

STATUTES OF THE INTERNATIONAL ORIENTEERING FEDERATION (IOF)

1. NAME, AUTHORITY AND DEFINITION

1.1 Name

The name of the organisation is the International Orienteering Federation, henceforward IOF, registered in Helsinki, Finland.

1.2 Authority and definition

The IOF, recognised by the International Olympic Committee (IOC), is, amongst its members, the supreme authority on all matters relating to international orienteering. Orienteering is a sport involving non-motorised (with the exception of wheelchairs) navigation with a map. The recognised orienteering disciplines are foot orienteering, ski orienteering, trail orienteering and mountain bike orienteering.

1.3 Statutory institutions

The statutory institutions of the IOF are:

The General Assembly
The Council
The Secretariat
The Presidents' Conference

2. AIMS, TASKS and OBLIGATIONS

2.1 The aims of the IOF shall be:

2.1.1 To spread the sport of orienteering and to promote its development.

2.1.2 To create and maintain a world event programme.

2.2 The tasks of the IOF shall be:

2.2.1 To commission and supervise World Championships and other IOF events.

2.2.2 To maintain universal rules and guidelines for orienteering events under its auspices and to supervise their proper application.

2.2.3 To act as the final authority in controversies other than those coming within the jurisdiction of the jury of an international orienteering event.

2.2.4 To maintain cordial relations with other international sports organisations and to represent the interests of its members and international orienteering in its dealings with such organisations.

2.3 The obligations of the IOF are:

2.3.1 To respect and abide by the Olympic Charter.

2.3.2 To respect and abide by the provisions of the World Anti-Doping Code.

2.3.3 To respect and implement the Olympic Movement's Agenda 21 on protection of the environment and sustainable development.

2.3.4 To respect the autonomy of its members and not intervene in their internal affairs.

2.3.5 To ensure that only countries that can guarantee freedom of participation on an equal basis to all IOF members shall be commissioned with the organisation of a Congress, IOF event, course or conference held under the auspices of the IOF.

3. MEMBERSHIP

3.1 Structure and obligations

3.1.1 The IOF is made up of the national orienteering federations that have been admitted to membership. Only one legally constituted orienteering organisation from any one country, defined as an independent member of the IOC, may be admitted as a member.

3.1.2 The IOF may provide for provisional membership of a national organisation when first admitted to membership.

A provisional member may retain that status for two Congress periods during which time the provisional member must, in the view of the IOF Council, have actively developed the sport of orienteering in that country.

The IOF Council may determine to extend further the period of provisional membership by one Congress period.

A provisional member having such membership terminated by the IOF Council or the General Assembly may not reapply for membership until after one Congress period has lapsed.

A national federation having once attained the designation *member* rather than that of *provisional member* may not, voluntarily, revert to provisional membership.

3.1.3 Members undertake to abide by these Statutes, the IOF Anti-Doping Rules, the IOF Environmental Policy, other IOF Rules and the decisions of the General Assembly and Council. Members undertake to stage national championships.

3.1.4 As soon as an IOF General Assembly has decided to admit an organisation to membership, the delegates of the organisation, except in the case of provisional membership, are entitled to participate in the General Assembly with all rights and duties, provided the membership fee has been paid.

3.1.5 Members commit themselves to a dope-free sport and agree that the provisions of the World Anti-Doping Code apply to all persons and competitors under the jurisdiction of the IOF and its members.

3.2 Application Procedure, Rights and Duties of Members

3.2.1 A national organisation desiring membership shall lodge with the IOF Secretariat a written application together with evidence of recognition by the relevant national authority, a copy of the organisation's constitution and competition rules, a report on the development of orienteering in the country and a statement of current membership figures. If the IOF Council approves the application, the organisation shall be accepted as a member or provisional member. To be final, the Council's decision must be ratified by the next General Assembly.

3.2.2 Rights of Members

- To send delegates to and vote at IOF General Assemblies, except that provisional members may participate in the General Assembly, but not vote, nor nominate candidates to Council.
- To make proposals and to express views to the General Assembly and to Council.
- To send delegates to the Presidents' Conference.
- To participate in IOF events in all recognised orienteering disciplines.
- To organise IOF events in all recognised orienteering disciplines.
- To organise and participate in Congresses, courses, seminars and other activities of the IOF.
- To receive all official IOF material.
- To publicise their activities via the IOF.

3.2.3 Duties of Members

Members that are not responsible at the national level for all the orienteering disciplines practised in the country concerned shall:

- maintain constructive relations with the body or bodies responsible at the national level for other orienteering disciplines.
- give their approval, which may not be unreasonably withheld, before the body or bodies responsible for other orienteering disciplines at the national level may

apply to organise IOF events, send teams to IOF events or provide members of IOF bodies.

- act as an umbrella organisation for such bodies in relation to the IOF.

3.3 Termination of Membership

3.3.1 Membership shall end one month after the receipt by the IOF Secretariat of a notice of resignation. The resigning member shall fulfil its financial and other obligations as stipulated in these Statutes by the end of the ongoing calendar year.

3.3.2 If a member fails to meet its financial obligations towards the IOF, despite a warning sent by registered letter, the following IOF General Assembly may decide to expel the member.

3.3.3 The IOF General Assembly may decide to expel a member that fails to meet its Statutory obligations, that violates the IOF Statutes or other rules issued by the IOF. If necessary, the IOF Council may immediately deprive an offending member of its membership rights or impose temporary limitations upon the exercise of its rights.

3.3.4 A member that has been expelled under 3.3.2 or 3.3.3 may only be re-admitted to the IOF when it has complied with its undertakings.

3.4 Designation

Members shall be designated by the IOC's standard three letter abbreviation of the country's name.

4. MEMBERSHIP FEES

4.1 The fee applicable to a member shall be fixed by an IOF Ordinary General Assembly and shall cover the two calendar years following the General Assembly. The fee applicable to a provisional member shall be fixed by the IOF Council.

4.2 The membership fee for the current year shall be payable to the IOF Secretariat by March 1st. In exceptional cases, the Council may vary the payment date.

4.3 If a member fails to pay its fee within two months of the due date, despite a warning by registered letter, it shall lose the rights detailed under articles 3.2.2 and 8.8.1.

4.4 A newly admitted member shall pay its first fee before being allowed to exercise the rights of membership.

5. SEAT OF THE IOF

The Council shall determine the seat of the IOF.

6. FINANCIAL PERIOD

The financial period of the IOF shall be one calendar year.

7. OFFICIAL LANGUAGE

The official language of the IOF is English.

8. THE GENERAL ASSEMBLY

The decisive body of the IOF is the members in General Assembly. A General Assembly may be either Ordinary or Extraordinary.

8.1 Ordinary General Assembly

The Ordinary General Assembly shall meet biennially between 1 June and 31 December. Written invitations shall be sent out to the members at least six months, and the agenda at least two months, before the beginning of the Ordinary General Assembly.

8.2 Extraordinary General Assembly

The President shall call an Extraordinary General Assembly if it is requested by a two-thirds majority of the Council, or by 40 % of the members entitled to vote. Such a request shall be accompanied by a draft agenda. The Council shall determine the place and date of an Extraordinary General Assembly. It shall be held within three months of the receipt of the request by the President. The invitation and agenda for an Extraordinary General Assembly shall be sent out to the members at the latest one month before the meeting. Only those agenda items included in the invitation shall be dealt with at an Extraordinary General Assembly.

8.3 Representation

Each IOF member shall have the right to send three delegates to a General Assembly. Delegates shall be citizens or residents of the country represented.

8.4 Agenda

At least the following items shall be included on the agenda of an Ordinary General Assembly:

- 8.4.1 Opening of the General Assembly.
- 8.4.2 Roll call of delegates.
- 8.4.3 Establishment of the number of voting members present.
- 8.4.4 Election of a General Assembly presidium.

- 8.4.5 Election of two persons to check the minutes.
- 8.4.6 Election of three tellers to count votes and observe elections.
- 8.4.7 Approval of the agenda, and ruling on the urgency of any items not included.
- 8.4.8 Decision whether the sessions should be open. If the sessions are open, then in special cases the public may be excluded from specific items on request.
- 8.4.9 Approval of the minutes of the previous General Assembly.
- 8.4.10 Report by the Council on the activities of the IOF since the last Ordinary General Assembly, and approval of same.
- 8.4.11 Auditors' report, approval of the accounts for the two previous calendar years and discharge of the Council
- 8.4.12 Applications for membership and decisions regarding expulsions.
- 8.4.13 Proposals.
- 8.4.14 Membership fees, budget and activity plan for the two calendar years following the General Assembly.
- 8.4.15 Appointment of two auditors and one substitute auditor for the current and the following financial period.
- 8.4.16 Appointment of organisers of senior World Championships in Foot and Trail Orienteering held in the fourth year after the General Assembly. Appointment of organisers of senior World Championships in MTB Orienteering and Ski Orienteering held in the third year after the General Assembly.
- 8.4.17 Election of the Council.
- 8.4.18 Announcement of place and approximate dates of the next Ordinary General Assembly.
- 8.4.19 Any other business.
- 8.4.20 Closure of the General Assembly

8.5 Proposals

Proposals may be tabled by a member or by Council. Proposals other than a proposal to organise a World Orienteering Championship shall reach the Secretariat in writing at least four months before the General Assembly. Proposals to organise a senior World Orienteering Championship shall reach the Secretariat in the specified written format by the date specified in the valid IOF competition rules for the relevant discipline. Proposals shall be communicated to the members at least two months before the beginning of the General Assembly.

8.6 Urgent business

Proposals or matters of which the Secretariat has not been notified at least four months before the Ordinary General Assembly can only be included in the agenda if they are deemed urgent by the General Assembly. Amendments to the Statutes and the assignment of IOF assets shall not be considered as urgent business.

8.7 Procedure at General Assemblies

Delegates, members of Council and the Secretary General have automatic right to speak at the General Assembly. Others present may speak only with the approval of the General Assembly.

8.8 Voting rights

8.8.1 Each member present at the General Assembly and possessing voting rights shall have one vote.

8.8.2 A member that has not paid all its fees may send delegates to the General Assembly, but may not vote.

8.9 Voting

8.9.1 Voting, other than in elections for the IOF Council, is open, by roll call or by show of hands using a supplied voting card. When voting by roll call, the members shall be read out in alphabetical order of the standard abbreviations.

8.9.2 A member, present at the General Assembly, may propose that the vote be determined by secret ballot.

8.9.3 Decisions shall be approved by the General Assembly by simple majority of votes expressed, subject to the exceptions mentioned below.

8.9.4 The chairperson of the General Assembly shall, with the exception of the elections for the IOF Council, determine the outcome of a tied vote.

8.9.5 A proposal to declare a matter urgent in order to have it included on the agenda shall require a two thirds majority of votes expressed.

8.9.6 An amendment to the Statutes shall require a three quarters majority of votes expressed.

8.10 Elections

8.10.1 The Ordinary General Assembly shall elect the IOF Council for a two year term, until the end of the following Ordinary General Assembly. The Council shall consist of

1. A President
2. Three Vice Presidents
3. Seven other members

The President and Vice Presidents are also the President and Vice Presidents of the IOF.

At least two of the persons elected to Council shall (nominations permitting) be from outside Europe.

The elected Council shall include at least two persons of each gender, nominations permitting.

- 8.10.2 Not later than six months before the General Assembly, a member having a person on the current Council shall announce, in writing, its intention or not to re-nominate that person. The Secretariat shall send out advice regarding this intention together with the call for nominations for election to the IOF Council.

Nominations for the Council are to be received, in writing, by the IOF Secretariat not later than four months before the General Assembly.

A member may propose candidates only from its own country.

Should the Statutory requirements not be met, the Secretariat shall call for supplementary nominations not later than 7 days after the date of the deadline for nominations.

Supplementary nominations are to be received, in writing, by the Secretariat not later than three months before the General Assembly.

The list of candidates shall be sent out to the members together with the General Assembly agenda.

- 8.10.3 Voting shall be by secret ballot, unless the General Assembly decides unanimously to the contrary or unless the number of candidates does not exceed the number of places available.

The election of the Council shall be in three stages corresponding to the three levels indicated in 8.10.1. At each stage, voting shall be preceded by announcement of candidates.

- 8.10.4 The ballot paper shall state the number of names to be chosen for the office in question. To be valid, a completed ballot paper must indicate a name for each available seat. A candidate may only appear once on the completed ballot paper. Candidates obtaining the greatest number of votes shall be elected. If voting is equal between the candidates for the last seat available, a second ballot shall be taken between the tied candidates. If there is still a tie, lots shall be drawn.

- 8.10.5 A three quarters majority of votes expressed shall be required for the election of Honorary Members or appointment to the position of Honorary President.

8.11 Minutes

Minutes of the General Assembly shall be compiled, and shall be checked by two witnesses and signed by the Chairperson.

8.12 Decisions

Decisions of the General Assembly, other than those made in accordance with 3.1.4 shall come into force at the end of the General Assembly.

8.13 Procedure

In case of a disagreement about procedure, the Chairperson shall, if the point is not covered in the Statutes, proceed in a manner consistent with standard rules for the conduct of formal meetings.

9. THE COUNCIL

9.1 Meetings

9.1.1 The Council shall lead the IOF between General Assemblies. The Council shall meet at least 3 times a year.

9.1.2 The Council may invite others to participate in its meetings.

9.1.3 As a general rule, the IOF shall not pay for travel and subsistence of members of the Council or Council appointed bodies for attendance at meetings. The relevant national organisations are expected to assist their representatives.

9.2 Remit

The Council organises its own work in accordance with the Statutes and the decisions of the General Assembly. The work of the Council shall include the following:

9.2.1 To initiate measures to further the aims of the IOF and to implement the resolutions of the General Assembly for the development and spread of orienteering according to the activity plans for each election period.

9.2.2 To verify observance of the Statutes and IOF Rules.

9.2.3 To confirm and supervise observance of decisions and documentation (e.g. minutes) of the IOF.

9.2.4 To form such permanent or temporary commissions or groups as it deems appropriate to assist it in carrying out its work and in fulfilling tasks assigned to it by the General Assembly or specified in an agreed long term plan. The Council is responsible to the General Assembly for the work of all such groups.

- 9.2.5 To prepare the Statutes, material for Congress and the General Assembly, and other basic documentation of the IOF, and to approve IOF competition rules for each recognised orienteering discipline and communicate them to members.
- 9.2.6 To oversee the arrangements of the IOF Congress and to prepare the business of the General Assembly.
- 9.2.7 To admit new members of the IOF. Such a decision shall be ratified by the General Assembly.
- 9.2.8 To determine the seat of the IOF and appoint a Secretary General.
- 9.2.9 To elect a Senior Vice President from among the Vice Presidents.
- 9.2.10 To adjudicate in controversies arising during IOF approved international events, where the matter does not come within the jurisdiction of the jury of the event.
- 9.2.11 To establish special financial regulations for the events that it commissions.
- 9.2.12 To co-operate with those international organisations and institutions contributing to the development and support of orienteering.
- 9.2.13 To maintain, where appropriate, direct communications with orienteering organisations, at national level, not administered by the member concerned.

9.3 Taking decisions

- 9.3.1. Notice of a Council meeting, except for a meeting under 9.3.4, shall be sent out at least 4 weeks prior to the meeting by circulating a provisional agenda.
- 9.3.2 Decisions shall be taken by simple majority.
- 9.3.3 Six members shall constitute a quorum. The President shall have a casting vote.
- 9.3.4 The Council may hold a meeting by using recorded electronic communication or other documentary method if all Council members are in agreement. In case of an urgent matter, and with the agreement of three quarters of the members of Council, the President may waive the statutory notice provisions in 9.3.1.

9.4 Objections and appeals

Should a member consider a decision of the IOF Council (other than one taken under 9.2.10) to violate its rights or to be contrary to these Statutes, an objection or appeal may be presented to an IOF General Assembly.

9.5 Vacancy

If the President is unable to carry out his/her duties, the Senior Vice President shall take over.

10. IOF SECRETARIAT

10.1 The Secretary General is the connecting link between the IOF, its members, Council members, Council appointed groups and outside organisations and individuals.

10.2 The Secretary General shall be responsible for the Secretariat, and for other tasks and functions allocated by Council. He/she shall attend General Assemblies, the Presidents' Conference, and shall call and attend the meetings of the Council.

10.3 The detailed duties of the Secretary General shall be specified in a job description approved by the Council.

11. PRESIDENTS' CONFERENCE

11.1 As a minimum, the following shall be invited to the Presidents' Conference:

- The Council
- The Secretary General
- The President of each member organisation (or his/her representative)

11.2 The Presidents' Conference meets at least every second year. The agenda shall be sent out at least two months before the meeting. The Presidents' Conference is advisory.

12. DISPUTES

Any unresolved sports related dispute between members of the IOF or between a member and the IOF, which the IOF Council considers cannot be settled by reference to the Statutes, Regulations or Rules, shall be settled definitively by a Court set up in accordance with the Statutes and Regulations of the Court of Arbitration for Sport in Lausanne, Switzerland.

13. AWARDS OF HONOUR, HONORARY PRESIDENT, HONORARY MEMBERS

13.1 Awards of honour may be made.

13.2 Those persons who have given special service to the IOF may be appointed Honorary Members of the IOF or be appointed to the position of Honorary President. Such appointments may be made by the General Assembly on a proposal by the Council. The Honorary President and Honorary Members may attend General Assemblies but shall not have the right to vote and shall not pay any fees.

14. DISSOLUTION OF THE IOF

14.1 A three quarters majority of the IOF Council may propose the dissolution of the IOF. The dissolution becomes effective on approval of the proposal by a three quarters

majority of those voting at the General Assembly, providing that at least three quarters of the members entitled to vote are represented at the General Assembly.

- 14.2** The disposal of the assets of the IOF shall be decided by the General Assembly dissolving the Federation and shall be in keeping with the aims of the IOF.

These Statutes were approved by the XXV IOF Ordinary General Assembly in Trondheim, Norway, in 2010.