

UIPM Executive Board Charter and Terms of Reference

Role of the UIPM Executive Board

The role of the UIPM Executive Board (the “EB”) is to oversee the accountability and leadership of the UIPM providing clear sighted counsel on the strategic direction of the UIPM in between meetings of the General Assembly. In doing so the EB to balance the interests of the various stakeholders (i.e. the IOC, the Continental Confederations, the National Federations, etc.) to whom it is responsible in order for the UIPM to have a successful and sustainable long-term future.

The focus of the EB is:

- Ensuring that the UIPM has an appropriate strategy that is consistent with the development of the sport and the benefit of the athletes and overseeing delivery of the strategy; and
- Overseeing good financial, quality management and cultural governance (including setting the tone from the top on culture and ethics).

Ethical Leadership

Members of the EB are exemplars of the UIPM’s values, acting with integrity, fairness and in the interest of the UIPM. They maintain the UIPM’s focus on building inclusion, enrichment and trust for the benefit of athletes, stakeholders and communities. The EB collectively embodies and promotes ethical leadership by asking the right questions and challenging to ensure that poor behaviour is sanctioned. The EB oversees cultural governance including setting the tone from the top on conduct and ethics.

Terms of reference

Competences of the EB

The EB has powers to:

- a) represent the General Assembly in the period between the meetings and to decide on all necessary matters which cannot be postponed till the next meeting of the General Assembly or where a specific authorisation by the General Assembly has been granted. The Executive Board is entitled to amend the Competition Rules in lieu of the General Assembly only in case of force majeure and with a majority of ¾ of the members of the Executive Board;
- b) implement the UIPM Rules on Internal Organisation;
- c) implement and put in practice decisions adopted by the General Assembly;
- d) decide upon the competencies of its own members;
- e) report to the General Assembly;
- f) appoint the members of all Committees and Commissions;
- g) appoint the Chairpersons of all Committees and Commissions;
- h) approve organisers for UIPM events;
- i) grant provisional membership;
- j) decide on sanctions according to the Doping Review Panel;

- k)** submit motions to the General Assembly;
- l)** provide the General Assembly with its opinion on motions submitted to the General Assembly;
- m)** decide whether to award the Medal of Honour;
- n)** employ (and dismiss) the Secretary General upon proposal of the President;
- o)** employ (and dismiss) executive staff of the Secretariat upon proposal of the Secretary General;
- p)** appoint experts for specific tasks upon proposal of the President and/or the Secretary General;
- q)** approve the UIPM calendar;
- r)** appoint Technical Delegates;
- s)** assign as decided in the budget the contributions to the Continental Confederations based on their budget plan;
- t)** receive audited account of each Continental Confederation and annual report of each Member on its finance and activities;
- u)** report any trafficking in prohibited substances, as enumerated in the UIPM Medical Rules, committed by athletes or coaches, trainers, officials and staff of UIPM and its members as well as of individual members of UIPM and members of the UIPM Committees to the competent judicial and administrative authorities;
- v)** approve the statutes of a Member and/or a Continental Confederation or request amendments.

Composition and membership of the Board

The Board shall comprise not less than 15 and no more than 30 members elected by the General Assembly pursuant to Article 14 of the UIPM Statutes. The President and the members of the EB are elected by secret ballot by an absolute majority of the voting Members in the General Assembly. The Presidents of the Continental Confederations, the chairperson of the Athletes' Committee, the chairperson of the Medical Committee, the chairperson of the Coaches Committee and the Secretary General are members by right of the EB. The Secretary General has no vote in the EB.

The EB comprises:

- a)** The President;
- b)** 5 UIPM Vice Presidents;
- c)** The Presidents of the Continental Confederations;
- d)** The Treasurer;
- e)** The Member for Sport;
- f)** The Member for Marketing;
- g)** The Member for Media;
- h)** The Member for Development;
- i)** The Chairperson of the Athletes' Committee;

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- j) The Chairperson of the Medical Committee;
- k) The Chairperson of the Coaches' Committee; and
- l) The non-voting Secretary General.

The EB will meet a minimum of two times a year and the President, may call further meetings at other times in the year as considered appropriate. Executive Board members shall submit their proposals for the agenda of the next Executive Board's meeting in writing to the Secretary General at least 20 days before the respective meeting.

Quorum

The quorum for any meeting of the EB shall be eight members. The members of the Board may participate in a meeting of the Board from separate locations by means of conference technology or other communication equipment which allows those participating to hear each other and be heard, and shall be entitled to vote or be counted in the quorum accordingly.

Board Procedures

Except as otherwise stated in these terms of reference, the Board shall determine its own procedures.

Board Resolutions

The EB shall reach decisions by a simple majority of voting on the issues in question. If the numbers of votes for and against a certain proposal are equal, the president has a casting vote. Any resolution evidenced in writing or by electronic (including email) or voice recognition means, by such member or members of the EB as would have been necessary to pass such resolution had all members of the EB been present at a meeting to consider such resolution, shall be valid and effective as if it had been passed at a meeting of the EB duly convened and held, provided that notice and details of the proposed resolution have been given in advance to each member of the EB.

Conflicts of interest of individual EB members

If a member of the EB finds themselves with a conflict of interest, they shall immediately disclose this to the President and the Secretary General and where appropriate recuse themselves from any deliberations or votes of the Board concerning the relevant subject matter.

Notice of meetings

The EB meeting agenda and supporting documents in relation to the EB meeting shall, ideally, be circulated at least three working days prior to the Board meeting.

Documentation, Communication and Reporting

The UIPM President, together with the VPs, shall report to the EB at each meeting on relevant matters delegated by the Board.

Minutes of the Board are to be kept and filed by the Secretary General and held at the UIPM registered office. EB members will receive a copy of the minutes of the Board. A summary of EB meetings will also be available to all EB members.