

8 April 2011

Dear National Federations,

Further to HRH Princess Haya's letter to National Federations of 14 March 2011, today we are submitting the final draft of the proposed changes to the FEI Statutes and Internal Regulations which you will be asked to vote on at the extraordinary General Assembly ("EGA") on 6 May 2011 in Lausanne. The proposed changes are those considered necessary and important to present at the EGA given that the vote on Restructuring has been postponed. Thank you for your thoughtful comments on the drafts circulated in February and you can be assured that they will all be taken into account during the discussions around the next Restructuring proposal. In fact, there will be a session for all National Federations to present their views and perspectives on the Restructuring debate at the EGA. Details will be sent to you shortly.

As promised, the proposed changes will be submitted to you as separate items to be voted on individually as part of the overall package. Set forth below is an explanation of how the items will likely be grouped for voting so that you can be prepared in advance of the EGA. At the EGA, you will be provided with a final list of categories for which you will be asked to vote "yes" or "no" .

## **1. FEI SOLIDARITY**

- A. FEI Solidarity is introduced as Chapter VIII because it represents a philosophy of development that is sufficiently important to stand on its own as a unique chapter. The objectives of the programme set out in Article 35.2 of the Statutes have been adapted from the Olympic Charter.
- B. The FEI Solidarity Committee will have one (1) year renewable terms for a maximum of four (4) years and will have a maximum of four (4) members plus the Chair, all of whom will preferably have knowledge and experience in development, education, and equestrian sport. The President will chair the Committee.
- C. The President will appoint the members of the first FEI Solidarity Committee at the EGA. Thereafter the President will appoint the members of the FEI Solidarity Committee, for approval by the General Assembly.

*Rationale: The concept of solidarity, which is an anchor of the Olympic movement, has been modified to fit within the FEI governing structure. These principles represent a philosophy for development which can be used to grow Equestrian Sport globally through the leadership of the FEI Solidarity Committee.*

## **2. ATHLETES' COMMITTEE**

- A. The Athletes' Committee Chair will not only be a member of the FEI Bureau, but will also sit on the Executive Board.
- B. The Athlete Chair candidates may be proposed by any entity or person officially recognised by the FEI, but must still be supported by his or her National Federation which cannot unreasonably withhold its support.
- C. The Athlete Chair is added to Article 19.2 of the Statutes as one of the Bureau positions that is not counted towards the two person maximum from any one National Federation on the Bureau.

*Rationale: The Athletes' Committee and Chair proposals are to strengthen the contribution of the Athletes to the sport as one element of putting sport at the centre of all FEI activities. In addition, these proposals are in line with IOC requirements and standards.*

## **3. FINANCIAL OVERSIGHT**

- A. The Retained Powers of the Bureau have been modified to bring the FEI in line with sound governance on financial reporting. Specifically, Articles 3.2.4, 3.2.7, and 3.29 have been revised to require Bureau approval for any financial or contractual commitment above CHF 50,000 entered into by FEI Headquarters.

*Rationale: This is to facilitate sound financial policy and planning. The intention is also to promote a stronger working relationship between FEI Headquarters and the Bureau/Executive Board on financial management issues.*

## **4. EQUESTRIAN COMMUNITY INTEGRITY UNIT**

- A. Chapter X of the Statutes officially establishes the Equestrian Community Integrity Unit ("ECIU"), which has already been approved by the General Assembly via the endorsement of the Clean Sport recommendations voted in at the 2009 General Assembly in Copenhagen. The formal addition to the Statutes and Internal Regulations is simply to codify its mandate in order to more clearly support the appropriate legal proceedings.
- B. The Statutes also establish the ECIU's independence from the FEI.

## **5. CLARIFICATIONS**

This item is simply to clean-up the inaccuracies and loopholes referred to in the President's letter of 14 March. For example, the Internal Regulations of the Bureau are renamed the "Internal Regulations of the FEI" as the new name is far more accurate since the regulations encompass more than simply Bureau regulations. The entire list of clarifications that you will be asked to support are attached to this Memorandum as Annex 1.

## **6. LINGUISTICS/GRAMMAR/DEFINITIONS**

This item involves corrections relating to capitalisation, naming (i.e. Equestrian Sport instead of horsesport), and the addition of relevant definitions.

Please do not hesitate to contact us should you have any questions.

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FEI General Counsel

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FEI Senior Legal Counsel

**ANNEX 1 – CLARIFICATION EXAMPLES**

1. Internal Regulations of the Bureau changed to Internal Regulations of the FEI.
2. The distinctions between the General Assembly (i.e. the 133 NFs), the ordinary General Assembly meeting and an extraordinary General Assembly have been clarified.
3. Clarification that Bureau positions are only filled by the General Assembly electing a member so they remain vacant when a member is unable to complete a term until the next meeting of the General Assembly.
4. Clarification that verbal votes are permitted since they are routinely used.
5. Clarification that the Subcommittee that meets between Bureau meetings is the – Executive Board.
6. Clarification that Honorary Bureau membership does not include a right to vote at meetings.
7. Clarification that any changes to the Sport Rules shall have the support of the Technical Committee acting through its Chair.
8. Clarification that Bureau minutes are confidential and therefore not available to third parties (but remain available to Bureau members and NFs.)
9. The signature rights listed in Appendix 2 of the Internal Regulations refer now to positions (instead of individuals) at Headquarters.



## STATUTES

**~~22<sup>nd</sup>~~ 23<sup>rd</sup> edition, effective ~~15 April 2007,~~  
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## INTRODUCTION

These Statutes recall the Fédération Equestre Internationale (FEI)'s purposes and objectives and reflect its core values and fundamental principles. They are the FEI's constitution and thereby set forth its organization and the attribution of powers, rights and responsibilities among its bodies and stakeholders, including the National Federations, Athletes, Organizing Committees and the International Olympic Committee.

Together with the rules and regulations enacted further to them, the FEI Statutes represent the codification of the principles and norms that govern horseEquestrian sport. They provide mechanisms for governance, accountability, action, operation and transparency necessary to further its existence and enable its progress, and for ensuring compliance with the Olympic Charter.

The FEI is headquartered in Lausanne, Switzerland, the Olympic capital.

## **CHAPTER I      PURPOSES AND PRINCIPLES**

### **Article 1. Objectives**

The objectives of the FEI are:

- 1.1** To be the sole authority for all International Events in Dressage, Jumping, Eventing, Driving, Endurance, Vaulting, Reining, Para-Equestrian and any other forms of Equestrian ~~Disciplines~~~~Sport~~ approved by the General Assembly; ~~(the "Equestrian Disciplines");~~
- 1.2** To establish Statutes, General Regulations and Sport Rules for the conduct of International Events in the FEI Equestrian Disciplines, and to co-ordinate and supervise their technical organization;
- 1.3** To enable individual Athletes and teams from different nations to compete in International Events under fair and even conditions;
- 1.4** To preserve and protect the welfare of the Horse and the natural environment by establishing appropriate codes of conduct;
- 1.5** To promote the highest standards of organization, judging, stewarding, course designing, veterinary and medication control and anti-doping controls of human Athletes and Horses at International Events;
- 1.6** To recognize the interests of all the constituencies of equestrianism including National Federations, Athletes, Owners, Organizers, Officials and sponsors, and to foster their harmonious collaboration;
- 1.7** To act as the international representative body for the National Federations and the FEI Equestrian Disciplines;
- 1.8** To promote equestrianism in all its forms and to encourage the development of the FEI Equestrian Disciplines throughout the world;
- 1.9** To promote understanding and co-operation between National Federations, to give them support and to strengthen their authority and prestige;
- 1.10** To encourage instruction in all FEI Equestrian Disciplines and in horsemanship for recreational purposes.

### **Article 2. Principles**

- 2.1** The FEI is based on the principle of equality and mutual respect between all National Federations, without regard to race, ethnicity, political opinion or religion.

- 2.2** All National Federations recognize the FEI as the sole authority and governing body for FEI Equestrian Disciplines. The National Federations agree not to become members or recognize or otherwise support any other international organization with a similar purpose except Equestrian Associations recognized by the FEI.
- 2.3** The FEI and the National Federations recognize that each National Federation is the sole authority (besides the FEI itself) for FEI Equestrian Disciplines in the country where it is located.
- 2.4** The FEI is the sole representative of Equestrianism and Horsesport at the International Olympic Committee and the International Paralympic Committee where the FEI promotes the Olympic and Paralympic equestrian ideals.
- 2.5** The FEI is committed to the development of Equestrian Sport through education and commercial initiatives in the best interest of the sport, and through fundraising to fulfil its objectives.
- 2.6** The National Federations agree to comply with, and be bound by, the Statutes, General Regulations, Sport Rules and any Decision issued by the authorized bodies of the FEI in relation to the conduct of international equestrian Events, all of which shall also bind Organizing Committees, Officials, Horse Owners, Persons Responsible, Athletes, team officials and other individuals and bodies involved in FEI Events. National Federations are granted an exclusive license to use, modify, print and distribute as appropriate the documents referred to in this Article, which are FEI property, for the purpose of regulating horseEquestrian Sport within their national territory.
- 2.7** Only those Athletes who belong to a National Federation may take part in FEI Events organized or supervised by another National Federation. All Officials listed as such by the FEI must be members of their respective National Federations.
- 2.8** Candidates for membership to the Bureau and all Standing Committees must be Supported by their respective National Federations subject to Article 24.1.

### **Article 3. Organization**

**3.1** The FEI is constituted as follows:

- (i) General Assembly;
- (ii) Bureau;
- (iii) Headquarters;
- (iv) Regional Groups;
- (v) Committees, and

(vi) FEI Tribunal.

**Article 4. Name and Headquarters**

The International Equestrian Federation (“**Fédération Equestre Internationale**” or “**FEI**”) is an Association established and organized in accordance with Articles 60 et seq. of the Swiss civil code. The FEI ~~h~~Headquarters are located in Lausanne, Switzerland in the building specifically ~~located at~~ entitled the HM King Hussein I Building, located at 7-9 Chemin des Délices, 1006 (the “FEI HeadquartersHM King Hussein I Building”). The ~~FEI HeadquartersHM King Hussein I~~ Building was gifted outright to the FEI, by letters dated 12 December 2007 and 16 September 2008 from HRH Princess Haya Bint Al Hussein, with the objective that it be used to advance the orderly growth of Equestrian Sport worldwide by promoting, regulating, and administering humane and sportsmanlike international competition in the traditional FEI Equestrian Disciplines and by helping those Disciplines to evolve in ways that enhance their attractiveness both for the participants and the public, while respecting and furthering the ideals and principles of horsemanship. The HM King Hussein I FEI Headquarters Building must always house the offices of FEI Headquarters and cannot be sold, leased in an amount that prevents it from being the sole location of FEI Headquarters’ offices, or otherwise conveyed in its entirety unless a Resolution of the General Assembly achieved by at least a two-thirds (2/3) majority of all cast votes decides otherwise.

## **CHAPTER II      MEMBERSHIP**

### **Article 5. Membership**

- 5.1** Membership in the FEI is open to the one national governing body from any country which is effectively in control of or is in a position to effectively control at least the Olympic Equestrian Disciplines and preferably recognized by its National Olympic Committee.
- 5.2** FEI Membership confers upon a National Federation the right to host international equestrian Events under and according to the FEI Statutes, General Regulations and Sport Rules, and the right to attend and vote at ~~the~~ General Assembly.
- 5.3** The General Assembly may grant associate membership status to additional stakeholders of international Equestrian Sport. The rights and obligations of any such associate members shall be approved by the General Assembly upon proposal by the Bureau. Associate members may not be granted voting rights at ~~the~~ General Assembly.

### **Article 6. Application for Membership**

- 6.1** Application for membership must be sent to the Secretary General by the National Federation according to a process established by the Secretary General and approved by the Bureau.
- 6.2** If the Bureau is satisfied that the applicant meets all requirements to become a member of the FEI, it will submit the application for decision to the next General Assembly.
- 6.3** In exceptional circumstances, the Bureau may grant membership to an applicant but only on a provisional basis until the next General Assembly and without the right to vote.

### **Article 7. Financial Charges**

- 7.1** Upon being accepted as a member of the FEI, a National Federation will be charged an Annual Membership Subscription Fee and any other dues determined by the General Assembly.
- 7.2** National Federations are required to pay their Annual Membership Subscription Fee for the considered Financial Year no later than on the day preceding the General Assembly held in the same Financial Year.

## **Article 8. Suspension and Exclusion from Membership**

- 8.1** Any National Federation which has not paid its Annual Membership Subscription Fee by the due date shall be automatically suspended until such fee is paid in full, unless the Bureau decides otherwise.
- 8.2** The Bureau may suspend any National Federation that has failed to pay in full any amount due to the FEI or in connection with FEI activities under the Statutes, a Decision of the General Assembly or any other Sport Rules or General Regulations of the FEI.
- 8.3** The Bureau may suspend a National Federation that has acted in breach of the principles in Article 2, provided it is afforded a right to be heard. The Suspension may be immediate and provisional in the event of material breach.
- 8.4** During a period of Suspension, a suspended National Federation may not attend or be represented at any session or meeting of any body of the FEI. A suspended National Federation may not organize International Events and its members may not take part in International Events organized by the FEI or any other National Federation.
- 8.5** Upon expiry of any defined period of Suspension or upon full payment of any outstanding Financial Charges (including late payment penalties and interest), the suspended National Federation is automatically restored to full membership rights.
- 8.6** The Suspension of a National Federation will be notified to the other National Federations.
- 8.7** A National Federation, which has been suspended for failure to pay its Financial Charges, shall be automatically excluded from the FEI on the first anniversary of its suspension.
- 8.8** The Bureau may suspend or exclude a National Federation for persistent violations of the Statutes, a Decision of the General Assembly, or other Sport Rules or General Regulations of the FEI. In cases other than Suspensions for non-payment of Financial Charges, an opportunity to be heard by the FEI Tribunal shall be afforded to the relevant National Federation, and any Exclusion shall only become effective upon ratification by the General Assembly.
- 8.9** A National Federation which has been excluded ceases to be a member of the FEI. To regain its membership rights, the excluded National Federation must file a new membership application and may only do so once any past dues have been paid in full.
- 8.10** The Exclusion of a National Federation will be notified to the other National Federations.

## **CHAPTER III      GENERAL ASSEMBLY**

### **Article 9. Composition**

- 9.1** The General Assembly of the National Federations is the supreme authority of the FEI.
- 9.2** Each National Federation has a right to participate in ~~the any~~ General Assembly and to cast a vote on the Resolutions of the General Assembly. Each National Federation may be represented at ~~any~~the General Assembly by another National Federation. A National Federation may not represent more than two (2) other National Federations at the General Assembly.
- 9.3** To the extent permitted in ~~its the~~ Internal Regulations of the FEI, the Bureau has the right to invite third parties to attend the General Assembly as observers or presenters.

### **Article 10. Functions and Powers**

- 10.1** The General Assembly has the following functions and powers:
- (i) To approve a Chair of the General Assembly, if required according to Article 15;
  - (ii) To elect the Scrutineers proposed by the Chair of the General Assembly;
  - (iii) To approve the Annual Report of the Bureau;
  - (iv) To approve the annual financial report and accounts and to receive the Auditor's report;
  - (v) To approve the membership of any prospective National Federation, or any associate membership;
  - (vi) To allocate any National Federation to any Regional Group;
  - (vii) To exclude a National Federation from membership or to ratify the Exclusion of a National Federation decided by the Bureau;
  - (viii) To recognize Associations of National Federations;
  - (ix) To approve the long-term and annual plans;
  - (x) To approve or change the Financial Charges of the National Federations;
  - (xi) To approve the budget for one (1) or more financial years;
  - (xii) To appoint the Auditors;
  - (xiii) To approve Equestrian Disciplines;
  - (xiv) To approve the Statutes and any amendment thereto;
  - (xv) To approve the General Regulations and any amendment thereto;
  - (xvi) To approve the Internal Regulations of the ~~Bureau~~FEI and any amendment thereto;

- (xvii) To approve the Procedural Regulations of ~~the~~ General Assembly and any amendment thereto;
- (xviii) To approve the Sport Rules and any amendment thereto, subject to Article 20.1. (vii);
- (xix) To approve the Internal Regulations of the Audit and Compliance Committee and any amendment thereto;
- (xx) To decide on any item put on the Agenda of ~~the~~ General Assembly;
- (xxi) To elect, when appropriate:
  - (a) The President;
  - (b) The Vice Presidents;
  - (c) The Chairs of the Technical Committees for\_Veterinary, Dressage, Jumping, Eventing, Driving and Endurance;
  - (d) The Group Chairs;
  - (e) The members of the Nominations Committee;
  - (f) The Chair and members of the Audit and Compliance Committee;
  - (g) The Chair and members of the FEI Tribunal.

~~(xxii)~~ To remove, if appropriate, any person elected above under Article 10.1 (xxi);

~~(xxiii)~~ To approve, when appropriate, the members of the FEI Solidarity Committee;

~~(xxiii)~~~~(xxiv)~~ To nominate arbitrators to the Court of Arbitration for Sport (CAS);

~~(xxiii)~~~~(xxv)~~ To discharge the Bureau and Secretary General of liability for their acts or omissions on an annual basis;

~~(xxiv)~~~~(xxvi)~~ To decide on the Dissolution of the FEI.

## **Article 11. Meetings**

**11.1** The FEI shall hold one (1) ordinary General Assembly every year.

**11.2** The FEI shall hold an additional extraordinary General Assembly at any time:

- (i) At the request of the Bureau;
- (ii) At the written request of at least three (3) Group Chairs acting together; or
- (iii) At the written request of one-fifth (1/5) of the National Federations acting together.

**11.3** The date and place of all General Assemblies shall be decided by the Bureau.

**11.4** Procedural Regulations of ~~the~~ General Assembly shall be established by the Bureau further to a proposal by the Secretary General for the approval of the General Assembly.

## **Article 12. Quorum**

**12.1** For any General Assembly to be validly convened and pass Resolutions, an Absolute Majority of all the National Federations must be present or represented. If such Quorum is not reached, the Bureau may convene another General Assembly with the same Agenda within thirty (30) days, in the same location or in Lausanne, Switzerland. Such General Assembly will be validly convened even if no Quorum is then reached.

## **Article 13. Agenda**

**13.1** The Bureau shall establish the Agenda. The Agenda for the annual ordinary General Assembly must include all relevant items listed in Article 10 and items submitted by any National Federation according to the Procedural Regulations of ~~the~~ General Assembly.

## **Article 14. Voting Rights**

**14.1** Each National Federation shall have one (1) vote. Each National Federation may also represent other National Federations within the limits set forth at Article 9.2 through a Power of Attorney.

**14.2** A Secret Ballot shall be compulsory for all contested Elections and for the Dissolution of the FEI.

**14.3** All other Decisions shall be taken by a show of hands, unless the Chair of the General Assembly or at least one quarter (1/4) of the National Federations present or represented requests a Secret Ballot.

**14.4** All Resolutions of the General Assembly shall require the Simple Majority of the cast votes, unless these Statutes provide for a Qualified Majority. Abstentions are not counted as cast votes.

**14.5** Voting by Proxy is not permitted except as provided under Article 9.2.

**14.6** The President shall have a Casting Vote in the event of a Deadlock.

## **Article 15. Chair**

**15.1** The Chair of the General Assembly shall be the President of the FEI or any other FEI officer or representative of a National Federation as nominated by the President and approved by the General Assembly.

**15.2** If the President is not present and has not delegated chairmanship, Article 15.1 shall apply to the First Vice President, or in his or her absence to the Second Vice President.

**15.3** Should none of the above persons be available, the General Assembly shall elect one (1) of the Members of the Bureau to act as Chair of the General Assembly.

#### **Article 16. Minutes**

**16.1** Minutes of ~~the~~any General Assembly shall be supervised by the Secretary General or his or her designee and approved by the Chair.

**16.2** The Minutes must record all Resolutions passed at ~~the~~a General Assembly and where applicable the dates on which they are to come into effect.

**16.3** Copies of the Minutes shall be made available to the National Federations no later than ten (10) weeks after ~~the~~a General Assembly.

#### **Article 17. Amendments to the Statutes, General Regulations, and Sport Rules**

**17.1** A Revision of the Statutes or the General Regulations shall occur:

- (i) At the request of the Bureau;
- (ii) At the written request of at least three (3) Group Chairs acting together; or
- (iii) At the written request of one-fifth (1/5) of the National Federations acting together.

**17.2** Amendments to the Statutes or General Regulations requested by National Federations outside of the scope of a Revision must be Supported by the Bureau.

**17.3** Amendments to the Statutes must be approved by a two-third (2/3) majority of all cast votes. Abstentions are not counted as cast votes.

**17.4** Amendments to the Sport Rules are proposed by:

- (i) ~~The~~FEI Headquarters ~~in cooperation~~ with the Support of the relevant Technical Committee through the Chair; and/or
- (ii) A National Federation.

#### **Article 18. Dissolution of the FEI**

**18.1** A Resolution to dissolve the FEI must be approved by a three-quarter (3/4) majority of all cast votes. Abstentions are not counted as cast votes.

**18.2** Should the FEI be dissolved, its assets shall be distributed among the National Federations after payment of all debts, as decided by the General Assembly.

## **CHAPTER IV      BUREAU**

### **Article 19. Composition of the Bureau**

**19.1** The Bureau is composed of:

- (i) The President;
- (ii) The First and Second Vice Presidents;
- (iii) The Chairs of the Technical Committees for Dressage, Jumping, Eventing, Driving, Endurance and Veterinary (Technical Chairs);
- (iv) The Chairs of the Regional Groups (Group Chairs);
- (v) The Chair of the Audit and Compliance Committee, without a vote;
- (vi) The Chair of the Athletes' Committee.

**19.2** Excluding the President-, ~~the Chair of the Athletes' Committee,~~ and non-voting members, there may not be more than two (2) members from the same National Federation.

**19.3** The General Assembly shall strive to have the Bureau composed of a minimum of twenty percent (20%) of women.

**19.4** No individual may simultaneously hold the positions of Group Chair and Technical Chair.

**19.5** Members shall begin their Terms at the close of the General Assembly at which they are elected and remain in office for a period of four (4) years, to conclude at the end of their fourth annual ordinary General Assembly, unless they resign, are dismissed by the General Assembly or cease to be members for any other reason.

**19.6** No Bureau member may serve more than two (2) consecutive full Terms in the same function. A Bureau member does not represent the interests of a National Federation.

**19.7** In the case of a vacancy arising for any reason other than the normal ending of a Term of office, the person elected to fill the vacancy shall serve for the remainder of the original Term. Filling a vacancy for any period of less than three (3) years does not count as a full Term.

**19.8** Membership of the Bureau is honorary and carries no remuneration. Reasonable Expenses incurred while fulfilling the functions of a Bureau member shall be reimbursed by the FEI.

**19.9** In the event a Bureau member is unable to complete a Term, the Bureau seat will remain vacant until the next General Assembly at which elections can be held.

## **Article 20. Functions and Powers**

**20.1** The Bureau shall decide on all matters not otherwise reserved to another body of the FEI. Without limitation to the generality of the foregoing, the Bureau shall have the following functions and powers:

- (i) To define the general strategy, business and sport policy of the FEI;
- (ii) To monitor and assess the performance of ~~Management of the FEI~~ Headquarters against goals established together with the Secretary General and the President;
- (iii) To recommend the budget for the approval by the General Assembly;
- (iv) To monitor the implementation of the Resolutions of the General Assembly;
- (v) To propose items for the Agenda of the General Assembly according to Article 13;
- (vi) To propose amendments to the Statutes and General Regulations;
- (vii) To approve the Sport Rules (a) that cannot await the next General Assembly and are required by the IOC and (b) Sport Rules for Series;
- (viii) To consider and, when appropriate, approve proposals of the Standing Committees, including but not limited to the grant of organization rights to International FEI Events;
- (ix) To establish the Regulations governing the internal organization and functioning of the Bureau, Headquarters and Committees further to Article 20.2, and any amendment thereto;
- (x) To appoint eligible Candidates as members of the Technical Committees ~~further to recommendation by the Nomination Committee, including, excluding~~ Chairs who are ~~not~~ elected by the General Assembly;
- (xi) To remove members of Standing Committees further to Article 29.12.
- (xii) To approve the appointment of the Secretary General further to Article 22.4;
- (xiii) To set deadlines for submission of candidacies to positions on the Bureau and Committees.

**20.2** The Bureau can delegate its function and powers to internal Committees of the Bureau, individual members of the Bureau or third parties, including the Secretary General. To this effect, the Bureau will establish Internal Regulations of the ~~Bureau~~FEI delineating any such Delegation. Such Internal Regulations shall also reflect the structure, composition, and responsibilities of the professional ~~FEI-M~~management at Headquarters based upon a proposal of the Secretary General. These Internal Regulations are effective once adopted by the Bureau, and whenever amended are submitted at the next ordinary General Assembly for approval.

**20.3** The Bureau shall establish a Sub-Committee that shall act on behalf, and under the authority of the Bureau between meetings of the Bureau. This Sub-Committee shall be called the Executive Board.

**20.4** In an Emergency Situation, the Bureau may, by a two-thirds (2/3) majority of votes cast, pass Resolutions which are normally the prerogatives of the General Assembly. In such cases, the National Federations shall be notified promptly of these measures. If a majority of the National Federations eligible to vote, responding within thirty (30) days of the date of the notice, signifies its disapproval, the measure shall be rescinded if possible.

## **Article 21. Meetings**

**21.1** The Bureau shall meet at least twice a year. Additional meetings of the Bureau may be convened at the request of the President or two-thirds (2/3) of its members. The Internal Regulations of the ~~Bureau~~FEI will set out the procedures for convening and holding the meetings of the Bureau.

**21.2** The President shall chair the meetings of the Bureau, or may delegate chairmanship to another Bureau member. If the President is not present and has not delegated chairmanship, Article 15 shall be applied to establish the Bureau meeting Chair in the same manner as it would be applied to the General Assembly.

**21.3** Unless specified otherwise in Article 19, each member of the Bureau shall have one (1) vote. Members of the Bureau cannot vote by Proxy. All matters shall be decided by a show of hands or verbal votes unless two (2) members request a Secret Ballot. The President shall have a Casting Vote in the event of a Deadlock.

**21.4** The passing of Resolutions by the Bureau shall require the approval of a Simple Majority of the members of the Bureau who are present. Members who abstain from voting will not be counted.

**21.5** Resolutions of the Bureau may also be passed by correspondence provided that a majority of the members of the Bureau accept such Resolutions and provided that three (3) or more of them do not require a formal Bureau meeting to discuss.

**21.6** Minutes of all meetings shall be supervised by the Secretary General.

**21.7** The President may invite to the Bureau one (1) or more experts in a consultative capacity. The Chair of the FEI Tribunal ~~shall~~may be invited to attend meetings, without a vote.

**21.8** Bureau meetings may validly be held via videoconference or conference call when appropriate. Those attending a videoconference or conference call are deemed to be present.

## **Article 22. President and Vice Presidents**

**22.1** The President is responsible for ensuring that the purposes and principles of the FEI are observed and for the general supervision of its activities.

**22.2** The President represents the FEI, chairs the General Assembly and the Bureau according to Articles 15 and 21, and decides on the timing and Agendas of Bureau meetings.

**22.3** The President shall maintain close contact with the National Federations and with the various constituencies of the FEI in its relationship with other sports, the IOC and other organizations and individuals as appropriate. The President is the ultimate head of the FEI.

**22.4** The President nominates the Vice Presidents for Election by the General Assembly according to Article 10.1, and appoints the Secretary General with the approval of the Bureau according to Article 20.1.

**22.5** The Vice Presidents shall cooperate with the President according to a Delegation of duties established by the President and set forth in the Internal Regulations of the ~~Bureau~~FEI.

**22.6** The President and Vice Presidents may attend meetings of all Standing Committees, without a vote.

## **Article 23. Technical Chairs, Group Chairs**

**23.1** The Technical Chairs represent their Committees and thereby the interests of their given Discipline.

**23.2** The Group Chairs represent their respective Regional Groups and thereby the interests of the National Federations within their Groups.

**23.3** The Technical Chairs and Group Chairs shall abide by the Internal Regulations of the ~~Bureau~~FEI.

**Article 24. -Election of Bureau Members**

- 24.1** All candidates for Bureau membership must be proposed by and have the Support of their respective National Federations, with the exception of the Chair of the Athletes' Committee who may be proposed by any entity or person officially recognized by the FEI but must still be Supported by his or her National Federation which cannot unreasonably withhold its Support.
- 24.2** The President shall be elected by a two-thirds (2/3) majority of votes cast. Abstentions are not counted as cast votes. In the event multiple Ballots are necessary under Article 24.4, a Simple Majority shall be sufficient for Election on the third Ballot, or on the second if only two (2) Candidates remain.
- 24.3** All other Bureau members shall be elected by a Simple Majority. Abstentions are not counted as cast votes.
- 24.4** When there are multiple Candidates and none receives the necessary majority, the Candidate with the least number of votes received shall be removed from the list of Candidates and another Ballot shall be held. This procedure shall be repeated until a Candidate receives the necessary majority.
- 24.5** If no Candidate receives the necessary majority for a given position, the Bureau shall nominate one (1) or more alternative Candidates for that position prior to the close of the relevant General Assembly session, unless the position is for Group chairmanship and concerns a Candidate nominated by the applicable Group under Article 24.10, in which case the National Federations in that Group will nominate one (1) or more alternative Candidates through their delegates before the close of the session.
- 24.6** Candidates for the position of First Vice President shall be voting Bureau members proposed by National Federations. The President shall select a Candidate for Election by the General Assembly.
- 24.7** Candidates for the position of Second Vice President shall have proven knowledge and experience of Equestrian Support and shall be proposed by National Federations or by the Bureau, and shall not be a non-voting Bureau member. The President shall select a Candidate for Election by the General Assembly. The Second Vice President shall not be from a National Federation that belongs to Groups I, II or IV if the First Vice President belongs to one (1) of these Groups.
- 24.8** Upon Election or re-Election of a President, the Vice Presidents in office must resign. Candidates for vice presidential positions must be proposed for Election during the same General Assembly which elected the President.

**24.9** Candidates for positions as Technical Chairs shall be proposed by National Federations, Bureau or Technical Committees and shall be evaluated by the Nominations Committee.

**24.10** Candidates for positions as Group Chairs shall come from a National Federation within their respective Group and shall be evaluated by the Nominations Committee. Thereafter, if a Candidate for chairmanship is nominated by a two-thirds (2/3) majority of the National Federations within the Group, that Candidate shall be the sole Candidate presented to the General Assembly for Election.

**24.11** A Group Chair may be removed from chairmanship on the proposal of a National Federation from the respective Group supported by two-thirds (2/3) of the National Federations in the Group.

**Article 25. Representation of the FEI**

**25.1** The President shall represent the FEI on all appropriate official occasions. In the absence of the President, the Vice Presidents or the Secretary General may represent the FEI. The President may further authorize any other qualified persons to officially represent the FEI.

## CHAPTER V HEADQUARTERS

### Article 26. Secretary General

**26.1** The Secretary General is the ~~e~~Chief ~~e~~Executive ~~e~~Officer of the FEI and reports to the President, and through the President to the Bureau and the General Assembly. The Secretary General is appointed by the President with the approval of the Bureau, and attends meetings of the Bureau without a vote. The Secretary General may attend any meeting of any FEI body *ex officio*, without a vote.

**26.2** The Secretary General is responsible for the following:

- (i) The management of the general business of the FEI, including financial and commercial issues within the scope of the FEI Budget, in compliance with the Internal Regulations of the FEI;
- (ii) The leadership of the Headquarters FEI management and its staff;
- (iii) The implementation of the Policies and Decisions of the Bureau and General Assembly;
- (iv) The preparation and presentation of the long-term and annual plans;
- (v) The preparation and presentation of the budget;
- (vi) The approval of the Calendar of Events;
- (vii) The promotion of good communications and relations between the Headquarters, the National Federations and other relevant organizations;
- (viii) The development of Horsesport-Equestrian Sport with the aim of meeting the requirements of the IOC and ~~of~~ National Federations;
- (ix) The observance of the Statutes, General Regulations, Sport Rules and Procedural Regulations of ~~the~~ General Assembly;
- (x) The preparation of the Annual Report and other publications, and the distribution of all relevant material to National Federations and other appropriate parties;
- (xi) The correspondence of the FEI and the execution of formal documents other than those that need to be executed by the President according to the Internal Regulations;
- (xii) The arrangements for taking the Minutes of all sessions and meetings of the Bureau; ~~and~~
- (xiii) Other duties as delegated by the Bureau.

### Article 27. Headquarters Management and Staff

**27.1** The structure and organization of the Headquarters and the composition and tasks of the Management shall be provided for in the Internal Regulations of the ~~Bureau~~FEI further to a proposal of the Secretary General.

**27.2** The Secretary General, ~~M~~management and staff shall abide by the Internal Regulations of the FEI.

## **CHAPTER VI      REGIONAL GROUPS**

### **Article 28. Composition and Functions**

**28.1** Regional Groups are established for the following purposes:

- (i) To promote and coordinate the development and the activities of Equestrian Sport within the Group area;
- (ii) To deal with matters of common interest of the National Federations in their Group and to bring them to the attention of the Bureau and General Assembly; and
- (iii) Through their National Federations, to present the Nominations s Committee with eligible Candidates for eligibility election and/or appointment to ~~serve on~~ Standing Committees.

**28.2** Regional Chairs report to the Bureau.

**28.3** The General Assembly shall be responsible to decide on any change to the Group composition or the number of Groups based on recommendations of the Bureau.

**28.4** The grouping of National Federations does not affect in any other way their membership of the FEI according to these Statutes.

## CHAPTER VII COMMITTEES

### Article 29. Standing Committees

**29.1** Standing Committees are the following:

- (i) Audit and Compliance Committee;
- (ii) Nominations Committee;
- (iii) Technical Committees for:
  - (a) Veterinary
  - (b) Dressage
  - (c) Jumping
  - (d) Eventing
  - (e) Driving
  - (f) Endurance
  - (g) Vaulting
  - (h) Reining
  - (i) Para-Equestrian
  - (j) Medical
- (iv) Athletes' Committee; and
- (v) FEI Solidarity Committee

**29.2** The Bureau may establish Competition Committees for specific Event Series or Competitions.

**29.3** Standing Committees shall include a minimum of three (3) members including the Chair of the Committee and shall be composed as set forth in the Internal Regulations of the Bureau FEI, to include individuals with appropriate skills and experience.

**29.4** The Standing Committees shall report to the Bureau through their Chair, unless the Chair or his or her deputy is not present, in which case the given Committee shall report through the Secretary General.

**29.5** No person, except members of the Athletes' Committee, may serve on more than one (1) Standing Committee at the same time. Members of the Athletes' Committee may not serve on more than two (2) Standing Committees at the same time.

**29.6** The Appointment to any Standing Committee is for a Term of four (4) years, is honorary and carries no remuneration. Reasonable Expenses incurred while fulfilling the functions of a member of such Standing Committee shall be met by the FEI.

**29.7** Unless otherwise specified, any member of a Technical Committee who has served one (1) Term may not serve another Term in the same Committee without a break of at least two (2) years, unless ~~athe~~ member becomes Chair. Filling a vacancy for any period of less than three (3) years does not count as a full Term. Any Chair of a Technical Committee who has served two (2) Terms may not serve another Term in the same Committee without a break of at least two (2) years.

**29.8** Standing Committees shall meet at least once a year. Any further meeting shall be approved by the Secretary General.

**29.9** The Minutes of all Standing Committee meetings shall be made available to the Bureau and National Federations.

**29.10** Candidates to any Standing Committee can be proposed by such Standing Committee, the Bureau or National Federations, or, in the case of representatives of Athletes and Organizers, by the relevant FEI-recognized international Association.

**29.11** All ~~Ce~~andidates must have the Support of their National Federation.

**29.12** A Committee member may be removed by the Bureau on the proposal of two-thirds (2/3) of the members of the given Committee further to Article 20.1 (xi).

**Article 30. Nominations Committee**

~~29.12~~**30.1** ~~\_\_\_\_\_~~The Nominations Committee shall seek and receive nominations from National Federations for all positions on the Bureau, Committees, and the FEI Tribunal, and make recommendations to the Bureau and/or General Assembly, as appropriate based on objective eligibility criteria for each positions provided by the Secretary General. It shall report to the Bureau.

~~29.13~~**30.2** ~~\_\_\_\_\_~~The composition and procedures of the Nomination Committee are set forth in the Internal Regulations of the Bureau.

~~Article 30~~**Article 31. Audit and Compliance Committee**

~~30.1~~**31.1** ~~\_\_\_\_\_~~The Audit and Compliance Committee shall have direct oversight responsibilities for internal control, internal audit, external Auditors and compliance with Statutes, Internal Regulations, Policies and procedures. It shall report to the General Assembly, and to the Bureau through its Chair.

~~30-231.2~~ The Audit and Compliance Committee shall be composed of three (3) members including its Chair, who collectively shall have appropriate experience in audit, compliance, finance, management and administration.

~~30-331.3~~ Members of the Audit and Compliance Committee shall not serve on other Committees or hold another position within the Bureau or Headquarters, and shall not serve more than two (2) consecutive Terms without a break of two (2) years. Filling a vacancy for any period of less than three (3) years does not count as a full Term.

~~30-431.4~~ The Audit and Compliance Committee shall issue Internal Regulations setting forth its organization and processes compatible with established auditing principles and standards, for approval by the General Assembly according to Article 10.1 (xix). These Internal Regulations are effective once adopted by the Audit and Compliance Committee, and whenever amended are submitted at the next ordinary General Assembly for approval.

#### ~~Article 31~~ **Article 32. Technical Committees**

~~31-132.1~~ The Technical Committees shall advise Headquarters on the following matters:

- (i) Amendments to the relevant Sport Rules;
- (ii) Management of International Events in their respective Discipline(s);
- (iii) Development of their respective Discipline(s);
- (iv) Appointment, promotion and education of FEI Officials;
- (v) For Olympic Disciplines, the development of Olympic Solidarity programs;
- (vi) Any advice requested by Headquarters.

~~31-232.2~~ Technical Committees shall include individuals with skills and experience in the following, as appropriate: competition, judging, Event organization, training, and course designing.

~~31-332.3~~ The Technical Committees shall in cooperation with Headquarters prepare every year an annual activity plan to be submitted to the Bureau, and shall report to it annually on progress.

~~31-432.4~~ The Technical Committees shall conduct any other tasks assigned to them by the Bureau, as reflected in the Internal Regulations of the ~~Bureau~~ FEI.

#### **Article 33. FEI Solidarity Committee**

~~33.1~~ The FEI Solidarity Committee is constituted to further the goals and objectives of FEI Solidarity as per Chapter VIII of these Statutes. The appointment of any person to the FEI Solidarity

Committee is for a Term of one (1) year. Members of the FEI Solidarity Committee may serve a maximum of four (4) Terms of one (1) year each. The President shall be the Chair of the FEI Solidarity Committee.

**Article 32: Article 34. Other Committees and Sub-Committees**

**32.134.1** The Bureau may establish temporary Committees for particular purposes. The Bureau shall appoint the Chair and members, define the terms of reference and decide the date when any such Committee shall make its report. Any such Committee shall consist of not more than five (5) and not less than three (3) members, including the Chair. A Bureau member who is appointed to any such Committee shall automatically become the Chair of such Committee.

**32.234.2** The Bureau may appoint Sub-Committees for the purpose of assisting any of the Standing Committees. Sub-Committees shall be composed of a Chair and two (2) to four (4) other members.

**32.334.3** The appointment to any Committee or Sub-Committee is honorary and carries no remuneration. Reasonable expenses incurred while fulfilling the functions of a member of such Committee or Sub-Committee shall be met by the FEI.

## **CHAPTER VIII FEI SOLIDARITY**

### **Article 35. Aim and Objectives of FEI Solidarity**

**35.1** The aim of FEI Solidarity is to organise assistance to National Federations, in particular those which have the greatest need. This assistance takes the form of programmes elaborated jointly by the FEI and the National Federations.

**35.2** The objectives of the programmes adopted by FEI Solidarity are:

- (i) to promote the Fundamental Principles of Equestrian Sportism;
- (ii) to assist the NFs in the preparation of their Athletes and Teams for their participation in FEI Competitions;
- (iii) to develop the technical sports knowledge of Athletes and coaches;
- (iv) to improve the technical level of Athletes and coaches in cooperation with NFs, including through scholarships;
- (v) to train sports administrators;
- (vi) to collaborate with organisations and entities pursuing such objectives, particularly through FEI education and the propagation of Equestrian Sport;
- (vii) to create, where needed, simple, functional and economical equestrian sports facilities in cooperation with national or international bodies;
- (viii) to support the organisation of competitions at national, regional and continental level under the authority or patronage of the NFs and to assist the NFs in the organisation, preparation and participation of their delegations in regional and continental Games;
- (ix) to encourage joint bilateral or multilateral cooperation programmes among NFs;
- (x) to urge governments and international organisations to include Equestrian Sport in official development assistance.

Such programmes are administered by the FEI Solidarity Committee.

~~CHAPTER VIII~~ **CHAPTER IX** FEI TRIBUNAL, COURT OF ARBITRATION  
FOR SPORT, AND ETHICS PANEL AND ARBITRATION

~~Article 33~~ **Article 36.** FEI Tribunal

~~33-136.1~~ Subject to Articles ~~34~~36.2 and ~~34~~36.4, the FEI Tribunal shall decide all cases submitted to it by or through the Secretary General, whether Appeals from or matters not otherwise under the jurisdiction of the Ground Jury or Appeal Committee. These cases may be:

- (i) Any infringement of the Statutes, General Regulations, Sport Rules, or Procedural Regulations of ~~the~~ General Assembly or of violation of the common principles of behavior, fairness, and accepted standards of sportsmanship, whether or not arising during ~~an~~ FEI meeting or Event;
- (ii) Any issue of interpretation of the Statutes, General Regulations, and Sport Rules;
- (iii) Notwithstanding anything to the contrary in this Article, the FEI Tribunal may review and decide upon any matter involving abuse of horses.

~~33-236.2~~ Civil actions against the FEI shall be brought before the courts of competent jurisdiction in Lausanne, Switzerland, subject to the matters which shall be referred to arbitration under the Statutes.

~~33-336.3~~ All disputes shall be settled in accordance with Swiss law.

~~33-436.4~~ Minor cases as determined from time to time by the FEI Tribunal may be administratively processed by the Headquarters as set forth in the FEI Tribunal's Internal Regulations ~~further to Article 34.5~~. Any person subject to such a process may elect not to accept its resulting measures and may require a Decision on the matter by the FEI Tribunal. Once accepted, ~~A~~ administrative Measures are final and not subject to Appeal.

~~33-536.5~~ The FEI Tribunal shall issue Internal Regulations setting forth its organization and processes compatible with established principles of procedural fairness.

~~33-636.6~~ The FEI Tribunal shall be composed of a Chair and a minimum of six (6) other members, each with legal expertise and appropriate knowledge and experience of Equestrian Sport.

~~33-736.7~~ The Chair and members of the FEI Tribunal are elected for Terms of four (4) years and are re-eligible, but may not serve more than two (2) consecutive full Terms. Any member who leaves the FEI Tribunal further to an election may remain on the Tribunal for a maximum of three (3) months from the election for the sole purpose of finalizing the decisions in cases being heard by panels on which he or she sits.

~~33-836.8~~ Candidates for the Chair and membership must have the Support of their National Federation.

~~33-936.9~~ The Chair of the FEI Tribunal may advise the Bureau and other bodies of the FEI to the extent it does not represent a conflict of interest.

~~Article 34.~~**Article 37. Arbitration, Court of Arbitration for Sport (CAS)**

~~34-137.1~~ The Court of Arbitration for Sport (CAS) shall judge all Appeals properly submitted to it against Decisions of the FEI Tribunal, as provided in the Statutes and General Regulations.

~~34-237.2~~ Any dispute between National Federations or between any National Federation and the FEI, which falls outside the jurisdiction of the FEI Tribunal shall be settled definitively by the CAS in accordance with the CAS Code of Sports-related Arbitration.

~~34-337.3~~ Provided both the FEI and the other party or parties agree, any dispute (excluding violations of the FEI Equine Anti-Doping and Controlled Medication Regulations) may bypass the FEI Tribunal and be submitted directly to CAS and settled definitively by the CAS in accordance with the CAS Code of Sports-related Arbitration.

~~34-437.4~~ The parties concerned acknowledge and agree that the seat of the CAS is in Lausanne, Switzerland, and that proceedings before the CAS are governed by Swiss Law.

~~34-537.5~~ Notwithstanding anything to the contrary in the CAS Code of Sports-related Arbitration, no evidence discoverable by due diligence during proceedings before the FEI Tribunal may be brought before the CAS on Appeal. If any such evidence is produced after a Decision is issued by the FEI Tribunal, it must first be produced to the FEI Secretary General before all legal remedies are exhausted within the meaning of the CAS Code of Sports-related Arbitration. Any such additional evidence produced post-Decision may be the subject of additional proceedings and penalties.

~~34-637.6~~ The General Assembly may propose Candidates to the CAS to be included on the CAS list of Arbitrators in accordance with the CAS Code of Sports-related Arbitration.

~~Article 35.~~**Article 38. Reprieve**

~~35-138.1~~ The President may reduce or remit any Suspension of more than one (1) year upon any person or organization, upon a written request of the interested parties and after consultation with the relevant body of the FEI, if at least half of the period of Suspension has been completed, or five (5) years in case of Suspension for life.

~~Article 36~~**Article 39. Penalties and Enforcement**

~~36.139.1~~ The regime of penalties is set forth in the General Regulations and/or applicable Sport Rules.

~~36.239.2~~ All penalties imposed by a competent body of the FEI or the CAS shall be accepted by all National Federations and enforced by the FEI and all National Federations concerned.

~~36.339.3~~ All penalties validly imposed by National Federations which relate to participation in International Events and activities under the jurisdiction of the FEI shall be recognized and enforced by the FEI and all National Federations.

~~Article 37~~**Article 40. Ethics Panel**

~~37.140.1~~ Without limitation to the jurisdiction of the FEI Tribunal, Ground Jury, or Appeal Committee, an Ethics Panel may be convened *ad hoc* to deal with breaches of the FEI Code of Ethics or any other matter that may bring the sport into disrepute.

~~37.240.2~~ An Ethics Panel is selected by the President and consists of a minimum of three (3) members, to include whenever appropriate one (1) member of the FEI Tribunal. If the circumstances so require, an Ethics Panel may be selected in turn by the First Vice President, Second Vice President or Chair of the FEI Tribunal.

~~37.340.3~~ An Ethics Panel investigates and assesses the given situation and recommends a course of action to the President, or other relevant individual in Article 38.2, to include a hearing by an appropriate body if necessary.

**CHAPTER X EQUESTRIAN COMMUNITY INTEGRITY UNIT**

**Article 41. Equestrian Community Integrity Unit**

41.1 The Equestrian Community Integrity Unit ("ECIU") is officially established under these Statutes.

41.2 The ECIU is an Independent Body with its chairperson reporting directly to the FEI President or his or her designee(s).

41.3 The ECIU is a mechanism to protect integrity principles within the equestrian community, including, but not limited to, the "Clean Sport" programme and betting or corruption risks. It will be responsible for investigating any integrity issues related to the FEI, Headquarters, and all

bodies whether volunteer or not. It will also maintain a review power, as needed, over the General Assembly, FEI Bureau, and FEI Executive Board.

41.4 In any case under investigation that involves the President, the ECIU will report directly to the FEI Bureau. In any case under investigation that involves an FEI Bureau or FEI Executive Board member, the ECIU will report to the President and the FEI General Assembly.

## ~~CHAPTER IX~~ **CHAPTER XI GENERAL**

### ~~Article 38~~ **Article 42. Official Languages**

~~38.1~~ **42.1** English and French shall be the official languages of the FEI.

~~38.2~~ **42.2** Official documents, Minutes, Agendas, and publications may be in one (1) or both languages.

~~38.3~~ **42.3** The English text of all documents shall be the authoritative version for legal purposes.

### ~~Article 39~~ **Article 43. Correspondence**

~~39.1~~ **43.1** All correspondence to the FEI should be addressed to ~~the~~ FEI Headquarters and always whenever appropriate through the relevant National Federation. When appropriate, correspondence from ~~the~~ FEI Headquarters must be addressed or copied to the relevant National Federations.

~~39.2~~ **43.2** All correspondence to or from the Headquarters must be in one (1) of the official languages of the FEI or be accompanied by a translation ~~into~~ one (1) of the official languages upon request.

### ~~Article 40~~ **Article 44. Official Communications, Deadlines**

~~40.1~~ **44.1** Decisions rendered or notices given by a body of the FEI or its members may be communicated by any appropriate mode of communication, including but not limited to the use of electronic networks, and shall be binding upon delivery.

~~40-244.2~~ Deadlines for notification of dates, submissions of Agenda items, candidacies, Proxies and other relevant items are set forth in the Procedural Regulations of ~~the~~ General Assembly.

~~Article 41-Article 45.~~ **Financial Year**

The financial year shall be from 1 January to 31 December.

~~Article 42-Article 46.~~ **Scope, Conflicts of Rules and Omissions**

~~42-146.1~~ These Statutes, the General Regulations and any Sport Rules or Internal Regulations or Procedural Regulations of ~~the~~ General Assembly promulgated thereunder shall apply to all persons and bodies involved in the activities of the FEI by virtue of their involvement, including without limitation National Federations, Organizing Committees, horse Owners, Athletes, Persons Responsible, FEI Officials and team officials.

~~42-246.2~~ Should there be any conflict between the Statutes and the General Regulations, Internal Regulations or Procedural Regulations of ~~the~~ General Assembly, the Statutes shall prevail.

~~42-346.3~~ Should there be any conflict between the General Regulations and other Sport Rules, the General Regulations shall prevail, unless specified otherwise in the Sport Rules.

Should there remain any omission in the Statutes, General Regulations, Internal Regulations or Procedural Regulations of ~~the~~ General Assembly, they shall be interpreted in a manner compatible to the fullest extent with Articles 1 and 2 of these Statutes, and any other relevant provisions of the applicable documents.

~~Article 43-Article 47.~~ **Transitory Provisions**

~~43-147.1~~ These Statutes shall come into force immediately following ~~the~~ General Assembly session at which they are adopted.

~~43-247.2~~ The terms of members of Committees in existence upon adoption of these Statutes continue unchanged.

~~47.3~~ At the extraordinary General Assembly to be held on 6 May 2011 in Lausanne, the Executive Board will nominate, with the Support of the FEI Bureau, an Athlete to Chair the former FinanceAthletes' Committee shall serve any remainder of their terms out on for an initial Term following the Audit and Compliance Committee. A Chair of the Audit and Compliance Committee

~~shall be elected after adoption of these Statutes, subject to the approval of the General Assembly.~~

~~43.347.4~~ ~~At the extraordinary General Assembly to be held in Lausanne on 6 May 2011, the President shall appoint the members of the first FEI Solidarity Committee. Thereafter, the President shall appoint the members of the FEI Solidarity Committee, as applicable, for approval by the General Assembly.~~

~~43.4~~ ~~The former Strategic Planning Committee is dissolved.~~

~~43.5~~ ~~The members of the former Judicial Committee shall serve any remainder of their terms out on the Tribunal, which succeeds the Judicial Committee in its role.~~

~~44.6~~ ~~The Scrutineers of the 2009 Ordinary General Assembly shall perform a draw to determine the different Terms among the members of the initial Dressage Committee.~~

## DEFINITIONS

**Absolute Majority:** Majority (one-half -1/2- plus one -1-) of the total number of parties entitled to vote, including those absent and those present but not voting.

**Abstention:** Participant in a vote who does not cast a Ballot, casts a blank Ballot or casts a Ballot marked with an intent to abstain.

**Administrative Measures:** Measures taken by the FEI Headquarters further to Policy approved by the relevant FEI body, such as but not limited to sanctions on minor judicial cases administered in accordance to the FEI Tribunal's Internal Regulations.

**Agenda:** A document containing all relevant items to be discussed at a meeting.

**Annual Membership Subscription Fee:** A mandatory financial charge to be paid each year by National Federations to be entitled to full FEI membership rights.

**Annual Report:** A yearly publication depicting the FEI's activities, development and financial statement.

**Appeal:** A proceeding in which a case is brought before a higher body for review of a lower body's judgment for the purpose of convincing the higher body that the lower body's judgment was incorrect.

**Appeal Committee:** Appeal body dealing with Appeals against Decisions of the Ground Jury, protests addressed or referred to it by the Ground Jury, and all cases which are beyond the competence of the Ground Jury.

**Appointment:** The act of designating someone for an office or position.

**Approval:** The formal act of accepting.

**Association:** An organized body of people (or other bodies) who have an interest, activity, or purpose in common.

**Athlete:** Any person taking part in an FEI Event. Such person may be, including but not limited to a rider, a lunger, or a vaulter.

**Auditor:** Qualified accountant who inspects the accounting records and practices of an organization.

**Ballot:** The voting process by which a choice is made between Candidates in an Election.

**Calendar:** The official FEI Calendar specifying all FEI Events and dates and approved by the Secretary General, as set forth in the General Regulations.

**Candidate:** A person who stands for Election or Appointment.

**Casting Vote:** A vote given to the President in order to break a Deadlock.

**Chair:** A person who holds a position of authority within a Committee or at the General Assembly.

**Committee:** A group of persons officially appointed or elected to perform a function within the FEI.

**Competition:** A competition as defined in the General Regulations.

**Court of Arbitration for Sport (CAS):** Impartial and independent arbitration body who shall be the final authority for Appeals against Decisions of the FEI Tribunal or for any dispute between National Federations or between any National Federation and the FEI, which falls outside the jurisdiction of the FEI Tribunal.

**Deadlock:** An equality of votes.

**Decision:** An authoritative determination reached or pronounced after consideration of facts and/or law.

**Delegation:** Assignment of authority and responsibility to another person or body to carry out specific activities.

**Discipline:** The term "Discipline" refers to any Equestrian Discipline approved by the General Assembly, such as Dressage, Jumping, Eventing, Driving, Endurance, Vaulting, Reining, and Para-Equestrian.

**Dissolution:** Termination of existence as a legal entity.

**Election:** Formal process by which voters make their choice on a Candidate for office.

**Eligibility:** Qualified or entitled to be chosen.

**Emergency Situation:** A serious situation or occurrence that happens unexpectedly and clearly requires immediate action.

**Equestrian Disciplines:** International Events in Dressage, Jumping, Eventing, Driving, Endurance, Vaulting, Reining, Para-Equestrian and any other form of equestrian sport approved by the General Assembly

**Ethics Panel:** A group of persons that may be convened *ad hoc* and selected by the President or by the Secretary General to deal with breaches of the FEI Code of Ethics or any other matter that may bring the sport into disrepute.

**Event Series:** A number of competitions held successively at different Events and the results of which lead to a final classification or qualify horses and/or Athletes for a final Event or Competition or prize.

**Event:** An event as defined in the General Regulations.

**Ex officio:** By virtue of an office or position.

**Exclusion:** The act of forcing out someone or a body.

**Executive Board:** A Sub-Committee established by the Bureau that acts on the Bureau's behalf, and under its authority between meetings of the Bureau pursuant to a mandate agreed by the Bureau.

**Expenses:** Charges and attendant Expenses such as but not limited to meals, lodging or transportation Expenses incurred while fulfilling a function for the FEI.

**FEI Budget:** An itemized forecast of the FEI's income and expenses expected for one (1) or more financial

years.

**FEI Tribunal:** Highest judicial body within the FEI to decide on cases whether appeals from or matters not otherwise under the jurisdiction of the Ground Jury or Appeal Committee.

**Financial Year:** A twelve (12) months period from 1 January until 31 December used for accounting purposes.

**General Assembly:** The supreme authority of the FEI in which each National Federation is represented and has one (1) vote whether at the ordinary annual meeting or an extraordinary General Assembly.

**General Regulations:** The General Regulations govern the conduct of all International equestrian Events organized by National Federations or by or on behalf of the FEI.

**Ground Jury:** Competent authority to deal with all protests and reports which relate to anything occurring during or in direct connection with an Event and are presented within the period of jurisdiction the Ground Jury as defined in the General Regulations.

~~**Headquarters:** Seat of the FEI where FEI Management and staff are located~~The Secretary General, management and staff of the FEI.

~~**HM King Hussein I Building:** Seat of the FEI where the Secretary General, management and staff of the FEI are located.~~

~~**HorseshornHorse Sport or Equestrian Sport:** All Equestrian Disciplines governed and approved by the FEI.~~

~~**Independent Body:** An Independent Body is separate and apart from the FEI, Bureau, General Assembly, Headquarters, and/or any other FEI organisation or entity.~~

**Internal Regulations:** Written document setting out the delegation of the functions and powers of a body of the FEI.

**International Event:** An Event defined as such in the General Regulations.

~~**International Olympic Committee (IOC):** International non-governmental and non-profit organization responsible to supervise the organization of the Olympic Games.~~

~~**Management:** The professional management team including the Secretary General and those appointed by the Secretary General to lead the FEI staff.~~

**Minutes:** Official record of the proceedings of a meeting.

**National Event:** An Event defined as such in the General Regulations.

**National Federation:** The one national governing body from any country which is effectively in control of or is in a position to effectively control at least the Olympic Equestrian Disciplines and preferably recognized by its National Olympic Committee and approved by the General Assembly of the FEI.

**Official:** A person appointed by the FEI or by an Organizing Committee and/or National Federation to perform a specifically defined officiating duty at an FEI Event.

~~**Organizer, Organizing Committee:** Any organization, group, society, body, or person which is recognized by the applicable National Federation and held to be responsible for the management of any Event.~~

**Owner:** Person or entity having a property interest in whole or in part of one (1) or more horses.

**Person Responsible:** Person who has legal responsibility for a horse as defined in the General Regulations.

**Policy:** A required process or procedure within the FEI.

**Power of Attorney (or Proxy):** A written instrument containing the authorization to act for another.

~~**President:** A person elected by the General Assembly who is responsible for ensuring that the purposes and principles of the FEI are observed and for the general supervision of its activities, and who represents the FEI, chairs the General Assembly and the Bureau according to the Statutes.~~

**Procedural Regulations of the General Assembly:** Regulations governing the practical aspects of convening and holding a General Assembly and of voting on resolutions brought before it.

**Qualified Majority:** two-thirds (2/3) majority of those taking part in the vote, not counting abstentions.

**Quorum:** Minimum number of parties to be present or represented for any ~~assembly~~General Assembly to be validly convened and pass Resolutions.

**Regional Group:** Any number of National Federations considered as a regional unit in an identifiable geographic area and duly approved by the General Assembly.

**Resolution:** A formal expression of opinion, will, or intention voted either by a relevant body such as but not limited to the General Assembly or by the Bureau.

**Revision:** The process of comprehensive review of a document which includes consultation with stakeholders through circulation of a draft of the entire document for comment.

**Scrutineer:** A Person proposed by the Chair of the General Assembly and elected by the General Assembly to observe the voting and counting of the votes to ensure that the process is conducted properly.

**Secret Ballot:** A voting process that ensures the anonymity of the voting parties.

**Secretary General:** Chief executive of the FEI who reports to the President and through the President to the Bureau and the General Assembly.

**Simple Majority:** Majority (one-half -1/2- plus one -1-) of those taking part in the vote, not counting abstentions.

**Sport Rules:** Principles and set of norms including but not limited to Rules for the Equestrian Disciplines, Veterinary Regulations, Equine Anti-Doping and Controlled Medication ~~Control Rules~~Regulations, Anti-Doping Rules for Human Athletes, and Olympic Regulations.

**Standing Committee:** A Committee specifically established under these Statutes.

**Statutes:** Written document forming the legal constitution of the FEI by defining its purpose(s), principles, and core governance structure through attribution of rights and responsibilities among its organs.

**Sub-Committee:** A Committee forming a subdivision of a primary body from which its responsibility and authority derive.

**Support:(ed):** An affirmative expression of endorsement or approval, such as for a candidature or a regulatory change.

**Suspension:** A temporary removal of rights otherwise granted to a given entity or person.

**Technical Committee:** A group of persons officially appointed or elected to perform a function for a Committee responsible for an Equestrian Discipline.

**Term:** The length of time a given individual may hold a certain office or position.

|

## ANNEX I

### PROCEDURAL REGULATIONS OF THE GENERAL ASSEMBLY

#### 1. Meetings

- 1.1 The notice convening a General Assembly shall be provided to all National Federations at least sixteen (16) weeks before the contemplated date of the General Assembly.

#### 2. Agenda

- 2.1 Items which a National Federation wish to put on the agenda for the annual ordinary General Assembly must be provided to the Secretary General at least twelve (12) weeks before the date of the ordinary General Assembly, unless a later date is specified in writing by the Secretary General. The Secretary General shall inform all National Federations of such proposed items submitted by any National Federation and shall provide all National Federations with an opportunity to comment on such proposals within two (2) weeks.
- 2.2 The agenda and available supporting documents shall be provided to all National Federations no later than four (4) weeks before ~~the~~any General Assembly.

#### 3. Composition of the General Assembly

- 3.1 Each National Federation may be represented by two (2) delegates, but each delegation has only one (1) vote.
- 3.2 A National Federation which is unable to send delegates may nominate the delegation from another National Federation to act as its Proxy. No delegation may hold more than two (2) Proxy votes.
- 3.3 In order to exercise its right to vote, each National Federation must notify the Secretary General of the names of its delegates or the National Federation and person nominated as its Proxy, in a written declaration signed by its President or Secretary General, not later than forty eight (48) hours before the start of a General Assembly.
- 3.4 No delegation may exercise, in any event, more than three (3) voting rights.

#### **4. Amendments to the Statutes and General Regulations**

- 4.1 Proposals for amendments from National Federations must reach the Secretary General by 15 September of the year preceding the year in which the Statutes and/or General Regulations are to be revised for the annual ordinary General Assembly, unless a later date is specified in writing by the Secretary General. In the event an extraordinary General Assembly is convened, the Secretary General shall issue a timeline to all National Federations setting out the relevant deadlines within two (2) weeks of announcing the convening of an extraordinary General Assembly.
- 4.2 All National Federations must be given at least six (6) weeks to review a draft of the revised Statutes and/or General Regulations prior to any General Assembly and propose any amendments thereto. The final draft must be provided to the National Federations no later than four (4) weeks before ~~the~~ General Assembly.

#### **5. Amendments to the Sport Rules**

- 5.1 Proposals for amendments from National Federations must reach the Secretary General before the meeting of the relevant Technical Committee prior to the General Assembly at which such proposals shall be presented for approval, unless a different date is specified in writing by the Secretary General. The dates of Technical Committee meetings shall be made available to National Federations at least four (4) weeks in advance of a given meeting.
- 5.2 All National Federations must be given at least six (6) weeks to review a draft of the revised Sport Rules or proposed modifications and propose any amendments thereto. The final draft must be sent to the National Federations no later than four (4) weeks before the General Assembly.

#### **6. Election of Bureau Members**

- 6.1 Candidacies for positions on the Bureau, except Vice President positions, must reach the Secretary General by a date communicated by the Secretary General. National Federations shall be notified of the list of ~~candidates~~Candidates at least four (4) weeks prior to the relevant General Assembly session if known or as soon as possible thereafter if they are not. Any unforeseen changes to the list thereafter must be immediately notified to National Federations.

#### **7. Standing Committees**

- 7.1 Candidates must be proposed during the election year by a date set by the ~~Secretary General~~Bureau but not later than six (6) months prior the General Assembly. At the beginning of the year, the Secretary General will inform the National Federations and the relevant FEI-recognized associations of the positions on the Standing Committees that are up for election or appointment.

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# **INTERNAL REGULATIONS**

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## **Section 1 - LEGAL AND STATUTORY BASIS**

The Bureau decides unanimously, based on article 69 of the Swiss Civil Code, and on Article 20.1 of the Statutes, to adopt the present Internal Regulations.

The present Internal Regulations regulate the duties and powers of the following organs of the FEI:

- The Bureau
- The Headquarters
- The Committees
- The Regional Groups

Capitalised terms not defined in these Internal Regulations shall have the meanings defined in the Statutes.

## **Section 2 - BUREAU**

### **2.1 GENERAL**

Articles 19-25 of the FEI Statutes govern the composition, functions and powers, meetings, membership of and election to the FEI Bureau, and provide for representation of the FEI.

These Internal Regulations provide for the manner in which the above are implemented and exercised.

Bureau proceedings, whether in-person meetings, telephone or video conferences, via email exchanges, or on intra-/extra-net sites are confidential and therefore not subject to disclosure to third parties unless compelled by law. Communication of any information resulting from Bureau proceedings shall be in accordance with Article 2.6 below or an official process agreed by the President and Secretary General.

### **2.1.2 Meetings, convening of meetings, agenda**

2.2.1 Process of Bureau meetings:

There shall be no fewer than two Bureau meetings per year, one of which shall be held immediately preceding the General Assembly and at the same location. The second meeting shall be held ideally six months thereafter.

The President shall convene the Bureau meetings in coordination with the Secretary General.

### 2.2.2 Agenda of Bureau meetings:

The agenda of Bureau meetings shall be set by the President upon proposal by the Secretary General of the items to be included in accordance with Article 20 of the Statutes. An item may be added to the Agenda by any two Bureau members acting together.

### 2.2.3 Publication of Agenda:

The Agenda of Bureau meetings shall be made available to National Federations no later than 4 weeks preceding the meeting through publication on the FEI website.

### **2.22.3 Quorum of attendance**

For any Bureau meeting to be validly convened and to pass resolutions, an absolute majority of all Bureau members with a right to vote must be present. If such **Q**uorum is not reached, the Bureau meeting may still take place. Any resolutions proposed and voted upon at such meeting must be circulated to absent Bureau members with a request to cast their vote within one week of the date of the Bureau meeting. If the total number of votes cast in person and by correspondence exceeds the number required to form a **Q**uorum, the vote will be regarded as having been validly cast at the Bureau meeting.

The use of telephone, conference calls and videoconferencing is permissible where appropriate.

### **2.32.4 Vote, majority required**

According to Article 21.4 of the Statutes, the passing of resolutions by the Bureau shall require the approval of a **S**imple **M**ajority of the members of the Bureau who are present.

Resolutions take effect immediately upon approval unless otherwise specified.

### **2.42.5 Resolutions by way of correspondence**

Resolutions may be passed by correspondence. In such cases, a simple majority of all Bureau members with the right to vote shall be required. The use of email and other generally accepted electronic communications means is permissible where appropriate.

### **2.52.6 Minutes of meetings**

Minutes must be kept of the deliberations and resolutions of the Bureau. The Mminutes shall contain a summary of the deliberations, the proposed resolutions, the declarations which a member requests to be recorded in the Mminutes, and the resolutions with the result of the vote.

The Mminutes are submitted to the Bureau for review. The Mminutes are then signed by the Chair of the meeting and the Secretary General.

The resolutions approved by way of correspondence must be included in the Mminutes of the next meeting.

Minutes of Bureau meetings shall be made available to all Bureau members and NFs via an FEI website and/or email no later than six weeks following the meeting. Minutes must not contain any confidential information.

### **2.62.7 Right of information and inspection**

Bureau members may request to review any FEI documents subject to reasonable notice given to the Secretary General and subject to confidentiality restrictions, as determined by the President and Secretary General.

### **2.72.8 Expenses of the members of the Bureau**

The reasonable expenses of Bureau members in connection with FEI matters shall be covered by the FEI in accordance with a policy set by the Secretary General and approved by the Bureau.

### **2.82.9 Honorary Membership**

The President, upon the approval of a majority of the Bureau may appoint former Presidents to be Honorary Presidents, former Vice Presidents to be Honorary Vice Presidents, and other former Members of the Bureau who have given special service to the FEI to be Honorary Members of the Bureau. Any such appointment may be put to the General Assembly for approval. Honorary membership carries no voting rights.

## **Section 3 - RETAINED POWERS OF THE BUREAU**

3.1 The Bureau has the functions and powers enumerated in Article 20 of the Statutes. Other than those delegated to HeadquartersManagement under Section 5, it specifically retains the power:

3.1.1. To issue policies the strategy to be implemented by FEI-Headquarters;

3.1.2. To ultimately oversee the FEI Management Headquarters;

3.1.3. To issue and modify these Internal Regulations.

3.2 The Bureau retains the exclusive power to:

3.2.1 Examine, if required, the professional qualifications of the specially qualified auditor;

3.2.2 Employ and to dismiss, upon proposal of the Secretary General, all employees having the position of Executive Director or a higher position in the FEI's hierarchy ("Senior Management");

3.2.3 Supervise the keeping of the list of members and associate members by the Management Headquarters;

3.2.4 Decide about any single financial commitment of the FEI which exceeds ~~one million~~ fifty thousand (50,000) Swiss francs;

3.2.5 Create, acquire, sell or dissolve subsidiary companies or divisions of the FEI, real estate, (with the exception of HM King Hussein I Building as provided under Article 4 of the Statutes), intellectual property or other substantial assets;

3.2.6 ~~Enter into~~ Approve credit or loan agreements on behalf of the FEI, whether as lender or as borrower, other than lines of credit necessary for treasury cash management purposes not to exceed two million Swiss francs;

3.2.7 ~~Enter into~~ Approve guarantee or security agreements in excess of fifty thousand (2050,000) Swiss francs;

3.2.8 ~~Enter into~~ Approve contracts exceeding a period of three years;

3.2.9 ~~Enter into~~ Approve contracts of an amount exceeding fifty thousand (50,000) one million Swiss francs;

3.2.10 Approve the FEI investment policy and ~~to~~ approve any individual investments outside the scope of the policy;

3.2.11 Exercise the right to vote in shareholders' meetings of companies in which the FEI holds shares, other than for voting rights arising from FEI asset management, further to the approved investment policy;

3.2.12 Make recommendations to those persons who represent the FEI in the Bureau or in any other organ of an entity in which the FEI holds shares;

3.2.13 Approve any deviation from the approved budget for the current year, not to exceed 5 per cent of total annual expenditures.

The Bureau has the power to adopt resolutions in all matters which do not fall within the powers of the General Assembly or any other organ by virtue of law, of the Statutes or of applicable regulations.

## **Section 4 - ROLES OF THE BUREAU MEMBERS AND EXECUTIVE BOARD**

### **4.1 Role of the President**

The President will lead the FEI and chair all General Assemblies and Bureau meetings in accordance with Articles 15 and 22 of the Statutes. The President may, from time to time, delegate Presidential tasks and responsibilities to the 1<sup>st</sup> and 2<sup>nd</sup> Vice President or other Bureau members as required. Such delegation, in terms of scope and timeframe shall be set out in writing. -

### **4.2 Roles of the Vice Presidents**

#### 1<sup>st</sup> Vice President:

The role of the 1<sup>st</sup> Vice President is referred to in Articles 15 and 22 of the Statutes. The 1<sup>st</sup> Vice President will undertake tasks and responsibilities as directed by the President in writing.

#### 2<sup>nd</sup> Vice President:

The role of the 2<sup>nd</sup> Vice President is referred to in Articles 15 and 22 of the Statutes. The 2<sup>nd</sup> Vice President will undertake tasks and responsibilities as directed by the President in writing.

### **4.3 Roles of the Group Chairs**

The Group Chairs represent their respective Regional Groups and thereby the interests of the National Federations within their Groups according to Article 23 of the Statutes. Their tasks and responsibilities shall be:

- 4.3.1.- To attend and be present throughout Bureau Meetings, General Assemblies and all meetings related to their function;
- 4.3.2. To be aware of all FEI activities (Sport, Development, Legal, Veterinary, etc.) in order to help the National Federations in their Group to further develop;
- 4.3.3. To drive, promote, co-ordinate and report on FEI initiatives through the National Federations in their groups, and thereby actively assist in development;
- 4.3.4. To communicate as necessary with National Federations, FEI Headquarters and other Group Chairs and Technical Committee Chairs;
- 4.3.5. To advise and inform National Federations on all FEI matters, including after Bureau meetings and General Assemblies;

- 4.3.6. To know the needs of their Group;
- 4.3.7. To act as mediator in case of conflict within their Group;
- 4.3.8. To appoint coordinators within the Group if necessary;
- 4.3.9. To cooperate with regional FEI Development Officers appointed by the FEI, including but not limited to those for specific Disciplines;
- 4.3.10. To organise regular Group meetings and to provide ~~FEI~~ Headquarters with (i) the agenda at least two weeks beforehand, and (ii) the minutes of their meetings within three weeks thereof;
- 4.3.11. To organise, in close proximity prior to the General Assembly, a meeting with the National Federations in their group and produce a report, and to present said report to the Bureau;
- 4.3.12. To attend and participate actively in applicable development forums, workshops, and other such meetings in the context of the FEI General Assembly or other functions;
- 4.3.13. To facilitate the publication of a Group newsletter, Annual Report and/or Bulletin; and
- 4.3.14. ~~—~~ To appoint a Deputy Chair, with whom they shall work closely and cooperate in furtherance of the tasks and responsibilities above. The Deputy Chair shall not be from the same National Federation as the Chair, and shall attend Bureau meetings solely in the event of unavoidable absence of the Group Chair. The Deputy Chair may not vote at Bureau meetings.

#### **4.4 Roles of the Technical Chairs**

The Technical Chairs represent their Committees and thereby the interests of their given Discipline. Their tasks and responsibilities shall be:

- 4.4.1. To chair and oversee the applicable Technical Committee in order to comply with its responsibilities under Article 32 of the Statutes, including coordinating the Committee's activities to provide input;
- 4.4.2. To maintain continuous contact with the Department Director for their Discipline at ~~FEI~~ Headquarters, and through them with the FEI Commercial and Development Departments;

- 4.4.3. To chair at least one Committee meeting per year unless otherwise specified by the Secretary General through ~~the head of d~~Department Director for their ~~relevant~~ Discipline at FEI Headquarters;
- 4.4.4. To attend and be present throughout Bureau Meetings, General Assemblies and all meetings related to their function;
- 4.4.5. To be aware of all FEI activities (Sport, Development, Legal, Veterinary, etc.) in order to help their Discipline to further develop;
- 4.4.6. To communicate with ~~FEI~~Headquarters, Group Chairs and other Technical Committee Chairs;
- 4.4.7. To act as mediator in case of conflict within their Committee;
- 4.4.8. To attend and participate actively in applicable development forums, workshops, and other such meetings in the context of the FEI General Assembly or other functions; and
- 4.4.9. To appoint a Deputy Chair, with whom they shall work closely and cooperate in furtherance of the tasks and responsibilities above. The Deputy Chair shall attend Bureau meetings solely in the event of unavoidable absence of the Technical Chair. The Deputy Chair may not vote at Bureau meetings.

#### **4.5 Role and Composition of the Executive Board**

Further to Article 20.3 of the Statutes, the Bureau establishes a Sub-Committee, to be known as the Executive Board, to prepare and carry out its resolutions or to supervise certain matters. The Executive Board keeps the Bureau duly informed on these matters.

The Executive Board shall be formed upon adoption of these Internal Regulations.

##### 4.5.1 The Role of the Executive Board

The specific mandate of the Executive Board is decided by the Bureau at its meetings.

In general, its role shall be to interface with Headquarters through the Secretary General between meetings of the Bureau to oversee and/or support the implementation of resolutions adopted by the Bureau.

The Executive Board keeps the Bureau informed of its work and relevant decisions of Headquarters through the office of the Secretary General.

4.5.2 The Composition of the Executive Board shall be:

- (i) The President;
- (ii) The 1st Vice President;
- (iii) The 2nd Vice President;
- (iv) One Bureau member from and representing Groups I, II or IV, nominated by the President and elected by the Bureau every two years;
- (v) One Bureau member from and representing Groups III, V, VI, VII, VIII, or IX, nominated by the President and elected by the Bureau every two years;
- (vi) The Chair of the Athletes' Committee; and
- (vii) The Secretary General, without a vote.

The President and Secretary General acting together may invite additional outside experts to present and/or contribute to meetings of the Executive Board.

The Secretary General invites relevant members of Management-Headquarters to meetings.

4.5.3 Process of Executive Board meetings:

At the request of the President of the FEI, on behalf of the Bureau, the Secretary General shall convene a meeting of the Executive Board.

Whenever possible, the Agenda is sent to the Bureau 2 weeks prior to the scheduled meeting by the Secretary General.

Unless commented on by a certain date communicated by the Secretary General, the Bureau gives its permission to the Executive Board to make decisions on behalf of the Bureau on the communicated Agenda items.

Subject to budgetary constraints and when relevant to a specific member of the Bureau, that member may request to be present during a given meeting. Requests to attend shall be made to the Secretary General.

Whenever absolutely relevant and technically feasible, Bureau members may join the meeting via video or telephone conference.

Whenever possible, all Executive Board meetings should take place in the LausanneHM King Hussein I Building-Headquarters.

Minutes of the meetings shall be kept under the supervision of the Secretary General.

## **Section 5 - HEADQUARTERS**

### **5.1 Delegation of Responsibilities to the Secretary General**

The Bureau delegates the following duties and responsibilities to the Secretary General:

- 5.1.1 To propose and implement the general and commercial strategy as well as the framework of the FEI's activities, in accordance with the resolutions taken by the Bureau and General Assembly;
- 5.1.2 To establish general conditions of commercialization of the FEI properties in line with the core values of the FEI;
- 5.1.3 To propose and establish the policies relating to membership fees, organizational dues and other financial charges affecting FEI members, in accordance with the resolutions taken by the General Assembly and the Bureau;
- 5.1.4 To negotiate and to sign contracts (subject to any limitations set forth in Section 3 above) regarding the commercialization of FEI properties, including but not limited to licensing arrangements, and to supervise the performance of these contracts;
- 5.1.5 To fix the employment conditions of the staff, to take all decisions regarding its employment or dismissal (the power of the Bureau according to Section 3 being reserved concerning Senior Management);
- 5.1.6 To establish the yearly budget of income and expenditure forecast of the FEI which it submits to the Bureau at the beginning of each applicable annual cycle;
- 5.1.7 To establish the financial plan and to submit it to the Bureau at the beginning of each year for approval;
- 5.1.8 To propose and implement the strategy of management of the FEI's funds and liabilities in accordance with resolutions taken by the General Assembly and the Bureau;
- 5.1.9 To establish the yearly balance sheet and the profit and loss statement as well as to draft the business report in view of its approval by the Bureau;
- 5.1.10 To implement the resolutions of the General Assembly and the Bureau;
- 5.1.11 To maintain the list of affiliated members;
- 5.1.12 To report to the Bureau in accordance with section 7 of these Internal Regulations;

- 5.1.13 To supervise in general the activities of the FEI, its debtors and the FEI's liabilities;
- 5.1.14 To establish any additional internal regulations or policies necessary to a smooth operation of the FEI, such as but not limited to a personnel handbook, evaluation processes, etc.;
- 5.1.15 To inform the Bureau of any employment or dismissal of employees having the position of Department Director or a higher position in the FEI's hierarchy;
- 5.1.16 ~~\_\_\_\_\_~~ To manage the FEI staff in line with the objectives approved by the Bureau.

Any other responsibilities ~~of the Bureau~~ which are not listed here are exclusively retained by the Bureau.

## **5.2 Internal Organization of ~~the Headquarters Management~~**

The ~~M~~management consists of the Secretary General, the Executive Directors and the Directors identified on the Organization Chart attached as Appendix 1 to these Internal Regulations, which governs reporting and subordination relationships.

### 5.2.1 Management Board

The Secretary General chairs the Management Board composed of the Executive Directors. The Management Board meets as often as necessary, at a minimum on a monthly basis, at the direction of the Secretary General to address the responsibilities in section 5.1 above. It receives monthly reports from the Department Directors.

The composition of ~~M~~management may be modified by the Secretary General as responsibilities dictate. The Secretary General shall inform the Bureau of any such modification.

### 5.2.2 Department Directors for Technical Disciplines

The Department Directors for Technical Disciplines shall manage, in close cooperation with the relevant Technical Committee Chair:

- (i) Amendments to the relevant Sport Rules or Regulations;
- (ii) Management of international events in their respective Discipline(s);

(iii) Development of their respective Discipline(s); and,

(iv) Appointment, promotion, suspension, revocation and education of FEI officials.

The Department Directors shall consider, review and act upon, as applicable, any proposals presented by the relevant Technical Committee members. Any proposals for changes to the Sport Rules put forward by the Department Director for the affected Discipline shall have the Support of the Technical Committee, acting through its Chair, else alternative views should be presented to the Bureau for Decision.

The Department Directors shall oversee and manage the day to day work of their respective Departments.

The Department Directors shall produce for the Secretary General a yearly management plan for their respective Departments and further provide quarterly updates in terms of achievement within this plan. This plan shall integrate the relevant Technical Committee's advice and proposals.

### **5.3 Signature rights**

The individuals holding the positions listed in Appendix 2 to the present Internal Regulations shall have the authority to bind the FEI through their signature. Signature rights are conferred such that two ~~of the~~ individuals holding the positions listed must always sign collectively. None shall have an individual signature right. The signature rights listed in Appendix 2 shall be reflected in the Swiss Commercial Register. The Bureau or the Executive Board shall confirm the names of such individuals as necessary and it shall be Minuted. If the power to sign is conferred upon employees or agents other than Management, they shall have no power to sign between themselves.

## **Section 6 - COMMITTEES AND ADVISORY BODIES**

### **6.1 Nominations Committee**

#### 6.1.1 Role and Composition

The Nominats Committee shall seek and receive nominations from National Federations for all positions on the Bureau, Committees, and the FEI Tribunal, and make recommendations to the Bureau and/or General Assembly, as appropriate based on objective eligibility criteria for each position provided by the Secretary General. It shall report to the Bureau.

The Nominats Committee is composed of nine members:

- (i) Each Group shall select one representative from a National Federation in its Group who is not a Group Chair or Deputy Chair and who does not hold a position on a Committee or on the Bureau. If a candidate is nominated by a two-thirds majority of the National Federations within the Group, that candidate shall be the sole candidate presented to the General Assembly for election, unless such candidate does not receive the necessary majority at ~~the~~a General Assembly;
- (ii) ~~The President shall select~~On the ~~first Chair proposal~~ of the ~~Nomination Committee from among~~Bureau, the ~~members~~General Assembly shall elect a Chair for a ~~two-year~~ term of two years. Thereafter, the members of the Committee shall elect a Chair for a term of two years. A given Chair may serve a maximum of two consecutive two-year terms.
- (iii) The current members of the Nominations Committee from Groups II, IV, VI, and VIII, who ~~have been~~were elected at the 2007 General Assembly for a Term of four (4) years may not serve another Term ~~in~~on the Nominations Committee without a break of at least one year; ~~unless a member becomes Chair~~. The members of the Nominations Committee from Groups I, III, V, VII, and IX, ~~and the Chair~~ serving at the time of adoption of these Internal Regulations in 2007 may serve no more than two more consecutive two-year Terms, unless a member becomes Chair.

The President and the Secretary General or their delegates may attend meetings of the Nominations Committee.

The Nominations Committee meets at least once annually to evaluate Candidates. Minutes of all meetings shall be kept under the supervision of the Chair. The Nominations Committee shall ~~produce a chart showing~~duly consider regional representation ~~and including,~~ experience, and the occupation of each candidate for ~~a~~any given position.

Meetings may validly be held via videoconference or conference call when appropriate.

Two (2) years following the first election of Nominations Committee members under these Internal Regulations, the Secretary General shall present to the Bureau an evaluation of the effectiveness of the Nominations Committee, including proposals for modifications to its composition and/or role, if any.

#### 6.1.2 Nominations Committee Procedure

The Secretary General shall establish and communicate as relevant the processes for the Nominations Committee to fulfil its role, which will include the following concepts:

- (i) For all positions, Headquarters informs all National Federations of the final date for submission of nominations;
- (ii) Nominations received by the Headquarters should be circulated to the members of the Nominations Committee and relevant Standing Committees, and Tribunal where applicable;
- (iii) As soon as is practicable following the annual Standing Committees' meetings, each Standing Committee will communicate their comments and considerations for each individual candidate and may if they so wish specify which candidate has the unanimous support of that Committee and the reasons why;
- (iv) For all applications, the Nominations Committee then screens each candidate to ensure ~~their~~his or her compliance with the objective eligibility criteria for each position as provided by the Secretary General;

~~(v)~~ ~~(v)~~ The Nominations Committee will then make a recommendation to the Bureau in terms of those candidates who meet the criteria and comment with regard to any candidate that may have received the unanimous Support of a particular Standing Committee. In addition, the Nominations Committee may recommend a candidate that, in its view, is best qualified ~~to take~~for a position.

~~(v)~~ ~~(vi)~~ The Nominations Committee may, as appropriate, make recommendations s as to candidates for General Assembly elections.

~~(v)~~ ~~(vii)~~ The Nominations Committee may itself seek Candidates for open positions but may only recommend them if they have the support of their National Federation.

### 6.1.3 Role of the Nominations Committee Chair

- (i) To liaise with the Secretary General and Standing Committee Chairs to clearly establish the vacancies existing and receive instruction on the detailed criteria which should apply to each such position;

- (ii) To ensure that all members of the Nominations Committee receive full documentation in terms of applications and criteria applicable for each position with sufficient time prior to any meeting of the Nominations Committee;
- (iii) To Chair the Nominations Committee meeting, to be held at a time and in a place indicated by the Secretary General;
- (iv) On behalf of the Nominations Committee members to communicate the recommendations to the Bureau and/or General Assembly.

Minutes of the meetings shall be kept under the supervision of the Chair of the Nominations Committee.

## **6.2 Strategic Adviser**

The President may appoint a Strategic Adviser to advise on matters of a strategic nature as necessary and further to a mandate determined by the Bureau on the proposal of the Secretary General. The Strategic Adviser reports to the President and Secretary General and attends meetings of the Bureau and Executive Board as necessary to fulfil the mandate.

Further to the mandate of the Bureau, the Strategic Adviser may chair as necessary, on an *ad hoc* basis, working groups composed of individuals with relevant individual and collective expertise. Meetings of any such group shall be attended by the Secretary General and/or his designee(s).

## **6.3 Audit and Compliance Committee**

The Audit and Compliance Committee issues its own internal regulations setting forth its organization and processes according to Article 31 of the Statutes.

## **6.4 Veterinary Committee**

6.4.1 The Veterinary Committee, having consulted the relevant Technical Committees, shall advise the Headquarters on the following:

- (i) Establishing and amending the Veterinary Regulations and any special veterinary conditions for Olympic Games and FEI Championships;
- (ii) The appointment, suspension and revocation of Contact Veterinarians and Event Veterinarians;

- (iii) The list of approved ~~Analytical Laboratories~~ for medication control testing of horses;
- (iv) The procedures for doping and medication control and authorization and maintenance of the list of prohibited substances for horses;
- (v) The management of Horse Inspections and Veterinary Examinations, including pony measurement, at international events as required by the ~~rRegulations~~ and ~~rRules~~;
- (vi) The monitoring of horse diseases, quarantine and isolation requirements, transportation solutions and all other matters concerning the health of horses and horse welfare at international events;
- (vii) Relations with organizations concerned with the international movement of horses, Horse identification and Passports, Veterinary Health Certificates and customs control of the movement of competition horses;
- (viii) The education of relevant personnel on matters of stable security and horse welfare.

6.4.2 The Veterinary Committee is responsible for making proposals to Headquarters and/or the Bureau for approval on the following matters:

- (i) Maintaining communications with Contact Veterinarians and advising National Federations on all veterinary matters affecting horses;
- (ii) Research into horse diseases, drugs and medications and the factors affecting the fitness and welfare of competition horses and the detection of abnormal sensitization and desensitization of horses' limbs;
- (iii) Methods for the identification of horses;
- (iv) The organization of courses and seminars for Event Veterinarians and for Testing Veterinarians involved with Medication Control of horses, within a budget approved by the Finance Committee;
- (v) Establishing and maintaining contacts with other International Veterinary Organizations.

6.4.26.4.3 The Veterinary Committee shall be composed of six members including the Chair. At least four of these shall be from the FEI list of Event Veterinarians as current upon appointment or election, and at least one shall be a specialist on medication matters.

**6.5 Technical Committees for Dressage, Jumping, Eventing, Driving, Endurance, Vaulting, Reining, Para-Equestrian (“Discipline Committees”)**

**6.5.1** The Discipline Committees shall be responsible for making proposals to the Headquarters on the following matters:

- (i) Establishing and amending Rules for Events and, where relevant, Olympic Regulations and programmes at Olympic Games, Championships and World Cups and/or other Series, including Rules specific to Young Riders, Juniors and Pony and Children Riders, and any particular category of horses;
- (ii) The appointment, monitoring, suspension, and revocation of Officials and other relevant representatives of the FEI, including status of Judges, Stewards, Technical Delegates, and Course Designers; and
- (iii)** The allocation of **FEI** Championships according to the procedure established in the General Regulations, and the allocation of Events on the Calendar.

**6.5.16.5.2** The Discipline Committees shall be composed of the Chair and other members selected as follows:

- (i) In Dressage, Eventing and Jumping, five members with proven knowledge and experience in the relevant Discipline, whether as Officials, trainers, Organizers, Chefs d’Equipe or Athletes;
- (ii) In all other Disciplines, four **(4)** members with the qualifications listed in (i) above;
- (iii) Where an applicable international Athletes’ and/or Organizers’ association is recognized by the FEI for the given Discipline, these shall include one member **(provided there is a qualified Candidate)** from each such association, though s/he may not serve as Chair or Deputy Chair during his/her term in this capacity.

**6.5.26.5.3** Chairs of the Discipline Committees who are not Bureau members may attend the Bureau meetings held in conjunction with the ordinary annual General Assembly.

**6.6 FEI Solidarity Committee**

**The FEI Solidarity Committee shall be composed of the Chair and a maximum of four (4) other members preferably with proven knowledge and experience in development, education and equestrian sport.**

**The FEI Solidarity Committee issues its own internal regulations setting forth its organization and processes.**

### **6.66.7 Youth**

Youth shall be the competence of Discipline Committees and each Discipline Committee shall have Youth as a mandatory Agenda item for each meeting.

### **6.78 Medical Committee**

The Medical Committee shall be responsible for the following matters:

- (i) Acting as the Therapeutic Use Exemption ("TUE") Panel of the FEI according to the FEI Anti-Doping Rules for Human Athletes, and thereby evaluating and deciding on the approval or denial of TUE requests;
- ~~(i)~~
- (ii) Advising Headquarters on matters relating to the health and safety of Aathletes and on all matters related to human anti-doping drug testing.

The Medical Committee shall be composed of the Chair and three other members. Three members, including the Chair, shall be medical doctors with significant experience in sports medicine, and preferably Eequestrian Ssport. ~~One~~ The Medical Committee shall ~~be a~~ strive to have one representative ~~off~~ from the riders' Athlete's community. The three medical doctors shall constitute the TUE Panel.

### **6.86.9 Athletes' Committee**

#### **6.89.1 Role**

- (i) The Athletes' Committee is a consultative body of the FEI and a link between the active Athletes and the FEI.<sup>1</sup>
- (ii) It ensures that the Athletes' points of view are taken into account in FEI decisions.
- (iii) It ensures respect of the rights of the Athletes within Equestrian Sport and draws up recommendations to that effect.

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<sup>1</sup> The Athletes' Committee is established in accordance with the IOC 2000 Commission's recommendation that "[t]he Athletes' Commission must be represented on the IOC Executive Board, and the same is recommended for IFs, NOCs and NFs". RECOMMENDATION 19, *Report by the IOC 2000 Commission to the 110<sup>th</sup> IOC Session*, Lausanne, 11 and 12 December 1999.

- (iv) During FEI Championships, WEGFEI World Equestrian Games and the Olympic Games a representative of the Athletes Committee from each relevant participating Discipline may be present to be at the Athletes' disposal.
- (v) The Athletes' Committee forwards its recommendations/proposals to the Bureau through the Secretary General subject to the approval, after discussion within the Athletes' Committee, of the majority of the members present.

#### 6.89.2 Composition

The Athletes' Committee is composed of 8 members who are active Athletes, to include one from each of the FEI Disciplines. A Chair is elected by and from the Athletes' Committee members. The Chair of the Athletes' Committee shall be a member of the Executive Board.

#### 6.89.3 Meetings

The Athletes' Committee shall meet at least once annually. ~~The Chair meets with the Bureau at its meetings and at the General Assembly in order to submit its recommendations.~~

The meetings are convened by the Chair~~man~~ of the Athletes' Committee through the ~~FEI~~ Headquarters.

The agenda and the working documents as well as the ~~M~~minutes of the meeting are prepared by the Headquarters at the request of the Chair~~man~~.

#### 6.89.4 Election

The Secretary General shall establish and communicate as relevant the processes for the Athletes' Committee to fulfil its role, ~~— which will include the following concepts:~~

~~(i) National Federations and Athletes will be given the opportunity to put forward candidates for the first Athletes' Committee;~~

~~(ii) The President will nominate the members and Chair of the first Athletes' Committee from those candidacies received, for election by the 2007 General Assembly;~~

~~(iii)~~ (ii) As of the 2010 General Assembly, the Athletes representatives of the Standing Committees shall form the Athletes Committee.

## **6.96.10 Competition Committees**

**6.9.16.10.1** On the request of Headquarters, the Bureau may establish Competition Committees, which shall advise Headquarters on the programme and conduct of FEI World Cups and other named FEI Events or Competitions as established by the Bureau.

**6.9.26.10.2** The composition and duties of Competition Committees are defined in the relevant special regulations established by Headquarters and approved by the Bureau, to include, where appropriate, relevant members of FEI staff, Bureau, Committees and Commissions.

## **Section 7 - DUTY TO REPORT**

The Headquarters ~~Management~~ reports through the Secretary General to the Bureau at each Bureau meeting about the evolution of the business and the most important events regarding the FEI.

Apart from the meetings, each member of the Management reports immediately any extraordinary event and any change within the FEI to the Secretary General who shall immediately inform the President.

The Secretary General has the general duty to inform the Bureau about the evolution of the results compared with the annual plan including the budget, sport and development targets. The Secretary General provides the Bureau as necessary with regular reports and information, which shall include at least one quarterly report.

Whenever relevant, the Secretary General must further report to the Bureau on any of the following matters:

- (i) General strategy of the FEI from the Headquarters'Management's point of view (as a basis for discussion and decision-making by the Bureau);
- (ii) Short-term forecasts and measures considered by the Headquarters Management;
- (iii) General financial situation of the FEI including key figures;
- (iv) Extraordinary and material investments and disinvestmentsdivestments;
- (v) Financial planning and control;
- (vi) Personnel policy and planning.

Committee Chairs shall report to the Department Directors within the guidelines of the annual management plan, and as appropriate at meetings of the Bureau.

## **Section 8 - ABSTENTION IN CASE OF CONFLICT OF INTEREST**

The members of the Bureau, of the ~~M~~management and all Committee, Sub-Committee and Working Group members must refrain from dealing or voting on objects in which their own interests or the interests of persons or corporate bodies related to them are involved, and shall agree to be bound by the FEI Code of Ethics and Conflict of Interest Policy (Appendix 3 to these Internal ~~R~~regulations) and any other applicable FEI code of conduct.

Bureau and Committee members shall abide by the specific Sport Rules on officiating when fulfilling any technical duties at FEI ~~E~~events. Where such a role might be or appear to be in conflict ~~of interest~~ with their responsibilities as members of the Bureau or a Committee, ~~it such conflict~~ should be specifically disclosed to other Bureau members sufficiently prior to the ~~E~~event to allow for comment and recusal if requested.

## **Section 9 - FINAL PROVISIONS**

### **9.1 Entry into force**

These Internal Regulations shall take effect on ~~16 April 2007~~ 6 May 2011 subject to the prior approval of the General Assembly.

### **9.2 Implementing regulations**

The ~~Headquarters~~Management of the ~~FEI~~ shall establish the necessary regulations to carry out its duties.

The ~~Headquarters~~ Management has no authority to delegate ~~to lower level instances~~ those powers and duties which these Internal Regulations have conferred upon organs of the FEI.

### **9.3 Revision and modifications**

These Internal Regulations shall be reviewed as often as necessary by the Bureau, and no less than once (1) every two (2) years. They are effective upon adoption by the Bureau and submitted to the General Assembly for approval according to Art. 10.1 (xvi) Statutes.

Proposals for modification must be received by the Secretary General within deadlines set by his/her office prior to Bureau meetings.

~~Estoril (POR)~~

~~16 April 2007~~

Lausanne, Switzerland May 2011

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President

Secretary General

Appendices:

1. Organization chart
2. Signature rights
3. Code of Ethics and Conflict of Interest Policy with Disclosure Statement

Internal Regulations of the FEI

**Appendix 1 – Organization chart (To be updated)**

Internal Regulations of the FEI

## **Appendix 2 – Signature rights**

The individuals holding the positions listed below and reflected in the Swiss Commercial Register shall have the authority to bind the FEI through their signature:

- ~~Alexander McLin~~, Secretary General
- ~~Lisa Lazarus~~, General Counsel
- ~~Neerja Tannan~~, Executive Director, Finance, Human Resources and Administration
- ~~Carsten Couchouren~~, Executive Director, Commercial

1. Two of the above-mentioned individuals holding such positions must always sign collectively and none may sign individually, and one of the two signatures must be that of the Secretary General or that of his/her deputy if necessary.
2. All contracts must be reviewed by and have the approval of the Finance and Legal departments prior to signature, and such approval must be written (initialled). Where the contract is signed by the Executive Director for Finance and/or General Counsel, the signature indicates approval of the respective (financial or legal) terms.

## **Appendix 3 – Code of Ethics and Conflict of Interest Policy with Disclosure Statement**

### **Introduction, Purpose, Code of Ethics**

“To recognize the interests of all the constituencies of equestrianism including National Federations, Athletes, Owners, Organizers, Officials and sponsors, and to foster their harmonious collaboration.” (Purpose of the FEI, FEI Statutes Article 1.6).

The achievement of this goal and the image of **E**equestrian **S**sport are dependent on the respect of the following ethical principles that are compatible with maintenance of the values, spirit and ideals of the sport and its part in the Olympic Movement:

1. All dealings are to be conducted honestly and fairly;
2. International, national and local laws and regulations governing employees, volunteers, competitions and business are to be known, understood and complied with;
3. All transactions are to be recorded accurately;
4. Information belonging to the FEI and/or entrusted to the FEI by third parties is to be protected;
5. Conflicts of interest, whether real or perceived, are to be avoided;

6. FEI resources or information are not to be used for personal gain;
7. Even the appearance of misconduct or impropriety should be recognized as damaging to the FEI's reputation, and should therefore be avoided.

The principles listed above form the FEI Code of Ethics which all volunteers and staff must comply with when representing or participating in FEI activities.

### **Conflicts of Interest**

The appearance of impropriety can be as damaging as actual impropriety to the FEI's reputation. As a result, this policy is designed in such a way that compliance therewith will avoid, to the fullest practicable extent, both the perception and incidence of improper situations. A substantial appearance of a conflict of interest exists whenever others may reasonably infer from the given circumstances that a conflict exists.

A conflict of interest is defined as any personal or financial relationship, including relationships of family members, that could influence or be perceived to influence objectivity when representing or conducting business or other dealings for or on behalf of the FEI. Family members include a spouse, parent, child or spouse of a child, sibling, spouse of a sibling, cohabitating companion or any other individual with a significant familial or familial-like relationship.

On an annual basis and more often as necessary, each FEI Bureau Member, Member of a Technical or Standing Committee or Sub-Committee thereof, other member of a body or group designated by any of the former to act on behalf of or advise the FEI (including but not limited to working groups and task forces), and senior FEI employees ("FEI Representatives") must disclose any conflict by submitting the appropriate form to the FEI Secretary General. Senior FEI employees are department heads or anyone exercising substantially similar decision-making discretion. The FEI Secretary General must submit a copy of the appropriate form to the President.

## **Procedure**

Any FEI Representative with a conflict of interest with respect to a given person or concern must:

1. Disclose the interest to the FEI Secretary General, who shall have the authority to either:
  - a. approve or disapprove the relationship if with respect to an employee other than the Secretary General himself;
  - b. refer the matter to the FEI Tribunal.
2. Not be present during or participate in any formal or informal discussions related to the relationship between the FEI and the person or concern unless and until notified by the FEI Secretary General or the FEI Tribunal; and
3. Not be present during any discussion and abstain from voting and from influencing the vote on any matter related to the person or concern.

The Secretary General may disclose decisions taken under 1(a) or 1(b) above in the interest of transparency.

If a conflict of interest involves the Secretary General, the matter shall be referred to the FEI Tribunal by the President.

## **Enforcement**

Any person who violates or condones a violation of this policy is subject to disciplinary measures which may include termination of employment and/or expulsion from the Bureau, Executive Board, Committee, Subcommittee, or other relevant body including but not limited to working groups or task forces. The FEI Secretary General shall review all violations of this policy and, if appropriate:

1. As to volunteers, refer the matter to the FEI Tribunal for determination of what, if any disciplinary action should be taken; or
2. As to staff, sanction the individual in accordance with the Federation's standard employment practices.

**CONFLICT OF INTEREST DISCLOSURE STATEMENT**

1. Do you or a member of your immediate family transact business with or provide services to the FEI, one of its National Federations, an organiser of FEI events, and/or a sponsor of FEI **E**vents? Please list the relevant entities or persons below and describe the dealings. If none, please state "none".
2. Are you or a member of your immediate family an officer, partner, director, trustee, owner (in the case of public companies, of at least 5% of total equity), beneficial owner, consultant or employee of any person or entity that does business with or provides services to the FEI, one of its National Federations, an organiser of FEI events, and/or a sponsor of FEI events? Please list the relevant entities or persons below and describe the dealings. If none, please state "none".
3. Is there any other relationship or matter not disclosed above that might be perceived to compromise your obligations to the FEI or its National Federations, competitors, owners, organisers, officials and/or sponsors? If none, please state "none".

I have read and understood the FEI Conflict of Interest Policy and certify that the answers to the questions above are complete and fully reflect any conflicts of interest as defined in this policy. I understand that this document must be submitted annually to the FEI Secretary General and that I have a responsibility to update it as often as necessary in the interim should my circumstances change. Refusal to provide the requested information, failure to timely update such information or provision of incomplete information is a violation of the policy and may result in removal from the Bureau, Executive Board, Committee, Subcommittee, or other relevant body including but not limited to working groups or task forces or employment.

\_\_\_\_\_  
\_\_\_\_\_

Place, Date \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_ FEI Position

Internal Regulations of the FEI

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Signature

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Date and place