



MEMBER FEDERATION RULES

*(Approved by the Council on 29 November 2022,
effective from 01 July 2023)*

Specific Definitions

The words and phrases used in these Rules that are defined terms (denoted by initial capital letters) shall have the meanings specified in the Constitution and the Generally Applicable Definitions, and (in respect of the following words and phrases) the following meanings:

“Annual Report Form” means the form prescribed (as amended from time to time) by the Chief Executive Officer (or their nominee), in which information required by Member Federations under Rule 6.6 herein shall be reported to World Athletics.

“Applicant for Membership” means a national governing body for the sport of Athletics in any Country which meets the requirements of Article 7 of the Constitution and seeks to be a Member of World Athletics.

“Application for Membership Form” means the form prescribed (as amended from time to time) by the Chief Executive Officer, that an Applicant for Membership must complete in accordance with Rule 4, herein.

“Chief Executive Officer” has the same meaning as defined in the Constitution.

“Financially Solvent” means the entity is able to pay its debts when due.

“Financial Year” means the period 1 January to 31 December or such other period as decided by the Executive Board.

“General Meeting” means a meeting of the members of the Applicant for Membership or Member Federation held in accordance with its constitution, as applicable.

“Ineligible” has the same meaning as defined in the Vetting Rules.

“Member Federation” has the same meaning as defined in the Constitution.

“Member Federation Official” has the same meaning as defined in the Constitution.

“Purposes” has the same meaning as defined in the Constitution.

“Withdrawal of Membership Form” means the form prescribed (as amended from time to time) by the Chief Executive Officer, that a Member Federation must complete to apply to withdraw from Membership under Rule 8 herein.

1. Overview

1.1. The purposes of World Athletics include to:

- 1.1.1. encourage and support the development, organisation and delivery of Athletics worldwide through its Area Associations and Member Federations (Article 4.1(g) of the Constitution); and,
- 1.1.2. support and assist Area Associations and Member Federations to promote and develop Athletics (Article 4.1(h) of the Constitution).

1.2. The Member Federations are the Members of World Athletics (Article 6.1 of the Constitution) and as such, they enjoy rights and have obligations to World Athletics under the Constitution (Articles 8 and 9 of the Constitution).

1.3. These Member Federation Rules (“these Rules”) explain the procedures and specific requirements applicable to the enjoyment of rights and the obligations of Membership.

1.4. Every reference to “the Country” in these Rules shall also mean “the Territory” for any Member Federation from a Territory which was admitted to Membership prior to 31 December 2005 (Article 7.2 of the Constitution).

1.5. Every reference to “Article” means an article in the Constitution.

2. Purpose of these Rules

2.1. The purpose of these Rules is to supplement the Constitution and, where applicable subject to local laws, national policy, or other national requirements of the Country in which the Member Federation is established, to set out the procedures and specific requirements governing:

- 2.1.1. the admission of new Member Federations as Members of World Athletics;
- 2.1.2. Member Federations’ rights;
- 2.1.3. Member Federations’ obligations;
- 2.1.4. withdrawal from Membership;
- 2.1.5. reinstating a Member Federation to Membership following its expulsion;
- 2.1.6. resolving disputes relating to Member Federations; and,
- 2.1.7. breaches of the Rules by Member Federations.

3. Application of these Rules

3.1. These Rules apply to:

- 3.1.1. a national governing body for the sport of Athletics in a Country applying to become a Member;
- 3.1.2. Member Federations;
- 3.1.3. Member Federation Officials; and,
- 3.1.4. World Athletics Officials and Staff.

4. Admission as a Member Federation (Article 7)

4.1. An Applicant for Membership shall apply in accordance with the procedures set out in these Rules.

- 4.2. An Applicant for Membership must obtain approval by at least a simple majority (or such other greater majority specified in its constitution) of its voting members at a General Meeting, before submitting an Application for Membership.
- 4.3. An Application for Membership requires submission of the:
 - 4.3.1. Application for Membership Form duly completed and signed in accordance with Rules 4.4, 4.5 and 4.6;
 - 4.3.2. documents and information referred to in Rule 4.6; and,
 - 4.3.3. payment of the Membership Fee referred to in Rule 4.7.
- 4.4. A completed and signed Application for Membership Form must be submitted to the Chief Executive Officer at least twelve (12) months prior to a Congress meeting in order for the Application to be considered at that Congress.
- 4.5. The Application for Membership Form must be signed by the president or another duly authorised officer of the Applicant for Membership in accordance with the resolution of its members referred to in Rule 4.2.
- 4.6. The following information must be submitted by the Applicant for Membership at the same time as the completed Application for Membership Form. Where such information is not in either English or French it must be translated into either English or French:
 - 4.6.1. written confirmation from the relevant authority in the Member Federation's Country addressed to the Chief Executive Officer that the Applicant for Membership is currently recognised as the sole national governing body for the sport of Athletics in the Country;
 - 4.6.2. a copy of the certificate, or other official document(s), certifying the establishment of the Applicant for Membership as a separate legal entity and its incorporation, registration or other equivalent process in the Country, including any registration number or other numbers of identification. The Applicant for Membership may be established as any type of legal entity in accordance with the laws of the Country in which it is incorporated, provided that the entity has members;
 - 4.6.3. a copy of the Applicant for Membership's current constitution, by-laws, rules and regulations;
 - 4.6.4. the full legal names, and registration or other identification number, of any entities in which the Applicant for Membership has a controlling interest;
 - 4.6.5. subject to Articles 7.6 to 7.8 of the Constitution, a signed letter from the Area Association responsible for Athletics in the Area in which the Applicant for Membership is situated addressed to the Chief Executive Officer, containing written confirmation of its support of the Applicant for Membership;
 - 4.6.6. a declaration by the governing body, signed on its behalf by the president or another duly authorised officer of the Applicant for Membership, that confirms the Applicant for Membership is Financially Solvent;
 - 4.6.7. the current strategy, roadmap or other document setting out the priorities for the Applicant for Membership for at least the next two (2) Calendar Years;

- 4.6.8. a copy of the resolution of the members of the Applicant for Membership referred to in Rule 4.2, provided that the resolution is certified as correct by at least five (5) members (or such number specified in the Applicant for Membership's constitution) of the Applicant for Membership who were present at the General Meeting at which the resolution was approved;
 - 4.6.9. any other information requested by World Athletics as set out in the Application for Membership Form; and
 - 4.6.10. World Athletics reserves the right to request the submission of additional information from the Applicant for Membership in support of its Application for Membership.
- 4.7. The Applicant for Membership must pay the Membership Fee at the same time as submitting the Application for Membership Form in accordance with Rule 4.4. The Membership Fee is to be paid by way of a bank transfer to the World Athletics bank account specified on the Application for Membership Form. The Membership Fee will be refunded if the Applicant for Membership is unsuccessful.
- 4.8. Upon receipt of the Application for Membership Form, the Chief Executive Officer will, as soon as practicable:
- 4.8.1. acknowledge receipt of the Application for Membership Form;
 - 4.8.2. request any further information that is required;
 - 4.8.3. advise of the expected timing for the consideration of the Applicant for Membership by the Council; and
 - 4.8.4. if approved by Council, advise of the expected timing of the Congress meeting at which Membership will be proposed to the Delegates.
- 4.9. The Chief Executive Officer will table the application for Membership on the Council meeting agenda following receipt of the full Application for Membership Form that includes all information as described under this Rule 4.
- 4.10. The Council will decide, in its discretion, by Special Majority whether or not to admit the Applicant to Membership on a provisional basis (Article 7.6 of the Constitution).
- 4.11. Following the decision of the Council, the Chief Executive Officer will as soon as practicable notify the Applicant for Membership and the relevant Area Association whether or not it has been admitted as a Member on a provisional basis, pending consideration by Congress (in accordance with Article 7 of the Constitution).
- 4.12. If Council approves an Applicant for Membership on a provisional basis, the Member Federation shall, no later than three (3) months prior to the Congress meeting as described under Rule 4.4, confirm in writing to the Chief Executive Officer that all the information submitted in the Application for Membership Form is still valid and correct, or if it is not, provide updated information for consideration by Council.
- 4.13. If after granting provisional Membership new information or evidence concerning an Applicant for Membership comes to light Council reserves the right to review its decision granting provisional Membership.
- 4.14. The Council will:

- 4.14.1. decide whether the recommendation for permanent Membership will be made at the next Ordinary Congress or a Special Congress meeting called for that purpose; and, if it is the latter:
- 4.14.2. direct the Chief Executive Officer to call a Special Congress meeting in accordance with Article 32.1a of the Constitution.
- 4.15. A decision to approve permanent Membership must be by Absolute Majority of the Delegates at a Congress meeting.
- 4.16. If an Applicant for Membership is declined by Council or if permanent Membership is not granted by Congress, the Applicant for Membership can apply again in the future after or within any timescale as decided by Council or Congress respectively on a case by case basis.

5. Rights of Member Federations (Article 8)

- 5.1. The rights of Member Federations are set out in Article 8 of the Constitution and in the Rules and Regulations.
- 5.2. The Council may, in its discretion, grant additional rights and privileges or amend existing rights and privileges to Member Federations, from time to time, including but not limited to providing any financial support to Member Federations.

6. Obligations of Member Federations (Article 9)

- 6.1. The procedures to be followed by Member Federations in relation to their obligations are set out in these Rules.
- 6.2. **Elections (Article 9.1(c)):** Unless the laws of the Country of the Member Federation state otherwise, the following Rules shall apply to this obligation, and be specified in the constitution or rules of each Member Federation:
- 6.2.1. the majority of the board, executive body or governing body of each Member Federation including the president (or chairperson), vice-presidents and the elected individual members, must be democratically elected. Other members of the board, executive or governing body may be appointed or co-opted in accordance with the procedures set out in the Member Federation's constitution;
- 6.2.2. the elections must be undertaken at a General Meeting of the Member Federation:
- a) for which notice must be given as prescribed in the Member Federation's constitution;
 - b) at least once every four years, subject to any national legislation, national policy or other national requirement;
 - c) at which each member and person entitled by the Member Federation's constitution or rules can attend and speak; and,
 - d) at which those members and persons entitled by the Member Federation's constitution or rules with voting rights, can vote;
- 6.2.3. there should be a proper opportunity and procedure for the submission of applications and nominations from candidates to be elected; and
- 6.2.4. voting at elections must be verified by scrutineers.

6.3. Supply of Information (Article 9.1(d)): Each Member Federation must supply:

- 6.3.1. to World Athletics and the relevant Area Association documents such as, but not limited to, those related to its General Meetings (convening notice, agenda, minutes of the General Meeting, attendance sheets of voting delegates, and if applicable, list of candidates to the different positions available at the Member Federation, confirmation of who was elected to the positions available at the Member Federation), and associated Member Federation's rules governing the election procedure which include the principles concerning elections set out at Rule 6.2;
- 6.3.2. to the Chief Executive Officer such other information as required by the Constitution, these Rules or any other Rules and Regulations.

6.4. Reporting: Continue to Meet Admission Requirements (Articles 7.5 & 9.1 (e)):

- 6.4.1. **Recognition:** A Member Federation must notify in writing World Athletics and the relevant Area Association if the Member Federation is, or may be, no longer recognised as the only national governing body for the sport of Athletics in the Country including an explanation of the circumstances. Within seven (7) days of being notified of that fact, the Member Federation shall notify in writing the Chief Executive Officer and the chief executive officer of the Area Association of the steps the Member Federation intends to undertake in relation to rectifying or accepting the removal of recognition.
- 6.4.2. **Legal Entity:** A Member Federation must notify World Athletics and the relevant Area Association if it is informed by a governmental authority that it has been, or will be, de-registered, dissolved, wound up (whether due to a merger, amalgamation or otherwise), or no longer is properly constituted under the law applicable to its Country. Within seven (7) days of being informed of that fact, the Member Federation shall notify in writing the Chief Executive Officer and the chief executive officer of the Area Association of such fact. and the steps it intends to undertake in relation to rectifying or accepting its change in status.
- 6.4.3. **Financial Solvency:** If a Member Federation is not, or may not be, Financially Solvent, that Member Federation must notify the Chief Executive Officer, and the relevant Area Association, as soon as it is aware that it is or may not be Financially Solvent with an explanation of the steps the Member Federation has taken, or intends to undertake, to resolve the situation. Following such notification World Athletics may request the Member Federation to supply information to confirm its financial position which must be provided by any stated deadline.

6.5. Constitution (Article 9.1(f)):

- 6.5.1. Pursuant to Rule 6.3.2, each Member Federation must submit to the Chief Executive Officer within three (3) months of approval by its members, whether amended or new, the entire constitution. Where such new or amended constitution is not in either English or French it must be translated into either English or French.
- 6.5.2. The Member Federation's constitution specifies a process for filling vacancies on the Member Federation's board, executive body or governing body.

6.6. Annual Report Form (Article 9.1(g)):

6.6.1. Each year World Athletics shall inform Member Federations of when the Annual Report Form is available online for completion. The Annual Report Form shall prescribe the information required by World Athletics to be completed by the Member Federation and the time by when that Annual Report Form shall be completed and returned to World Athletics.

6.6.2. The Annual Report Form must be completed accurately with up to date information and must be submitted online by the president or chief executive officer of the Member Federation to the Chief Executive Officer (or their nominee) and to the president or chief executive officer of the Area Association by the due date notified by the Chief Executive Officer.

6.7. Competing in Competitions (Article 9.1(h)): Each Member Federation “*shall compete in at least one International Competition or one Area Championships in the period between meetings of Ordinary Congress*”.

6.8. Membership Fee (Article 9.1(j)):

6.8.1. the Membership Fee will be set out on the statement provided to each Member Federation by World Athletics from time to time;

6.8.2. the Membership Fee shall be paid:

- a) by World Athletics deducting it from any amount payable by World Athletics to the Member Federation on or before 30 June in the year to which the Membership Fee applies, before the balance of any amount is paid to the Member Federation; or
- b) if there is no amount, or insufficient amount to cover the Membership Fee, payable to a Member Federation in any year, then the Member Federation shall pay the Membership Fee by 30 June in the year to which the Membership Fee applies (“Due Date”).

6.9. General Meeting: Each Member Federation shall convene a General Meeting at least once every two (2) years (excluding any special or extraordinary General Meeting that may have been held during the said two-year period).¹ The following must be adhered to for such meetings:

- a) a reasonable period of written notice of the meeting must be given to all members and persons entitled to attend the meeting as specified in the Member Federation’s constitution or rules;
- b) each member and person entitled by the Member Federation’s constitution or rules can speak on all motions and resolutions made at the meeting;
- c) each member and person entitled by the Member Federation’s constitution or rules can speak and vote on all motions and resolutions made at the meeting;
- d) all members and persons entitled by the Member Federation’s constitution or rules must be notified in writing of the agenda and the proposed motions

¹ This rule does not prevent a Member Federation from holding a General Meeting more frequently if required by its constitution, rules, local law, national policy or other national requirements or wishes to do so.

or resolutions to be decided at the meeting as specified in the Member Federation's constitution or rules;

- e) the procedures for voting at the meeting, including the voting majority and threshold, shall be stated in the constitution or rules;
- f) the quorum for the meeting shall be stated in the Member Federation's constitution;
- g) a summary of the key information and decisions taken at the meeting must be sent to all members and persons as specified in the Member Federation's constitution or rules, the chief executive officer of the Area Association and the Chief Executive Officer of World Athletics within three (3) months of the end of the relevant meeting. Where such information or decisions are not in either English or French they must be translated into either English or French;
- h) minutes of the meeting shall be taken, and a copy of the approved minutes must be sent to all members and persons as specified in the Member Federation's constitution or rules, the chief executive officer of the Area Association and the Chief Executive Officer of World Athletics within three months (3) of the end of the relevant meeting. Where minutes are not in either English or French they must be translated into either English or French.

6.10. **National Championships:** Each Member Federation shall organise in each calendar year at least one national senior championships, unless extraordinary circumstances prevail preventing the holding of such an event. In such circumstances the Chief Executive Officer (or their nominee) shall be informed immediately by the Member Federation and advised of the details of the extraordinary circumstances that prevent the organisation of the championships. The Chief Executive Officer in their discretion shall determine whether this Rule is waived for the calendar year in question.

6.11. **Integrity and Governance (Article 9.1(a)):** Member Federations are obliged to administer, promote and develop Athletics within the Member Federation Country in accordance with the Purposes of World Athletics:

6.11.1. One of those purposes is to protect the integrity of Athletics by developing and enforcing standards of conduct and ethical behaviour and implementing better governance to this end Member Federations must recognise the decisions of the Disciplinary Tribunal (whether in relation to Anti-Doping Violations or Non-Doping Violations) and **either**;

- i. not elect or appoint any person as a Member Federation Official who would be suspended in relation to the decision of the Disciplinary Tribunal for the period stated in the said decision; **or**
- ii. remove the Member Federation Official concerned by the decision of the Disciplinary Tribunal from office until the outcome of the proceedings, including any appeals process;

6.11.2. if notified, pursuant to Rule 11 of the Vetting Rules, that one of their Member Federation Officials has been found Ineligible by the Vetting Panel, and in the opinion of the Vetting Panel, the issues identified by the Vetting Panel are so

serious that the Member Federation Official should no longer hold office, remove that Member Federation Official from office and/or prevent that Member Federation Official from standing for office as a Member Federation Official.

6.12. **Safeguarding:** Each Member Federation shall comply with any mandatory minimum standards and associated key performance indicators published by World Athletics that relate to safeguarding individuals involved in Athletics (i.e. athletes, support staff, officials, volunteers, board members, etc.) in accordance with such policies, procedures and applicable Rules and Regulations.

6.13. **Medical:**

6.13.1. Member Federations shall use best efforts to ensure that all Athletes under their jurisdiction competing in World Rankings Competitions are in a state of physical health that is compatible with elite level competition in Athletics.

6.13.2. Member Federations shall use best efforts to ensure that appropriate and continuous medical monitoring of all Athletes under their jurisdiction competing in World Rankings Competitions is undertaken either internally or through an approved external body. It is further recommended that Member Federations organise for a Pre-Participation Medical Examination (PPME) to be carried out in the form recommended by the World Athletics Medical Guidelines on each Athlete that it enters to participate in a competition under paragraphs 1.1.a and 1.2.a and 1.2.b of the World Rankings Competitions definition.

6.13.3. Every Member Federation shall appoint at least one team doctor to provide its Athletes with the necessary medical care in the lead up to and, where possible, during a competition under paragraphs 1.1.a and 1.2.a and 1.2.b of the World Rankings Competitions definition.

6.14. **Other Rules and Policies (Articles 9.1(b) & 17):** Each Member Federation shall comply with all applicable Rules and Regulations and any applicable policies and procedures published by World Athletics as are prescribed by World Athletics as applying to Member Federations.

7. Withdrawal from Membership (Article 11)

7.1. A Member Federation considering withdrawing its Membership pursuant to Article 11 of the Constitution, must obtain approval to do so by at least a simple majority of its voting members (or greater majority if required by its constitution) at a General Meeting.

7.2. A Member Federation that wishes to withdraw its Membership must send the following to the Chief Executive Officer with the Area Association in copy:

7.2.1. a fully completed and signed Withdrawal of Membership Form, in which the date of intended withdrawal is no earlier than six (6) months from the date it submits the Withdrawal of Membership Form; and,

7.2.2. a copy of the resolution of its members referred to in Rule 8.1, provided that:

- a) the resolution is approved not more than thirty (30) days prior to submitting the Withdrawal of Membership Form;

- b) the resolution is certified as correct by five (5) members of the Member Federation (or such number specified in the Member Federation's constitution) who were present at the General Meeting at which the resolution was approved.

7.3. Before a Member Federation's withdrawal can be effective, it must pay to World Athletics all amounts due to it in full including repayment of any unspent financial grants made to the Member Federation at the relevant time of the withdrawal. In the event any amount remains outstanding on the proposed date of withdrawal, the withdrawal will not be effective until payment has been received in full by World Athletics.

7.4. World Athletics shall inform a Member Federation that notifies of its intention to withdraw from its Membership, the date on which any such withdrawal becomes effective.

7.5. For avoidance of doubt, until such time as a Member Federation's withdrawal of its Membership has taken effect, it remains a Member of World Athletics and must comply with the Constitution and any Rules or Regulations. Failure to meet an obligation in this Rule 7 is not subject to a sanction under Rule 11 but will mean the withdrawal process will either be delayed or cannot be completed.

8. Reinstatement to Membership following Expulsion (Article 16)

8.1. A former Member Federation considering applying for reinstatement as a Member pursuant to Article 16 of the Constitution, must obtain approval to do so by at least a simple majority of its voting members (or greater majority if required by its constitution) at a General Meeting.

8.2. A former Member Federation that wishes to be reinstated as a Member must send to the Chief Executive Officer, an application for reinstatement. The application must be sent by email, to the address specified by World Athletics with the Area Association in copy, at least six (6) months prior to the Congress meeting at which it wishes the application to be considered.

8.3. The application for reinstatement must containing the following:

8.3.1.a written submission, signed by the president, that contains or attaches evidence that proves:

- a) the matter(s) for which it was expelled have been fully remedied or resolved;
- b) the steps it took to remedy or resolve the matter(s); and,
- c) the measures it has put in place to prevent those matter(s) from occurring again;

8.3.2.a copy of the resolution of its members referred to in Rule 8.1, provided that:

- a) the resolution is approved not more than thirty (30) days prior to making its application for reinstatement; and
- b) the resolution is certified as correct by five (5) members (or such number specified in the Member Federation's constitution) of the Member Federation who were present at the General Meeting at which the resolution was approved;

8.3.3.a completed Application for Membership Form in accordance with Rule 4;

- 8.3.4. subject to Articles 7.6 to 7.8 of the Constitution, a signed letter from the Area Association (responsible for Athletics in the Area in which the former Member Federation is situated) containing written confirmation of its supports of the former Member Federation's reinstatement; and
- 8.3.5. payment of the Membership Fee, in accordance with Rule 4.7.
- 8.4. Upon receipt of the application for reinstatement, the Chief Executive Officer shall, as soon as practicable:
- 8.4.1. acknowledge receipt of the application;
- 8.4.2. request any further information that is required;
- 8.4.3. advise of the expected timing for consideration by Council.
- 8.5. The Chief Executive Officer will then table the application for reinstatement on the Council meeting agenda following receipt of the full application for reinstatement that includes all information as described under this Rule 8.
- 8.6. The Council will:
- 8.6.1. decide whether or not to recommend to Congress the reinstatement of the former Member Federation in accordance with Article 16.1 of the Constitution; and if so,
- 8.6.2. decide whether the recommendation will be made at the next Ordinary Congress or a Special Congress meeting called for that purpose; and, if it is the latter:
- 8.6.3. direct the Chief Executive Officer to call a Special Congress meeting in accordance with Article 32.1a of the Constitution.
- 8.7. Following the decision of the Council, the Chief Executive Officer shall within ten (10) days, notify the former Member Federation in writing of Council's decision. If the decision is to recommend reinstatement, the Chief Executive Officer shall also notify the former Member Federation of the date, or proposed date, of the Congress meeting at which such recommendation for reinstatement will be made. Failure to meet an obligation in this Rule 8 by a former Member Federation will mean the reinstatement process will either be delayed or cannot be completed.

9. Disputes between Member Federations and a Member Federation or Member Federations and an Area Association (Article 84)

- 9.1. Under Articles 84.1 and 84.2(b) of the Constitution, in the event there is a dispute or difference between Member Federations and a Member Federation or Member Federations and an Area Association; (a "Dispute"), Council may take reasonable steps to assist in the resolution of such Disputes. This Rule 9 sets out the steps that Member Federations must take in such circumstances and the steps that World Athletics may elect to take. For the avoidance of doubt, World Athletics is neither a decision-making body nor an appeal body in respect of such Disputes.
- 9.2. **Notification for Assistance:** In the event of a Dispute between Member Federations or between a Member Federation or Member Federations and an Area Association ("**Disputing Parties**") either of the Disputing Parties may notify the Chief Executive Officer of the Dispute in writing, giving brief details of the Disputing Parties' respective positions. Where the Dispute is between:

- 9.2.1. Member Federations from the same Area Association and the Area Association has not been informed of or previously involved in any attempt to resolving the Dispute then in the first instance the Dispute will be referred to the Area Association to resolve the Dispute;
- 9.2.2. a Member Federation or Member Federations and their Area Association and the Dispute has not been through the Area Association's dispute resolution rules and procedures then in the first instance the Dispute will be referred to the Area Association to resolve the Dispute,
- in accordance with the Area Association's dispute resolution rules and procedures or either, where Rule 9.2.1 applies, other dispute resolution process agreed between the Member Federations or where Rule 9.2.2 applies agreed between the Member Federation or Member Federations and the Area Association. World Athletics will liaise with the relevant Area Association to collaborate and work together to agree such reasonable steps as are necessary to assist in the resolution of the Dispute.
- 9.3. Upon notification under Rule 9.2, the Disputing Parties shall provide:
- 9.3.1. information confirming that they have taken all necessary action to resolve the Dispute themselves;
- 9.3.2. a summary of the Dispute and the Disputing Parties' respective positions; and/or
- 9.3.3. any and all other information that may assist the Chief Executive Officer in understanding the Dispute,
- (together, the "**Dispute Information**") and, in the case of a Disputes between Member Federations from the same Area Association, their Area Association in copy.
- 9.4. **Referral to Dispute Resolution Processes:** Upon review of the Dispute Information, the Chief Executive Officer (or their nominee) may either:
- 9.4.1. refer the matter for resolution whether by mediation or a suitably qualified person or an entity which provides such services ("Dispute Resolution Process") the Disputing Parties will be required to comply with any rules stipulated by the person appointed to conduct the Dispute Resolution Process; or
- 9.4.2. appoint one or more Council Members (the "**Appointed Member**") in accordance with Rule 9.5 below (the "**Appointed Member Process**").
- 9.5. **Appointed Member Process:** The Appointed Member Process is intended to be a less formal process whereby the Appointed Member acts as an independent third party to assist in the settlement of Disputes and the negotiations between Disputing Parties.
- 9.6. Should the Chief Executive Officer elect to refer the Dispute to the Appointed Member Process pursuant to Rule 9.4.2 above the Chief Executive Officer will appoint the Appointed Member, and the Disputing Parties will be notified within fourteen (14) days

of such appointment. An Appointed Member from Council must not have any current or previous association (in the last five (5) years) with either of the Disputing Parties.

9.7. The Disputing Parties must co-operate and assist the Appointed Member with their work in resolving the Dispute and:

- 9.7.1. provide information/documentation;
- 9.7.2. attend meetings and/or hearings, whether in-person or by video or telephone; and/or
- 9.7.3. abide by any other steps or deadlines,

the Appointed Member requests from or directs to the Disputing Parties.

9.8. The Appointed Member Process will be at an end when, either:

- 9.8.1. the Dispute has been resolved in writing and signed by the Disputing Parties; or
- 9.8.2. the Appointed Member informs the Disputing Parties that, in their judgment, the Appointed Member Process will not resolve the Dispute.

9.9. Costs:

- 9.9.1. The payment of the costs of any Dispute Resolution Process will be determined by the person appointed to conduct the Dispute Resolution Process and in the absence of any determination will be shared equally between the Disputing Parties.
- 9.9.2. The costs of the Appointed Member will be shared equally between the Disputing Parties unless the Chief Executive Officer agrees that World Athletics pay the costs of the Appointed Member.
- 9.9.3. The Disputing Parties will pay their own legal costs and any other costs or expenses.

10. Disputes within a Member Federation

10.1. In the event of a dispute between Member Federation Officials within a Member Federation (an “**Internal Dispute**”), Member Federations are obliged to resolve such Internal Disputes as quickly as possible. World Athletics expects that the Internal Dispute be resolved in accordance with the procedures set out in the Member Federation’s constitution including, calling and holding a General Meeting.

10.2. If there is an Internal Dispute, the Chief Executive Officer or their nominee may:

- 10.2.1. consult with and refer the Internal Dispute to the Area Association to assist in resolving the Internal Dispute, independently of World Athletics, in accordance with the Member Federation’s dispute resolution procedures or any other agreed dispute resolution procedure and as directed, guided and supported by the Area Association. If an Internal Dispute is referred to the Area Association for which they are a member, Member Federations are obliged to co-operate with their Area Association and take such steps as are required by that Area Association to resolve the Internal Dispute; and

10.2.2. determine, in consultation with the Area Association, either

- a) which Member Federation Officials World Athletics will correspond with concerning matters as between World Athletics and the Member Federation. This may include but is not limited to access to the official World Athletics Member Federation email account, event entry systems for World Athletics Series Events or any other system whereby a Member Federation interacts with World Athletics (“System”); or
- b) decline to correspond with the Member Federation Officials involved in the Internal Dispute and not permit the Member Federation access to the System;

until such time as the Internal Dispute is resolved. For the avoidance of doubt, the mere existence of an Internal Dispute or a determination or declination by World Athletics under this Rule 10.2 will not be interpreted, deemed or construed to mean that there is a dispute between World Athletics, the Area Association and the Member Federation under Article 84.2(b) or (d) of the Constitution and, as such, cannot be submitted or appealed to the Court of Arbitration for Sport.

10.3. Where World Athletics decides pursuant to Rule 10.2.2 it will not be interpreted, deemed or construed to mean that either World Athletics or the Area Association officially recognises supports or otherwise endorses a particular faction or group of Member Federation Officials or an individual(s) involved in or party to the Internal Dispute. A determination may be made to ensure, for example, that Athletes from the Member Federation continue to be entered for International Competitions and not adversely affected by the Internal Dispute or that administrative and operational tasks as between the Member Federation and World Athletics and / or the Area Association continue.

10.4. Pursuant to Rule 10.2.2, Member Federations are obliged to provide any document or information requested by the Chief Executive Officer or their nominee to assist World Athletics in determining who it will, correspond with and grant access to the System.

11. Breaches by Member Federations (Articles 13 & 17)

11.1. The obligation on Member Federations to comply with these Rules is set out at Article 17 of the Constitution. The Council has the power to impose the sanctions for breach of obligations by any Member Federation, under Article 13.5 of the Constitution.

11.2. Before the Council can impose pursuant to Rule 11.1, the procedure set out in Article 13.6 of the Constitution must be followed with any correspondence being copied to the Area Association.