballot if the Chair of the Commission so decides, or if a majority of the members present request it. Voting by proxy is not permitted.

If necessary, the members may take part in the deliberations via telephone or video conference. In certain circumstances, the Commission members may be consulted by circulating the documents.

All deliberations and votes are confidential.

Article 17

The WSF Ethics Commission may, during an investigation and after having heard the person concerned, take a decision regarding provisional measures, in particular with regard to provisional suspension of all or part of the rights, prerogatives and functions deriving from such person or organisation's membership or status.

This decision of provisional measures, including the reasons, takes the form of a written decision signed by the Chair of the Commission.

The WSF Ethics & Compliance Officer informs the person concerned of any decisions and the reasons regarding provisional measures and shall forward to the WSF Executive Board the decision on provisional measures for the WSF Executive Board's information.

The decision on provisional measures may be made public.

The provisional measure will be taken into consideration by the WSF Ethics Commission when assessing the recommendations for the measures or sanctions to be made to the WSF Executive Board.

Article 18

The WSF Ethics Commission recommends to the WSF Executive Board the measures or sanctions provided by one of the implementing provisions of the WSF Code of Ethics.

Such recommendation takes the form of a written decision signed by the Chair of the Commission.

The WSF Ethics & Compliance Officer forwards the WSF Ethics Commission's final recommendations to the WSF Executive Board. The recommendations remain confidential.

At the same time, the WSF Ethics & Compliance Officer informs the person concerned of such transmission, and, if the WSF Ethics Commission recommends any sanction or measure, of the evidence against them and the reasons given by the WSF Ethics Commission.

D. PROCEDURE BEFORE THE WSF EXECUTIVE BOARD FOLLOWING A RECOMMENDATION BY THE WSF ETHICS COMMISSION

Article 19

The person concerned is invited to exercise their right to be heard by the WSF Executive Board, if they so wish, in the form of written observations, which must be submitted by the deadline established by the Chief Executive of the WSF.

Article 20

The WSF Executive Board will decide on the basis of the WSF Ethics Commission's recommendations and the written observations from the person concerned.

If necessary, the WSF President may ask the Chair of the WSF Ethics Commission or the WSF Ethics & Compliance Officer for any explanations.

Before a decision by the WSF Executive Board, they may return the file to the WSF Ethics & Compliance Officer or the WSF Ethics Commission if new elements emerge.

Article 21

The decision by the WSF Executive Board is immediately notified to the person concerned.

Article 22

The WSF Ethics Commission's recommendations may be published on the website after notification of the decision by the WSF Executive Board to the person concerned.