

# **IAAF ATHLETES' COMMISSION**

## **2019 Elections Candidate Pack**

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## 1. Introduction

This Candidate Pack summarises the steps and requirements for any athlete wishing to be considered for election as a member of the IAAF Athletes' Commission.

There are six (6) positions available for election at the IAAF World Athletics Championships in 2019 to be held in Doha between 27 September and 6 October 2019.

The importance of athletes to decision-making within the IAAF was recognised and embedded into the IAAF structures with the governance and integrity reforms approved in December 2016. Under the 2019 Constitution, the Chairperson and one other member of the Athletes' Commission (one male and one female) will be full voting members of the IAAF Council.

The rules relating to the Athletes' Commission, and the election process, are set out in the attached IAAF Athletes' Commission Terms of Reference, the IAAF Candidacy Rules, the IAAF Governance Rules (effective from 1 October 2019), the IAAF Integrity Code of Conduct and other related IAAF rules. These are all available at <https://www.iaaf.org/about-iaaf/documents/rules-regulations>. In addition, all relevant rules and information about the Athletes' Commission election are available at: <https://www.iaaf.org/about-iaaf/structure/commissions>

## 2. Roles, Responsibilities, Composition, Term

This section sets out important information about the role, responsibilities and expectations, composition and terms of appointment, and eligibility criteria of the Athletes' Commission.

### 2.1. Role

The role of the Athletes' Commission is to advise the IAAF Council (and other commissions within the IAAF) on matters related to Athletics from an athlete perspective including:

- a. providing an athlete's perspective and voice to the decision-making processes within the IAAF;
- b. promoting and advocating for the rights and interests of athletes within the sport of Athletics globally;
- c. promoting and advancing an even playing field for athletes in Athletics including one which is clean, inclusive, safe and upholds the highest ethical standards;
- d. advising and educating athletes on matters related to Athletics;
- e. acting as the link between the athletes and the IAAF to convey the athletes' views to the IAAF and vice versa; and,
- f. promoting and supporting the establishment of Athletes' Commissions in Area Associations and Member Federations to provide an athlete's perspective into their respective decision-making processes.

### 2.2. Responsibilities and Expectations

As a member of the Athletes' Commission, there is at least one in person meeting per year, quarterly conference calls and on-going email consultation in between meetings, as well as promotion and other events when possible.

All members are expected to review all materials when circulated and provide meaningful feedback either in person, by email and/or by conference call, on a variety of important subjects concerning athletes and the sport.

The Chairperson of the Athletes' Commission has further responsibilities, including:

- a. chair and prepare the agenda/papers for all meetings of the Athletes' Commission;
- b. be the spokesperson for the Athletes' Commission including to the media;
- c. liaise with the IAAF President and IAAF Chief Executive as required or requested;
- d. prepare and present reports to IAAF Council;
- e. be a voting member of Council and any other Commissions or Working Groups as requested by the IAAF President or IAAF Council;
- f. be the IAAF athlete representative at any forums, groups or presentations as requested by the IAAF President or the Chief Executive;
- g. communicate with the members of the Athletes' Commission and other athletes and persons including the IAAF Area Association Athletes' Commissions, to identify issues for the Athletes' Commission to consider; and,
- h. any other specific responsibilities as required by the Chief Executive, President or Council that are within the scope of the role and responsibilities of the Athletes' Commission.

The Deputy Chairperson is responsible for carrying out any of the responsibilities described above if the Chairperson is unable to do so. He or she may also have specific responsibilities delegated to him or her by the Chairperson or the Athletes' Commission.

Both the Chairperson and Deputy Chairperson, who will be from amongst the elected members of the Athletes' Commission, are elected by the members of the Athletes' Commission and thereafter appointed by Council. The term in these positions is 2 years, but these members may be elected to these positions for further terms, up to 3 terms (6 years) (provided they remain members of the Athletes' Commission).

### 2.3. Athletes' Commission Members on the IAAF Council

The Chairperson of the Athletes' Commission is automatically a member of the IAAF Council.

In addition, one other elected member of the Athletes' Commission also sits on the IAAF Council. This person may or may not be the Deputy Chairperson but must be the other gender from the Chairperson. This member is to be elected by all the members of the Athletes' Commission, once all the members are either approved or appointed by the Council.

As members of the IAAF Council, these two members have additional responsibilities as IAAF Council Members, namely actively participating in all Council meetings (including those held in person (2-3 per annum) or by telephone). A summary of the role and responsibilities of IAAF Council Members is set out starting at page 14 of the 2019 Election Candidate Pack at <https://www.iaaf.org/about-iaaf/structure/elections>.

At present, under the 2019 Constitution, the Chairperson, and other member of the Athletes' Commission who is elected to sit on Council, cannot be from the same Member Federation as any other member of the Council.

#### 2.4. Composition and Term of Appointment

The Athletes' Commission is comprised of up to 18 members as follows:

- a. 12 members who are elected and then approved by the IAAF Council;
- b. up to 6 other members, appointed by the IAAF Council.

Of the 12 elected members, 6 are elected at each World Athletics Championships, so there is an election of 6 athletes every 2 years.

Applications will be published at least 3 months prior to the proposed decision on such appointments. The next round of appointed members will be in 2019.

The term of appointment is 4 years, commencing on the appointment of the person by Council after the World Athletics Championships and expiring 4 years later.

In 2019, the approval by Council of the elected members is expected to take place at the Council meeting to be held on 6 October 2019.

A member of the Athletes' Commission, if eligible, may be re-elected or re-appointed for further subsequent and consecutive terms of office up to a maximum of three (3) terms (i.e., 12 years).

The current make-up of the Athletes' Commission and the expiry of their terms is below. Member Federations who already have an Athletes' Commission member represented until 31 December 2021 (i.e., AUS, CAN, GER, POL, SKN & SRB) may not nominate candidates at the 2019 Athletes' Commission elections.

Member Federation	Athletes' Commission Member	Elected or Appointed	Expiry of Term	Gender
BRA	Fabiana MURER	Appointed	31 December 2019*	F
FRA	Mehdi BAALA	Appointed	31 December 2019*	M
GBR	Paula RADCLIFFE	Appointed	31 December 2019*	F
JAM	Michael FRATER	Appointed	31 December 2019*	M
JPN	Koji MUROFUSHI	Elected	31 December 2019*	M
KEN	Ezekiel KEMBOI	Appointed	31 December 2019*	M

Member Federation	Athletes' Commission Member	Elected or Appointed	Expiry of Term	Gender
NOR	Andreas THORKILDSEN	Elected	31 December 2019*	M
NZL	Valerie ADAMS	Elected	31 December 2019*	F
QAT	Mutaz Essa BARSHIM	Elected	31 December 2019*	M
RUS	Yelena ISINBAYEVA+	Elected	31 December 2019*	F
SWE	Christian OLSSON	Elected	31 December 2019*	M
TUN	Habiba GHRIBI	Appointed	31 December 2019*	F
USA	Dwight PHILLIPS	Appointed	31 December 2019*	M
AUS	Benita WILLIS	Elected	31 December 2021	F
CAN	Iñaki GOMEZ	Elected	31 December 2021	M
GER	Thomas RÖHLER	Elected	31 December 2021	M
POL	Adam KSZCZOT	Elected	31 December 2021	M
SKN	Kim COLLINS	Elected	31 December 2021	M
SRB	Ivana SPANOVIC	Elected	31 December 2021	F

+ Member Federation currently suspended

\* Due to the change in date of expiry, the terms of these 13 members will end when Council confirms the members at its meeting in October 2019 and not 31 December 2019.

#### 2.5. Eligibility

Every candidate for election or appointment to the Athletes' Commission must satisfy all of the following requirements:

- a. be a current member of the Member Federation (or a body affiliated to the Member Federation), where the Member Federation is in Good Standing;
- b. be nominated by their Member Federation;
- c. be at least 18 years old;
- d. if seeking to be an Elected Member, have competed in at least one of the last two IAAF World Athletics Championships, or in the last Olympic Games, or be a competitor in the World Athletics Championships at which the election will be held;
- e. be able to speak and understand English reasonably well;
- f. not be under investigation, or convicted or otherwise sanctioned for:
  - i. a doping offence (whether or not they have served the sanction imposed on them); or

- ii. any other offence or breach of any rules of the IAAF, an Area Association or a Member Federation (whether or not they have served the sanction imposed on them); or
  - iii. an offence under any applicable laws punishable by a term of imprisonment of 2 years or more (unless the person has served the sanction imposed on them); and,
- g. be vetted in accordance with the Vetting Rules, by the Vetting Panel (see further below).

### 3. Steps To Be Elected

#### 3.1. There are six steps to complete in order to be elected to the Athletes' Commission:

- Step 1 - Nomination supported by a Member Federation
- Step 2 - Vetting
- Step 3 - Candidate Nomination Form
- Step 4 - Campaign
- Step 5 - Election
- Step 6 - Council Approval

#### 3.2. Step 1 - Nomination Supported by a Member Federation

Any athlete seeking to be a candidate must be nominated by a Member Federation (which is in Good Standing with the IAAF) where either:

- a. The athlete is a current member or affiliated to the Member Federation; or,
- b. The athlete's club or other athletics organisation is a current member of the Member Federation.

A Member Federation can only nominate one candidate. Athletes from Member Federations that are already members of the Athletes' Commission may not be nominated as candidates (see table of members included at paragraph 2.4).

#### 3.3. Step 2 - Vetting

All candidates must be declared Eligible by the Vetting Panel. This process involves completing a form and the Vetting Panel undertaking an integrity check, which includes making enquiries regarding each candidate's integrity and reputation. Additional information may be requested from candidates by the Vetting Panel.

The Integrity Check requires the Vetting Panel to be satisfied that the candidate:

- a. is able to meet the high standards of conduct and integrity required of the position;
- b. is of good character and reputation; and,
- c. is physically and mentally fit to perform the position being sought.

Vetting may be undertaken at any time before Council finally approves the elected members of the Athletes' Commission, however to expedite the process and help ensure vetting is completed prior to the elections, all prospective candidates are requested to submit the forms for vetting by **31 July 2019** by contacting [Compliance@iaaf.org](mailto:Compliance@iaaf.org).

This also applies to persons who have already been vetted previously although in this case they will benefit from a "fast track" vetting process.

Candidates who pass the vetting will be sent a letter confirming their eligibility.

#### 3.4. Step 3 - Candidate Nomination Form

The Candidature Nomination Form must be completed, signed by the candidate, endorsed by a Member Federation and received by the IAAF by no later than **15 August 2019 (23:59 CEST)**. This deadline will be strictly enforced. The Candidature Nomination Forms must be sent by email to [Elections-AthletesCommission@iaaf.org](mailto:Elections-AthletesCommission@iaaf.org).

The Candidate Nomination Form is attached and also available at <https://www.iaaf.org/about-iaaf/structure/commissions>. Only this form can be used.

It must be signed by the candidate and a senior officer (i.e., President or the Secretary General or the Chief Executive) of the candidate's Member Federation.

In addition, a candidate may also send a one-page (format A4) promotional document in which he/she can detail his/her biography, explaining the reasons for his/her candidature. This form is attached and also available at <https://www.iaaf.org/about-iaaf/structure/commissions>. Only this form can be used.

The eligibility of each candidate will be verified by the IAAF Chief Executive Officer.

A list of all the approved candidates, including brief profiles drafted by each candidate, will be sent to all Member Federations and published no later than **25 August 2019** on the IAAF website.

#### 3.5. Step 4 – Campaign

Candidates may only promote their campaign during the Campaign Period. The Campaign Period starts at 9:00 on 29 September 2019 and ends at 14:00 on 3 October 2019 (local Doha, Qatar date/time).

Candidates (or any person on their behalf) may not promote their candidacy at any other time or in any other way whatsoever, other than to state they are a candidate.

During the Campaign Period, candidates may promote their candidacy in social situations inside the athletes' accommodation and the stadium. Such promotion must be limited to discussions among athletes attending the 2019 World Athletics Championships.

Promoting a candidacy in or around the Voting Centres is prohibited at all times. Apart from the promotional document submitted with their Candidature Nomination Form and via social

media, no other document, poster, sign, banner or presentation may be distributed and/or displayed inside or outside the athletes' accommodation.

Candidates must campaign with respect for every other candidate and the IAAF Constitution, Rules and Regulations apply including in particular the Integrity Code of Conduct (<https://www.iaaf.org/about-iaaf/documents/rules-regulations>).

All campaigning must be done with honesty, dignity and moderation in all spoken and written statements.

### 3.6. Step 5 – Election

The election will be undertaken in accordance with Schedule 1 of the Terms of Reference of the Athletes' Commission (attached).

In accordance with the IAAF Candidacy Rules, an Athletes' Commission Elections Committee will be appointed by the IAAF Chief Executive Officer, which is responsible for overseeing the 2019 Athletes' Commission elections in Doha.

The AC Elections Committee will be composed of five members as follows: Chairperson, Secretary, and three (3) other persons. The members will be announced on the IAAF website prior to the Elections.

The AC Elections Committee will:

- ensure that candidates abide by the Terms of Reference and applicable IAAF rules, including responding to any questions or complaints about or by a candidate and investigating any alleged breaches;
- referring any alleged breaches to the Athletics Integrity Unit for investigation and, if appropriate, prosecution under the Integrity Code of Conduct;
- organise and supervise the election, including determining the valid votes, counting the votes, certifying the results, and notifying the IAAF President of the outcome.

Only athletes holding a "TA" accreditation at the IAAF World Athletics Championships, Doha 2019 have the right to vote. Only one vote per accredited athlete is permitted. The vote must be made in person, on the official voting paper, upon presentation of a valid accreditation card.

The election will be held over five days from 11:00 to 14:00 on 29 September to 3 October 2019 at each Team Hotel as listed below:

<p><b>Ezdan Hotel</b> Al Khourais Street, Zone 63, P.O. Box: 23488, Al Dafna, West Bay, Doha, Qatar Tel:(+974) 4496 9111 <a href="http://www.ezdanhotels.qa">http://www.ezdanhotels.qa</a></p>	<p><b>The Curve Hotel</b> Building 27, Street No 802, Zone 61, P.O. Box 13257, Diplomatic Street West Bay, Doha, Qatar Tel:(+974) 4007 8888 <a href="http://www.ezdancurve.qa">http://www.ezdancurve.qa</a></p>
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<p><b>Mövenpick Hotel West Bay Doha</b> Building 37, Street No 802, Zone 61 P.O. Box 22752, Diplomatic Street West Bay Doha, Qatar Tel:(+974) 4496 6600 <a href="https://www.movenpick.com">https://www.movenpick.com</a></p>	<p><b>Retaj Al Rayyan</b> Building 3, Street No 802, Zone 61 P.O. Box: 25556, Diplomatic Street West Bay, Doha, Qatar Tel:(+974) 4420 4444 <a href="http://www.retajalrayyan.com">http://www.retajalrayyan.com</a></p>
<p><b>Marriott Marquis City Center Doha</b> Building 60, Street No 850, Zone 61 P.O. Box 25500 Omar Al Mukhtar Street, West Bay Doha, Qatar Tel:(+974) 4419 5000 <a href="https://www.marriott.com/hotels/travel/dohmq-marriott-marquis-city-center-doha-hotel">https://www.marriott.com/hotels/travel/dohmq-marriott-marquis-city-center-doha-hotel</a></p>	

The vote will be undertaken by secret ballot and to be valid, the voting ballot must indicate only six names.

After voting has closed, the Chairperson of the AC Elections Committee will inform the IAAF President of the result. The outcome of the election as certified by the Chairperson of the AC Elections Committee is final and there is no right of appeal.

The names of the elected athletes will be announced, before the closing of the IAAF World Athletics Championships, Doha 2019 and posted on the IAAF Website. The Member Federations will also be informed of the results via Circular.

### 3.7. Step 6 – Council Approval

Following the election, the IAAF Council will review the elected members and decide whether or not to approve them as members of the Athletes' Commission. This is expected to occur at the Council meeting to be held on 6 October 2019.

Council may, in its absolute discretion, decide not to confirm a person who has been elected as an Elected Member, or as the Chairperson or Deputy Chairperson, if in Council's opinion there are exceptional circumstances warranting such decision.

## 4. APPENDIX A – IAAF ATHLETES’ COMMISSION CANDIDATE NOMINATION FORM

### THE MEMBER FEDERATION AND THE CANDIDATE UNDERTAKE THAT THE CANDIDATE:

- a. is a current member of the Member Federation (or a body affiliated to the Member Federation);
- b. is at least 18 years old;
- c. has competed in at least one of the last two IAAF World Athletics Championships, or in the last Olympic Games, or will be a competitor in the 2019 World Athletics Championships at which the election will be held;
- d. is able to speak and understand English reasonably well;
- e. is not under investigation, or convicted or otherwise sanctioned for:
  - i. a doping offence (whether or not they have served the sanction imposed on them); or
  - ii. any other offence or breach of any rules of the IAAF, an Area Association or a Member Federation (whether or not they have served the sanction imposed on them); or
  - iii. an offence under any applicable laws punishable by a term of imprisonment of 2 years or more (unless the person has served the sanction imposed on them); and,
- f. has applied, or will before the election apply, to be vetted in accordance with the Vetting Rules;
- g. has read and understood the contents of the Athletes’ Commission Election Candidate Pack including Schedule 1 which sets out the process for the election of the IAAF Athletes’ Commission and the IAAF Athletes’ Commission Terms of Reference;
- h. has read and understood the IAAF Integrity Code of Conduct;
- i. has included a one-page document supporting his or her candidature (if s/he wishes to do so);

The Candidate Nomination Form must be received by the IAAF in Monaco by no later than **15 August 2019** (23:59 CEST). This deadline will be strictly enforced. Candidature Nomination Forms (and the optional promotional document) must be sent by email to [Elections-AthletesCommission@iaaf.org](mailto:Elections-AthletesCommission@iaaf.org).

When completing the Candidate Nomination Form, please note the information provided may be included in the IAAF Athletes’ Commission Election materials which could be circulated to athletes participating in the 2019 IAAF World Athletics Championships and may also be published on <https://www.iaaf.org/about-iaaf/structure/commissions>.

#### **Date / Signature of candidate athlete**

Read and approved

.....

#### **Date / Signature of the President or General Secretary/ CEO**

Read and approved

.....

#### **Stamp of the Federation:**

## Athlete's Promotional Document

### (\*MANDATORY FIELDS)

\*Athlete's Full Name

\*Athletics Performances

\*Passport-size Picture

*(Please insert link, file name or send under separate cover)*

Sport Administration

\*Country

Additional Information

Position sought:

**IAAF Athletes' Commission Member**

\*Date of Birth:

\*Profession:

\*Languages:

\*Email Address:

(Examples of subjects to populate the form below. In addition to your sports career\*, please provide information in at least one other subject.)

Education

Professional Career

## Athlete's Statement

(OPTIONAL, TO BE WRITTEN BY THE CANDIDATE)

Please explain why you wish to become a member of the IAAF Athletes' Commission.

The declaration must be typed in the box below and should not exceed 500 words. This statement should be addressed to the athletes encouraging them to vote for you.

Date and signature of the candidate:

.....

## 5. APPENDIX B – IAAF ATHLETES' COMMISSION TERMS OF REFERENCE

*Note: The Terms of Reference of the 2015-2019 Athletes' Commission have been included to provide detailed information to potential candidates about roles and responsibilities. The 2019-2023 Athletes' Commission will have Terms of Reference that will be adopted in accordance with the 2019 IAAF Constitution and the IAAF Governance Rules.*

### 1. Status and Role

- 1.1. The IAAF Athletes' Commission ("Athletes' Commission") is appointed by, and reports to, the IAAF Council ("Council") under Article 7.11(h) of the IAAF 2017 Constitution.
- 1.2. The role of the Athletes' Commission is to advise the IAAF Council on matters related to Athletics from an athletes' perspective including:
  - a. providing an athlete's perspective and voice to the decision-making processes within the IAAF;
  - b. promoting and advocating for the rights and interests of athletes within the sport of Athletics globally;
  - c. promoting and advancing an even playing field for athletes in Athletics including one which is clean, inclusive, safe and upholds the highest ethical standards;
  - d. advising and educating athletes on matters related to Athletics;
  - e. acting as the link between the athletes and the IAAF to convey the athletes' views to the IAAF and vice versa;
  - f. promoting and supporting the establishment of Athletes' Commissions in Area Associations and Member Federations to provide an athlete's perspective into their respective decision-making processes.

### 2. Commencement

- 2.1. These Terms of Reference were approved by the IAAF Council on 27 July 2018 and are effective from that date.
- 2.2. They replace the existing terms of reference and all documents pertaining to the IAAF Athletes' Commission including those related to the election and appointment of its members, election of its chairperson and its procedures.

### 3. Composition

**3.1. Overview of Process:** The process for the establishment of the Athletes' Commission is set out in detail in these Terms of Reference and is summarised as follows:

- a. in each year of a World Athletics Championships, 6 persons are elected to Athletes' Commission;
- b. every four years up to 6 further persons are appointed by Council to Athletes' Commission;
- c. in the next year, which is a World Athletics Championships year, a further 6 persons are elected to Athletes' Commission;
- d. the terms of office for each member of the Athletes' Commission is 4 years; and,
- e. the persons elected as Elected AC Members, are subject to approval by Council.

**3.2. Size:** The Athletes' Commission shall comprise:

- a. 12 elected members, elected in accordance with clause 3.3 of these Terms of Reference and approved by Council ("Elected AC Members"); and,
- b. up to 6 other members, appointed by Council in accordance with clause 3.4 of these Terms of Reference ("Appointed AC Members");

together referred to as "Athletes' Commission Members".

**3.3. Eligibility:** To be eligible to be nominated for, and to remain as, an Athletes' Commission Member (whether as an Elected AC Member or an Appointed AC Member) the person must:

- a. be a current member of the Member Federation (or a body affiliated to the Member Federation) in good standing;
- b. be nominated by their Member Federation;
- c. be at least 18 years old;
- d. if seeking to be an Elected AC Member, have competed in at least one of the last two IAAF World Athletics Championships, or in the last Olympic Games, or be a competitor in the World Athletics Championships at which the election will be held;
- e. be able to speak and understand English reasonably well;
- f. not be under investigation, or convicted or otherwise sanctioned for:
  - i. a doping offence (whether or not they have served the sanction imposed on them; or
  - ii. any other offence or breach of any rules of the IAAF, an Area Association or a Member Federation (whether or not they have served the sanction imposed on them; or
  - iii. an offence under any applicable laws punishable by a term of imprisonment of 2 years or more (unless the person has served the sanction imposed on them); and,
- g. be Eligible under the IAAF Constitution as determined by the Vetting Panel (under the IAAF Vetting Rules). The assessment of eligibility under the Vetting Rules will be undertaken

after the election (in clause 3.4(b) and before any, or subject to, approval by the IAAF Council (under clause 3.4(d)) and clause 3.5(d).

#### 3.4. Elected AC Members

- a. The elections for Elected AC Members shall take place during the IAAF World Athletics Championships held every second year, with six (6) persons elected as Elected AC Members at each World Athletics Championships.
- b. The procedure for the elections, including the nomination and election process is set out in **Schedule 1 - Elections for IAAF Athletes' Commission**.
- c. Following the election, the successful candidate's elected under clause 3.4(b) will be vetted (by the Vetting Panel under the Vetting Rules) and if approved as eligible by the Vetting Panel, shall be recommended to Council.
- d. Council shall then decide whether or not to confirm the appointment of each of the recommended Elected AC Members, at the first Council meeting held after the election. Council may, in its absolute discretion, decide not to confirm a person who has been elected as an Elected AC Member if in Council's opinion there are exceptional circumstances warranting such decision. If this occurs, a vacancy will be created and filled by the process set out in clause 4.3.

**3.5. Appointed Members:** In addition to the Elected AC Members, Council may appoint up to 6 persons to be Appointed AC Members in the year between World Athletics Championships by the following process:

- a. By no later than 3 months prior to the proposed appointments Council may call for nominations from Member Federations for up to six (6) Appointed AC Members.
- b. Member Federations may nominate one person (who is eligible under clause 3.3), in the format and by the date specified by the IAAF;
- c. Council shall appoint a subcommittee (including the President) to consider the nominations received, which, shall make recommendations for Appointed AC Members, subject to clause 3.5(d) and 3.5(e).
- d. The candidates identified to be recommended to Council as Appointed AC Members will be vetted (by the Vetting Panel under the Vetting Rules) and if approved as eligible by the Vetting Panel, shall be recommended to Council. Council may then appoint the recommended Appointed AC Members.
- e. In deciding both the number of Appointed AC Member positions available (in clause 3.5(a)), and the persons to appoint, Council must take into account the requirement for at least 2 Athletes' Commission Members of each sex<sup>1</sup>, and the desire for a balance of AC Members from different Areas, athletics disciplines and the person's skills/expertise and availability to be on the Athletes' Commission.

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1. Article 7.11(h) IAAF Constitution (2017)

## 4. Term and Vacancies

**4.1. Term:** The term of office for members of the Athletes' Commission is approximately four years as follows:

- a. commencing on their appointment by Council (under clauses 3.4(d) and 3.5(d); and,
- b. subject to clause 4.2 (resignation and removal), expiring four years later on the appointment by Council of the next group of AC Members.
- c. A member of the Athletes' Commission who is and remains eligible (under clause 3.3) may be re-elected or re-appointed for further subsequent and consecutive terms of office up to a maximum of three (3) terms in accordance with the process set out in clauses 3.4 and 3.5.

### 4.2. Resignation and Removal

- a. A member of the Athletes' Commission may resign prior to the expiry of their term of office by giving not less than 1 months' notice in writing to the Athletes' Commission Chairperson, Deputy Chairperson and IAAF President.
- b. An Athletes' Commission Member may be removed from the Athletes' Commission prior to the expiry of their term of office, by decision of the Council on the recommendation of the Athletes' Commission Chairman to the IAAF President, for:
  - i. breach of any duty under clause 8; or
  - ii. any other act or conduct that, in the opinion of Council, brings the Athletes' Commission or the IAAF into disrepute.
- c. In addition, an Athletes' Commission Member shall be deemed to have vacated his or her position if, during their term, he or she:
  - i. dies; or
  - ii. is absent from two or more meetings of the Athletes' Commission without prior approval of the Chairperson.

**4.3. Changes and Vacancies:** If any position (whether an Elected AC member or an Appointed AC Member) on the Athletes' Commission is vacant, whether by resignation, removal or otherwise at any time, the Council may (on the recommendation of the Athletes' Commission Chairperson and Deputy Chairperson and the IAAF President) appoint a replacement member (who is eligible under clause 3.3) for the balance of the term of office of the vacated position. If the vacant position is an Elected AC Member, Council may appoint the candidate who received the next highest number of votes for election to the Athletes' Commission in the last election (held under clause 3.4(b)).

## 5. Chairperson and Deputy Chairperson

**5.1. Two positions:** The Athletes' Commission shall recommend to Council, two of its members to be the Chairperson and a Deputy Chairperson. Both positions shall be recommended for appointment at the same time.

**5.2. Role and Responsibilities:** The role of the Chairperson (or the Deputy Chairperson in the Chairperson's absence or if requested by the Chairperson) is to lead and be the spokesperson for the Athletes' Commission. The Chairperson has the following responsibilities:

- a. chair and prepare the agenda/papers for all meetings of the Athletes' Commission;
- b. be the spokesperson for the Athletes' Commission including to the media, subject to clause 7.3;
- c. liaise with the President and Chief Executive as required or requested;
- d. prepare and present reports to Council;
- e. attend meetings of the Council and any other Commissions or Working Groups as requested by the President or Council;
- f. be the IAAF athlete representative at any forums, groups or presentations as requested by the President or the Chief Executive;
- g. regularly communicate with the members of the Athletes' Commission and other athletes and persons in order to identify issues for the Athletes' Commission to consider; and,
- h. any other specific responsible as required by the Chief Executive, President or Council that are within the scope of the role and responsibilities of the Athletes' Commission (set out in clauses 1.2 and 6).

**5.3. Eligibility:** Only current Elected AC Members are eligible to be the Chairperson and Deputy Chairperson.

**5.4. Election Meeting:** The recommended Chairperson and Deputy Chairperson shall be elected at the first meeting of the Athletes' Commission held following Council's confirmation of their appointment after each World Athletics Championships. The quorum and other procedures for this meeting shall be as specified in clause 10.

**5.5. Nomination:** Elected AC Members wishing to seek election for the Chairperson or Deputy Chairperson shall submit their nomination in the format and by the date specified by the IAAF. An Elected AC Member may seek nomination in one or both positions in the alternative.

**5.6. Presentation/ Promotion:** Those seeking nomination may make a short (3 minute) presentation to the other members of the Athletes' Commission at a meeting of the Athletes' Commission on their suitability for the position/s being sought. Other than this presentation, candidates may not produce or issue any document, materials or publicly seek support for their candidacy. Such support must be limited to discussions between the members.

**5.7. Election Process:** The election shall be undertaken by secret ballot in which all AC Members present at the meeting are entitled to vote, including those seeking appointment, as follows:

- a. The position of Chairperson will be voted on first. The candidate with the highest number of votes for that position shall be elected provided that he or she receives an absolute majority (50% plus 1) of the votes cast in his or her favour. The outcome of the vote will be announced to the Commission by the scrutineers.

- b. The position of Deputy-Chairperson will be voted on second. If the candidate elected as Chairperson also submitted a candidacy for Deputy-Chairperson he or she shall be withdrawn from that vote, before the position of Deputy Chairperson is voted on. The candidate with the highest number of votes in the vote for Deputy Chairperson shall be elected provided that he or she receives an absolute majority of the votes cast in his or her favour.
- c. If no candidate receives an absolute majority in the vote for either position, the lowest polling nominee in that vote, shall be withdrawn from the ballot, and the vote for that position undertaken again. This procedure is to be repeated until such time as a candidate receives an absolute majority of the votes cast in his or her favour for the applicable position.
- d. No proxy votes are permitted.
- e. Any abstentions or invalid votes shall not be counted.
- f. The IAAF shall supply three persons who are independent of the Athletes' Commission and not from the same country as any nominee, to be the scrutineers for the election. They shall conduct the election, decide if votes are valid, count the votes and inform the meeting of the outcome.

**5.8. Council approval:** Following the election, Council shall, as soon as practicable, decide whether or not to confirm the appointments of the Chairperson and Deputy Chairperson. Council may, in its absolute discretion, decide not to confirm a person who has been elected as Chairperson and Deputy Chairperson, if in Council's opinion there are exceptional circumstances warranting such decision. If this occurs another election shall be held for that position in accordance with the process set out in clause 5.7 with the AC Member who had been elected in a position removed from the ballot for that position.

**5.9. Term:** The term of office for the Chairperson and Deputy Chairperson is approximately two years commencing on 1 January in the year following their approval by Council to that position, and ending on 31 December two years later, subject to clause 5.10, and as long as they remain a current member of the Commission. An Elected AC Member may be re-elected for further terms of office as the Chairperson or Deputy Chairperson up to a maximum of three (3) terms of office.

**5.10. Resignation or Removal:** The Chairperson and Deputy Chairperson may each be removed from their position as such, prior to the expiry of their term of office, by:

- a. resignation; or,
- b. decision of Council, in its absolute discretion; or
- c. decision of the Athletes' Commission to remove the member, which shall require a two-thirds majority of the members of the Athletes' Commission who are present at a meeting called for that purpose (by at least 6 members of the Commission); or
- d. resignation or removal from the Athletes' Commission under clause 4.2.

**5.11. Effect on AC Membership:** The resignation or removal of a Chairperson or Deputy Chairperson from either position does not affect their membership of the Athletes' Commission, unless their term of office expires or clause 5.10 applies. If the Chairperson and Deputy Chairperson resigns or is removed from the Athletes' Commission, he or she may not continue in that position from the date that resignation or removal is effective.

## 6. Responsibilities

**6.1.** The Athletes' Commission will fulfil its role by undertaking the following responsibilities:

- a. considering and providing its views to Council on matters to be discussed or decided by Council. These views may be given to the Council directly through the reporting process in clause 9 or via the President, the Chief Executive, and if requested, via Commissions and Working Groups.
- b. identifying and proposing matters for Council to review or consider;
- c. proposing persons to represent the Athletes' Commission on Commissions, working groups and other bodies within the IAAF, as required;
- d. attending meetings and contributing to the work of the Commissions and Working Groups, as requested;
- e. reporting to Council in accordance with clause 9 and as requested;
- f. consulting and liaising with athletes and other persons and entities within Athletics and other athletes from other sports, including other Athletes' Commissions;
- g. acting as a sounding board to, the President, Chief Executive Officer and IAAF Directors on matters affecting athletes; and,
- h. performing any other responsibilities as may be assigned to it by the Council, the Executive Board, the President or the Chief Executive Officer.

## 7. Authority

- 7.1.** The Athletes' Commission is advisory to the Council and is not entitled to make decisions for or on behalf of the IAAF.
- 7.2.** The Athletes' Commission, and its members, shall not represent the IAAF, nor engage any person on behalf of the IAAF, unless prior approved by the President.
- 7.3.** The Athletes' Commission and its members shall not make public statements about the IAAF, the Athletes' Commission or any aspect of the Athletes' Commission's work, unless prior approved by the President.

## 8. Duties of Athletes' Commission Members

**8.1. IAAF Interests:** In undertaking any work in connection with the Athletes' Commission, each Athletes' Commission Member shall act in the interests of the IAAF and its athletes.

- 8.2. Participation:** Athletes' Commission Members shall attend each meeting of the Athletes' Commission (in person or using technology) unless excused by the Chairperson. Each Athletes' Commission member shall actively participate in Athletes' Commission meetings and in matters undertaken by the Athletes' Commission between meetings. Each Athletes' Commission Member must be adequately prepared for each Athletes' Commission meeting in order to participate effectively and constructively.
- 8.3. Integrity Code of Conduct:** Athletes' Commission Members are IAAF Officials and as such are bound by the IAAF Integrity Code of Conduct. This includes principles of conduct related to integrity, equality, dignity, good faith, conflicts of interest, improper benefits, improper association and neutrality. In particular, Athletes' Commission Members are bound by the Rules Concerning Conflicts of Interests of IAAF Officials or the Conflicts, Disclosures and Gift Rules.
- 8.4. IAAF Rules:** Athletes' Commission Members are bound by all the rules and regulations of the IAAF together with any directions and decisions of the Council.

## 9. Reporting

- 9.1. Reports to Council:** The Athletes' Commission shall submit a report to the Council in writing after each meeting of the Commission by no later than 14 days prior to the Council meeting, and as otherwise required. This report shall be prepared by the Chairperson of the Athletes' Commission in collaboration with the Athletes' Commission Members, and the IAAF Staff Liaison or other person designated by the Chief Executive Officer. All Athletes' Commission Members shall receive a copy of this report.
- 9.2. Council Meetings:** The Chairperson (or in his or her absence, the Deputy Chairperson) shall attend all Council meetings, unless the President or Council decide otherwise. They shall have the right to speak but have no rights to vote on any decisions of Council.
- 9.3. Annual Summary Report:** By a date specified by the Chief Executive, the Chairperson shall, in consultation with the Athletes' Commission members, prepare an annual report with a summary of the Athletes' Commission's work for inclusion in Council's annual report to the Member Federations. This report will also be published on the IAAF website.

## 10. Athletes' Commission Meetings and Procedure

- 10.1. Work:** The Athletes' Commission shall undertake its work at meetings of the Commission and in between meetings by telephone, email and other means of communication as is necessary to fulfil its responsibilities.
- 10.2. Meetings:** The Athletes' Commission shall meet in person at least once but usually twice each year. The dates and venue are to be agreed by the Chairperson and the Chief Executive Officer. As much notice as possible, usually at least two months' notice, will be given to all Athletes' Commission Members of the date, time and venue for any meeting. Meetings will usually be held in Monaco, unless otherwise agreed with the Chief Executive Officer.

- 10.3. Agenda:** The Chairperson shall prepare an agenda for each meeting in consultation with the Deputy Chairperson, Chief Executive Officer, Director of Athlete Activities. Athletes' Commission Members may submit items for the agenda through the Chairperson. The agenda, together with relevant papers, will be distributed to all Athletes' Commission Members by the IAAF Staff Liaison or other person designated by the Chief Executive Officer prior to each Athletes' Commission meeting (usually 2 weeks prior).
- 10.4. Chair:** The Chairperson will chair all meetings, unless he or she is unavailable in which case the Deputy Chairperson will do so. If neither is available, then another Athletes' Commission Member appointed by the members will chair the meeting.
- 10.5. Attendees:** In addition to Athletes' Commission Members:
- The President and the Chief Executive Officer will be invited to attend every meeting of the Athletes' Commission.
  - The Director of Athlete Activities and IAAF Staff Liaison for the Athletes' Commission shall attend all meetings of the Athletes' Commission and shall be included in all work of the Commission undertaken between meetings.
  - Other persons may be invited by the Chairperson to attend meetings to provide information or advice on a specific item of business at a meeting, if prior approved by the Chief Executive Officer;
- provided that** nothing in this clause prevents the Athletes' Commission from holding a meeting, or part thereof "in committee" without the attendance of any one or more attendees, where the matter being discussed involves those attendees or is a matter of sensitivity, as long as the relevant attendees are notified of such fact.
- 10.6. Meetings using Technology:** Athletes' Commission meetings may be held by telephone, through video or internet conference facilities or in combination with a meeting held in person provided that prior notice of the meeting is given to all Athletes' Commission Members and all persons participating in the meeting are able to hear each other effectively and simultaneously. Participation by any Athletes' Commission Member in this manner at a meeting shall constitute the presence of that member at that meeting.
- 10.7. Remote Decisions:** In addition to discussions and decisions made in meetings of the Athletes' Commission, discussions may be held between members via email and other social media and messaging platforms, provided that any resolutions or decisions of the Athletes' Commission which follows such discussion, shall only be valid if decided by email in the manner prescribed by the Chairperson and Chief Executive.
- 10.8. Quorum:** The quorum for all meetings of the Athletes' Commission shall be a majority (half + 1) of the total number of members of the Athletes' Commission. This quorum also applies to remote decisions.

**10.9. Voting:** Decisions of the Athletes' Commission shall generally be made by consensus. If a consensus cannot be reached and a vote is required, each Athletes' Commission Member shall have one (1) vote. Voting by proxy is not permitted. Where members are attending a meeting using technology (in accordance with clause 10.6), they may vote by email in accordance with the procedures prescribed by the IAAF). Except to the extent specified in these Terms of Reference, a majority of votes in favour of an action by those Athletes' Commission Members present at a meeting, is required for it to be passed. A member who attends a meeting via telephone or video or other conference facility shall be regarded as being present. In the event of an equality of votes, the Chairperson may cast a casting vote.

**10.10. Voting on Remote Decisions:** A resolution in writing agreed to, by email, by greater than 75% of all Athletes' Commission Members, shall be valid as if it had been passed at an Athletes' Commission meeting.

**10.11. Minutes:** Minutes of each meeting of the Athletes' Commission shall be taken. The IAAF Staff Liaison or other person designated by the Chief Executive Officer will be responsible for taking the minutes during the meeting. The minutes will be finalised in consultation with the Chairperson and sent to Athletes' Commission members within a maximum of one (1) month of the meeting. Any amendments to the Minutes will be agreed at the next meeting of the Athletes' Commission, and noted accordingly.

**10.12. Confidentiality:** All meetings and the work of the Athletes' Commission are confidential. No documents, information, discussion, recommendations or decisions made at a Athletes' Commission meeting or otherwise exchanged or agreed in connection with the work of the Athletes' Commission, shall be disclosed to any other person (other than the President, Council Members, Chief Executive Officer, Director of Athlete Activities, and the IAAF Staff Liaison for the Athletes' Commission) unless:

- a. the President, Chief Executive Officer or Athletes' Commission Chairperson authorises such disclosure;
- b. the Athletes' Commission agrees that such disclosure is necessary or desirable to advance its work;
- c. the matter is in the public domain; or
- d. such disclosure is required by law or any applicable authority, including the IAAF Athletics Integrity Unit or the Disciplinary Tribunal.

## **11. Administration**

**11.1. Expenses:** Athletes' Commission Members act as such in a voluntary capacity and will not be compensated for their work as a Commission Member. The IAAF will reimburse expenses, and pay per diems, for each Athletes' Commission Member in accordance with IAAF policy.

**11.2. Administration:** The IAAF will arrange travel, accommodation and insurance for Athletes' Commission meetings in accordance with IAAF policy.

**11.3. Documents:** The IAAF will provide the Athletes' Commission with all documents held by the IAAF relevant to the Athletes' Commission's work.

## **6. APPENDIX C – SCHEDULE 1 – ELECTIONS FOR IAAF ATHLETES' COMMISSION**

The IAAF shall organise the election of six Athletes' Commission members, on the occasion of each IAAF World Athletics Championships, in accordance with the following process:

### **1. Submission of a Candidature**

- 1.1.** Any person who meets all the eligibility requirements to be a member of the Athletes' Commission (set out in the Terms of Reference of the Athletes' Commission) may submit a candidacy to be an Elected AC Member.
- 1.2.** The official candidature application form (Appendix 1) must be completed, signed by the candidate, endorsed by an IAAF Member Federation and received by the IAAF at the specified email address by the date and time notified by the IAAF, usually 3 months prior to the election. This deadline will be strictly enforced;
- 1.3.** A Member Federation can submit only one candidature;
- 1.4.** The candidate may also send a one-page, A4 document in which he/she can detail his/her biography, explaining the reasons for his/her candidature, on the prescribed form.
- 1.5.** The eligibility of each candidate shall be verified by the IAAF Chief Executive.

### **2. Publication of Candidates and Campaigning**

- 2.1.** The names of the eligible candidates seeking election for the Athletes' Commission will be published on the IAAF website and circulated to all Member Federations no later than 7 days before the election (Schedule 3 of the IAAF Candidacy Rules in force since 27 July 2018 state "no later than 15 days...").
- 2.2.** Candidates (or any person authorized by them) may not promote their candidacy in any way whatsoever (other than to state they are a candidate) except throughout the Campaign Period described in clause 2.3.
- 2.3.** Candidates may promote their candidacy from the opening day of election, until the conclusion of the election ("Campaign Period"), in social situations inside the Athletes' accommodation and the Stadium. Such promotion must be limited to discussions among athletes.
- 2.4.** Candidates must campaign with respect for every other candidate.
- 2.5.** Apart from the document submitted with their candidature in 1.4 above, no other document, poster, sign, banner or presentation may be distributed and/or displayed inside or outside the Athletes' accommodation.
- 2.6.** Promoting a candidacy in or around the Voting Centres is prohibited.

**2.7.** The IAAF Constitution, Rules and Regulations apply including in particular the Integrity Code and the Rules Concerning Candidacy for IAAF Office and Conduct of Elections.

### **3. The Election**

**3.1.** The election will be held from 11:00 to 14:00 at each Team Hotel in the city of the World Athletics Championships over a period of 5 days at a place to be decided and communicated by the IAAF to all accredited athletes.

**3.2.** Only accredited athletes may vote. Only one vote per accredited athlete is permitted.

**3.3.** The vote must be made in person, on the official voting paper, upon presentation of a valid Accreditation Card.

**3.4.** The vote will be undertaken by secret ballot.

**3.5.** To be valid the voting ballot must vote for six names, (not more, not less).

**3.6.** After voting has closed, the Chairperson of the AC Elections Committee will inform the President of the result.

**3.7.** The names of the elected athletes will be announced, before the closing of the Championships and posted on the IAAF Website. The Member Federations will also be informed of the results via Circular.

### **4. Elections Committee**

**4.1.** There shall be an Athletes' Commission Elections Committee appointed by the Chief Executive which is responsible for overseeing the election of Elected AC Members.

**4.2.** The AC Elections Committee will be composed of five members appointed by the Chief Executive as follows:

- a. Chairperson
- b. Secretary,
- c. 3 other persons.

**4.3.** The AC Elections Committee shall:

- a. ensure that candidates abide by these Terms of Reference and applicable rules including responding to any questions or complaints about or by a candidate and investigating any alleged breaches;
- b. referring any alleged breaches to the AIU for investigation and, if appropriate, prosecution under the Integrity Code of Conduct;
- c. organise and supervise the election, including determining the valid votes, counting the votes, certifying the results, and notifying the President of the outcome. The voting papers shall be retained for a period of 3 months and then destroyed by the Chairperson.

**4.4.** The term of office of the AC Elections Committee shall commence upon their appointment usually 3 months prior to the election, and cease on the completion of their duties following the election.

**4.5.** The outcome of the election as certified by the Chairperson of the AC Elections Committee is final and there is no right of appeal.

