

IWAS Code of Conduct & Ethics

Preamble

The International Wheelchair & Amputee Sports Federation, its members, partners, officials, sportsmen and sportswomen affirm their commitment to the IWAS Family and paralympic movement ethos, which is rooted in the history of ISMGF (later ISMWSF) as founders of the Paralympic Games and the tradition of fair and honourable sports competition. Our history and tradition is based on the principles of “friendship, unity and sportsmanship”, opportunity to participate in fair competition, and enhancement of the dignity and achievement of athletes and sport. This necessitates acceptance of the fundamental values of honesty, human rights, fairness, justice, non-discrimination and personal integrity.

Members of the IWAS Family shall endorse the Vision, Mission and values of IWAS and shall respect all IWAS Codes, Policies and Rules.

IWAS is an athlete centred organisation. The athletes' interests, priorities, and opportunity to participate in fair competition and excel in sport are the main objectives of IWAS.

Scope

The IWAS Code of Conduct & Ethics (CCE) shall apply to the IWAS World Games, IWAS World Junior Games and all IWAS organised or sanctioned competitions, and any other IWAS event or activity and it shall overrule any local or national practices, traditions or customs.

Any Member of the IWAS Family, ie a person who accepts and assumes a function in IWAS, or in association with IWAS, regardless of whether it is a voluntary or a paid position, elected or appointed, an athlete or team official, shall be subject to the provisions as laid down in this IWAS CCE.

General Principles

IWAS adopts the 7 principles of public life covering selflessness, integrity, objectivity, accountability, transparency, honesty and leadership within the articles of its Code of Conduct & Ethics. All holders of office within the IWAS Family, whether by election or appointment shall promote and support these principles by leadership and example.

1. DIGNITY, INTEGRITY AND EQUALITY

Members of the IWAS Family shall abide by and respect the IWAS CCE at all times and, in particular, adhere to the following ethical standards:

1.1 Safeguard the dignity of the individual and of the sport.

1.2 Fight against any discrimination on the basis of gender, race, nationality, ethnic origin, religion, philosophical or political opinion, marital status or sexual orientation. In particular, discrimination on the basis of impairment or disability is forbidden by the paralympic movement ideals. Athlete classification, which promotes sport

participation of athletes with disabilities, is not discriminatory but empowering.

1.3 Work for the benefit of the entire movement and all its athletes and not just for the particular constituent such as a National member organisation of IWAS, Sport or Region.

1.4 Safeguard the athletes' interests, priorities and opportunity to participate in fair competition and achievement in sport.

1.5 Safeguard the athletes' physical and mental health and equilibrium.

1.6 Contribute to the creation of a drug free environment for all athletes with a disability in conjunction with the World Anti-Doping Agency (WADA)

1.7 Not tolerate any practice constituting any form of physical or mental injury. Any form of harassment including physical, mental, professional, or sexual, is prohibited. Behaviours that are humiliating, intimidating, insulting or involve physical abuse will not be allowed.

1.8 Conduct business with integrity, maintain a high standard of personal conduct and avoid any behaviour or action that would tarnish or give the impression of tarnishing the reputation of the IWAS Family and the paralympic movement.

1.9 Refrain from being involved with any firms, organisations or persons whose activity is inconsistent with the IWAS Constitution, Internal Regulations, Codes, Policies or Standing Orders.

1.10 Abstain from participating in, supporting or promoting betting related to IWAS Games or any other IWAS official and/or sanctioned event.

1.11 Refrain from using the IWAS Games, official and sanctioned IWAS events, the IWAS Family and/or paralympic movement to promote any political agenda, other than the advancement of sport for persons with a disability on a global basis together with the principles of democracy, empowerment, equality and the protection of human rights.

2. CONFLICT OF INTEREST

2.1 Members of the IWAS Family and the paralympic movement shall have no undisclosed direct or indirect interest in or any relationship with any outside organisation or person that might affect, or be reasonably misunderstood by others to be affecting his/her objectivity, judgement or conduct in carrying out the duties and responsibilities that he or she has in conjunction with IWAS activities. This also applies to spouses, family members, businesses or organisations to which members of IWAS may belong.

2.2 In the following non-exhaustive list of examples, the circumstances in which a conflict of interest could arise and which persons should avoid being involved in or creating the appearance of being involved, are:

- i) personal and/or material involvement (salary, shareholding, services, loans

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- or any other benefit) with vendors, sponsors, suppliers, contractors
 - ii) using his/her association with IWAS for private gain or preferential treatment
 - iii) impeding IWAS' efficiency, economy or service
 - iv) loss of independence or impartiality
 - v) adversely affecting the public's confidence in the integrity or reputation of IWAS
 - vi) endangering life, health or safety

2.3 It is the personal responsibility of each member of the IWAS Family to avoid any case of conflict of interest and at all times be transparent in their actions. Faced with a situation of potential conflict of interest, the person concerned must immediately declare his/her conflict of interest and must not express an opinion, nor make a decision, nor accept any form of benefit whatsoever. However, if the person wishes to continue to act or if the person is uncertain as to the steps to take, he/she should consult with the IWAS Secretary General about the situation; the IWAS Secretary General will make appropriate consultation and be responsible for advising persons what actions should be taken in a situation that constitutes conflict of interest, should this be determined to be the case.

3. IMPROPER USE OF ASSETS

3.1 Members of the IWAS Family shall do all in their power to avoid any loss, damage, misuse or theft of property, records, funds or other assets belonging to IWAS that may be in their possession. All IWAS assets must be used exclusively for conducting IWAS activities and use of such assets are subject to authorisation by democratic process by the appointed authorities of IWAS.

3.2 Proper use of funds is a fiduciary responsibility. No member of the IWAS Family shall make any illegal or unethical payments including, without limitation, bribes, kickbacks, grafts, unauthorised commissions or finder fees from the assets or resources of the IWAS or otherwise.

4. IMPROPER USE OF INFORMATION

4.1 Members of the IWAS Family shall safeguard confidentiality. No person shall use for her/his personal gain or disclosure outside IWAS any confidential information obtained through his/her association with IWAS. This includes spoken, written and computer generated data relating to IWAS business. It includes not only material marked as "confidential", but all IWAS material and information that a member should reasonably understand to be subject to a duty of confidentiality.

4.2 Members of the IWAS family shall respect and protect from any inappropriate disclosure, by oral, written or electronic means, the confidentiality of any private and personal information pertaining to athletes and other members of the IWAS family that is shared within the scope of their function.

4.3 Members of the IWAS family shall accept and respect that any intellectual property (including copyrights, trademarks and other materials subject to protection

and/or authorisation of use) that is created and used by IWAS is the property of IWAS.

5. GIFTS, GRATUITIES AND PRIZES

5.1 Members of the IWAS family shall not seek or accept gifts or gratuities for him/herself, his/her family or friends from any outside organisation or person having or seeking to have an involvement with IWAS. Only gifts of a nominal value set by the Executive Board may be given or accepted by IWAS representatives in the spirit of respect and/or friendship and declared to the Executive Board. Any other gift must be immediately handed over to the IWAS Secretary General for the IWAS HQ, where a log will be kept of all gifts/gratuities.

5.2 IWAS, recognising that the honour of winning competitions lies in sporting performance and excellence, will only award prizes of nominal value, such as medals, to the athletes. Money prizes given by sponsors and/or organizing committees are acceptable in IWAS competition, subject to authorisation and providing they are given in accordance with the spirit of sportsmanship and fair play.

6. CODE OF CONDUCT FOR ATHLETES

In addition to the principles mention above in articles 1 to 5 and their sub-articles, the following shall apply:

6.1 All athletes shall participate in IWAS events, competitions and activities and Paralympic Games in the true spirit of the IWAS motto "unity, friendship and sportsmanship".

6.2 All athletes shall respect the performance of their fellow competitors and not cause any illegal obstruction, damage or bodily harm to them.

6.3 All athletes shall respect their coaches and team officials and not follow any illegal advice that would violate IWAS and paralympic movement ideals of fair play.

6.4 All athletes shall respect the Classification systems, rules, regulations and procedures of their respective sport IF and participate fully in them. They must respect the final decision of classifiers and officials and understand that failure to do so may jeopardise their ability to compete in further events and competitions. Athletes and team officials will only lodge a protest when there is genuine doubt about the classification of an athlete.

6.5 All athletes shall respect the IWAS Anti-Doping Code (compliant with WADA). It is recognised that athletes may have significant medical conditions that require treatment, but the use of any technique or medication whose sole purpose is sport performance enhancement while being detrimental or potentially detrimental to health will not be tolerated. Use of medications in this situation will be evaluated based on whether the medication gives an unfair advantage, whether it is essential to the athlete's well-being in every day life and not just sport, and whether an alternative could be found. Everything possible shall be done to contribute to the

creation of a drug free sport environment for all athletes in conjunction with the World Anti Doping Agency (WADA).

6.6 Athletes shall not support or assist other athletes to gain any illegal or unfair advantage and shall report any infringement to this principle to the responsible officials.

6.7 Athlete autonomy shall be respected as long as it does not violate fair competition and the ethos of IWAS.

7 CODE OF CONDUCT FOR COACHES AND TEAM OFFICIALS

In addition to the principles mentioned above in articles 1 to 5 and their sub-articles, the following shall apply:

7.1 Coaches and team officials shall comply with IWAS and the paralympic movement ideals in the spirit of fair play.

7.2 Coaches and team officials shall never compromise true sportsmanship nor the values and ideals of the paralympic movement to obtain personal, team or national advantage.

7.3 Coaches and team officials shall observe and follow the sport classification system, rules, regulations and procedures, the IWAS Classification Code, and all competition rules and regulations; reporting any irregularities to the responsible officials/authority.

7.4 Coaches and team officials must respect the classification process and doping control procedures and shall ensure that their athletes perform honestly and protests are only made when there is genuine doubt about the classification of a competitor.

8. CODE OF CONDUCT FOR CLASSIFIERS AND ANTI-DOPING PERSONNEL

In addition to the principles mentioned above in articles 1 to 5 and their sub-articles, the following shall apply:

8.1 Classifiers and officials must perform their duties courteously, competently, consistently and objectively for all athletes regardless of team or national origin.

8.2 Classifiers and officials must declare any potential conflicts of interest to the IWAS authority present.

8.3 Classifiers and officials must not abuse their positions or capacity to obtain advantage or benefits.

8.4 Classifiers and officials must respect athletes and coaches and be sure that there is a courteous attitude during the classification process and/or doping control tests. They must maintain confidentiality of athlete information and respect the dignity of the athletes.

9. CODE OF CONDUCT FOR SPORT TECHNICAL OFFICIALS

In addition to the principles mentioned in above articles 1 to 5 and their sub-articles, the following shall apply:

9.1 Sport technical officials shall apply the respective rules consistently for all athletes and ensure fair play at all times.

9.2 Sport technical officials must make all decisions with absolute impartiality and objectivity.

9.3 Sport technical officials must declare any potential conflict of interest that would prevent them from being impartial in their judgement and application of rules.

10. CODE OF CONDUCT FOR ALL ELECTED OR APPOINTED SPORT LEADERS AND ADMINISTRATORS

In addition to the principles mentioned in articles 1 to 5 above and their sub-articles, the following shall apply:

10.1 Sport leaders and administrators shall make all decisions with absolute impartiality in the best interest of the athletes and the sport.

10.2 All elected sport leaders and administrators shall respect the democratic election process and not offer any material benefits, directly or indirectly to the voting constituency to influence the result of an election.

10.3 No material benefits shall be offered to any voting member to influence the voting on any decision and/or policy within IWAS.

10.4 Sport leaders and administrators shall declare any potential conflict of interest and shall not act in association with any nation or vested interest.

10.5 Sports leaders and administrators shall not abuse their positions or capacity in obtaining advantages or benefits.

10.6 There shall be no association with any agencies or individuals that are inconsistent with the principles of the IWAS Family or the ideals of the paralympic movement.

10.7 Sports leaders, administrators and elected officers shall promote the IWAS Code of Conduct and Ethics by role modeling, peer monitoring and active peer support.

10.8 Holders of office are accountable for their decisions and actions to the IWAS Executive Board and/or General Assembly and must submit themselves to whatever scrutiny is appropriate to their office.

CODE OF CONDUCT FOR MEMBERS ELECTED OR APPOINTED TO THE IWAS EXECUTIVE BOARD, IWAS STANDING COMMITTEES, COUNCILS

In addition to the principles mentioned above in articles 1 to 5 and 10, the following shall apply:

11.1 Members shall serve IWAS, demonstrate the importance and worth to the paralympic movement of IWAS activities and endorse the Vision, Mission and Values of IWAS as laid down in IWAS Strategic Plans

11.2 Members shall comply with, and respect, the IWAS Memorandum & Articles of Association (Constitution), Internal regulations, Standing Orders, Codes and any other IWAS policies, regulations or decisions as approved by the IWAS General Assembly and/or the IWAS Executive Board.

11.3 Members shall act honestly and in good faith in their activities on behalf of IWAS and respect at all times the mandate given to them by the IWAS General Assembly and/or Executive Board.

11.4 Members shall exercise due diligence and proficiency, ie members shall take their tasks and responsibilities seriously and perform their duties to the best of their personal abilities.

11.5 Members shall conduct business with integrity, maintain a high standard of personal conduct and avoid any behaviour or action that would bring, or be seen to bring, IWAS, the IWAS Family and/or the paralympic movement into disrepute.

11.6 Members have a duty of loyalty to the decisions of the IWAS Executive Board.

11.7 To protect individual members from any personal liability, members shall not sign any agreement or contract on behalf of IWAS; shall not sign for the acceptance of any claim on behalf of IWAS, nor sign for the admission of settlement or any liability on behalf of IWAS.

11.8 Executive Board members are accountable for their decisions and actions to the General Assembly of Nations and must submit themselves to whatever scrutiny is appropriate to their office.

11.9 In carrying out their duties on behalf of IWAS, including making financial decisions, awarding Games, making appointments or nominating individuals for awards, Executive Board members should make choices on merit only.

12. GUIDELINES FOR CANDIDATES FOR ELECTION TO THE IWAS EXECUTIVE BOARD

It is essential that during a campaign for election, equality must be observed between the candidates and an atmosphere of mutual respect must prevail.

12.1 General Conduct

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- Each candidate has the right to promote his/her candidacy, subject to meeting the provisions laid out within the IWAS Code of Conduct & Ethics
 - The promotion of a candidate shall be conducted with dignity and moderation
 - The conduct of a candidate shall comply with the provisions of the IWAS CCE.

12.2 Relations with IWAS voting members:

- Candidates shall limit the number of trips with a view to promoting their candidature in order to avoid excessive expenditure; a factor of inequality between candidates
- No international meetings or gatherings may be held for the purpose of or in the framework of promoting a candidature
- Candidates may in no case and under no pretext give presents, offer donations or gifts or grant advantages of any kind.
- No candidate may enter into any promise or undertaking to be performed, whatever the timing of such performance, for the direct or indirect benefit of a member.

12.3 Relations with other Candidates:

- Each candidate shall, in the framework of promoting his/her candidature, respect the other candidates, the IWAS membership and IWAS itself.
- A candidate may produce no spoken word, written text or representation of any kind likely to harm the image of another candidate or cause him/her prejudice.
- No understanding, coalition or collusion between candidates with the intent to influence the result of the vote is allowed.

12.4 Further ethical standards:

- All candidates should refrain from attending IWAS Committee and /or IWAS Member organisation meetings unless they are already an official member of that Committee or Organisation. Candidates planning to attend a meeting of which they are not an official member should report this to IWAS HQ.
- Any promotional leaflets, posters, or other form of publication which is intended for distribution prior to, or during the General Assembly, must be submitted to the IWAS HQ for review and approval prior to any distribution taking place.
- No receptions or other social function shall be hosted to promote a candidacy during, or prior to, the IWAS General Assembly and Development Summit.

13. RELATIONS WITH IWAS PARTNERS AND SUPPORTERS

13.1 All relationships and activities with partners, supporters and sponsors must be done in the spirit of promoting athletes and sports in the true spirit of fair play and in compliance with IWAS values and ideals.

