



# THE IOF CODE OF ETHICS

26 August, 2016

## **1 Persons and Organizations Subject to this Code**

1.1 This Code of Ethics applies to all elected, appointed or contracted IOF employees, functionaries, volunteers and organizing committees for IOF events and their officials and volunteers, officials and volunteers at IOF-sanctioned member events, athletes, coaches, trainers, doctors, team staff, team officials, all other persons claiming or seeking standing as present or prospective participants in any IOF activity, and persons without status or title who engage in any activity in relation to the IOF that is prohibited by this Code of Ethics.

## **2 Preamble**

2.1 The IOF is committed to the highest standards of conduct in sport administration and competition. To meet this commitment, the IOF has developed a Code of Ethics to express the core values of both the organisation and the sport of Orienteering in general. Such values and ethics underpin the IOF's policies, procedures and rules. Observance of the code is vital to the integrity of orienteering.

2.2 The IOF Code of Ethics comprises four principles based on [the fundamental values of Orienteering](#). It imposes obligations in terms of respect and responsibility upon everybody involved in orienteering - competitors, spectators, officials and all other accredited persons.

2.3 Persons involved in the IOF and in Orienteering must not act in a manner likely to tarnish the reputation of the IOF or the sport of Orienteering generally, nor act in a manner likely to bring the sport into disrepute.

2.4 All persons subject to this code are required to adhere to the standards set out in the [Olympic Movement Code on the Prevention of the Manipulation of Competitions](#).

## **3 Conflicts of Interests**

3.1 All those acting on behalf of the IOF must make decisions in the interests of the IOF. All those whose personal interests might reasonably be perceived as being affected by a decision or policy concerning an IOF matter (including receiving material benefits) shall refrain from the decision-making process.

3.2 All elected, appointed or contracted IOF employees and officials having an elected or appointed position, which may be permanent or long-term, in an IOF member federation or partner organization (such as, but not limited to, IOC, IWGA, FISU and CISM), who have or may have a conflict of interest, must report a conflict of interest to the IOF Office, who is responsible for keeping a register of conflict of interests. If a person is seeking election, appointment or employment with IOF, it is the responsibility of the IOF Office to check, if there are conflict of interests that may make the election, appointment or employment in question impossible. If required the IOF Ethics Panel is consulted.



- 3.3 All elected, appointed or contracted IOF employees and officials shall avoid any contacts that might lead to or suggest a conflict of interest between personal activities and the business of the IOF. They shall pledge to behave in a dignified manner. They shall behave and act with complete credibility and integrity. They may not abuse their position as part of their function to take advantage of their function for private aims or gains, or in any other way. Business gifts or hospitality shall be offered or accepted only in accordance with local legislation and business practices.

#### **4 The four Ethical Principles of the IOF**

##### **4.1 Equality**

Discrimination and harassment against others on grounds of race, disability, marital status, sex, sexuality, age, political or religious conviction are not condoned in Orienteering. All forms of harassment, be they physical, mental, professional or sexual, are strictly prohibited. Orienteering promotes the inclusion of men and women equally.

##### **4.2 Fair Play**

Fair play is the guiding principle in the sport of Orienteering. It is expected that all persons taking part in orienteering shall behave with fairness and honesty. All persons shall operate within and abide by the rules of the sport. Orienteering is committed to being a drug free sport.

##### **4.3 Respect**

Orienteering shall be characterised by mutual respect and self-responsibility. All persons involved in orienteering shall be treated with dignity and consideration. The contribution that people make to the sport shall be recognised. In pursuing the sport's goals, the governance of Orienteering shall be mindful of the physical and psychological wellbeing of its athletes. Violence and abusive behaviour are not to be tolerated. Orienteering respects the natural environment.

##### **4.4 Integrity**

All persons subject to this code shall use due care and diligence in fulfilling their roles for, and on behalf of, the IOF or Orienteering generally. Decisions by the IOF will be made in accordance with established procedures, objectively, fairly and with honesty and integrity. In using resources, personnel will strive for economy, efficiency and environmental friendliness. Conflicts of interest are to be avoided.

#### **5 Compliance and Whistle-blowing**

- 5.1 The IOF Council has ownership of the Code of Ethics and performs regular content and compliance reviews. Each person as described in section 1.1 is responsible for acting in accordance with the Code of Ethics, and is encouraged to voice concerns and to highlight examples of good practice.



5.2 All business and operations covered by the Code of Ethics will be regularly reviewed by the IOF Ethics Panel. Acts that are inconsistent with the Code of Ethics must be promptly corrected and are subject to disciplinary action up to termination of election, appointment, contraction or employment. Each person as described in section 1.1 are encouraged to report violations of the Code of Ethics by reporting misconduct to the IOF Ethics Panel. All allegations of potential violations of the Code of Ethics that are made in good faith will receive a swift, fair and comprehensive investigation conducted by the IOF Ethics Panel.

## **6 Good Governance**

6.1 The IOF is an international organization with global activities. The IOF Council is therefore responsible in maintaining a Policy involving Delegation of Authority and Rights of Signature that provides flexibility for the organization to manage contractual and financial matters in a timely manner, while maintaining good financial control in accordance with applicable laws and standards.

6.2 It is the responsibility of all statutory institutions of the IOF to conduct good governance in business and all operations, and have well-structured, documented and transparent decision-making processes.

## **7 Procedure for managing possible ethical violations**

7.1 A report of a possible ethical violation may be filed with the IOF Office or directly with the Ethics Panel. Such a report may be filed by a member federation, the IOF Council, or an individual with an interest in the dealings of the IOF. The IOF Office shall refer any report it receives to the IOF Ethics Panel.

7.2 The IOF Ethics Panel shall consider the report and gather additional information if required. The IOF Ethics Panel shall decide whether to proceed with a hearing.

7.3 If a hearing is to be held, the IOF Ethics Panel shall determine the procedure to be followed.

Hearings shall normally be conducted in English.

The hearing process shall respect the following principles:

- a) the right of each party to be represented (at the party's own expenses) or to be accompanied by a Person chosen by each party;
- b) the right to respond to the asserted ethical violation;
- c) the right of each party to present evidence, including the right to call and question witnesses;
- d) the right to an interpreter at the hearing if required.

The IOF Ethics Panel shall have jurisdiction to determine which party shall bear the responsibility for the cost of the interpreter.



7.4 The IOF Ethics Panel shall propose the way in which the hearing is to be held, taking into account the severity of the possible ethical violation, whether the circumstances of the possible ethical violation are disputed, the wishes of each party, any time constraints, the geographical locations of each party and the expenses that would be incurred. Options include:

- A face-to-face hearing where all parties are physically gathered in one location
- An electronic meeting using software such as Skype
- A meeting conducted by email

7.5 The IOF Ethics Panel shall appoint the members of the Hearing Panel in each case. Normally that will consist of all or some members of the IOF Ethics Panel, excluding any for whom there would be a conflict of interest. Exceptionally, and with the approval of IOF Council, other people who are not members of the IOF Ethics Panel may be appointed to the Hearing Panel.

7.6 Decisions shall be taken by a majority of the Hearing Panel.

7.7 The Hearing Panel shall announce its decision in writing, with reasons, as soon as possible after the conclusion of the hearing. The written decision shall contain the composition of the Hearing Panel, the names of the parties, the date of the decision, a summary of the facts, the grounds of the decision, the provisions on which the decision was based, the terms of the decision, any sanctions to be applied and notice of the provisions for appeal. The decision shall be published on the IOF web site. The IOF Council is responsible for enforcing the decision.

## **8 Sanctions**

8.1 Sanctions may be applied to an individual, a group of individuals or a Federation

8.2 Possible sanctions include:

- A caution
- Temporary suspension from competitions and/or IOF activities
- Exclusion for life from competitions and/or IOF activities
- An appropriate fine
- Any other appropriate sanction that the Hearing Panel decides

## **9 Appeals**

9.1 Decisions may be appealed to the Court of Arbitration for Sport (CAS).

**This Code of Ethics was approved by the XXVIII IOF Ordinary General Assembly in Strömstad, Sweden on 26<sup>th</sup> August 2016.**