



INTERNATIONAL BOBSLEIGH & SKELETON FEDERATION

## **Code of Conduct Executive Committee, Staff, Advisors, Commission and Committee members**

### **Introduction**

The purpose of this document is to provide a Code of Conduct for IBSF Executive Committee members, all other IBSF Commission/Committee members, all IBSF Staff and Advisors as well as Directors and Staff members of FIBT Marketing GmbH.

### **This Code of Conduct applies to:**

IBSF

- Executive Committee (elected by the Congress)
- Court of Arbitration (elected by the Congress)
- Auditors (elected by the Congress)
- Statutory Commissions/Committees (appointed by the Executive Committee)
- Ethics Committee (appointed by the Executive Committee)
- Officials (appointed by the Executive Committee)
- Staff (appointed by the Executive Management Committee)
- Advisors (appointed by the IBSF Management Committee)

## **1. The Code of Conduct**

### **1.1. Selflessness:**

All individuals have a general duty to act in the best interest of the IBSF as a whole. This should not be done in order to gain financial or other material benefits for themselves, their family, their friends or the organisation they come from or represent.

### **1.2. Integrity:**

All individuals should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their role, other than the organisations they represent by virtue of their participation in the IBSF. As well as avoiding actual impropriety, the appearance of improper behaviour should be avoided. In addition, accepting gifts and hospitality that might reasonably be thought to influence judgment should also be avoided.



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### **1.3. Objectivity:**

In carrying out their role, including making appointments, awarding contracts, recommending individuals for rewards and benefits, or transacting other business, members should ensure that decisions are made solely on merit.

### **1.4. Accountability:**

All individuals have a duty to comply with the law on all occasions in accordance with the trust placed in them and in such a way as to preserve public confidence in the IBSF. They are accountable for their decisions and actions to the stakeholders. It is important to submit to scrutiny appropriate to the role.

### **1.5. Openness:**

All individuals should ensure that confidential material, including material about individuals, is handled in accordance with due care. They should be as open as possible about their decisions and actions taken. Reasons should be given for decisions and information should be restricted only when wider interest clearly demands.

### **1.6. Honesty:**

There is a duty to declare any interests relating to their IBSF roles and to take steps to resolve any conflicts that may arise. Where the private interests of any individual is in conflict with the duties of the role, they must resolve this conflict in favour of the IBSF's overall position. Relevant declarations of interest must be made in the different circumstances and roles played both within and outside the IBSF.

### **1.7. Leadership:**

All Executive Committee, Staff, Advisors, Commission and Committee members should respect, promote and support the principles of leadership by example.

## **2. IBSF Principles**

**2.1.** All people involved with the IBSF need to be aware of the IBSF Conflict of Interest Policy and the IBSF Code of Ethics and abide by these documents.

**2.2.** All people involved with the IBSF must understand that first and foremost the IBSF is a sport organisation dedicated to the promotion and organisation of Bobsleigh and Skeleton and the athletes that compete and train in these sports. Because of this extra care must be taken in insuring fair play, openness, transparency, tolerance and respect.



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**2.3.** All people involved with the IBSF are prohibited from betting on IBSF competitions and should refrain from the promotion of any illegal betting, including providing information that could be used for illegal betting.

### **3. Sanctions**

- 3.1.** Complaints made under this Code of Conduct will be made in writing to the IBSF Ethics Committee (IBSF Secretary General must also be sent any complaint) who will in accordance with the published Rules of Procedure make recommendations on sanctions if warranted to the IBSF Executive Committee, unless the complaint is made about the Ethics Committee in which case it will be made directly to the Executive Committee.
- 3.2.** Sanctions for breaking this Code include but are not limited to a warning, fine, removal from position, and/or a ban from IBSF events
- 3.3.** If a dispute arises between the IBSF and me, or any third party involved in Bobsled or Skeleton under this Code I will use the appropriate IBSF appeal and dispute resolution channels, and I acknowledge that ultimately Swiss law and CAS will be the final arbitrator of any dispute.

Signature:

Name(printed):

Date: