

# Annex: Indicators and meta-data sheets

## Dimension 1: Transparency

### [Principle 1]

The organisation publishes its statutes/ constitution, internal regulations, sports rules and organisation chart on its website.

### Relevance

The publication of these key items allows stakeholders to monitor core aspects of the organisation's governance.

Indicator	Category	Detailed evaluation criteria	Data source	Score
1.1 Does the organisation publish its statutes /constitution on its website and are they retrievable through the home page (or sub-levels of the home page accessible through the home page) of its website?	Basic	Is the webpage where the documents can be downloaded linked (either directly or via a chain of links) to the homepage of the website?	Organisation's website	
1.2 Does the organisation publish its internal regulations on its website and are they retrievable through the home page (or sub-levels of the home page accessible through the home page) of its website?	Basic	Does the organisation publish a comprehensive set of principles that establish the internal workings of the organisation in more detail than the statutes do? Do these principles detail the workings of at least the board, the general assembly, management and all of its standing committees? Is the webpage where the documents can be downloaded linked (either directly or via a chain of links) to the homepage of the website?	Organisation's website	
1.3 Does the organisation publish its sports rules on its website and are they retrievable through the home page (or sub-levels of the home page accessible through the home page) of its website?	Basic	Does the organisation publish a comprehensive set of principles that establish the rules governing competition? Is the webpage where the documents can be downloaded linked (either directly or via a chain of links) to the homepage of the website?	Organisation's website	
1.4 Does the organisation publish its organisational chart on its website and is it retrievable through the home page (or sub-levels of the home page accessible	Basic	Does the organisation publish an organisational chart with multiple hierarchical levels? Is the webpage where the chart can be downloaded linked (either directly or via a chain of	Organisation's website	

	through the home page) of its website?		links) to the homepage of the website?		
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### [Principle 2]

The organisation publishes the agenda and minutes of its general assembly meeting on its website.

## Relevance

The publication of the agenda and minutes of the general assembly opens up for scrutiny the (key) relationship between the decision-making and the legislating bodies of the organisation.

Indicator		Category	Detailed evaluation criteria	Data source	Score
2.1	Did the organisation publish the agenda of its latest general assembly meeting on its website before the meeting took place and is it retrievable through the home page (or sub-levels of the home page accessible through the home page) of the website?	Basic	Is the webpage where the document can be downloaded linked (either directly or via a chain of links) to the homepage of the website?	Organisation's website	
2.2	Does the published agenda contain the various agenda items with a word of explanation, the list of topics to be discussed and does it specify which items shall be put to the vote?	Basic	Does the document list agenda items? Does the document provide explanatory remarks with a number of agenda items? Does the document specify the items that shall be put to the vote?	Published agenda of the general assembly	
2.3	Does the organisation publish the minutes of its latest general assembly meeting on its website and are they retrievable through the home page (or sub-levels of the home page accessible through the home page) of the website?	Basic	Is the webpage where the document can be downloaded linked (either directly or via a chain of links) to the homepage of the website?	Organisation's website	
2.4	Do the minutes of its general assembly meeting give a summary of the deliberations and ballots?	Basic	Does the document give a summary of deliberations? Does the document give a summary of ballots cast (exact voting results in numbers or percentages)?	Published general assembly minutes	

**[Principle 3]**

The organisation publishes board and standing committee decisions on its website.

**Relevance**

By regularly justifying decisions, boards can prevent becoming closed and secret clubs and are motivated to make decisions in the general interest of their organisation/ sport.

Indicator		Category	Detailed evaluation criteria	Data source	Score
3.1	Does the organisation publish public versions of the minutes of all the board meetings that took place during the preceding 12 months on its website (retrievable through the home page or sub-levels of the home page)?	Basic	Does the organisation report on decisions taken in all its board meetings that took place during the preceding 12 months via its website? Is the webpage or document where the information can be retrieved from linked (either directly or via a chain of links) to the homepage of the website? <i>Note that, for reasons of privacy, the organisation does not need to publish the official minutes. The organisation may produce a public version of the minutes, but it may also publish newsletters on its website that contain reporting on decisions.</i>	Organisation's website	
3.2	Does this version contain an explanation behind the rationale of certain (key) decisions?	Basic	Do reports on decisions provide information on the rationale behind some decisions? Is this the case for at least half of the board meetings?	Reports available on website	
3.3	Does the organisation publish public versions of the minutes of standing committee meetings that took place during the preceding 12 months on its website (retrievable through the home page or sub-levels of the home page)?	Basic	Does the organisation report via its website on decisions taken in standing committee meetings that took place during the preceding 12 months? Does the organisation report on decisions taken in all of its standing committees? Is the webpage or document where the information can be retrieved from linked (either directly or via a chain of links) to the homepage of the website? <i>Note that, for reasons of privacy, the organisation does not need to publish the official minutes. The organisation may produce a public version of the minutes, but it may also publish newsletters on its website that contain reporting on decisions.</i>	Organisation's website	

**[Principle 4]**

The organisation publishes information about its board members on its website.

**Relevance**

Basic biographical information facilitates external scrutiny of the quality and performance of senior officials. Disclosing information on current activities in other sports organisations, official functions, and political posts may signal potential conflicts of interest.

Indicator		Category	Detailed evaluation criteria	Data source	Score
4.1	Does the organisation's website list the names of all the current members of the board?	Basic	Can the information be retrieved either from a webpage or from the minutes of the general assembly or from the annual report? Is the webpage where the information can be retrieved from linked (either directly or via a chain of links) to the homepage of the website?	Organisation's website; minutes of the general assembly; annual report	
4.2	Does the organisation's website list the start and end date of the mandate of each individual member of the board?	Basic	Does the information include the start and end dates of the mandates of all its <i>elected</i> officials? Can the information be retrieved either from a webpage or from the minutes of the general assembly or from the annual report? Is the webpage where the information can be retrieved from linked (either directly or via a chain of links) to the homepage of the website?	Organisation's website; minutes of the general assembly; annual report	
4.3	Where applicable, does the website also state the duration and the number of previous mandates?	Basic	Can the information be retrieved either from a webpage or from the minutes of the general assembly or from the annual report? Is the webpage where the information can be retrieved from linked (either directly or via a chain of links) to the homepage of the website?	Organisation's website; minutes of the general assembly; annual report	
4.4	Does the organisation's website provide biographical information about each individual board member, including at least their professional background?	Basic	Can the information be retrieved either from a webpage or from the minutes of the general assembly or from the annual report? Is the webpage where the information can be retrieved from linked (either directly or via a chain of links) to the homepage of the website?	Organisation's website; minutes of the general assembly; annual report	

4.5	Does the organisation's website provide information on other positions in sports organisations held by each individual board member?	Basic	Can the information be retrieved either from a webpage or from the minutes of the general assembly or from the annual report? Is the webpage where the information can be retrieved from linked (either directly or via a chain of links) to the homepage of the website? <i>Note: the organisation only fulfills the criteria if it publishes information on other positions in all other sports organisations.</i>	Organisation's website; minutes of the general assembly; annual report; interview with organisation representative; web search	
4.6	Does the organisation's website list at least one (general) e-mail address, which may be used to contact the board?	Basic	Does the organisation publish either the contact details for one or more board members or does it provide a general address and is explicit reference made to the address being a contact for the board? Is the webpage where the information can be retrieved from linked (either directly or via a chain of links) to the homepage of the website?	Organisation's website; minutes of the general assembly; annual report	

#### [Principle 5]

The organisation publishes information about its members (national federations) on its website.

### Relevance

Information about members gives an indication of the relevance and impact of the organisation.

Indicator	Category	Detailed evaluation criteria	Data source	Score
5.1	Does the organisation's website list basic information for each member federation?	Basic Can the information be retrieved either from a webpage or from the minutes of the general assembly or from the annual report? Is the webpage where the information can be retrieved from linked (either directly or via a chain of links) to the homepage of the website?	Organisation's website; minutes of the general assembly; annual report	
5.2	Does the organisation's website list contact details for each member federation?	Basic Can the information be retrieved either from a webpage or from the minutes of the general assembly or from the annual report? Is the webpage where the information can be retrieved from	Organisation's website; minutes of the general assembly;	

			linked (either directly or via a chain of links) to the homepage of the website?	annual report	
<b>5.3</b>	Does the organisation's website list information about the number of member federations?	Basic	Can the information be retrieved either from a webpage or from the minutes of the general assembly or from the annual report?  Is the webpage where the information can be retrieved from linked (either directly or via a chain of links) to the homepage of the website?	Organisation's website; minutes of the general assembly; annual report	

### [Principle 6]

The organisation publishes an annual general activity reports on its website.

### Relevance

The annual general activity report provides stakeholders with an overview of the organisation's general performance, demonstrating if and how objectives have been accomplished.

Indicator	Category	Detailed evaluation criteria	Data source	Score
<b>6.1</b>	Basic	Did the organisation publish a report in the preceding 12 months that reports on its activities?  Is the webpage where the report can be retrieved from linked (either directly or via a chain of links) to the homepage of the website?  <i>Note: the report can be published either separately or as an integral part of the annual policy plan.</i>	Organisation's website	
<b>6.2</b>	Basic	Does the organisation publish on its website the last 3 general activity reports (that are or should have been produced) and are they retrievable through the home page (or sub-levels of the home page accessible through the home page) of the website?  <i>Note: this indicator is not applicable if the organisation has been established less than 3 years ago.</i>	Organisation's website	

6.3	Does the most recent general activity report set out the organisation's objectives and how they have been accomplished over the preceding year through concrete actions?	Basic	Did the organisation produce a general activity report in the past 12 months? Does the most recent general activity report provide a summary of concrete actions undertaken? Does the latest general activity report establish an explicit link between the actions undertaken and concrete objectives?	Most recent annual report	
6.4	Does the most recent general activity report contain a report on the activities of all the standing committees?	Basic	Did the organisation produce a general activity report in the preceding 12 months? Does the most recent general activity report provide information on the activities of all standing committees (beyond the meeting dates and the number of meetings held)?	Most recent annual report	
6.5	Does the most recent general activity report include information on the championships and events (co-)organised by the organisation?	Basic	Did the organisation produce a general activity report in the preceding 12 months? Does the most recent general activity report include information on the championships and events (co-)organised by the organisation? Does the information include at least four of the following elements: governance, revenue, sponsors, media coverage, infrastructure, attendance, athlete participation, results?	Most recent annual report	

#### [Principle 7]

The organisation publishes on its website financial statements that are externally audited according to recognised international standards.

#### Relevance

Disclosing accurate and complete information on finances is of particular relevance to deterring corruption: financial reports provide information that can (circumstantially) corruption.

Indicator	Category	Detailed evaluation criteria	Data source	Score
7.1	Basic	<i>Note: the statements can be included in the annual report or in a separate document, published on its website in accordance with indicator 1.1.</i>	Organisation's website	

	through the home page (or sub-levels of the home page accessible through the home page) of the website?				
<b>7.2</b>	Does the organisation publish its 3 most recent financial statements (externally audited according to recognised international standards) on its website and are they retrievable through the home page (or sub-levels of the home page accessible through the home page) of the website?	Basic	Does the organisation publish on its website the last 3 annual financial statements (that are or should have been produced) and are they retrievable through the home page (or sub-levels of the home page accessible through the home page) of the website?  <i>Note: this indicator is not applicable if the organisation has been established less than 3 years ago.</i>	Organisation's website	

**[Principle 8]**

The organisation publishes regulations and reports on the remuneration, including compensation and bonuses, of its board members and of management on its website.

**Relevance**

Reporting on both the remuneration of senior officials and management, and on the pay-setting process generates trust and generates a powerful deterrence effect for self-dealing.

Indicator	Category	Detailed evaluation criteria	Data source	Score
<b>8.1</b>	Basic	Does the organisation report on remuneration by providing at least general figures?  Is the information included in either the financial report or in the annual report?	Financial report; annual report	
<b>8.2</b>	Basic	<i>Note: the remuneration policy can be included in the annual report or in a separate document, published on its website in accordance with indicator 1.1.</i>	Financial report; annual report; organisation's website	
<b>8.3</b>	Basic	Does the remuneration report include a separate statement on the remuneration of the board members, including any fringe benefits, in an anonymous or aggregated manner?	Financial report; annual report	



<b>8.4</b>	Does the remuneration report include a separate statement on the remuneration of senior management, including any fringe benefits, in an anonymous or aggregated manner?	Basic		Financial report; annual report	
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**[Principle 9]**

The organisation reports on corruption risks, including conflicts of interest.

**Relevance**

Reporting on corruption risks generates trust and increases external scrutiny.

Indicator		Category	Detailed evaluation criteria	Data source	Score
<b>9.1</b>	Does the most recent annual report provide an (anonymised) overview of the declarations of conflicts of interest and the decisions in which conflicts of interest were involved?	Basic	Did the organisation produce an annual report in the preceding 12 months? Does the most recent annual report include an (anonymised) overview of the declarations of conflicts of interest made by board members and of the board decisions in which conflicts of interest were involved?	Most recent annual report	
<b>9.2</b>	Does the latest annual report explore the corruption risks faced by the organisation and how it aims to control these risks?	Basic	Did the organisation produce an annual report in the preceding 12 months? Does the most recent annual report include an explicit section covering risks? Does the section address corruption risks faced by the organisation and how it aims to control these?	Most recent annual report	

**[Principle 10]**

The organisation publishes its strategic plan on its website.

**Relevance**

Publishing a strategic plan makes an organisation more accountable and increases the likelihood that it will reach its goals.

Indicator		Category	Detailed evaluation criteria	Data source	Score
10.1	Does the organisation publish a multi-annual policy plan?	Basic	Did the organisation publish a plan that lays out the policies to be implemented in the following two years or more?	Document outlining multi-annual policy plan; minutes of the general assembly	
10.2	Does this plan include any long-term financial planning?	Basic	Did the organisation publish a plan that lays out the policies to be implemented in the following two years or more?  Does this plan include any financial planning for the next two years or more?	Document outlining multi-annual policy plan; minutes of the general assembly	
10.3	Does this plan outline specific objectives and envisioned actions?	Basic	Did the organisation publish a plan that lays out the policies to be implemented in the following two years or more?  Does the document formulate specific objectives (what does the organisation want to achieve?) and actions (how does the organisation want to achieve this?)?	Document outlining multi-annual policy plan; minutes of the general assembly	
10.4	Does this plan outline key performance indicators that establish concrete operational goals?	Basic	Did the organisation publish a plan that lays out the policies to be implemented in the following two years or more?  Does the document formulate specific objectives (what does the organisation want to achieve?) and actions (how does the organisation want to achieve this?)?  Does the document outline key performance indicators that establish concrete operational goals?	Document outlining multi-annual policy plan; minutes of the general assembly	

<b>10.5</b>	Has the organization published an annual policy plan which is based on the multi-annual policy plan in the preceding twelve months?	Basic	Did the organisation publish a (separate) document outlining an annual plan which is based on the multi-annual policy plan in the preceding twelve months?	Document outlining multi-annual policy plan; minutes of the general assembly	
<b>10.6</b>	Has the organization published an annual budget in the preceding twelve months which is based on long-term financial planning?	Basic	Did the organisation publish a (separate) document outlining an annual budget in the preceding twelve months which is based on long-term financial planning?	Document outlining multi-annual policy plan; minutes of the general assembly	

### [Principle 11]

The organisation publishes details on allocated funds on its website.

### Relevance

Publishing details on allocated funds increases external scrutiny and decreases the opportunity for senior officials to engage in patronage systems.

Indicator		Category	Detailed evaluation criteria	Data source	Score
<b>11.1</b>	Does the organisation publish the amount of allocated funding per member federation and per funded development project?	Basic	Is the webpage where the related documents can be downloaded linked (either directly or via a chain of links) to the homepage of the website?	Organisation's website; activity report; financial report	
<b>11.2</b>	Does the organisation publish the criteria that determine the amount of funding allotted to member federations and to development projects?	Basic	Is the webpage where the related documents can be downloaded linked (either directly or via a chain of links) to the homepage of the organisation's website?	Organisation's website; activity report; financial report	
<b>11.3</b>	Does the federation publish the deliverables of funded development projects?	Basic	Is the webpage where the related documents can be downloaded linked (either directly or via a chain of links) to the homepage of the organisation's website?	Organisation's website; activity report; financial report	

## Dimension 2: Democratic processes

### [Principle 12]

Board members are (re-)appointed according to clear and democratic procedures.

### Relevance

The threat of being replaced by a challenger in case of underachieving or inappropriate behaviour incentivises officials to conform to their constituents' wishes, perform better, and refrain from opportunistic behaviour.

Indicator	Category	Detailed evaluation criteria	Data source	Score
12.1	Basic	Do the organisation's statutes or internal regulations contain procedures that determine the appointment and reappointment of all the members of the board? <i>Note: under these criteria, board members may be co-opted or ex officio members.</i>	Organisation's statutes and internal regulations	
12.2	Basic	Do the rules governing elections cover information on people qualified to vote; majority or percentage needed to win the election and, where applicable, weighting of votes; quorum; and election rounds?	Organisation's statutes and internal regulations	
12.3	Basic	Do the rules governing elections ensure that the member federations directly elect at least 75% of the members of the board?  <i>Note: federations may co-opt members of the board (in order to help fill gaps in terms of skill and expertise in the short term). They should form a minority of the board and may only be appointed for a limited period of time. If the latter is not the case, the organisation does not meet the criterion.</i>  <i>If board members are appointed by regional federations, these members should be elected by the member federations at the regional level.</i>	Organisation's statutes and internal regulations	

<b>12.4</b>	Do the rules governing elections ensure that elections take place on the basis of secret ballots?	Basic	Do the rules governing elections establish that elections always take place on the basis of secret ballots? <i>Note: if the rules merely establish that secret ballots can be requested for elections, the organisation does not meet the criterion.</i>	Organisation's statutes and internal regulations	
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**[Principle 13]**

The organisation undertakes steps to ensure that elections of senior officials are open and competitive.

**Relevance**

Open and competitive elections increase the likelihood that underperforming officials are voted out and replaced by high quality officials and that fresh ideas for problem solving may emerge.

Indicator		Category	Detailed evaluation criteria	Data source	Score
<b>13.1</b>	Does the organisation establish rules that ensure that all candidates standing for election announce their candidacy at least three months before the election takes place?	Basic	<i>The indicator applies to candidates for all positions appointed by the general assembly.</i>	Statutes; internal regulations	
<b>13.2</b>	Does the organisation establish rules that ensure that all candidates standing for election must present their programme to the member federations (e.g. at the General Assembly)?	Basic		Statutes; internal regulations	
<b>13.3</b>	Does the organisation establish rules that require an open recruitment process in which any board vacancies are published online, candidates that meet eligibility requirements can apply, and clear deadlines are set?	Basic		Statutes; internal regulations	
<b>13.4</b>	Does the organisation establish campaign funding rules that restrict contributions from private actors to the campaign of a presidential candidate and establish a system in which officially announced candidates that meet a number of specific criteria (e.g. backing by a specific number of member federations) receive funding?	Basic		Statutes; internal regulations	

**[Principle 14]**

The organisation has a nomination committee that oversees the appointment of senior officials.

**Relevance**

A nomination committee helps ensure that elections take place according to established procedures and assists with finding suitable candidates for vacancies.

Indicator		Category	Detailed evaluation criteria	Data source	Score
14.1	Do the organisation's statutes and/or internal regulations establish a nomination committee that oversees the (re-)election process of the members of the board?	Basic	Do the organisation's statutes and/or internal regulations establish that at least two individuals are appointed to oversee the election process of board positions appointed by the general assembly?	Organisation's statutes and internal regulations	
14.2	Do the organisation's statutes and/or internal regulations establish that the president of the board cannot act as the president of the nomination committee?	Basic	Do the organisation's statutes and/or internal regulations establish that at least two individuals are appointed to oversee the election process of board positions appointed by the general assembly? Do the organisation's statutes and/or internal regulations establish that the president of the board does not (or cannot) act as the president of the nomination committee or oversee the election process by him/herself?	Organisation's statutes and internal regulations	
14.3	Do the organisation's statutes and/or internal regulations establish that at least one member of the nomination committee should not be a member of the board or an employee of the organisation?	Intermediate	Do the organisation's statutes and/or internal regulations establish a (permanent or ad hoc) committee tasked with at least overseeing the (re-)election process of the members of the board? Do the organisation's statutes and/or internal regulations establish that at least one member of the committee is independent, meaning that he/she may not be a member of the board or an employee of the organisation?	Organisation's statutes and internal regulations	
14.4	Do the organisation's statutes and/or internal regulations establish that the tasks of the	Intermediate	Do the organisation's statutes and/or internal regulations establish a permanent committee tasked	Organisation's statutes and internal regulations	

	nomination committee include identifying gaps relating to the skill, expertise and differentiated composition of the board?		with identifying gaps relating to the skill, expertise and differentiated composition of the board?		
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**[Principle 15]**

The organisation establishes a quorum (a minimum number of attendees required to conduct business and to cast votes) in its statutes or internal regulations for the board and the general assembly.

**Relevance**

A quorum ensures that decision-making is not monopolised by a small group.

Indicator		Category	Detailed evaluation criteria	Data source	Score
15.1	Does the organisation establish a quorum for the board in its statutes or internal regulations?	Basic		Organisation's statutes and internal regulations	
15.2	Does the organisation establish a quorum for the general assembly in its statutes or internal regulations?	Basic		Organisation's statutes and internal regulations	
15.3	Does the organisation establish a quorum of at least 75% for the board in its statutes or internal regulations?	Basic	Does the organisation establish a quorum of at least 75% for the board in its statutes or internal regulations? Is the quorum applicable for all items put to the vote in all board meetings?	Organisation's statutes and internal regulations	
15.4	Does the organisation establish a quorum of at least 50% for the general assembly in its statutes or internal regulations?	Basic	Does the organisation establish a quorum of at least 50% for the general assembly in its statutes or internal regulations? Is the quorum applicable for all items put to the vote in all general assembly meetings?	Organisation's statutes and internal regulations	

**[Principle 16]**

The organisation has established term limits.

**Relevance**

Term limits remedy high rates of re-election stemming from incumbent advantages. They prevent the monopolisation of power, ensure that office holders do not lose touch with their constituents, and that elections encourage the emergence of new ideas for solving problems.

Indicator		Category	Detailed evaluation criteria	Data source	Score
16.1	Do the organisation's statutes establish term limits for board members?	Basic	Do the organisation's statutes establish a maximum number of defined terms for all board members?	Organisation's statutes	
16.2	Do the organisation's statutes establish term limits for board members that do not allow board members to stay in office for longer than 12 consecutive or non-consecutive years?	Basic	<i>Note: the criterion applies to all board functions.</i>	Organisation's statutes	
16.3	Do the organisation's statutes establish term limits that do not allow the president to stay in office for longer than 8 consecutive or non-consecutive years?	Basic		Organisation's statutes	

**[Principle 17]**

The general assembly represents all affiliated members and meets at least once a year.

**Relevance**

Annual general assembly meetings give constituents the opportunity to annually scrutinise financial accounts and past and future policies and to give input to decision-makers.

Indicator		Category	Detailed evaluation criteria	Data source	Score
17.1	Does the general assembly represent all the organisation's member federations through direct representation?	Basic		Organisation's statutes and internal regulations	
17.2	Do the organisation's statutes establish that the general assembly meets at least once a year?	Basic		Organisation's statutes	
17.3	Do the organisation's statutes and/ or internal regulations establish procedures that make it possible to convene emergency and extraordinary meetings?	Basic		Organisation's statutes and internal regulations	



<b>17.4</b>	Do the organisation's statutes and/ or internal regulations establish that the members of the general assembly have the opportunity to vote in absentia (e.g. by proxy via communication technology or via a mandate)?	Basic		Organisation's statutes and internal regulations	
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**[Principle 18]**

The board meets regularly to discuss relevant issues according to established procedures.

**Relevance**

Regular board meetings enhance an organisation's deliberative processes. Regular open debates lead to more effective policy solutions.

Indicator		Category	Detailed evaluation criteria	Data source	Score
<b>18.1</b>	Did the board meet at least five times during the preceding twelve months?	Basic		Evidence provided by organisation representative (agenda, meeting schedule)	
<b>18.2</b>	Do the organisation's statutes or internal regulations establish that the board must meet at least five times a year?	Basic	Do the organisation's statutes or internal regulations establish a minimum number of board meetings to be held each year that is equal to or higher than five?	Organisation's statutes and internal regulations	
<b>18.3</b>	Do the organisation's internal regulations establish the procedures for drawing up the agenda for board meetings?	Basic	Do the organisation's internal regulations establish how the agenda of board meetings is established?	Organisation's internal regulations	
<b>18.4</b>	Do the organisation's internal regulations establish the board meeting proceedings?	Basic	Do the organisation's internal regulations establish how board meetings proceed (e.g. voting, taking notes during the meeting, presiding over the meeting)?	Organisation's internal regulations	
<b>18.5</b>	Do the organisation's internal regulations establish the procedures for the adoption of decisions?	Basic	Do the organisation's internal regulations establish rules and/or a procedure regarding the adoption of decisions by the board (e.g. unanimity, consensus or majority voting)?	Organisation's internal regulations	
<b>18.6</b>	Does the board have a document outlining an annual meeting schedule that arranges for a meeting on	Basic	Does the board have an applicable (valid) meeting schedule, in which it schedules meetings and establishes topics to be discussed?	Organisation's website; meeting schedule document	

	the budget, policy plan, annual report, self-assessment, appraisal of management, and preparation of the general assembly?		Has the document been established at one point during the preceding 12 months?		
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**[Principle 19]**

The organisation ensures the participation of athletes in its policy processes.

**Relevance**

Participatory processes enhance the effectiveness and the legitimacy of policies. Through their inclusion in the policy process, athletes provide specialised knowledge and they come to see policies as their own, so that they are more likely to comply.

Indicator		Category	Detailed evaluation criteria	Data source	Score
19.1	Does the organisation have a formal (written) policy that outlines objectives and specific actions aimed at involving athletes in its policy processes?	Basic	Does the organisation have a document that outlines both objectives and specific actions aimed at involving athletes in its policy processes?	Document outlining the policy	
19.2	Are athletes formally represented within the organisation (e.g. via a consultative body)?	Basic	Does the organisation have a representative body for athletes?	Organisation's website; statutes and internal regulations	
19.3	Is the multi-annual policy plan adopted in consultation with athletes?	Basic	Did the organisation adopt a plan that lays out the policies to be implemented in the following two years or more?  Were athletes (formally or informally) able to provide input into the most recent multi-annual policy plan?	Organisation's website; statutes and internal regulations; multi-annual policy plan; additional evidence provided by organisation representative	
19.4	Does the organisation undertake other actions aimed at involving athletes in its decision-making procedures?	Basic	Does the organisation undertake (ad hoc) actions (e.g. sending questionnaires, organising focus groups,...) aimed at involving athletes in its decision-making procedures?	Organisation's website; statutes and internal regulations; multi-annual policy plan; additional evidence provided by organisation representative	

**[Principle 20]**

The organisation ensures the participation of referees in its policy processes.

**Relevance**

Participatory processes enhance the effectiveness and legitimacy of policies. Through their inclusion in the policy process, referees provide specialised knowledge and they come to see policies as their own, so that they are more likely to comply.

Indicator		Category	Detailed evaluation criteria	Data source	Score
<b>20.1</b>	Does the organisation have a formal (written) policy that outlines objectives and specific actions aimed at involving referees in its policy processes?	Intermediate	Does the organisation have a document that outlines both objectives and specific actions aimed at involving referees in its policy processes?	Document outlining the policy	
<b>20.2</b>	Are referees formally represented within the organisation (e.g. via a consultative body)?	Basic	Does the organisation have a representative body for referees?	Organisation's website; statutes and internal regulations	
<b>20.3</b>	Is the multi-annual policy plan adopted in consultation with referees?	Basic	Did the organisation adopt a plan that lays out the policies to be implemented in the following two years or more?  Were referees (formally or informally) able to provide input into the most recent multi-annual policy plan?	Organisation's website; statutes and internal regulations; multi-annual policy plan; additional evidence provided by the organisation	
<b>20.4</b>	Does the organisation undertake other actions aimed at involving referees in its decision-making procedures?	Intermediate	Does the organisation undertake (ad hoc) actions (e.g. sending questionnaires, organising focus groups, etc.) aimed at involving referees in its decision-making procedures?	Organisation's website; statutes and internal regulations; multi-annual policy plan; additional evidence provided by the organisation	

**[Principle 21]**

The organisation ensures the participation of coaches in its policy processes.

**Relevance**

Participatory processes enhance the effectiveness and legitimacy of policies. Through their inclusion in the policy process, coaches provide specialised knowledge and they come to see policies as their own, so that they are more likely to comply.

Indicator		Category	Detailed evaluation criteria	Data source	Score
21.1	Does the organisation have a formal (written) policy that outlines objectives and specific actions aimed at involving coaches in its policy processes?	Intermediate	Does the organisation have a document that outlines both objectives and specific actions aimed at involving coaches in its policy processes?	Document outlining the policy	
21.2	Are coaches formally represented within the organisation (e.g. via a consultative body)?	Basic	Does the organisation have a representative body for coaches?	Organisation's website; statutes and internal regulations	
21.3	Is the multi-annual policy plan adopted in consultation with coaches?	Basic	Did the organisation adopt a plan that lays out the policies to be implemented in the following two years or more?  Were coaches (formally or informally) able to provide input into the most recent multi-annual policy plan?	Organisation's website; statutes and internal regulations; multi-annual policy plan; additional evidence provided by the organisation	
21.4	Does the organisation undertake other actions aimed at involving coaches in its decision-making procedures?	Intermediate	Does the organisation undertake (ad hoc) actions (e.g. sending questionnaires, organising focus groups, etc.) aimed at involving coaches in its decision-making procedures?	Organisation's website; statutes and internal regulations; multi-annual policy plan; additional evidence provided by the organisation	

**[Principle 22]**

The organisation ensures the participation of volunteers in its policy processes.

## Relevance

Participatory processes enhance the effectiveness and legitimacy of policies. Through their inclusion in the policy process, volunteers provide specialised knowledge and they come to see policies as their own, so that they are more likely to comply.

Indicator		Category	Detailed evaluation criteria	Data source	Score
22.1	Does the organisation have a formal (written) policy that outlines objectives and specific actions aimed at involving volunteers in its policy processes?	Intermediate	Does the organisation have a document that outlines both objectives and specific actions aimed at involving volunteers in its policy processes?	Document outlining the policy	
22.2	Are volunteers formally represented within the organisation (e.g. via a consultative body)?	Intermediate	Does the organisation have a representative body for volunteers?	Organisation's website; statutes and internal regulations	
22.3	Is the multi-annual policy plan adopted in consultation with volunteers?	Basic	Did the organisation adopt a plan that lays out the policies to be implemented in the following two years or more?  Were volunteers (formally or informally) able to provide input into the most recent multi-annual policy plan?	Organisation's website; statutes and internal regulations; multi-annual policy plan; additional evidence provided by the organisation	
22.4	Does the organisation undertake other actions aimed at involving volunteers in its decision-making procedures?	Intermediate	Does the organisation undertake (ad hoc) actions (e.g. sending questionnaires, organising focus groups, etc.) aimed at involving volunteers in its decision-making procedures?	Organisation's website; statutes and internal regulations; multi-annual policy plan; additional evidence provided by the organisation	

**[Principle 23]**

The organisation ensures the participation of employees in its policy processes.

### Relevance

Participatory processes enhance the effectiveness and legitimacy of policies. Through their inclusion in the policy process, employees provide specialised knowledge and they come to see policies as their own, so that they are more likely to comply.

Indicator		Category	Detailed evaluation criteria	Data source	Score
23.1	Does the organisation have a document that outlines both objectives and specific actions aimed at involving employees in its policy processes?	Advanced	Does the organisation have a document that outlines both objectives and specific actions aimed at involving its employees in its policy processes?	Document outlining the policy	
23.2	Does the organisation have a representative body for employees?	Advanced	Does the organisation have a representative body for its employees?	Organisation's website; statutes and internal regulations	
23.3	Were employees (formally or informally) able to provide input to the most recent multi-annual policy plan?	Basic	<p>Did the organisation adopt a plan that lays out the policies to be implemented in the following two years or more?</p> <p>Were the organisation's employees (formally or informally) able to provide input into the most recent multi-annual policy plan?</p>	Organisation's website; statutes and internal regulations; multi-annual policy plan; additional evidence provided by the organisation	
23.4	Does the organisation undertake other actions aimed at involving employees in its decision-making procedures?	Advanced	Does the organisation undertake (ad hoc) actions (e.g. sending questionnaires, organising focus groups, etc.) aimed at involving its employees in its decision-making procedures?	Organisation's website; statutes and internal regulations; multi-annual policy plan; additional evidence provided by the organisation	

**[Principle 24]**

The organisation implements a gender equality policy.

**Relevance**

Gender equality contributes to fairness and, thus, legitimacy. It also contributes to diversity, which has a positive impact on performance.

Indicator		Category	Detailed evaluation criteria	Data source	Score
24.1	Does the organisation have a formal (written) policy that outlines objectives and specific actions aimed at encouraging the equal access to representation for women and men in all stages of the decision-making process?	Intermediate	Does the organisation have a document that outlines both objectives and specific actions aimed at encouraging the equal access to representation for women and men in all stages of the decision-making process?	Document outlining the policy	
24.2	Does the organisation implement gender sensitive procedures for identifying candidates for positions awarded as part of electoral procedures?	Basic	Does the organisation implement procedures that encourage (but not necessarily establish) a more equal representation of males and females (e.g. taking gender into consideration in board member profiles or establishing quota)?	Organisation's website; statutes and internal regulations; multi-annual policy plan; additional evidence provided by the organisation	
24.3	Does the organisation implement gender sensitive procedures for identifying candidates for positions awarded as part of human resources policies?	Intermediate	Does the organisation implement procedures that encourage equal access to representation for women and men in all stages of the decision-making process?	Organisation's website; statutes and internal regulations; multi-annual policy plan; additional evidence provided by the organisation	
24.4	Does the organisation have a gender balanced representation of women and men on the nomination committee seeking candidates for decision-making positions?	Intermediate	Do the organisation's statutes and/or internal regulations establish a (permanent or ad hoc) committee tasked with searching for candidates for vacant board mandates?  Is there a gender balanced representation of women and men on the committee (at least 1/3 of the least represented sex)?	Organisation's statutes and internal regulations	

<b>24.5</b>	Does the organisation undertake actions aimed at the reconciliation of family responsibilities and professional or elective obligations for board members and staff?	Intermediate		Organisation's website; statutes and internal regulations; multi-annual policy plan; additional evidence provided by the organisation	
<b>24.6</b>	Does the organisation undertake other actions aimed at promoting gender equality internally?	Intermediate		Organisation's website; statutes and internal regulations; multi-annual policy plan; additional evidence provided by the organisation	

### Dimension 3: Internal accountability and control

#### [Principle 25]

The general assembly supervises the board appropriately.

#### Relevance

A clear separation of powers and checks and balances ensures that an organisation's internal bodies stimulate, control, and inspire each other.

Indicator		Category	Detailed evaluation criteria	Data source	Score
<b>25.1</b>	Has the general assembly approved a multi-annual policy plan?	Basic	Has the general assembly approved a plan that lays out the policies to be implemented in the following two years or more?	Document outlining multi-annual policy plan; minutes of the general assembly	
<b>25.2</b>	Do the statutes or internal regulations establish that the general assembly must approve the multi-annual policy plan proposed by the board?	Basic	Do the statutes or internal regulations establish that the general assembly must approve a document that lays out the policies to be implemented in the following two years or more?	Organisation's statutes and internal regulations	



<b>25.3</b>	Does the approved multi-annual policy plan include a long-term financial planning?	Basic	Has the general assembly approved a plan that lays out the policies to be implemented in the following two years or more? Does this plan include the financial planning for the next two years or more?	Document outlining multi-annual policy plan; minutes of the general assembly	
<b>25.4</b>	Does the approved multi-annual policy plan outline specific objectives and envisioned actions?	Basic	Has the general assembly approved a plan that lays out the policies to be implemented in the following two years or more? Does the document formulate specific objectives (what does the organisation want to achieve?) and actions (how does the organisation want to achieve this?)?	Document outlining multi-annual policy plan; minutes of the general assembly	
<b>25.5</b>	Has the general assembly approved an annual policy plan based on the multi-annual policy plan in the preceding twelve months?	Basic	Does the organisation have a separate document outlining an annual plan? Has this document has been approved by the general assembly?	Document outlining annual policy plan; minutes of the general assembly; interview with organisation representative	
<b>25.6</b>	Do the statutes and/or internal regulations establish that the general assembly approves the annual policy plan?	Basic		Organisation's statutes and internal regulations	
<b>25.7</b>	Has the general assembly approved an annual budget based on the long-term financial planning in the preceding twelve months?	Basic	Does the organisation have a document outlining a financial planning for the following two years or more? Does the organisation have a document outlining an annual budget based on the multi-annual financial planning? Has this document has been approved by the general assembly?	Minutes of the general assembly; interview with organisation representative	
<b>25.8</b>	Do the statutes and/or internal regulations establish that the general assembly approves the annual budget?	Basic		Organisation's statutes and internal regulations	
<b>25.9</b>	Has the general assembly approved financial statements in the preceding twelve months?	Basic	Does the organisation have a document outlining financial statements?	Minutes of the general assembly; interview	

			Has this document has been approved by the general assembly?	with organisation representative	
<b>25.10</b>	Do the statutes and/or internal regulations establish that the general assembly approves the annual financial statements?	Basic		Organisation's statutes and internal regulations	
<b>25.11</b>	Do the statutes and/ or internal regulations deny the members of the board voting rights in the general assembly (even in another representative capacity)?	Basic	<i>Note: Check if the statutes are drafted in such a way that no board members are granted voting rights in the general assembly. There should not (necessarily) be a specific provision that forbids voting by board members at the general assembly. However, sometimes, statutes can be drafted in such a way that board members have the opportunity to vote, e.g. if they are formally part of the General Assembly. This undermines the supervising/controlling/monitoring capacity of the general assembly vis-a-vis the board. Ask your contact person whether board members (can) vote at the general assembly.</i>	Organisation's statutes and internal regulations; interview with organisation representative	

**[Principle 26]**

The board establishes procedures regarding the premature resignation of board members.

**Relevance**

Procedures that settle the premature resignation of board members ensure that underachieving or unethical board members can be forced to step down between elections.

Indicator		Category	Detailed evaluation criteria	Data source	Score
<b>26.1</b>	Do the organisation's statutes and/or internal regulations establish general procedures regarding the premature resignation of board members?	Basic	Do the organisation's statutes and/or internal regulations establish procedures regarding the premature resignation of board members without specifying circumstances? <i>Note: these criteria are automatically fulfilled if the (stricter) criteria in 26.3, 26.4, or 26.5 are fulfilled.</i>	Organisation's statutes; internal regulations	

26.2	Do these procedures clearly establish those situations in which the general assembly has to vote on the issue?	Basic		Organisation's statutes; internal regulations	
26.3	Do the organisation's statutes and/or internal regulations establish procedures regarding the premature resignation of board members in case of repeated absenteeism?	Basic		Organisation's statutes; internal regulations	
26.4	Do the organisation's statutes and/or internal regulations establish procedures regarding the premature resignation of board members in case of conflict (such as incompatible views)?	Basic		Organisation's statutes; internal regulations	
26.5	Do the organisation's statutes and/or internal regulations establish procedures regarding the premature resignation of board members in case of unethical conduct (as established by the code of ethics)?	Basic	Does the organisation have a code of ethics applicable to board members? Does the organisation establish procedures regarding the premature resignation of board members for breaches of the code of ethics?	Organisation's statutes; internal regulations	

#### [Principle 27]

The organisation defines in its statutes those circumstances in which, due to a serious conflict of interest or integrity issue, a person is ineligible to serve as a member of the board.

### Relevance

Conflicts of interest arise when board members decide on certain actions or transactions which might directly or indirectly benefit them. Conflicts of interest are often unavoidable, yet people with particular backgrounds, such as sponsors or judicial body members, are subject to particularly high risks for conflicts of interest.

Indicator	Category	Detailed evaluation criteria	Data source	Score
27.1	Basic	Do the statutes and/or internal regulations establish which individuals, given their professional, personal or sporting background cannot be a member of the board? <i>Note: these criteria are automatically fulfilled if the (stricter) criteria in 27.2 or 27.4 are fulfilled?</i>	Organisation's statutes; internal regulations	

27.2	Do the organisation's statutes and/or internal regulations establish that a person who is employed by a company that has a commercial relationship with the organisation (e.g. sponsors) cannot serve as a board member?	Basic	Do the organisation's statutes and/or internal regulations clearly and unambiguously establish that a person who is employed by a company that has a commercial relationship with the organisation (e.g. sponsors) cannot serve as a board member?	Organisation's statutes; internal regulations	
27.3	Do individuals employed by a company that has a commercial relationship with the organisation (e.g. sponsors) not serve as members of the board in practice?	Basic	Are there <i>de facto</i> no individuals on the board that are employed by a company that has a commercial relationship with the organisation (e.g. sponsors)? <i>Note: a 1 score indicates that no such employee serves as member of the board.</i>	Organisation's website; web search; interview with organisation representative	
27.4	Do the organisation's statutes and/or internal regulations establish that a person who is a member of any judicial body within the organisation cannot serve as a board member?	Basic	Do the organisation's statutes clearly and unambiguously establish that members of any judicial body within the organisation cannot serve as board members?	Organisation's statutes; internal regulations	
27.5	Do members of a judicial body within the organisation not serve as a board member in practice?	Basic	Are there no judicial body members who serve as members of the board? <i>Note: a 1 score indicates that judicial body members do not serve as members of the board.</i>	Organisation's website; web search; interview with organisation representative	
27.6	Does the board exclude acting national politicians?	Basic	Are there no acting national politicians who serve as members of the board? <i>Note: a 1 score indicates that acting national politicians do not serve as members of the board.</i>	Organisation's website; web search; interview with organisation representative	
27.7	Do the organisation's statutes and/or internal regulations establish that integrity checks are implemented for all candidates standing for election?	Basic	Do the organisation's statutes and/or internal regulations establish procedures that ensure that all candidates standing for election by the general assembly are subject to a check of their personal integrity?	Organisation's statutes; internal regulations	

**[Principle 28]**

The organisation applies a clear governance structure according to the principle of separation of powers.

**Relevance**

A clear separation of powers prevents a single person or entity from monopolising power.

Indicator		Category	Detailed evaluation criteria	Data source	Score
28.1	Do the organisation's statutes and/ or internal regulations define key positions on the board, including those of president and at least one other position (e.g. secretary or treasurer)?	Basic	Do the organisation's statutes and/ or internal regulations define specific board member functions and related tasks, including those of president and at least one other position (e.g. secretary or treasurer)?	Organisation's statutes and internal regulations	
28.2	Do the organisation's statutes and/ or internal regulations establish that the board determines the organisation's general policy (e.g. mission, vision, and strategy)?	Basic	Do the statutes and/or internal regulations establish the board's exclusive responsibilities? Do these responsibilities include carrying out the organisation's general policy (they do not have to mention vision, mission and strategy explicitly)?	Organisation's statutes and internal regulations	
28.3	Do the organisation's statutes and/ or internal regulations establish that the board has final authority over the organisation's budget and finances?	Basic	Do the statutes and/or internal regulations establish the board's exclusive tasks/ responsibilities? Do these tasks include having final authority over the organisation's budget and finances? <i>Note: it is for the board, and not for management or staff, to determine the organisation's budget and finances. However, the adopted budget may be subject to the general assembly's approval.</i>	Organisation's statutes and internal regulations	
28.4	Do the organisation's statutes and/ or internal regulations establish that management is tasked with defining the organisation's operational policy?	Basic	Do the organisation's statutes and/or internal regulations establish management's exclusive tasks? Do these tasks refer to issues of operational policy? <i>Note: management's functions must not include establishing the organisation's general policy or having authority over the organisation's budget and finances. Management cannot have voting rights on the board.</i>	Organisation's statutes and internal regulations	

<b>28.5</b>	Do the organisation's statutes and/ or internal regulations define the purpose of each of the standing committees?	Basic	Do the organisation's statutes and/ or internal regulations explicitly and unambiguously define a purpose/ function for each of the standing committees?	Organisation's statutes and internal regulations; organisation's website (to check the number of standing committees)	
<b>28.6</b>	Do the organisation's statutes and/ or internal regulations define the delegated tasks of each of the standing committees?	Basic	Do the organisation's statutes and/ or internal regulations explicitly and unambiguously define the tasks delegated to each of the standing committees?	Organisation's statutes and internal regulations; organisation's website (to check the number of standing committees)	
<b>28.7</b>	Do the organisation's statutes and/ or internal regulations define the composition of each of the standing committees?	Basic	Do the organisation's statutes and/ or internal regulations explicitly and unambiguously define the composition (number of members and the procedures for appointing the members) of each of the standing committees?	Organisation's statutes and internal regulations; organisation's website (to check the number of standing committees)	
<b>28.8</b>	Do the organisation's statutes and/ or internal regulations define the reporting requirements for each of the standing committees?	Basic	Do the organisation's statutes and/ or internal regulations explicitly and unambiguously define the reporting requirements for each of the standing committees?	Organisation's statutes and internal regulations; organisation's website (to check the number of standing committees)	

**[Principle 29]**

The board supervises management appropriately.

**Relevance**

A clear separation of powers and checks and balances ensures that an organisation’s internal bodies stimulate, control, and inspire each other.

Indicator		Category	Detailed evaluation criteria	Data source	Score
29.1	Do the statutes and/or internal regulations outline the responsibilities and competences delegated to management?	Basic	Do the organisation’s statutes and/or internal regulations outline the responsibilities or delimit the competences of management? <i>Note: the internal regulations do not need to list all responsibilities.</i>	Organisation’s statutes and internal regulations	
29.2	Do the statutes and/or internal regulations establish that the board determines the remuneration of management?	Basic	<i>Note: If (a) member(s) of management act(s) as (a) board member(s), the statutes and/or internal regulations must determine that management cannot be a part of the discussion and voting on remuneration.</i>	Organisation’s statutes and internal regulations	
29.3	Do the statutes and/or internal regulations establish that management regularly and periodically reports (at least four times a year) to the board about the organisation’s operational management and financial situation?	Basic	Do the statutes and/or internal regulations clearly and unambiguously establish that management regularly and periodically reports (at least four times a year) to the board about the organisation’s operational management and financial situation?	Organisation’s statutes and internal regulations	
29.4	Do the statutes and/or internal regulations establish that the board organises an annual appraisal with management to discuss individual performance?	Basic	<i>Note: the annual appraisal may be conducted by a member of the board (and not the entire board).</i>	Organisation’s statutes and internal regulations	
29.5	Do the statutes and/or internal regulations establish that a report is drawn up of this meeting which is approved by the board?	Basic	Do the statutes and/or internal regulations establish that the board organises an annual appraisal with management to discuss individual performance? Do the statutes and/or internal regulations establish that a report is drawn up of this meeting? Do the statutes and/or internal regulations establish that this report is approved by the board?	Organisation’s statutes and internal regulations	

29.6	Did the board conduct an appraisal with management during the preceding 12 months?	Basic	Did the board conduct an appraisal with management during the preceding 12 months and is there a report of this appraisal?	Interview with management and board member (reviewing report may not be possible as it may contain personal/ sensitive information)	
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**[Principle 30]**

The organisation has an internal financial or audit committee.

### Relevance

The financial or audit committee constitutes a crucial component of internal accountability. The committee monitors whether funds have been allocated efficiently and as budgeted and whether financial control and accountability procedures have been complied with. It also checks whether the organisation's (long-term) financial stability is guaranteed.

Indicator	Category	Detailed evaluation criteria	Data source	Score
30.1	Intermediate	<p>Do the organisation's statutes and/or internal regulations establish unambiguously that the tasks of one of the standing committees relate to overseeing the organisation's finances and/or internal audit?</p> <p>Do the organisation's statutes establish that the majority of the members of the financial or audit committee do not serve as board members?</p> <p>Do the organisation's statutes and/or internal regulations establish unambiguously that the members of the financial or audit committee are appointed by the general assembly?</p> <p><i>Note: the members may be nominated (but not appointed) by another body. If one independent person (i.e. not a board member) with a financial background is appointed by the general assembly to super-</i></p>	Organisation's statutes	



			<i>vises the organisation's financial policy and information, s/he only qualifies as 'audit committee' within the meaning of the indicator when this person does not fulfil the role of treasurer and the organisation has also appointed an external auditor (see Principle 36).</i>		
<b>30.2</b>	Do the organisation's statutes and/or internal regulations determine the tasks, operation and composition of the financial or audit committee?	Intermediate	Do the organisation's statutes and/or internal regulations establish unambiguously that the tasks of one of the standing committees relate to overseeing the organisation's finances and/or internal audit?  Do the organisation's statutes and/or internal regulations unambiguously determine the tasks, operation and composition of that committee?	Organisation's statutes and internal regulations	
<b>30.3</b>	Do the organisation's statutes and/or internal regulations establish that the financial or audit committee's tasks include the assessment of systems of internal control as well as recommendations regarding the same?	Intermediate	Do the organisation's statutes and/or internal regulations establish unambiguously that the tasks of one of the standing committees include the assessment of the systems of internal control and recommendations /review regarding the same?	Organisation's statutes and internal regulations	
<b>30.4</b>	Do the organisation's statutes and/or internal regulations establish that the financial or audit committee's tasks include the assessment of risk management and recommendations regarding the same?	Advanced	Do the organisation's statutes and/or internal regulations establish unambiguously that the tasks of one of the standing committees include reviewing or assessing the organisation's management of operational and/or financial risks (excluding corruption) and that they include making recommendations based on that assessment?	Organisation's statutes and internal regulations	
<b>30.5</b>	Do the organisation's statutes and/or internal regulations establish that the financial or audit committee's tasks include the assessment of governance and recommendations regarding the same?	Advanced	Do the organisation's statutes and/or internal regulations establish unambiguously that the tasks of one of the standing committees include the assessment of governance ele-	Organisation's statutes and internal regulations	

			ments and recommendations/review regarding the same?		
<b>30.6</b>	Do the organisation's statutes and/or internal regulations establish that the financial or audit committee's tasks include overseeing the internal audit process?	Advanced	Check if the organisation's statutes and/or internal regulations establish unambiguously that one of the standing committees has the task of overseeing/supervising the organisation's internal audit process.	Organisation's statutes and internal regulations	

**[Principle 31]**

The organisation regularly conducts a corruption risks assessment.

**Relevance**

A corruption risks assessment constitutes the basis for implementing effective anti-corruption controls.

Indicator		Category	Detailed evaluation criteria	Data source	Score
<b>31.1</b>	Did the organisation conduct a corruption risk assessment in the previous 48 months that identified and assessed risks?	Basic	Does the organisation have a report on the corruption risk assessment that was conducted in the previous 48 months?  Does this report identify and assess risks?	Corruption risk assessment	
<b>31.2</b>	Did the organisation conduct a corruption risk assessment in the previous 48 months that evaluated the suitability and effectiveness of the existing controls to mitigate these risks?	Basic	Does the organisation have a report on the corruption risk assessment that was conducted in the previous 48 months?  Does this report evaluate the suitability and effectiveness of the existing controls to mitigate these risks?		
<b>31.3</b>	Do the organisation's statutes and/or internal regulations establish that a corruption risk assessment must be carried out periodically and every time a significant change or event occurs (e.g. changes to the structure or activities of the organisation or revelation of corruption)?	Basic		Organisation's statutes and internal regulations	

**[Principle 32]**

The organisation implements a financial control system.

**Relevance**

A financial control system prevents fraud, embezzlement and the misallocation of funds.

Indicator		Category	Detailed evaluation criteria	Data source	Score
32.1	Do the organisation's statutes and/or internal regulations establish a system in which agreements or payments on behalf of the organisation must be signed by at least two individuals?	Basic		Organisation's statutes and internal regulations	
32.2	Do the organisation's statutes and/or internal regulations establish a financial threshold for contracts with external parties which determines whether management or the board must take the decision?	Basic		Organisation's statutes and internal regulations	
32.3	Do the organisation's statutes and/or internal regulations establish a separation of duties, so that the same person cannot both initiate and approve payments?	Intermediate		Organisation's statutes and internal regulations	
32.4	Do the organisation's statutes and/or internal regulations establish that the same person cannot receive, record and deposit funds?	Intermediate		Organisation's statutes and internal regulations	
32.5	Do the organisation's statutes and/or internal regulations restrict the use of cash?	Basic		Organisation's statutes and internal regulations	
32.6	Do the organisation's statutes and/or internal regulations establish a requirement for accurate and clear payment categorizations and descriptions in the financial accounts?	Basic		Organisation's statutes and internal regulations	
32.7	Do the organisation's statutes and/or internal regulations establish a system in which (significant) financial transactions are periodically reviewed?	Intermediate		Organisation's statutes and internal regulations	

**[Principle 33]**

The organisation employs open tenders for major commercial and procurement contracts.

**Relevance**

Open tenders decrease bribery risks.

Indicator		Category	Detailed evaluation criteria	Data source	Score
<b>33.1</b>	Do the organisation's statutes and/or internal regulations establish that a competitive tender process between at least three competitors must take place for major commercial and procurement contracts?	Basic		Statutes; internal regulations	
<b>33.2</b>	Do the organisation's statutes and/or internal regulations establish that at least two individuals evaluate tenders and formally approve the award of the contract?	Basic	<p>Do the organisation's statutes and/or internal regulations establish that a competitive tender process between at least three competitors must take place for major commercial and procurement contracts?</p> <p>Do the organisation's statutes and/or internal regulations establish that at least two individuals evaluate tenders and formally approve the award of the contract?</p>	Statutes; internal regulations	
<b>33.3</b>	Do the organisation's statutes and/or internal regulations establish that those who approve the placement of a contract are different from those who request the placement of the contract?	Intermediate	<p>Do the organisation's statutes and/or internal regulations establish that a competitive tender process between at least three competitors must take place for major commercial and procurement contracts?</p> <p>Do the organisation's statutes and/or internal regulations establish that approving the placement of a contract and requesting it are done by distinct individuals?</p>	Statutes; internal regulations	

**[Principle 34]**

Decisions on the allocation of major events are made through a democratic, open, transparent and objectively reproducible process.

**Relevance**

The high risks associated with the allocation of hosting privileges for major events can be decreased by making the bidding process democratic, objective, open, and transparent.

Indicator		Category	Detailed evaluation criteria	Data source	Score
34.1	Do the organisation's statutes and/or internal regulations establish that the criteria for bids for major events are communicated to its members in good time (min. 1 year before the event is awarded)?	Basic		Organisation's statutes and/or internal regulations	
34.2	Do the organisation's statutes and/or internal regulations establish that bidding dossiers are reviewed, evaluated and scores are assigned on the basis of pre-established and objective criteria?	Basic		Organisation's statutes and/or internal regulations; bidding process document	
34.3	Do the organisation's statutes and/or internal regulations establish that external procurement experts assist with the evaluation specified in 34.2?	Advanced	Do the organisation's statutes and/or internal regulations establish that bidding dossiers are reviewed, evaluated and scores are assigned on the basis of pre-established and objective criteria?  Do the organisation's statutes and/or internal regulations establish that external procurement experts assist with this evaluation?	Organisation's statutes and/or internal regulations; bidding process document	
34.4	Do the organisation's statutes and/or internal regulations establish that only bids achieving a minimum score are shortlisted?	Basic	Do the organisation's statutes and/or internal regulations establish that bidding dossiers are reviewed, evaluated and scores are assigned on the basis of pre-established and objective criteria?  Do the organisation's statutes and/or internal	Organisation's statutes and/or internal regulations; bidding process document	

			regulations establish that only bids achieving a minimum score are shortlisted?		
<b>34.5</b>	Do the organisation's statutes and/or internal regulations establish that the general assembly awards the hosting privileges of major events?	Basic		Organisation's statutes and/or internal regulations; bidding process document	

**[Principle 35]**

The board annually evaluates its own composition and performance.

## Relevance

A self-assessment allows the board to gain insight into its own functioning by openly discussing areas for improvement.

Indicator		Category	Detailed evaluation criteria	Data source	Score
<b>35.1</b>	Does the organisation have a document reporting on the evaluation of its own composition and performance? This evaluation is to have taken place in the preceding twelve months.	Basic	Does the organisation have a document reporting on the evaluation of its own composition and performance? This evaluation is to have taken place in the preceding twelve months.  <i>Note: there are no formal requirements for the evaluation. It can be conducted either by the board or by an external consultant. The subject of the evaluation can either be the board's composition (e.g. expertise gaps) or performance (e.g. board in its entirety or its individual members).</i>	Performance evaluation document; (anonymous) board minutes.	
<b>35.2</b>	Did external experts assist the board with conducting this evaluation?	Advanced	Does the organisation have a report on the evaluation of its own composition or performance which has taken place in the preceding twelve months?  Did individuals not directly affiliated to the organisation and with relevant expertise assist with the evaluation?	Performance evaluation document; (anonymous) board minutes; interview with organisation representative	
<b>35.3</b>	Do the organisation's internal regulations (or statutes) establish that the board has to conduct an annual self-evaluation?	Basic	Do the organisation's internal regulations (or statutes) establish unambiguously	Organisation's statutes and internal regulations	

			that the board has to conduct an annual self-evaluation?		
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**[Principle 36]**

The organisation is externally audited by an independent auditor.

**Relevance**

The appointment of an external auditor allows independent verification of the accuracy and completeness of financial statements. Modern auditing procedures often extend well beyond financial statement audit and evaluate internal controls, risks, governance, and/or performance.

Indicator		Category	Detailed evaluation criteria	Data source	Score
36.1	Have the organisation's financial statements and accounting records been reviewed by an independent and officially approved auditor?	Basic	Have the organisation's financial statements and accounting records been reviewed by a person or organisation that has no formal affiliation with the organisation and that is approved by an official party (i.e. the government)?	Organisation's statutes; financial statements and accounting records, interview with organisation representative	
36.2	Have the organisation's risk management procedures and risk assessment methodologies (application and effectiveness) been reviewed at least once by an independent and an officially approved auditor in the preceding five years?	Intermediate		Organisation's statutes; interview with organisation representative	
36.3	Has the organisation's governance (compliance programme, governance structure, internal processes, etc.) been reviewed by an independent and officially approved auditor in the preceding five years?	Intermediate		Organisation's statutes; interview with organisation representative	

**[Principle 37]**

The organisation has or recognises a code of conduct applicable to the members of the board, management and personnel.

**Relevance**

Codes of conduct are self-imposed, internal norms that define and thus highlight unacceptable behaviour.

Indicator		Category	Detailed evaluation criteria	Data source	Score
<b>37.1</b>	Does the organisation have a code of conduct that applies to its board members?	Basic	Does the organisation have a comprehensive set of principles that establishes good conduct or did it adopt an existing set of principles? Do these principles apply to its board members?	Organisation's statutes and internal regulations; website; code of conduct	
<b>37.2</b>	Does the organisation have a code of conduct that applies to its management?	Basic	Does the organisation have a comprehensive set of principles that establishes good conduct or did it adopt an existing set of principles? Do these principles apply to its management?	Organisation's statutes and internal regulations; website; code of conduct	
<b>37.3</b>	Does the organisation have a code of conduct that applies to its staff?	Basic	Does the organisation have a comprehensive set of principles that establishes good conduct or did it adopt an existing set of principles? Do these principles apply to its staff?	Organisation's statutes and internal regulations; website; code of conduct	
<b>37.4</b>	Does the code of conduct that applies to the organisation's board members contain a general obligation to act with integrity?	Basic	Does the organisation have a comprehensive set of principles that establishes good conduct or did it adopt an existing set of principles? Do these principles apply to its board members?  Do these principles contain a general requirement that obliges board members to refrain from unethical behaviour (e.g. "shall act with integrity"; "shall not engage in corrupt practices"; "shall	Organisation's statutes and internal regulations; website; code of conduct	



			adhere to principles of ethical conduct”, etc.)?		
<b>37.5</b>	Does the code of conduct that applies to board members contain rules on expenses?	Basic	Does the organisation have a comprehensive set of principles that establishes good conduct or did it adopt an existing set of principles? Do these principles apply to its board members? Do these principles contain specific rules on expenses?	Organisation’s statutes and internal regulations; website; code of conduct	
<b>37.6</b>	Does the code of conduct that applies to board members contain rules on accepting gifts?	Basic	Does the organisation have a comprehensive set of principles that establishes good conduct or did it adopt an existing set of principles? Do these principles apply to its board members? Do these principles contain specific rules on accepting gifts?	Organisation’s statutes and internal regulations; website; code of conduct	
<b>37.7</b>	Does the code of conduct that applies to board members contain rules on conflicts of interest?	Basic	Does the code of conduct that applies to board members contain provisions on conflicts of interest?	Organisation’s statutes and internal regulations; website; code of conduct	
<b>37.8</b>	Does the code of conduct that applies to board members contain an obligation to notify breaches of the code of ethics to appropriate internal individuals or entities?	Basic	Does the organisation have a comprehensive set of principles that establishes good conduct or did it adopt an existing set of principles? Do these principles apply to its board members? Does the code of conduct that applies to board members contain an obligation to notify breaches of the code of ethics to appropriate internal individuals or entities?		

37.9	Has the code of conduct been signed by all the members of the board?	Basic	<p>Does the organisation have a comprehensive set of principles that establishes good conduct or did it adopt an existing set of principles?</p> <p>Do these principles apply to its board members?</p> <p>Has the code of conduct been signed by all the members of the board?</p>	<p>Organisation's statutes and internal regulations; website; code of conduct; interview with organisation representative; additional evidence provided by organisation representative</p>	
37.10	Did the organisation take steps during the previous twelve months to ensure that all the relevant stakeholders are notified of the contents of the code and that they understand it?	Basic	<p>Does the organisation have a comprehensive set of principles that establishes good conduct or did it adopt an existing set of principles?</p> <p>Do these principles apply to its board members?</p> <p>Did the organisation take steps during the previous twelve months to ensure that all the relevant stakeholders are notified of the contents of the code and that they understand it?</p> <p><i>Note: steps may include distributing the code via website announcements, newsletters, publication in a general activity report, or specific actions aimed at education / training (seminars, electronic resources etc.).</i></p>	<p>Organisation's statutes and internal regulations; website; code of conduct; interview with organisation representative; additional evidence provided by organisation representative</p>	
37.11	Has the general assembly been informed about the code of conduct?	Basic	<p>Does the organisation have a comprehensive set of principles that establishes good conduct or did it adopt an existing set of principles?</p> <p>Do these principles apply to its board members?</p> <p>Has the general assembly been informed about the code of conduct?</p>	<p>Organisation's statutes and internal regulations; website; code of conduct; general assembly minutes; interview with organisation representative; additional evidence provided by organisation representative</p>	

**[Principle 38]**

The organisation establishes clear conflict of interest procedures that apply to the members of the board.

**Relevance**

Clear conflict of interest procedures enhance trust in decisions by making sure that they are free from improper influence.

Indicator		Category	Detailed evaluation criteria	Data source	Score
38.1	Do the organisation's statutes and/or internal regulations establish procedures regarding conflicts of interest?	Basic	Do the organisation's statutes and/or internal regulations establish procedures that handle board members' conflicts of interest?	Organisation's statutes and internal regulations; code of conduct	
38.2	Do these procedures ensure that (perceived) conflicts of interest are reported before or at the start of every board meeting, listed in the minutes, and recorded in a registry?	Basic	Do the organisation's statutes and/or internal regulations establish procedures that handle board members' conflicts of interest? Do these procedures ensure that (perceived) conflicts of interest are notified before or at the start of every board meeting, listed in the minutes of the board meetings, and recorded in a registry?	Organisation's statutes and internal regulations; code of conduct	
38.3	Do these procedures ensure that every commercial transaction with a third party, with which a board member has an (in)direct familial or commercial relationship, must be submitted to the general assembly or to a body mandated by the general assembly?	Basic	Do the organisation's statutes and/or internal regulations establish procedures that handle board members' conflicts of interest? Do these procedures ensure that every commercial transaction with a third party, with which a board member has an (in)direct familial or commercial relationship, must be submitted for approval to the general assembly or to a body mandated by the general assembly?	Organisation's statutes and internal regulations; code of conduct	
38.4	Do these procedures guarantee that the members of the board may not participate in the vote about certain decisions for which a conflict of interest exists?	Basic	Do the organisation's statutes and/or internal regulations establish procedures that handle board members' conflicts of interest? Do these procedures ensure that (perceived) conflicts of interest are notified before or at the start of every board meeting, listed in the minutes of the board meetings, and recorded in a registry?	Organisation's statutes and internal regulations; code of conduct	

			Do these procedures forbid board members to vote and/or to participate in discussions in clearly defined situations in which a conflict of interest exists? <i>Note: it is not necessary that the procedures forbid a board member to vote and/or participate in discussions every time a conflict of interest exists.</i>		
38.5	Do these procedures include specific conflict of interest rules for funding decisions?	Basic	Do the organisation's statutes and/or internal regulations establish procedures that handle board members' conflicts of interest?  Do these procedures include specific conflict of interest rules for funding decisions?		

**[Principle 39]**

The organisation takes steps to ensure that applicable rules of conduct are adequately checked and that transgressors face consequences.

**Relevance**

Ensuring that rules of conduct are checked and transgressors face consequences decreases the likelihood of inappropriate behaviour.

Indicator	Category	Detailed evaluation criteria	Data source	Score
39.1	Basic	Does the organisation have a code of conduct or does it recognise/ adopt an existing set of principles? Do these principles apply to its board members, management and staff? Do the organisation's statutes and/or internal regulations establish that a person and/ or entity is tasked with investigating breaches of applicable rules of conduct? <i>Note: the organisation is not obliged to have its own separate ethics commission. For instance, a third party can be engaged, a person can be employed for the specific</i>	Organisation's statutes; internal regulations	

			<i>function, or another committee (e.g. audit committee) can exercise the function.</i>		
<b>39.2</b>	Do the organisation's statutes and/or internal regulations establish that the person or entity tasked with investigating breaches of applicable rules of conduct is independent?	Basic	<p>Does the organisation have a code of conduct or does it recognise/ adopt an existing set of principles?</p> <p>Do these principles apply to its board members, management and staff?</p> <p>Do the organisation's statutes and/or internal regulations establish that a person and/ or entity is tasked with investigating breaches of applicable rules of conduct?</p> <p>Is the person/ entity tasked with investigating breaches of applicable rules of conduct specifically appointed for this process or are they an external entity (i.e. not part of the organisation) that has been delegated investigatory power?</p>	Organisation's statutes; internal regulations	
<b>39.3</b>	Do the organisation's statutes and/or internal regulations establish that the person or entity tasked with investigating breaches of applicable rules of conduct has the authority to investigate suspected breaches either on their own initiative or following a complaint?	Basic	<p>Does the organisation have a code of conduct or does it recognise/ adopt an existing set of principles?</p> <p>Do these principles apply to its board members, management and staff?</p> <p>Do the organisation's statutes and/or internal regulations establish that a person and/ or entity is tasked with investigating breaches of applicable rules of conduct?</p> <p>Does this person/entity have the authority to investigate suspected breaches either on their own initiative or following a complaint?</p>	Organisation's statutes; internal regulations	
<b>39.4</b>	Do the organisation's statutes and/or internal regulations establish that the person or entity tasked with investigating breaches of applicable rules of conduct has the authority to impose pre-set sanctions (e.g. disciplinary reprimands) to address minor breaches?	Basic	<p>Does the organisation have a code of conduct or does it recognise/ adopt an existing set of principles?</p> <p>Do these principles apply to its board members, management and staff?</p> <p>Do the organisation's statutes and/or internal regulations establish that a person and/ or entity is tasked with investigating breaches of applicable rules of conduct?</p>	Organisation's statutes; internal regulations	

			<p>Does this person/entity have the authority to investigate suspected breaches either on their own initiative or following a complaint?</p> <p>Do the organisation's statutes and/or internal regulations establish that the person or entity tasked with investigating breaches of applicable rules of conduct has the authority to impose pre-set sanctions (e.g. disciplinary reprimands) to address minor breaches?</p>		
<b>39.5</b>	<p>Do the organisation's statutes and/or internal regulations establish that the person or entity tasked with investigating breaches of applicable rules of conduct reports the outcome of the investigation internally to a person or entity with the authority to impose sanctions unless the same person is the person under investigation?</p>	Basic	<p>Does the organisation have a code of conduct or does it recognise/ adopt an existing set of principles?</p> <p>Do these principles apply to its board members, management and staff?</p> <p>Do the organisation's statutes and/or internal regulations establish that a person and/ or entity is tasked with investigating breaches of applicable rules of conduct?</p> <p>Does this person/entity have the authority to investigate suspected breaches either on their own initiative or following a complaint?</p> <p>Do the organisation's statutes and/or internal regulations establish that the person or entity tasked with investigating breaches of applicable rules of conduct reports the outcome of the investigation internally to a person or entity with the authority to impose sanctions unless the same person is the person under investigation?</p>	Organisation's statutes; internal regulations	
<b>39.6</b>	<p>Do the organisation's statutes and/or internal regulations establish that the person or entity tasked with investigating breaches of applicable rules of conduct is appointed by the general assembly?</p>	Basic	<p>Does the organisation have a code of conduct or does it recognise/ adopt an existing set of principles?</p> <p>Do these principles apply to its board members, management and staff?</p> <p>Do the organisation's statutes and/or internal regulations establish that a person and/ or entity is tasked with</p>	Organisation's statutes; internal regulations	

			<p>investigating breaches of applicable rules of conduct?</p> <p>Do the organisation's statutes and/or internal regulations establish that the person or entity tasked with investigating breaches of applicable rules of conduct is appointed for a specific term by the general assembly and can only be dismissed by the general assembly during this term?</p>		
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**[Principle 40]**

The organisation establishes procedures for the processing of complaints about violations of applicable rules of conduct.

**Relevance**

Complaint procedures allow stakeholders to express their grievances and to call to account those that violate applicable rules.

Indicator		Category	Detailed evaluation criteria	Data source	Score
<b>40.1</b>	Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of applicable rules of conduct?	Basic	<p>Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of the rules of conduct that have been established/ adopted by the organisation?</p> <p><i>Note: this principle concerns (and therefore requires the adoption/ establishment of) rules of conduct applicable to staff, management and board members. These criteria are automatically fulfilled when the criteria in 40.2 or 40.3 are fulfilled.</i></p>	Organisation's statutes and internal regulations; code of conduct	
<b>40.2</b>	Do these procedures contain clearly defined rules for submitting complaints relating to violations of applicable rules of conduct?	Basic	Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of the rules of conduct that have been established/ adopted by the organisation?	Organisation's statutes and internal regulations; code of conduct	

			Do the procedures contain clearly defined rules establishing how and where complaints must be submitted?		
<b>40.3</b>	Do the procedures contain clearly defined rules for investigating complaints relating to violations of applicable rules of conduct?	Basic	Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of the rules of conduct that have been established/ adopted by the organisation?  Do the procedures contain clearly defined rules establishing how and by whom complaints must be investigated?	Organisation's statutes and internal regulations; code of conduct	
<b>40.4</b>	Do the procedures contain clearly defined rules for notifying the person who submitted the complaint about the outcome of the investigation?	Basic	Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of the rules of conduct that have been established/ adopted by the organisation?  Do the procedures contain clearly defined rules establishing how and when the person who submitted the complaint must be notified of the outcome of the investigation?	Organisation's statutes and internal regulations; code of conduct	

**[Principle 41]**

The organisation establishes procedures that ensure whistleblower protection.

**Relevance**

Whistleblower protection allows employees and stakeholders to report wrongdoing without fearing reprisal.

Indicator	Category	Detailed evaluation criteria	Data source	Score
<b>41.1</b>	Basic	Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of the rules of conduct that have been	Organisation's statutes and internal regulations	



			established/ adopted by the organisation? Do the procedures establish that no person who, in good faith, reports a concern shall be subject to retaliation or negative consequences?		
<b>41.2</b>	Do the procedures establish that reports and related investigations must be kept confidential to the extent possible?	Basic	Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of the rules of conduct that have been established/ adopted by the organisation? Do the procedures establish that reports and related investigations must be kept confidential to the extent possible?	Organisation's statutes and internal regulations	
<b>41.3</b>	Do the procedures enable individuals to file an anonymous complaint?	Basic	Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of the rules of conduct that have been established/ adopted by the organisation? Do the procedures enable individuals to file an anonymous complaint?	Organisation's statutes and internal regulations	

#### [Principle 42]

The organisation's decisions can be contested through internal or external mechanisms.

#### Relevance

Procedures for contesting the organisation's decisions allow stakeholders to call decision-makers to account.

Indicator	Category	Detailed evaluation criteria	Data source	Score
<b>42.1</b>	Basic	Do the organisation's statutes and/ or internal regulations establish a formal procedure for appealing against a sporting sanction? Do the organisation's statutes and/ or internal regulations ensure that none of the listed parties are excluded from appealing against a sporting decision?	Organisation's statutes and internal regulations	

			<i>Note: the dispute resolution body where the decision is appealed may be either internal or external.</i>		
<b>42.2</b>	Do the relevant procedures establish that the parties concerned are entitled to a hearing if they so desire?	Basic	Do the organisation's statutes and/ or internal regulations establish a formal procedure for appealing against a sporting sanction? Do the relevant procedures establish that the parties concerned are entitled to a hearing if they so desire? <i>Note: these criteria also apply to external dispute resolution bodies.</i>	Organisation's statutes and internal regulations	
<b>42.3</b>	Do the applicable procedures establish that the members of the relevant dispute resolution body may not belong to the board or to any of the standing committees of the organisation?	Advanced	Do the organisation's statutes and/ or internal regulations establish a formal procedure for appealing against a sporting sanction? Do the applicable procedures establish that the members of the relevant dispute resolution body may not belong to the board or to any of the standing committees of the organisation? <i>Note: these criteria also apply to external dispute resolution bodies.</i>	Organisation's statutes and internal regulations; rules applicable to the external dispute resolution body	
<b>42.4</b>	Do the relevant procedures establish clearly defined rules for appealing the decision of the dispute resolution body?	Basic	Do the organisation's statutes and/ or internal regulations establish a formal procedure for appealing against a sporting sanction? Do the relevant procedures establish clearly defined rules for appealing the decision of the dispute resolution body? <i>Note: these criteria also apply to external dispute resolution bodies.</i>	Organisation's statutes and internal regulations; rules applicable to the external dispute resolution body	
<b>42.5</b>	Does the organisation provide means for legal aid or pro bono counsel?	Intermediate	Do the organisation's statutes and/ or internal regulations establish a formal procedure for appealing against a sporting sanction? Does the organisation provide means for legal aid or pro bono counsel?	Organisation's statutes and internal regulations; interview with organisation representative	
<b>42.6</b>	Do the organisation's statutes and/ or internal regulations establish procedures that allow staff or board members	Basic	Do the organisation's statutes and/ or internal regulations establish a formal procedure for appealing against a disciplinary sanction?	Organisation's statutes and internal regulations	

	to appeal against a disciplinary sanction?		Do the organisation's statutes and/ or internal regulations ensure that none of the listed parties are excluded from appealing against a sporting decision?  <i>Note: the dispute resolution body where the decision is appealed may be either internal or external. If the organisation recognizes an external dispute resolution body, the regulations must acknowledge the individual's right to appeal to this body or guarantee that the individual is informed about his/her right to appeal to this body.</i>		
42.7	Do the relevant procedures establish that the parties concerned are entitled to a hearing if they so desire?	Basic	Do the organisation's statutes and/ or internal regulations establish a formal procedure for appealing against a disciplinary sanction?  Do the relevant procedures establish that the parties concerned are entitled to a hearing if they so desire?	Organisation's statutes and internal regulations	
42.8	Do the applicable procedures establish that the members of the relevant dispute resolution body may not belong to the board or to any of the standing committees of the organisation?	Basic	Do the organisation's statutes and/ or internal regulations establish a formal procedure for appealing against a disciplinary sanction?  Do the applicable procedures establish that the members of the relevant dispute resolution body may not belong to the board or to any of the standing committees of the organisation?  <i>Note: these criteria also apply to external dispute resolution bodies.</i>	Organisation's statutes and internal regulations; rules applicable to the external dispute resolution body	
42.9	Do the relevant procedures establish clearly defined rules for appealing the decision of the dispute resolution body?	Basic	Do the organisation's statutes and/ or internal regulations establish a formal procedure for appealing against a disciplinary sanction?  Do the relevant procedures establish clearly defined rules for appealing the decision of the dispute resolution body?	Organisation's statutes and internal regulations; rules applicable to the external dispute resolution body	

**[Principle 43]**

The organisation implements procedures that ensure that a proportion of the board members are independent.

**Relevance**

Independent board members increase objective scrutiny and provide an independent perspective, which decreases the likelihood of improper influence and increases external legitimacy and trust.

Indicator		Category	Detailed evaluation criteria	Data source	Score
43.1	The organisation's statutes and/ or internal regulations ensure that at least 25% of the board members are independent.	Basic	Do the organisation's statutes and/ or internal regulations ensure that at least 25% of the board members do not have or have not had a formal connection with a governing body within the sport?	Organisation's statutes and internal regulations	
43.2	Do the organisation's statutes and/or internal regulations establish that the tasks of the nomination committee include searching for suitable independent board members?	Intermediate	Do the organisation's statutes and/ or internal regulations ensure that at least 25% of the board members do not have or have not had a formal connection with a governing body within the sport?  Do the organisation's statutes and/or internal regulations establish a (permanent or ad hoc) committee tasked with searching for candidates for vacant board member mandates that are independent?  <i>Note: the general assembly should always retain the right to elect the proposed candidates or not, or to elect a person who has not been nominated by the committee unless the person is coopted.</i>	Organisation's statutes and internal regulations	

## Dimension 4: Societal responsibility

### [Principle 44]

The organisation offers consulting to its member federations in the areas of management or governance.

### Relevance

Sports federations are in a good position to enhance the capacity and expertise of their member federations in the areas of management or governance through their capacity to engage in cooperative processes with their members and other relevant organisations.

Indicator	Category	Detailed evaluation criteria	Data source	Score
44.1	Basic	Does the organisation have a written policy that defines specific objectives and actions, specifically aimed at providing consulting to member federations in the areas of management or governance? <i>Note: the specific objectives and actions may be part of a wider policy. Management or governance includes anything that has to do with the operational management of the organisation and the internal structure, procedures and bureaucratic practices of the organisation</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
44.2	Intermediate	Does the organisation mention on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report or latest (multi-annual) policy plan a single person who is responsible for all matters related to management and/ or governance consulting?  Does the organisation provide the contact details of this person on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report or in its latest (multi-annual) policy plan?	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	

<b>44.3</b>	Does the organisation provide some form of consulting to member federations in the areas of management or governance through knowledge transfer?	Basic	<i>Note: this criterion is automatically fulfilled when the criteria in 44.4, 44.5 or 44.6 are fulfilled.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>44.4</b>	Does the consulting include the organisation of workshops or training sessions?	Intermediate		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>44.5</b>	Does the consulting include tailored (one-on-one) advice?	Intermediate		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>44.6</b>	Does the consulting include the distribution of templates or good practices?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>44.7</b>	Did the organisation carry out an evaluation of the impact of its relevant actions?	Basic	Does the organisation have a written report that analyses the impact of the relevant actions? <i>Note: impact evaluations can either be published as part of the annual report or as a separate document.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	

**[Principle 45]**

The organisation implements a policy aimed at mitigating the health risks of sporting activities.

**Relevance**

Sports federations are in a good position to stimulate the mitigation of the health risks of sporting activities through their capacity to raise awareness, organise events and campaigns, and to engage in cooperative actions with their members and other relevant organisations.

Indicator		Category	Detailed evaluation criteria	Data source	Score
45.1	Does the organisation have a formal (written) policy that outlines objectives and specific actions aimed at mitigating the health risks of sporting activities?	Basic	Does the organisation have a written policy that defines specific objectives and actions specifically aimed at mitigating the health risks one faces when exercising the relevant sport? <i>Note: the specific objectives and actions may be part of a wider policy.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
45.2	Does the organisation have a staff member who formally acts as a single point of contact and is responsible for all matters regarding the health risks of sporting activities?	Intermediate	Does the organisation mention on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report or in its latest (multi-annual) policy plan a single person who is responsible for all matters regarding the health risks of sporting activities?  Does the organisation provide the contact details of this person on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report, or in its latest (multi-annual) policy plan? <i>Note: a medical commission does not (necessarily) qualify as a "staff member" within the meaning of this indicator.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	

<b>45.3</b>	Does the organisation undertake actions aimed at informing athletes of the specific risks associated with the sport in question?	Basic	<i>Note: this criterion is automatically fulfilled when the criterion in 45.4 is fulfilled.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>45.4</b>	Does the organisation undertake actions aimed at preventing or mitigating the specific risks associated with the sport in question?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>45.5</b>	Did the organisation conduct an analysis of the specific risks associated with the sport in question?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>45.6</b>	Did the organisation carry out an evaluation of the impact of its relevant actions?	Basic	Does the organisation have a written report that analyses the impact of the relevant actions? <i>Note: impact evaluations can either be published as part of the annual report or as a separate document.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	



**[Principle 46]**

The organisation implements a policy on combating sexual harassment in sport.

**Relevance**

Young athletes are often in a vulnerable position regarding sexual harassment. Sports federations are in a good position to combat sexual harassment in sport through their capacity to issue disciplinary rules, raise awareness, organise events and campaigns, and to engage in cooperative actions with their members and other relevant organisations.

Indicator		Category	Detailed evaluation criteria	Data source	Score
46.1	Does the organisation have a formal (written) policy that outlines objectives and specific actions aimed at combating sexual harassment in sport?	Basic	Does the organisation have a written policy that defines specific objectives and actions, specifically aimed at combating sexual harassment in sport? <i>Note: the specific objectives and actions may be part of a wider policy.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
46.2	Does the organisation have a code of conduct which outlines rules aimed at promoting the physical integrity of athletes?	Basic	Does the organisation have or did it adopt a code of conduct which outlines rules aimed at promoting the physical integrity of athletes or do the organisation's statutes explicitly forbid sexual harassment in sport?	Organisation's statutes and internal regulations; code of conduct	
46.3	Does the organisation have a staff member who formally acts as a single point of contact and is responsible for all matters regarding combating sexual harassment in sport?	Basic	Does the organisation mention on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report or in its latest (multi-annual) policy plan a single person who is responsible for all matters regarding combating sexual harassment in sport?  Does the organisation provide the contact details of this person on a webpage (easily retrievable in accordance with	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	

			indicator 1.1), in its latest annual report, or in its latest (multi-annual) policy plan?		
<b>46.4</b>	Does the organisation cooperate with other organisations (other than its member organisations or regional federations) with a view to combating sexual harassment in sport?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>46.5</b>	Does the organisation promote the exchange of best practices on combating sexual harassment among its member federations?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>46.6</b>	Does the organisation undertake other actions (not related to the exchange of best practices or cooperation with other organisations) aimed at raising awareness for sexual harassment issues?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>46.7</b>	Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about unwanted sexual behaviour?	Basic	Does the organisation have or did it adopt a code of conduct which outlines rules aimed at promoting the physical integrity of athletes or do the organisation's	Organisation's statutes and internal regulations	

			<p>statutes explicitly forbid sexual harassment in sport?</p> <p>Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of these rules?</p> <p><i>Note: if the organisation has a general complaints procedure which does not exclude these specific complaints (i.e. when complaints about unwanted sexual behaviour can indeed be filed under this procedure), this general procedure qualifies as a procedure within the meaning of this indicator.</i></p>		
<b>46.8</b>	Does the procedure contain rules for submitting complaints?	Basic	<p>Does the organisation have or did it adopt a code of conduct which outlines rules aimed at promoting the physical integrity of athletes or do the organisation's statutes explicitly forbid sexual harassment in sport?</p> <p>Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of these rules?</p> <p>Do the procedures contain clearly defined rules establishing how and where complaints must be submitted about violations of these rules?</p>	Organisation's statutes and internal regulations	

<b>46.9</b>	Does the procedure contain rules for investigating complaints?	Basic	<p>Does the organisation have or did it adopt a code of conduct which outlines rules aimed at promoting the physical integrity of athletes or do the organisation's statutes explicitly forbid sexual harassment in sport?</p> <p>Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of these rules?</p> <p>Do the procedures contain clearly defined rules establishing how and by whom complaints about violations of these rules must be investigated?</p>	Organisa- tion's statutes and internal regulations	
<b>46.10</b>	Does the procedure contain rules for notifying the person who submitted the complaint about the outcome of the investigation?	Basic	<p>Does the organisation have or did it adopt a code of conduct which outlines rules aimed at promoting the physical integrity of athletes or do the organisation's statutes explicitly forbid sexual harassment in sport?</p> <p>Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of these rules?</p> <p>Do the procedures contain clearly defined rules establishing how and when the person who submitted a complaint about violations of these rules must be notified of the outcome of the investigation?</p>	Organisa- tion's statutes and internal regulations	
<b>46.11</b>	Does the procedure contain rules for the establishment of an independent tribunal?	Basic	Does the organisation have or did it adopt a code of conduct which outlines rules aimed at promoting the physical integrity of athletes or do the organisation's	Organisa- tion's statutes and internal regulations	

			<p>statutes explicitly forbid sexual harassment in sport?</p> <p>Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of these rules?</p> <p>Do the procedures contain clearly defined rules establishing how and when a case about violations of these rules must be submitted to an independent or external tribunal?</p>		
<b>46.12</b>	Did the organisation carry out an evaluation of the impact of its relevant actions?	Basic	<p>Does the organisation have a written report that analyses the impact of the relevant actions?</p> <p><i>Note: impact evaluations can either be published as part of the annual report or as a separate document.</i></p>	<p>Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative</p>	

**[Principle 47]**

The organisation implements an anti-doping policy.

## Relevance

Sports federations constitute a crucial chain in the international anti-doping regime due to their capacity to issue disciplinary rules, raise awareness, and engage in cooperative actions with their members, anti-doping authorities, and other relevant organisations.

Indicator		Category	Detailed evaluation criteria	Data source	Score
<b>47.1</b>	Does the organisation have a formal (written) policy that outlines objectives and specific actions aimed at preventing, detecting and combating doping practices?	Basic	Does the organisation have a written policy that defines specific objectives and actions, specifically aimed at preventing, detecting and combating doping practices? <i>Note: the specific objectives and actions may be part of a wider policy.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>47.2</b>	Does the organisation implement disciplinary rules to combat doping in conformity with the World Anti-Doping Code?	Basic	Does the organisation implement the WADA Code Anti-Doping Rules either directly or by reference to its rules?	Organisation's statutes and internal regulations; disciplinary rules; additional evidence provided by organisation's representative	
<b>47.3</b>	Does the organisation have a staff member who formally acts as a single point of contact and is responsible for all matters regarding combating doping in sport?	Basic	Does the organisation mention on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report or in its latest (multi-annual) policy plan a single person who is responsible for all matters regarding combating doping in sport?  Does the organisation provide the contact details of this person on a webpage (easily retrievable in accordance	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	

			with indicator 1.1), in its latest annual report or in its latest (multi-annual) policy plan?		
<b>47.4</b>	Does the organisation undertake actions aimed at raising awareness for anti-doping rules?	Basic	<i>Note: this criterion is automatically fulfilled if the (stricter) criterion of indicator 47.5 is fulfilled.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>47.5</b>	Does the organisation undertake actions aimed at educating athletes on the dangers of doping?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>47.6</b>	Does the organisation implement formal procedures establishing its cooperation with the World Anti-Doping Agency?	Basic	Does the organisation have a written procedure establishing cooperation (i.e. exchange of information) with the World Anti-Doping Agency?	Organisation's statutes and internal regulations; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>47.7</b>	Did the organisation carry out an evaluation of the impact of its relevant actions?	Basic	Does the organisation have a written report that analyses the impact of the relevant actions? <i>Note: impact evaluations can either be published as part of</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual	

			<i>the annual report or as a separate document.</i>	report; additional evidence provided by organisation's representative	
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**[Principle 48]**

The organisation implements a policy on social inclusion through sport.

**Relevance**

Sports federations are in a good position to stimulate social inclusion through sport via their capacity to raise awareness, organise events and campaigns, and to engage in cooperative actions with their members and other relevant organisations.

Indicator		Category	Detailed evaluation criteria	Data source	Score
<b>48.1</b>	Does the organisation have a formal (written) policy that outlines objectives and specific actions aimed at improving the social, cultural, educational or psychological circumstances of marginalised and/or fractured communities through sports?	Basic	Does the organisation have a written policy that defines specific objectives and actions, specifically aimed at improving the social, cultural, educational or psychological circumstances of marginalised and/or fractured communities (e.g. economically disadvantaged groups, refugees, individuals with disabilities, elderly, etc.) through sport?	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>48.2</b>	Does the organisation have a staff member who formally acts as a single point of contact and is responsible for all matters regarding social inclusion through sports?	Intermediate	Does the organisation mention on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report or in its latest (multi-annual) policy plan a single person who is responsible for all matters regarding social inclusion through sport?  Does the organisation provide the contact details of this person on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report, or in its latest (multi-annual) policy plan?	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>48.3</b>	Does the organisation promote the exchange of best	Basic		Organisation's website;	



	practices on social inclusion among its member federations?			multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
48.4	Does the organisation cooperate with other organisations (other than its member organisations or regional federations) with a view to improving the social, cultural, educational or psychological circumstances of marginalised and/or fractured communities through sport?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
48.5	Does the organisation provide resources for disability disciplines?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
48.6	Does the organisation undertake other actions aimed at improving the social, cultural, educational or psychological circumstances of marginalised and/or fractured communities through sport?	Advanced		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
48.7	Did the organisation carry out an evaluation of the impact of its relevant actions?	Basic	Does the organisation have a written report that analyses the impact of the relevant actions? <i>Note: impact evaluations can either be published as part of the annual report or as a separate document.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report;	

				additional evidence provided by organisation's representative	
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**[Principle 49]**

The organisation implements a policy combating discrimination in sport.

**Relevance**

Sports federations are in a good position to combat discrimination in sport through their capacity to issue disciplinary rules, raise awareness, organise events and campaigns, and to engage in co-operative actions with their members and other relevant organisations.

Indicator		Category	Detailed evaluation criteria	Data source	Score
49.1	Does the organisation have a formal (written) policy that outlines objectives and specific actions aimed at combating discrimination in sport?	Basic	Does the organisation have a written policy that defines specific objectives and actions, specifically aimed at combating discrimination in sport? <i>Note: the specific objectives and actions may be part of a wider policy.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
49.2	Does the organisation have a code of conduct which outlines rules aimed at combating discrimination in sport?	Basic	Does the organisation have or did it adopt a code of conduct which outlines rules aimed at combating discrimination in sport or do the organisation's statutes explicitly forbid discrimination in sport?	Organisation's statutes, internal regulations, code of conduct	
49.3	Does the organisation have a staff member who formally acts as a single point of contact and is responsible for all matters regarding discrimination in sport?	Basic	Does the organisation mention on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report or in its latest (multi-annual) policy plan a single person who is responsible for all matters regarding discrimination in sport?  Does the organisation provide the contact details of this person on a webpage (easily retrievable in accordance with indicator	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	

			1.1), in its latest annual report, or in its latest (multi-annual) policy plan?		
49.4	Does the organisation cooperate with other organisations (other than its member organisations or regional federations) with a view to combating discrimination in sport?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
49.5	Does the organisation undertake actions aimed at raising awareness for discrimination issues?	Basic	Note that the aims pursued by the actions must be raising awareness for discrimination issues. Actions with another explicit aim that may have an indirect effect on raising awareness for discrimination issues do not qualify as actions within the meaning of the indicator.	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
49.6	Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about discrimination?	Basic	Does the organisation have or did it adopt a code of conduct which outlines rules aimed at combating discrimination in sport or do the organisation's statutes explicitly forbid discrimination in sport?  Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of these rules?  <i>Note: if the organisation has a general complaints procedure which does not exclude these specific complaints (i.e. when complaints about discrimination can indeed be filed under this procedure), this general procedure qualifies as a procedure within the meaning of this indicator.</i>	Organisation's statutes and internal regulations	
49.7	Does the procedure contain rules for submitting complaints?	Basic	Does the organisation have or did it adopt a code of conduct which outlines rules aimed at combating discrimination in sport?	Organisation's statutes and internal regulations	

			<p>Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of these rules?</p> <p>Do the procedures contain clearly defined rules establishing how and where complaints must be submitted about violations of these rules?</p>		
<b>49.8</b>	Does the procedure contain rules for investigating complaints?	Basic	<p>Does the organisation have or did it adopt a code of conduct which outlines rules aimed at combating discrimination in sports?</p> <p>Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of these rules?</p> <p>Do the procedures contain clearly defined rules establishing how and by whom complaints about violations of these rules must be investigated?</p>	Organisation's statutes and internal regulations	
<b>49.9</b>	Does the procedure contain clearly defined rules for notifying the person who submitted the complaint about the outcome of the investigation?	Basic	<p>Does the organisation have or did it adopt a code of conduct which outlines rules aimed at combating discrimination in sports?</p> <p>Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints about violations of these rules?</p> <p>Do the procedures contain clearly defined rules establishing how and when the person who submitted a complaint about violations of these rules must be notified of the outcome of the investigation?</p>	Organisation's statutes and internal regulations	
<b>49.10</b>	Does the procedure contain rules for the establishment of an independent tribunal?	Basic	<p>Does the organisation have or did it adopt a code of conduct which outlines rules aimed at combating discrimination in sports?</p> <p>Do the organisation's statutes and/ or internal regulations establish procedures for processing complaints</p>	Organisation's statutes and internal regulations	

			about violations of these rules? Do the procedures contain clearly defined rules establishing how and when a case about violations of these rules must be submitted to an independent or external tribunal?		
<b>49.11</b>	Did the organisation carry out an evaluation of the impact of its relevant actions?	Basic	Does the organisation have a written report that analyses the impact of the relevant actions? <i>Note: impact evaluations can either be published as part of the annual report or as a separate document.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	

#### [Principle 50]

The organisation implements a policy to promote gender equality in sport.

#### Relevance

Sports federations are in a good position to promote gender equality in sport through their capacity to raise awareness, organise events and campaigns, and to engage in cooperative actions with their members and other relevant organisations.

Indicator		Category	Detailed evaluation criteria	Data source	Score
<b>50.1</b>	Does the organisation have a formal (written) policy that outlines objectives and specific actions aimed at promoting gender equality in sport?	Basic	Does the organisation have a written policy that defines specific objectives and actions, specifically aimed at promoting gender equality in sport? <i>Note: the specific objectives and actions may be part of a wider policy.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>50.2</b>	Does the organisation raise awareness via educational materials for all decision makers on the importance of having diverse representation on decision-making organs throughout the sport?	Intermediate		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence	

				provided by organisation's representative	
<b>50.3</b>	Does the organisation undertake actions aimed at supporting (future) leaders of both sexes through either formal training or informal arrangements (e.g. mentoring system)?	Intermediate		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>50.4</b>	Does the organisation have a staff member who formally acts as a single point of contact and is responsible for all matters regarding gender equality issues?	Intermediate	Does the organisation mention on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report or in its latest (multi-annual) policy plan a single person who is responsible for all matters regarding gender equality issues?  Does the organisation provide the contact details of this person on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report, or in its latest (multi-annual) policy plan?	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>50.5</b>	Does the organisation cooperate with other organisations (other than its member organisations or regional federations) with a view to promoting gender equality in sport?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>50.6</b>	Did the organisation carry out an evaluation of the impact of its relevant actions?	Basic	Does the organisation have a written report that analyses the impact of the relevant actions?  <i>Note: impact evaluations can either be published as part of the annual report or as a separate document.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence	

				provided by organisation's representative	
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**[Principle 51]**

The organisation implements a policy to combat match-fixing.

**Relevance**

Sports federations constitute a crucial chain in the international anti-match-fixing regime through their capacity to issue disciplinary rules, raise awareness, and to engage in cooperative actions with their members, gambling authorities, and other relevant organisations.

Indicator		Category	Detailed evaluation criteria	Data source	Score
51.1	Does the organisation have a formal (written) policy that outlines objectives and specific actions aimed at combating match-fixing?	Basic	Does the organisation have a written policy that defines specific objectives and actions, specifically aimed at combating match-fixing? <i>Note: the specific objectives and actions may be part of a wider policy.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
51.2	Does the organisation have a staff member who formally acts as a single point of contact and is responsible for all matters regarding match-fixing issues?	Basic	Does the organisation mention on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report or latest (multi-annual) policy plan a single person who is responsible for all matters regarding match-fixing issues?  Does the organisation provide the contact details of this person on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report, or in its latest (multi-annual) policy plan?	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
51.3	Does the organisation implement disciplinary rules to combat match-fixing?	Basic	<i>Note: this criterion is automatically fulfilled if the (stricter) criteria in 51.4, 51.5, 51.6, or 51.7 are fulfilled.</i>	Organisation's statutes and internal regulations; disciplinary rules	

51.4	Do these rules include provisions banning any member of the federation from placing a bet related to youth leagues and a competition or match that he/she may (in)directly influence?	Basic	<i>Note: 'members of the federation' include, amongst others, trainers, coaches, athletes and referees. They do not include staff members of the organisation unless they have (in)direct influence on competitions or matches.</i>	Organisation's statutes and internal regulations; disciplinary rules	
51.5	Do these rules include provisions banning any member of the federation from spreading confidential information which may reasonably be expected to be used in the framework of a bet?	Basic		Organisation's statutes and internal regulations; disciplinary rules	
51.6	Do these rules include provisions establishing the obligation for every member of the federation to report any requests to unduly influence competitions or matches organized by the federation?	Basic		Organisation's statutes and internal regulations; disciplinary rules	
51.7	Do these rules include provisions establishing the procedure for punishing any violations of the above rules?	Basic		Organisation's statutes and internal regulations; disciplinary rules	
51.8	Does the organisation undertake actions aimed at promoting the exchange of best practices on combating match-fixing?	Basic			
51.9	Does the organisation undertake actions to educate elite athletes, promising young athletes, coaches, referees, trainers and clubs about risks relating to match-fixing?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
51.10	Did the organisation carry out an evaluation of the impact of its relevant actions?	Basic	Does the organisation have a written report that analyses the impact of the relevant actions? <i>Note: impact evaluations can either be published as part of the annual report or as a separate document.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence	



				provided by organisation's representative	
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**[Principle 52]**

The organisation implements a policy for the promotion of environmental sustainability.

**Relevance**

The practice of sport and the organisation of sports events often leads to environmental degradation. Sports federations are in a good position to promote environmental sustainability in sport through their capacity to implement sustainability rules, raise awareness, organise sustainable events, and to engage in cooperative actions with their members and other relevant organisations.

Indicator		Category	Detailed evaluation criteria	Data source	Score
52.1	Does the organisation have a formal (written) policy that outlines objectives and specific actions aimed at promoting environmental sustainability?	Basic	Does the organisation have a written policy that defines specific objectives and actions, specifically aimed at mitigating environmental degradation / harm through the practice of sport? <i>Note: the specific objectives and actions may be part of a wider policy.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
52.2	Does the organisation have a staff member who formally acts as a single point of contact and is responsible for all matters regarding promoting environmental sustainability?	Basic	Does the organisation mention on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report or in its latest (multi-annual) policy plan a single person who is responsible for all matters regarding promoting environmental sustainability?  Does the organisation provide the contact details of this person on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report, or in its latest (multi-annual) policy plan?	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	

52.3	Does the organisation incorporate the use of an environmental management system (ISO 20121 or similar) in its hosting agreement for its major events?	Intermediate		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; host contract; additional evidence provided by organisation's representative	
52.4	Does the organisation formally take environmental criteria into account when evaluating bids to host its major events?	Basic	Do the organisation's statutes and/or internal regulations establish that bidding dossiers are reviewed, evaluated and scores are assigned on the basis of pre-established and objective criteria?  Do the organisation's statutes and/or internal regulations establish that only bids achieving a minimum score are shortlisted?  Are environmental criteria among the criteria used for evaluation?	Bidding rules; additional evidence provided by organisation's representative	
52.5	Does the organisation incorporate specific environmental sustainability objectives in the host agreement of its major events?	Basic	<i>Note: 'specific' implies that objectives go beyond a general requirement to take into account environmental sustainability. The host agreement should define clear objectives.</i>	Host agreement; bidding rules; additional evidence provided by organisation's representative	
52.6	Does the organisation provide guidance for (potential) hosts on environmental sustainability?	Basic	Does the organisation publish a document in which it explains how event hosts can promote environmental sustainability?	Bidding rules; organisation's website; additional evidence provided by organisation's representative	
52.7	Does the organisation undertake actions aimed at promoting the exchange of best practices on environmental sustainability among its member federations?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided	

				by organisation's representative	
<b>52.8</b>	Does the organisation undertake other actions aimed at promoting the environmental sustainability of sporting activities?	Intermediate	Does the organisation undertake other actions (not related to the exchange of best practices or cooperation with other organisations) aimed at promoting the environmental sustainability of sporting activities?	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>52.9</b>	Does the organisation cooperate with other organisations (other than its member organisations or regional federations) with a view to promoting the environmental sustainability of sporting activities?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>52.10</b>	Did the organisation carry out an evaluation of the impact of its relevant actions?	Basic	Does the organisation have a written report that analyses the impact of the relevant actions? <i>Note: impact evaluations can either be published as part of the annual report or as a separate document.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	

**[Principle 53]**

The organisation implements a policy on promoting the dual career of athletes.

**Relevance**

Elite athletes face serious difficulties in combining their sporting career with education or work. Sports federations are in a good position to promote the dual career of athletes through their capacity to raise awareness, organise events, and to engage in cooperative actions with its members and other relevant organisations.

Indicator		Category	Detailed evaluation criteria	Data source	Score
<b>53.1</b>	Does the organisation have a formal (written) policy that outlines objectives and specific actions aimed at helping athletes combine their sporting career with education or work?	Basic	Does the organisation have a written policy that defines specific objectives and actions, specifically aimed at helping athletes combine their sporting career with education or work? <i>Note: the specific objectives and actions may be part of a wider policy. Relevant activities could pertain to educating senior athletes or promoting a balance between the sporting education and formal education of young people.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>53.2</b>	Does the organisation have a staff member who formally acts as a single point of contact and is responsible for all matters regarding dual careers?	Intermediate	Does the organisation mention on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report or in its latest (multi-annual) policy plan a single person who is responsible for all matters regarding dual careers?  Does the organisation provide the contact details of this person on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report, or in its latest (multi-annual) policy plan?	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	

53.3	Does the organisation undertake actions aimed at promoting the exchange of best practices on dual careers with its member federations?	Intermediate		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
53.4	Does the organisation undertake other actions (not related to the exchange of best practices or cooperation with other organisations) aimed at promoting and supporting the inclusion of the concept of dual careers in the activities of its member federations?	Intermediate		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
53.5	Does the organisation cooperate with other organisations (other than its member organisations or regional federations) with a view to helping athletes combine their sporting career with education or work?	Intermediate		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
53.6	Did the organisation carry out an evaluation of the impact of its relevant actions?	Basic	Does the organisation have a written report that analyses the impact of the relevant actions? <i>Note: impact evaluations can either be published as part of the annual report or as a separate document.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	

**[Principle 54]**

The organisation implements a policy on promoting sport for all.

**Relevance**

Sports federations are in a good position to promote recreational sport through their capacity to raise awareness, organise events, and to engage in cooperative actions with their members and other relevant organisations.

Indicator		Category	Detailed evaluation criteria	Data source	Score
54.1	Does the organisation have a formal (written) policy that outlines objectives and specific actions aimed at promoting sport for all?	Basic	Does the organisation have a written policy that defines specific objectives and actions, specifically aimed at promoting sport for all? <i>Note: there may be overlap with the other indicators. Consider as sport for all any form of recreational sport that does not fall under one of the previous indicators (e.g. the organisation of mass sports events, etc.).</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
54.2	Does the organisation have a staff member who formally acts as a single point of contact and is responsible for sport for all?	Basic	Does the organisation mention on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report or in its latest (multi-annual) policy plan a single person who is responsible for sport for all?  Does the organisation provide the contact details of this person on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report, or in its latest (multi-annual) policy plan?	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
54.3	Does the organisation undertake actions aimed at promoting sport for all?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	

54.4	Does the organisation undertake other actions (not related to the exchange of best practices or cooperation with other organisations) aimed at promoting and supporting sport for all in the activities of its member federations?	Intermediate		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
54.5	Does the organisation cooperate with other organisations (other than its member organisations or regional federations) with a view to promoting sport for all?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
54.6	Did the organisation carry out an evaluation of the impact of its relevant actions?	Basic	Does the organisation have a written report that analyses the impact of the relevant actions? <i>Note: impact evaluations can either be published as part of the annual report or as a separate document.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	

#### [Principle 55]

The organisation ensures the fair treatment of professional athletes.

### Relevance

Sports federations are in a good position to promote the fair treatment of professional athletes through their capacity, where relevant, to establish minimum requirements for standard athlete contracts.

Indicator	Category	Detailed evaluation criteria	Data source	Score
55.1	Basic	Does the organisation have a document establishing minimum requirements for standard athlete contracts?	Organisation's website; additional evidence provided by organisation's representative	
55.2	Basic	Do these minimum requirements include a standard on minimum wages?	Standard athlete contract; collective bargaining agreement	
55.3	Basic	Do these minimum requirements include a standard on	Standard athlete contract;	

	internal disciplinary rules with sanctions/penalties (fines) and the necessary procedures?			collective bargaining agreement	
55.4	Do these minimum requirements include a standard on the process for the resolution of disputes not covered by the contract?	Basic		Standard athlete contract; collective bargaining agreement	
55.5	Does the organisation undertake actions aimed at promoting social dialogue (between athletes and clubs)?	Basic		Standard athlete contract; collective bargaining agreement	

**[Principle 56]**

The organisation implements a policy for the promotion and safeguarding of human rights.

**Relevance**

The organisation of sports events, manufacturing of sports equipment, transfer of athletes, and employment relations between athletes and clubs hold significant risks relating to human rights issues. Sports federations are in a good position to decrease these risks through their capacity to implement requirements, raise awareness, and to engage in cooperative actions with their members and other relevant organisations.

Indicator		Category	Detailed evaluation criteria	Data source	Score
56.1	Does the organisation have a formal (written) policy that outlines objectives and specific actions aimed at promoting and safeguarding human rights?	Basic	Does the organisation have a written policy that defines specific objectives and actions, specifically aimed at promoting and safeguarding human rights?	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
56.2	Does the organisation have a staff member who formally acts as a single point of contact and is responsible for human rights issues?	Basic	Does the organisation mention on a webpage (easily retrievable in accordance with indicator 1.1), in its latest annual report or in its latest (multi-annual) policy plan a single person who is responsible for human rights issues?  Does the organisation provide the contact details of this person on a webpage	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	



			(easily retrievable in accordance with indicator 1.1), in its latest annual report, or in its latest (multi-annual) policy plan?		
<b>56.3</b>	Does the organisation undertake actions aimed at promoting and safeguarding human rights?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>56.4</b>	Does the organisation undertake other actions (not related to the exchange of best practices or cooperation with other organisations) aimed at promoting and safeguarding human rights in the activities of its member federations?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>56.5</b>	Does the organisation cooperate with other organisations (other than its member organisations or regional federations) with a view to promoting and safeguarding human rights?	Basic		Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	
<b>56.6</b>	Does the organisation formally take human rights criteria into account when evaluating bids to host its major events?	Basic	<p>Does the organisation's bidding procedure establish that bidding dossiers are reviewed, evaluated and scores are assigned on the basis of pre-established and objective criteria?</p> <p>Do the organisation's statutes and/or internal regulations establish that only bids achieving a minimum score are shortlisted?</p> <p>Are human rights criteria among the criteria used for evaluation?</p>	Bidding rules; additional evidence provided by organisation's representative	

56.7	Does the organisation incorporate specific human rights requirements in the host agreement of its major events?	Basic	<i>Note: 'specific' implies that requirements go beyond a general requirement to take into account human rights.</i>	Host agreement; bidding rules; additional evidence provided by organisation's representative	
56.8	Does the organisation provide guidance for (potential) hosts on human rights issues?	Basic	Does the organisation publish a document in which it explains how event hosts can mitigate human rights risks?	Organisation's website; additional evidence provided by organisation's representative	
56.9	Did the organisation carry out an evaluation of the impact of its relevant actions?	Basic	Does the organisation have a written report that analyses the impact of the relevant actions? <i>Note: impact evaluations can either be published as part of the annual report or as a separate document.</i>	Organisation's website; multi-annual policy plan; annual policy plan; policy evaluations; annual report; additional evidence provided by organisation's representative	

#### [Principle 57]

The organisation requires entities that receive funding to implement anti-corruption controls.

#### Relevance

Sports federations can minimise corruption risks by requiring funded entities to implement anti-corruption controls.

Indicator	Category	Detailed evaluation criteria	Data source	Score
57.1	Basic	Do the organisation's statutes and/or internal regulations and/or formal policies require the organisation to determine whether any entity receiving funding has put in place anti-corruption controls which manage corruption risks?	Statutes; internal regulations	
57.2	Basic	Do the organisation's statutes and/or internal regulations and/or formal policies establish that the organisation requires any entity receiving funding to implement anti-corruption controls related to the relevant transaction or project?	Statutes; internal regulations	

			Do the organisation's statutes and/or internal regulations and/or formal policies establish that the organisation requires any entity receiving funding to implement anti-corruption controls related to the relevant transaction or project?		
<b>57.3</b>	Do the organisation's statutes and/or internal regulations and/or formal policies establish that the transaction cannot go ahead in case adequate anti-corruption controls are not in place and the receiving entity refuses to implement them?	Basic	<p>Do the organisation's statutes and/or internal regulations and/or formal policies require the organisation to determine whether an entity receiving funding has put in place anti-corruption controls which manage corruption risks?</p> <p>Does the organisation's statutes and/or internal regulations and/or formal policies establish that the organisation requires said entity to implement anti-corruption controls related to the relevant transaction or project?</p> <p>Does the organisation's statutes and/or internal regulations and/or formal policies establish that the transaction cannot go ahead in case adequate anti-corruption controls are not in place and the receiving entity refuses to implement these?</p>	Statutes; internal regulations	