



STATUTES GUIDE FOR NATIONAL FEDERATIONS

INTRODUCTION

Dear Members and prospective Members,

This Statutes Guide, which contains explanations and examples of articles, has been drafted by IFSC to provide a base template to National Federations to codify the main principles and rules that will govern Sport Climbing in their country.

It is very important to have thorough Statutes/Constitution, as this will clearly define a National Federation's:

1. Purposes and objectives;
2. Core values and fundamental principles;
3. Organisation structure and the attribution of powers, rights, and responsibilities among its bodies and stakeholders;
4. Governance, transparency, accountability, operation procedures;
5. Compliance with the IFSC Statutes and regulations and the Olympic Charter.

IFSC is aware that National Federations are subject to different requirements imposed by their national legislations and operate in sometimes substantially different situations in terms of geographical position, political environment, size, staff, financial resources, number of members, number and level of national competition, etc. Naturally, a National Federation's Statutes/Constitution must respect these peculiarities.

This Statutes Guide serves as a general reference, containing all the minimum elements considered by IFSC as essential, which may be adapted to each National Federation's needs. This document may be used as a template altogether, but National Federations are also free to use different terms to indicate the same concept and place sections in a different order as what is proposed.

Any questions that you may have can be addressed to the IFSC General Affairs Department at office@ifsc-climbing.org.



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I. NAME & LEGAL FORM

<p>Introduction to the Federation, including reference to what type of legal entity it is under its national law.</p> <p><i>Note:</i> Verify in own national law whether other information is required.</p>	<p>Article 1 – Name and Legal Form</p> <p>1.1 The <i>[OFFICIAL NAME]</i> (<i>[“ABBREVIATION”]</i>) is the sole recognised national governing body for Sport Climbing in <i>[COUNTRY]</i>.</p> <p>1.2 The <i>[FEDERATION]</i> is a <i>[SPECIFY TYPE OF LEGAL ENTITY]</i>, established for an indefinite period on <i>[DATE]</i> in accordance with the laws of <i>[COUNTRY]</i>.</p>
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II. HEADQUARTERS

	<p>Article 2 – Headquarters</p> <p>The headquarters of the <i>[FEDERATION]</i> shall be at <i>[ADDRESS]</i>.</p>
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III. FINANCIAL RESOURCES

<p>Indicate what sources will finance the Federation’s activities.</p> <p><i>Note:</i> The Federation must pursue a non-profit making purpose.</p>	<p>Article 3 – Financial Resources</p> <p>3.1 The <i>[FEDERATION]</i> will carry out its activities with a non-profit making purpose. The financial resources of the <i>[FEDERATION]</i> shall be used only to pursue the objectives set forth in this Constitution.</p> <p>3.2 The financial resources of the <i>[FEDERATION]</i> shall be:</p> <ul style="list-style-type: none"> - <i>[FINANCIAL RESOURCES]</i>
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IV. OFFICIAL LANGUAGE/LANGUAGES

<p>Define what is/are the official language(s) of the Federation.</p> <p><i>Note:</i> All documents or letters addressed to the IFSC must be in English.</p>	<p>Article 4 – Official <i>[LANGUAGE/LANGUAGES]</i></p> <p>The official <i>[LANGUAGE/LANGUAGES]</i> of the <i>[FEDERATION]</i> <i>[IS/ARE]</i> <i>[INSERT LANGUAGE/S]</i>.</p>
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V. OBJECTIVES

<p>State what the objectives of the Federation are.</p> <p>This article describes the core activities and the scope of work of the Federation.</p>	<p>Article 5 – Objectives</p> <p>5.1 The purpose of the <i>[FEDERATION]</i> is to promote, develop, regulate, and control Sport Climbing (Climbing and Paraclimbing) in <i>[COUNTRY]</i>.</p> <p>5.2 Specifically, the objectives of the <i>[FEDERATION]</i> are:</p> <ol style="list-style-type: none"> a) to govern and regulate Climbing and Paraclimbing and their practice in the country; b) to promote the practice of Climbing and Paraclimbing in the country at all levels; c) to establish, maintain, and enforce rules for the organisation and participation in national Climbing and Paraclimbing competitions; d) to organise regular national Climbing and Paraclimbing competitions; e) to ensure Athletes access to continental and international Climbing and Paraclimbing competitions f) to host competitions at the continental and international levels; g) to create pathways for Athletes from youth to elite; h) to provide education and training opportunities for Athletes, Coaches, Routesetters, and Judges;
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	<ul style="list-style-type: none"> i) to represent its Members and Sport Climbing as a whole and further their interests before the [NATIONAL OLYMPIC COMMITTEE] and all national authorities; j) to protect the integrity of Sport Climbing by promoting sportsmanship and ensuring fair competitions by actively fighting manipulation and doping, in accordance with [ANTI-DOPING RULES OF NATIONAL OLYMPIC COMMITTEE OR THE WORLD ANTI-DOPING AGENCY'S (WADA) "WORLD ANTI-DOPING CODE"]; k) [OTHER OBJECTIVES?]
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VI. GUIDING PRINCIPLES

<p>Define the principles which the Federation considers as essential and on which the Federation will base its activities.</p>	<p>Article 6 – Guiding Principles</p> <p>6.1 Autonomy The [FEDERATION] shall run its internal affairs and activities free from interference by any third party.</p> <p>6.2 Ethics & Good Governance The [FEDERATION] shall adhere to the highest standards of ethics and good governance and require compliance with such standards from all its Members and other stakeholders.</p> <p>6.3 Non-discrimination The [FEDERATION] shall respect the rights and dignity of every person and prohibits any discrimination based on ethnicity, nationality, language, social origin, social and economic status, gender, sexual orientation, disability, religion, political opinion, or other reason.</p> <p>6.4 Safe and Respectful Environment The [FEDERATION] shall promote a safe sporting environment; all forms of intimidation, harassment, and abuse are prohibited and will not be tolerated.</p> <p>6.5 Equal Opportunity The [FEDERATION] shall encourage and support gender equality, inclusion, and diversity in Sport Climbing at all levels.</p> <p>6.6 [OTHER PRINCIPLES?]</p>
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VII. COMPLIANCE WITH IFSC STATUTES & REGULATIONS

<p>The Federation shall recognise the authority of IFSC and respect the IFSC Statutes and regulations.</p>	<p>Article 7 – Recognition of IFSC’s Authority</p> <p>7.1 The [FEDERATION] recognises the International Federation of Sport Climbing (“IFSC”) as the international authority and governing body for Sport Climbing. As such, IFSC has sole ultimate authority over the governance, regulation, and practice of Sport Climbing worldwide.</p> <p>7.2 The [FEDERATION] shall not become member of, recognise, or otherwise support any other organisation with a similar purpose to IFSC, unless that organisation is recognised by IFSC.</p> <p>Article 8 – Compliance with IFSC Statutes and Regulations</p> <p>8.1 The [FEDERATION] agrees to be bound by and comply with the IFSC Statutes and regulations, and all decisions taken by IFSC and its official bodies in accordance therewith.</p>
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	8.2 The Statutes and regulations of the [FEDERATION] shall not contradict the IFSC Statutes and regulations. In case of conflict or discrepancies, the IFSC Statutes and regulations shall prevail.
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VIII. MEMBERSHIP

<p><u>Members</u></p> <p>The Federation must decide who can be a member, and what membership structure is more suitable for the sports, legal, and political situation in the country.</p> <p><i>Note:</i> There may be different types of members, with different levels of rights and obligations: e.g. “observer” members without right of vote and “honorary” members not subject to membership fees.</p>	<p>Article 9 – Members</p> <p>Members of the NF shall be (“Members”):</p> <p>a) [MEMBERS]</p>
<p><u>Rights of Members</u></p> <p>Define the rights of the Members.</p> <p><i>Note:</i> If the Federation has different type of Members, clearly state the distinctions between them. For simplicity, the example clause here provided does not differentiate between different Members.</p>	<p>Article 10 – Rights of Members</p> <p>Members of the [FEDERATION] shall be entitled to following rights:</p> <p>a) To participate in and vote at meetings of the [GENERAL ASSEMBLY – DIFFERENT NAME POSSIBLE];</p> <p>b) To submit motions to the [GENERAL ASSEMBLY];</p> <p>c) To nominate candidates for election of the [EXECUTIVE BODY] or any other official body requiring election by the [GENERAL ASSEMBLY];</p> <p>d) To participate in all activities organised by the [FEDERATION];</p> <p>e) [OTHER RIGHTS?]</p>
<p><u>Duties of Members</u></p> <p>Define the duties of the Members.</p> <p><i>Note:</i> If the Federation has different type of Members, clearly state the distinctions between them.</p>	<p>Article 11 – Duties of Members</p> <p>Members of the [FEDERATION] must:</p> <p>a) Comply with the IFSC Statutes and regulations, and all decisions taken by IFSC and its official bodies in accordance therewith;</p> <p>b) Comply with the Statutes and regulations of the [FEDERATION];</p> <p>c) Accept and enforce all decisions taken by the [FEDERATION] in application of the Statutes and regulations;</p> <p>d) Pay an annual membership fee (“Membership Fee”) no later than [INSERT DEADLINE]. The amount of the annual Membership Fee shall be fixed by the [GENERAL ASSEMBLY] on a proposal of the [EXECUTIVE BODY] and may be subject to periodical adjustment;</p> <p>e) Not join any organisation or association in competition with the [FEDERATION], nor take part in activities organised by any such organisation or association;</p> <p>f) [OTHER DUTIES?]</p>
<p><u>Application for Membership</u></p> <p>Define the criteria and procedure to become a Member.</p>	<p>Article 12 – Application for Membership</p> <p>12.1 Applicants eligible under Article 9 above shall submit their applications for membership of the [FEDERATION] in writing to the [POSITION/BODY]. Applications must include the following:</p> <p>a) Individual/organisation name;</p> <p>b) Physical address;</p> <p>c) Contact details (and, in case of an organisation, the main contact person);</p> <p>d) In case of an organisation:</p>

	<ul style="list-style-type: none"> - composition of the governing body - copies of the statutes and regulations - number of affiliated Athletes - list of other organisations that the applicant organisation is already associated with <p>e) A declaration that the applicant agrees to be bound by and comply with the Statutes and regulations of the <i>[FEDERATION]</i>;</p> <p>f) Payment for the Membership Fee for the current year;</p> <p>g) <i>[OTHER REQUIREMENTS?]</i></p> <p>12.2 Applications shall be reviewed by the <i>[EXECUTIVE BODY]</i>.</p> <p>a) If the application is judged incomplete or not in full conformity with the requirements above, the <i>[EXECUTIVE BODY]</i> may request additional information or demand that the applicant take action to conform to the requirements;</p> <p>b) If the application is judged complete and in conformity with the requirements above, the <i>[EXECUTIVE BODY]</i> shall inform the Members and submit the application to the <i>[GENERAL ASSEMBLY]</i> for vote at the next meeting.</p>
<p><u>Suspension and Cessation of Membership</u></p> <p>Define the circumstances under which a Member may renounce its membership, be suspended, or be excluded, and the resulting consequences.</p>	<p>Article 13 – Renunciation of Membership</p> <p>13.1 A Member may renounce its membership of <i>[FEDERATION]</i> at any time, provided it has communicated its intention to the <i>[EXECUTIVE BODY]</i> in writing with at least 3 (three) months in advance and has paid all amounts due to the <i>[FEDERATION]</i>, including the Membership Fee relevant to the calendar year during which the Member renounces its membership.</p> <p>13.2 Under no circumstances will a Member be entitled to reimbursement of paid membership fees.</p> <p>Article 14 – Suspension of- or Exclusion from Membership</p> <p>14.1 Upon the proposal of the <i>[EXECUTIVE BODY]</i>, the <i>[GENERAL ASSEMBLY]</i> may suspend or exclude (both directly or following a suspension) any Member on any of the following grounds:</p> <ul style="list-style-type: none"> a) The Member fails to pay the Membership Fee or other amount owed to the <i>[FEDERATION]</i> within 6 (six) months of it becoming due; b) The Member disregards or threatens the interests of the <i>[FEDERATION]</i>; c) The Member commits a serious or repeated breach of these Statutes, and fails to timely remedy such breach; d) The Member becomes insolvent, has suspended operations, has dissolved, or otherwise has ceased to exist, or proposes to do any of those things; e) <i>[OTHER GROUNDS?]</i> <p>14.2 The decision to suspend a Member requires <i>[INSERT MAJORITY OF VOTES FROM GENERAL ASSEMBLY, E.G. TWO-THIRDS]</i>.</p> <p>14.3 The decision to exclude a Member requires <i>[INSERT MAJORITY OF VOTES FROM GENERAL ASSEMBLY, E.G. TWO-THIRDS OR UNANIMITY]</i>.</p> <p>14.4 The Member in question shall be given the opportunity to be heard before the vote on suspension or exclusion is sanctioned by the <i>[GENERAL ASSEMBLY]</i>.</p> <p>14.5 A suspended Member may not exercise any of the rights or enjoy the benefits of membership for the duration of the suspension. In particular, the suspension of a Member includes the following measures:</p>

	<ul style="list-style-type: none"> a) Ban from participation in the meetings of the [GENERAL ASSEMBLY]; b) Ineligibility of its affiliates for positions in the [FEDERATION]; c) Suspension of its affiliates holding positions in bodies of the [FEDERATION]; d) [OTHER MEASURES?]
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IX. BODIES OF THE FEDERATION

<p>The bodies of the Federation manage and represent the Federation.</p> <p>Define at least a legislative body, an executive body, and one or more bodies in charge of judicial procedures. Commissions with specific competences may also be set up.</p> <p>The bodies' areas of activity and competences must be clearly stated and distinct, to avoid overlapping. The separation of powers and a system of checks and balances must be ensured.</p>	<p>Article 15 – Bodies of the [FEDERATION]</p> <p>15.1 The bodies governing the [FEDERATION] are:</p> <ul style="list-style-type: none"> a) The [GENERAL ASSEMBLY]; b) The [EXECUTIVE BODY]; c) The [JUDICIAL BODY]; d) The [COMMISSIONS, INCLUDING THE ATHLETES' COMMISSION]; e) [OTHER BODIES?] <p>15.2 The members of all bodies of the [FEDERATION] must remove themselves from discussions and votes on issues in which their personal interests are involved.</p>
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X. GENERAL ASSEMBLY (name at discretion of Federation)

<p><u>General Assembly</u></p> <p>The General Assembly is the highest body of the Federation, serves as its legislative body, and takes decisions on the most important issues.</p> <p>Define the role, functions, and powers of the General Assembly.</p>	<p>Article 16 – [GENERAL ASSEMBLY]</p> <p>16.1 The [GENERAL ASSEMBLY] is the highest authority of the [FEDERATION] and consists in the meeting of the [FEDERATION]'s Members.</p> <p>16.2 The [GENERAL ASSEMBLY] shall be held annually. The date, time, and venue shall be decided by the [EXECUTIVE BODY].</p> <p>16.3 If required, the [EXECUTIVE BODY] may convene an additional Extraordinary [GENERAL ASSEMBLY].</p> <p>16.4 Individuals who shall have the right to attend the [GENERAL ASSEMBLY] are Members' delegates, members of the [EXECUTIVE BODY], and the staff tasked with the efficient running of the meeting.</p> <p>Article 17 – Functions and Powers of the [GENERAL ASSEMBLY]</p> <p>17.1 The [GENERAL ASSEMBLY] has the following functions and powers:</p> <ul style="list-style-type: none"> a) To approve the minutes of the previous year's [GENERAL ASSEMBLY]; b) To receive the annual report from the [EXECUTIVE BODY]; c) To approve the audited financial statements for the previous financial year; d) To approve the independent auditor for the current financial year, upon the proposal of the [EXECUTIVE BODY]; e) To fix the amount of the annual Membership Fee, upon the proposal from the [EXECUTIVE BODY]; f) To set the budget for the following year; g) To approve the [PLAN/STRATEGY] of the [FEDERATION] for the upcoming year(s); h) To address items on the agenda for which due notice has been received;
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	<ul style="list-style-type: none"> i) To elect and dismiss the members of the <i>[EXECUTIVE BODY]</i>, including the President; j) To appoint and dismiss the members of the <i>[COMMISSIONS, EXCEPT FOR THE ATHLETES' COMMISSION]</i>; k) To appoint and dismiss the members of the <i>[JUDICIAL BODY]</i>; l) To ratify the admission, suspension, or exclusion of a Member; m) To enact and amend these Statutes; n) To approve the Sport Climbing rules and regulations submitted to it by the <i>[EXECUTIVE BODY]</i> and the amendments thereto; o) To dissolve the <i>[FEDERATION]</i>; p) <i>[OTHER FUNCTIONS AND POWERS?]</i> <p>17.2 The <i>[GENERAL ASSEMBLY]</i> may refer items to the <i>[EXECUTIVE BODY]</i> for consideration, report, and decision.</p>
<p><u>Calling a General Assembly</u></p> <p>Clearly define the process and state the timelines for calling an Ordinary General Assembly, covering notices and agenda.</p> <p>Inform Members of how to propose items for the agenda and put forward nominations for elections, together with the deadlines.</p> <p>Include rules on Members' delegates.</p>	<p>Article 18 – Notices and Agenda</p> <p>18.1 A written notice informing Members of the date, time, and venue of the <i>[GENERAL ASSEMBLY]</i> shall be sent to the Members by the <i>[EXECUTIVE BODY]</i> not less than <i>[INSERT DAYS, E.G. 90]</i> days before the meeting.</p> <p>18.2 The notice shall also provide the provisional agenda and indicate the deadline to receive proposals for item to be included in the final agenda and nominations for any elections. The deadline shall not exceed <i>[INSERT DAYS, E.G. 60]</i> days before the date of the <i>[GENERAL ASSEMBLY]</i>.</p> <p>18.3 The formal, written convocation to the <i>[GENERAL ASSEMBLY]</i> shall be sent to Members not less than <i>[INSERT DAYS, E.G. 30]</i> days before the date of the meeting.</p> <p>18.4 The formal convocation shall include the final agenda, as well as copies of all the documents attached to the final agenda and a list of the persons nominated to stand in any election(s) to be conducted at the meeting, if applicable.</p> <p>18.5 Any matter not included in the final agenda, except for proposals for the amendment of the Statutes, may only be discussed at the <i>[GENERAL ASSEMBLY]</i> if the Members present at the meeting agree to do so by <i>[INSERT MAJORITY]</i>.</p> <p>Article 19 – Members' Delegates</p> <p>19.1 Each Member may appoint maximum <i>[NUMBER]</i> delegates to the <i>[GENERAL ASSEMBLY]</i>, one (1) of whom shall act as Voting Delegate. A delegate must be of at least 18 years of age and may represent only one (1) Member.</p> <p>19.2 The names of the delegates shall be communicated not later than <i>[INSERT DAYS]</i> before the meeting.</p>
<p><u>General Assembly Procedures</u></p> <p>Decide the quorum needed for the Ordinary General Assembly to be held.</p> <p>Identify the person who would act as Chair, presiding over the meeting, and clarify his/her role and who would act as Chair if the absence of the primary person.</p> <p>The voting procedures must also be defined, including the voting strength of each Member, the method of voting, the</p>	<p>Article 20 – Quorum</p> <p>20.1 The <i>[GENERAL ASSEMBLY]</i> may only validly deliberate if <i>[INSERT QUORUM]</i> of Members are present. Suspended Members are not to be included in the count.</p> <p>20.2 If such quorum is not reached, the <i>[EXECUTIVE BODY]</i> shall convene a second meeting of the <i>[GENERAL ASSEMBLY]</i> within <i>[INSERT DAYS]</i> days by written notice to all Members. A quorum is not required for the second meeting unless the agenda proposes the amendment of these Statutes,</p>

<p>different majorities needed for different items and proposals.</p>	<p>the election or dismissal of the President or of the members of the governing body, or the dissolution of the Federation.</p> <p>Article 21 – Chair</p> <p>The <i>[INSERT PERSON, E.G. PRESIDENT OR SECRETARY GENERAL]</i> shall act as the Chair of the <i>[GENERAL ASSEMBLY]</i>. If absent, the <i>[INSERT SUBSTITUTE]</i> shall act as Chair. In the absence of both <i>[INSERT PERSONS]</i>, the <i>[GENERAL ASSEMBLY]</i> shall elect a Chair.</p> <p>Article 22 – Voting Procedures</p> <p>22.1 Each Member shall have one (1) vote, expressed through its Voting Delegate. <i>[INSERT DIRECTION ON PROXY VOTES: ALLOWED, NOT ALLOWED?]</i>.</p> <p>22.2 Only the members of the <i>[EXECUTIVE BODY]</i> and Members’ delegates shall have the right to speak.</p> <p>22.3 Ordinary agenda items shall be decided by <i>[INSERT METHOD OF VOTING, E.G. SHOW OF HANDS/SECRET BALLOT, AND INSERT MAJORITY REQUIRED, E.G. SIMPLE MAJORITY/QUALIFIED MAJORITY, ETC.]</i>.</p> <p>22.4 Elections of the <i>[EXECUTIVE BODY]</i> and other elections shall be decided by <i>[INSERT METHOD OF VOTING, E.G. SHOW OF HANDS/SECRET BALLOT, AND INSERT MAJORITY REQUIRED, E.G. SIMPLE MAJORITY/QUALIFIED MAJORITY, ETC.]</i>.</p> <p>22.5 If a vote for an election results in a tie between two or more candidates, a second round of voting shall take place. <i>[INSERT THE RULES FOR THIS SECOND ROUND, IF DIFFERENT FROM THE FIRST]</i>. If the second round of voting again results in a tie, <i>[INSERT HOW THIS WILL BE RESOLVED, E.G. CASTING VOTE BY THE CHAIR?]</i>.</p> <p>22.6 Proposals to amend the Statutes, or to suspend or exclude a Member shall require <i>[INSERT MAJORITY, USUALLY STRICTER THAN ORDINARY ITEMS]</i>.</p> <p>22.7 Any matter not included in the final agenda, except for proposals for the amendment of the Statutes, may only be voted upon at the <i>[GENERAL ASSEMBLY]</i> if the Members present at the meeting agree to do so by <i>[INSERT MAJORITY]</i>.</p> <p>22.8 Unless otherwise decided by the <i>[GENERAL ASSEMBLY]</i>, the decisions of the <i>[GENERAL ASSEMBLY]</i> shall be effective immediately.</p>
<p><u>Extraordinary General Assembly</u></p> <p>An Extraordinary General Assembly is exceptionally called to discuss and/or decide on urgent business that cannot wait for the next scheduled (ordinary) General Assembly.</p> <p>Except for specific differences, which must be defined, the same rules of the (ordinary) General Assembly should apply.</p>	<p>Article 23 – Extraordinary <i>[GENERAL ASSEMBLY]</i></p> <p>23.1 An Extraordinary <i>[GENERAL ASSEMBLY]</i> may be convened by the <i>[EXECUTIVE BODY]</i> or at the request of <i>[INSERT NUMBER]</i> Members, stating the purpose.</p> <p>23.2 A written notice informing Members of the date, time, and venue of the Extraordinary <i>[GENERAL ASSEMBLY]</i> shall be sent to the Members by the <i>[EXECUTIVE BODY]</i> not less than <i>[INSERT DAYS, E.G. 30]</i> days before the meeting.</p> <p>23.3 The notice shall also provide the detailed agenda of the item(s) to be discussed. No other business, other than that on the agenda for which the Extraordinary <i>[GENERAL ASSEMBLY]</i> is called, shall be decided upon at an Extraordinary <i>[GENERAL ASSEMBLY]</i>.</p> <p>23.4 Except for Article 18, all the articles above concerning the <i>[GENERAL ASSEMBLY]</i> (Articles, 16, 17, 19, 20, 21, 22) shall apply also to an Extraordinary <i>[GENERAL ASSEMBLY]</i>.</p>

XI. EXECUTIVE BODY (name at discretion of Federation)

<p><u>Executive Body</u></p> <p>The Executive Body is in charge of the day-to-day running of the Federation between General Assemblies.</p> <p>If the Federation has a professional staffed office, the relationship between the Executive Body (governance and oversight) and the office (operational) must be clearly defined.</p> <p>Define the main elements of the Executive Body's functions, election, and procedures.</p> <p>The details of the Executive Body's responsibilities may be described in separate bye-laws or regulations.</p>	<p>Article 24 – [EXECUTIVE BODY]</p> <p>24.1 The [GENERAL ASSEMBLY] shall elect an [EXECUTIVE BODY], which shall manage the affairs of the [FEDERATION] between [GENERAL ASSEMBLIES].</p> <p>24.2 The [EXECUTIVE BODY] shall be composed of:</p> <ul style="list-style-type: none"> a) President; b) [INSERT NUMBER. IF MULTIPLE, ONE MUST BE THE FIRST VICE PRESIDENT] Vice President[S]; c) Secretary General; d) Treasurer [IF ROLE NOT ALREADY COVERED BY ONE VICE PRESIDENT]; e) [INSERT NUMBER, AT LEAST 1] Athlete Representative[S]; f) [INSERT NUMBER] Ordinary Members; g) [OTHERS?] <p>Article 25 – Powers and Duties of the [EXECUTIVE BODY]</p> <p>25.1 The [EXECUTIVE BODY] shall be responsible for the day-to-day management and running of the [FEDERATION] between [GENERAL ASSEMBLIES].</p> <p>25.2 The [EXECUTIVE BODY] shall have the following powers and duties:</p> <ul style="list-style-type: none"> a) To implement the decisions of the [GENERAL ASSEMBLY]; b) To take the necessary steps towards the achievement the objectives of the [FEDERATION] as defined in the Statutes; c) To enact, amend, and rescind guidelines, policies, regulations, and other rules which are not under the authority of the [GENERAL ASSEMBLY]; d) To prepare the Sport Climbing rules and regulations and any amendments thereto, and submit them to the [GENERAL ASSEMBLY] for approval; e) To oversee the administration and finances of the [FEDERATION]; f) To prepare the annual report, including the audited financial statements, and submit it to the [GENERAL ASSEMBLY] for approval; g) To appoint the independent auditor for the current financial year, subject to the approval of the [GENERAL ASSEMBLY]; h) To propose the amount of the annual Membership Fee, subject to the decision of the [GENERAL ASSEMBLY]; i) To fix the date, and oversee the preparation and running of the [GENERAL ASSEMBLY]; j) To make proposals to the [GENERAL ASSEMBLY]; k) To admit, suspend, or exclude a Member, subject to ratification by the [GENERAL ASSEMBLY]; l) To oversee and receive reports from the [COMMISSIONS]; m) To appoint any ad-hoc working groups and oversee their work; n) To oversee the competitions and events organised by the [FEDERATION]; o) To hire staff and oversee their work [FEDERATION]; p) [OTHER POWERS OR DUTIES?] <p>25.3 The [EXECUTIVE BODY] shall decide all matters not otherwise reserved to another body by these Statutes.</p> <p>Article 26 – Election of the [EXECUTIVE BODY]</p>
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	<p>26.1 Nominations for members the <i>[EXECUTIVE BODY]</i> shall be made by a Member, including information on the professional background of the candidate.</p> <p>26.2 Nominations shall reach the <i>[INSERT PERSON, E.G. SECRETARY GENERAL, OR A BODY, E.G. THE EXECUTIVE BODY OR AN AD-HOC ELECTION COMMITTEE]</i> by the same deadlines as those for proposals to the <i>[GENERAL ASSEMBLY]</i>.</p> <p>26.3 The Athlete Representative<i>[S]</i> is appointed by the Athletes' Commission.</p> <p>26.4 The <i>[EXECUTIVE BODY]</i> members shall serve for a term of <i>[INSERT NUMBER, E.G. 4 YEARS]</i> and may be re-elected for a maximum of <i>[INSERT NUMBER]</i> terms, therefore not exceeding <i>[INSERT NUMBER]</i> years in office.</p> <p>26.5 <i>[AT YOUR DISCRETION WHETHER TO ADD ADDITIONAL RULES: E.G.: A MANDATORY BREAK PERIOD BETWEEN TERMS, EXTRA TERMS IF PERSON WAS OUT OF OFFICE FOR A CERTAIN NUMBER OF YEARS, STAGGERED ELECTIONS SO THAT THE EXECUTIVE BODY IS NOT ELECTED/RE-ELECTED ALL AT ONCE, ELIGIBILITY RULES SUCH AS A MAXIMUM AGE LIMIT, ETC.]</i></p> <p>26.6 The term of office of a member of the <i>[EXECUTIVE BODY]</i> body shall end because of its natural expiry or because of resignation, death, or dismissal by the <i>[GENERAL ASSEMBLY]</i>. In case of mid-term vacancy, the <i>[EXECUTIVE BODY]</i> will continue to function as though it were complete, and the vacancy will be filled at the next <i>[GENERAL ASSEMBLY]</i>.</p> <p>26.7 If the President's term ends before its natural expiry because of resignation, death, or dismissal by the <i>[GENERAL ASSEMBLY]</i> the Vice President <i>[FIRST VICE PRESIDENT, IF THERE ARE MULTIPLE]</i> shall take over the President's duties until the next <i>[GENERAL ASSEMBLY]</i>.</p> <p>Article 27 – <i>[EXECUTIVE BODY]</i> Procedures</p> <p>27.1 Meetings of the <i>[EXECUTIVE BODY]</i> shall be chaired by the President (Chair) or, when required, by the Vice President <i>[FIRST VICE PRESIDENT, IF THERE ARE MULTIPLE]</i> (Deputy Chair).</p> <p>27.2 The <i>[EXECUTIVE BODY]</i> shall meet at least <i>[INSERT NUMBER OF TIMES]</i> per year. Additional meetings may be called at the request of the President or of at least <i>[INSERT NUMBER]</i> members of the <i>[EXECUTIVE BODY]</i>.</p> <p>27.3 The quorum required for the <i>[EXECUTIVE BODY]</i> to validly deliberate is at least <i>[INSERT NUMBER, USUALLY MORE THAN HALF]</i>.</p> <p>27.4 Any member having a personal interest in a matter submitted for deliberation must leave the meeting during that discussion and shall not be permitted to vote.</p> <p>27.5 Each member shall be entitled to 1 (one) vote. The <i>[EXECUTIVE BODY]</i> makes decision by simple majority. <i>[IF FOR SOME SPECIFIC DECISIONS, A DIFFERENT MAJORITY OR UNANIMITY IS PREFERRED, DEFINE THEM]</i></p> <p>27.6 If a vote results in a tie, the President shall cast the deciding vote. In the absence of the President, the Vice President <i>[FIRST VICE PRESIDENT, IF THERE ARE MULTIPLE]</i> shall cast the deciding vote.</p>
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XII. PRESIDENT

	<p>Article 28 – President</p> <p>28.1 The President is the highest elected position of the [FEDERATION] and represents it in all official functions. The President chairs the [GENERAL ASSEMBLY] and the meetings of the [EXECUTIVE BODY].</p> <p>28.2 The President may delegate his functions as deemed appropriate. [IF LIMITS ARE PUT TO THIS POWER OF DELEGATION, STATE THEM]</p> <p>28.3 The President may individually act and take decisions within the authority of the [EXECUTIVE BODY] when the urgency of the circumstances prevent the [EXECUTIVE BODY] from acting or taking decisions sufficiently quickly. Such actions and decisions must be immediately notified to the [EXECUTIVE BODY] for ratification at the earliest possible convenience.</p> <p>28.4 If the President is temporarily absent or unable to attend to his/her duties, he/she shall be replaced by the Vice President [FIRST VICE PRESIDENT, IF THERE ARE MULTIPLE].</p> <p>28.5 In case of death, resignation, or dismissal by the [GENERAL ASSEMBLY] of the President, the Vice President [FIRST VICE PRESIDENT, IF THERE ARE MULTIPLE] shall take over the President’s duties until the next [GENERAL ASSEMBLY].</p>
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XIII. EXTERNAL REPRESENTATION

<p>Indicate who may speak on behalf of the Federation and represent it externally, and who may legally bind the Federation.</p>	<p>Article 29 – External Representation</p> <p>29.1 [INSERT WHO HAS THE AUTHORITY MAKE OFFICIAL ANNOUNCEMENTS, AND SEND OFFICIAL CORRESPONDANCE ON BEHALF OF THE FEDERATION].</p> <p>29.2 [INSERT WHO HAS THE AUTHORITY TO LEGALLY BIND THE FEDERATION (POWER OF SIGNATURE) BY ENTERING INTO CONTRACTS, AGREEMENTS, AND OTHER COMMITMENTS].</p>
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XIV. COMMISSIONS

<p>In addition to the Athletes’ Commission, the Federation might decide to have “permanent” or “statutory” Commissions. If any were indicated in the section ‘Bodies of the Federation’ above, add here additional information. Details may be left for Commission-specific regulations or terms of reference.</p> <p>The Federation may also reserve itself the possibility to have additional, temporary Commissions, convened ad-hoc to tackle specific issues and then dismantled once their objectives have been reached.</p>	<p>Article 30 – Commissions</p> <p>30.1 In addition to the Athletes’ Commission [AND THE OTHER “PERMANENT” COMMISSIONS, IF ANY], the [EXECUTIVE BODY] may create ad hoc Commissions with a specific mandate and dissolve them when it considers their objectives to have been reached.</p> <p>30.2 Except for the Athletes’ Commission, all Commissions are responsible to and report to the [EXECUTIVE BODY].</p> <p>30.3 The content of all Commission meetings is confidential, unless stated otherwise. Commission members shall not disclose to third parties any information related to meetings without the prior permission of the [EXECUTIVE BODY].</p> <p>30.4 [OTHER?]</p>
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XV. JUDICIAL PROVISIONS

<p><u>Judicial Body</u></p> <p>The Federation must have a system of judicial oversight with sanctioning power over its Members and the persons covered under its authority. This body should be independent and impartial.</p>	<p>Article 31 – [NAME OF JUDICIAL BODY]</p> <p>31.1 The judicial body of the [FEDERATION], appointed by the [GENERAL ASSEMBLY] is the [NAME JUDICIAL BODY].</p> <p>31.2 The [JUDICIAL BODY] has to power to discipline in first instance for breaches of the [FEDERATION]’s Statutes, rules, and regulations, doping, for misconduct during competitions, or for actions hurting the reputation of the sport or of the [FEDERATION]. The [JUDICIAL BODY] may discipline in first instance:</p> <ul style="list-style-type: none"> a) Members; b) Persons who participate in the [FEDERATION]’s activities, including athletes competing in events under the [FEDERATION]’s authority, officials overseeing such events, and persons holding any role within the [FEDERATION].
<p><u>Disciplinary Procedure</u></p> <p>The disciplinary procedure of first instance may be included in the Statutes or may be contained in a separate document (e.g. “disciplinary rules”) with the Statutes simply referring to this document.</p> <p>The Federation may also elect to have all disputes submitted to an external adjudication or arbitration institution, if such an institution is available.</p> <p>The procedure for doping offences is very important.</p>	<p>Article 32 – Disciplinary Procedure</p> <p><i>[INSERT:</i></p> <ul style="list-style-type: none"> A. <i>DISCIPLINARY PROCEDURE OF FIRST INSTANCE TO BE FOLLOWED BY THE JUDICIAL BODY</i> B. <i>CLAUSE REFERRING TO SEPARATE DOCUMENT CONTAINING THE PROCEDURE</i> C. <i>CLAUSE REFERRING ALL DISPUTES TO AN EXTERNAL ADJUDICATION OR ARBITRATION INSTITUTION].</i>
<p><u>Sanctions and Penalties</u></p> <p>If the disciplinary procedure of first instance is, in fact, included in these Statutes, define what sanctions and penalties the Judicial Body may impose on a party found guilty.</p>	<p>Article 33 – Disciplinary Procedure</p> <p><i>[IF APPLICABLE, INSERT SANCTIONS AND PENALTIES OF DIFFERENT SEVERITIES, E.G. REPRIMAND, SUSPENSION, DISQUALIFICATION, BAN, DEDUCTION OF RANKING POINTS, RETURN OF AWARDS AND PRIZES, FINE, EXCLUSION, A COMBINATION OF THE PRECEDING SANCTIONS, ETC.]</i></p>
<p><u>Appeals</u></p> <p>Parties must be able to appeal against decisions in first instance, but the institution in charge of appeals may vary from country to country. An external appeals institution is advised, instead of an internal body.</p> <p>There may be a court of appeal for sport disputes within the specialised sport adjudication system (e.g. a body of the National Olympic Committee) or even within the regular legal system. Another option is to directly refer appeals to an arbitration institution.</p>	<p>Article 34 – Appeals</p> <p><i>[INSERT WITH WHOM APPEALS MAY BE FILED AGAINST A DECISION IN FIRST INSTANCE].</i></p>

XVI. GENERAL

<p>Insert here any miscellaneous articles.</p>	<p>Article 35 – Financial Year</p> <p>The financial year shall be <i>[INSERT DATE DEPENDING ON NATIONAL LEGAL REQUIREMENTS, E.G. FROM 1 JANUARY TO 31 DECEMBER]</i>.</p> <p>Article 36 – Conflict of Rules</p> <p>In case of conflict between these Statutes and other rules or regulations, these Statutes shall prevail. financial year shall be <i>[INSERT DATE DEPENDING ON NATIONAL LEGAL REQUIREMENTS]</i></p> <p>Article 37 – Code of Ethics</p> <p>The <i>[FEDERATION]</i> shall enact and enforce a Code of Ethics, which all its Members and persons who participate in the activities of the <i>[FEDERATION]</i> shall be bound by.</p> <p><i>[OTHERS?]</i></p>
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XVII. DISSOLUTION

	<p>Article 38 – Dissolution of the <i>[FEDERATION]</i></p> <p>38.1 The dissolution of the <i>[FEDERATION]</i> may only be decided at a meeting of the <i>[GENERAL ASSEMBLY]</i> convened for this exact purpose upon the request of <i>[INSERT NUMBER OF MEMBERS]</i>. At least <i>[INSERT NUMBER OF MEMBERS, E.G. TWO-THIRDS]</i> of Members must be present for the <i>[GENERAL ASSEMBLY]</i> to deliberate on the issue.</p> <p>38.2 Dissolution shall require a <i>[INSERT MAJORITY NEEDED]</i> of votes cast.</p> <p>38.3 If the <i>[FEDERATION]</i> is dissolved, all debts and liabilities legally incurred by the <i>[FEDERATION]</i> shall be fully discharged and its remaining assets, if any, <i>[DECIDE WHERE ANY REMAINING ASSETS WOULD GO, E.G. A CHARITY, OTHER ASSOCIATION, DIVIDED AMONG THE MEMBERS, ETC.]</i>.</p>
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