

## CHAPTER 2.4 - BYLAWS STANDING COMMITTEES

### 2.4.2 IPC ATHLETES WITH HIGH SUPPORT NEEDS COMMITTEE (AHSN) BYLAWS

#### 1. FUNCTION

##### 1.1 Authority

1.1.1 The IPC Athletes with High Support Needs Committee (AHSN) is accountable to the IPC Governing Board.

1.1.2 The AHSN shall have no authority that does not come from the IPC Governing Board; the IPC Governing Board has the sole power to grant authority to the AHSN. The AHSN may, however, carry out such governance task or monitor performance provided that the IPC Governing Board has specifically delegated this power to the AHSN.

##### 1.2 Role

The AHSN shall provide advice

- to the IPC Governing Board on policy matters in its specific area of responsibility, namely with respect to athletes with a severe disability in the Paralympic Movement
- to the responsible IPC Management Team staff member, on the operational aspects of the AHSN Programme.

The AHSN shall in particular have the following roles:

1.2.1 Make recommendations to enhance IPC policies and procedures as related to athletes with a severe disability;

1.2.2 Increase involvement and awareness of athletes with a severe disability in the IPC;

1.2.3 Review and analyze research findings focusing on athletes with a severe disability;

1.2.4 Be a voice of and advocate for athletes with a severe disability within the Paralympic Movement.



## **2. STRUCTURE**

### **2.1 Composition**

The AHSN shall normally consist of up to six (6) Members at Large, including the position of Chairperson. The IPC Management Team staff member responsible for the AHSN shall be an ex-officio member, with speaking rights only.

### **2.2 Staffing**

The AHSN will be assigned a member of the IPC Management Team to assist in the work of the AHSN.

### **2.3 Reporting**

2.3.1 The responsible IPC Management Team staff member shall produce written reports/minutes of all AHSN meetings for distribution to the IPC Governing Board and AHSN members; all reports shall be archived at the IPC Headquarters. The Chairperson of the AHSN shall approve the reports/minutes prior to distribution.

2.3.2 The CEO shall ensure that recommendations to the IPC Governing Board resulting from AHSN meetings are included on the agenda of the IPC Governing Board and that the subsequent decisions from the IPC Governing Board are communicated to the members of the AHSN.

2.3.3 The Chairperson of the AHSN may be invited to attend the meetings of the IPC Governing Board and/or may be invited to give a verbal report at the meeting of the IPC Governing Board on a specific topic.

2.3.4 A report on the activities of the AHSN will be developed by the Chairperson of the AHSN and will be included in the overall biennial report to the IPC General Assembly.

## **3. MEMBERSHIP**

### **3.1 Appointment of members**

3.1.1 All members of the AHSN shall be appointed by the IPC Governing Board, and their membership shall be ratified annually.



- 3.1.2 The Chairperson of the AHSN shall be appointed by the IPC Governing Board. The AHSN Chairperson shall inform the IPC Governing Board of any specific criteria to be considered by the IPC Governing Board when appointing members to the AHSN; this to ensure the appropriate expertise is available.

### **3.2 Process for appointments**

- 3.2.1 The IPC Membership shall be invited to suggest candidates for consideration by the incoming IPC Governing Board as members of the AHSN. Such invitations shall be sent by IPC to its members prior to the election of the IPC Governing Board.
- 3.2.2 In addition to considering candidates suggested by the IPC membership, the IPC Governing Board may initiate an active search for suitable candidates to ensure the AHSN includes the best-qualified individuals.
- 3.2.3 As soon as possible after its election, the IPC Governing Board shall first appoint the Chairperson of the AHSN, and will then consider the AHSN's further membership. The IPC Governing Board shall receive membership nominations from the Chairperson of the AHSN.

### **3.3 Terms of office**

Members of the AHSN shall normally serve for four (4) years corresponding to the term of office of the members of the IPC Governing Board. Members may be re-appointed to serve for a next term; there are no limitations to the number of terms members can be re-appointed to the AHSN.

### **3.4 Vacancies**

Vacancies in the AHSN occurring through resignation, death or any other reason should be filled by appointment by the IPC Governing Board, following the nomination by the Chairperson of the AHSN.

### **3.5 Substitutes**

No substitutes are allowed for members of the AHSN.



#### **4. MEETINGS**

- 4.1 The AHSN will normally hold at least one (1) meeting per year. Any additional meetings must be approved by the IPC Governing Board, which shall normally delegate that authority to the CEO.
- 4.2 All meetings of the AHSN must be conducted in compliance with the rules outlined in the IPC Standing Order 'The Conduct of IPC Committee Meetings'.
- 4.5 The IPC President and the CEO are ex-officio members at meetings of the AHSN, with speaking rights only.

#### **5. MOTIONS**

- 5.1 The AHSN has the right to submit motions to the IPC General Assembly through the IPC Governing Board, and subject to compliance with the IPC Standing Order 'The Administrative Procedures to be followed prior to IPC General Assemblies'.
- 5.2 The IPC Governing Board may make further recommendations to the IPC General Assembly on all motions submitted by the AHSN.

#### **6. TERMINATION OF MEMBERSHIP**

- 6.1 Membership to the AHSN may be terminated by the IPC Governing Board following the annual review of the appointments and/or following the recommendation of a two-thirds (2/3) majority of the full AHSN, for reasons of not fulfilling his/her duties or any other serious breaches of IPC rules and regulations.
- 6.2 Any individual member of the AHSN may resign at any time for personal reasons subject only to the requirement that he/she informs the IPC President in writing of such decision.

#### **7. FINANCES**

##### **7.1 Annual budget**

The Chairperson of the AHSN will, in co-operation with the CEO, produce a budget for the AHSN. The AHSN budget will be included in the overall IPC Budget and submitted for approval to the IPC Governing Board and the IPC General Assembly in accordance with the IPC financial policies.



**7.2 Other financial regulations**

Any financial regulation for the AHSN shall be in compliance with the financial procedures issued by IPC Headquarters from time to time.

**8. DISSOLUTION**

The AHSN can only be dissolved by a decision of the IPC General Assembly.

**9. AMENDMENTS OF BYLAWS**

Any amendment proposed to the bylaws of the AHSN shall be subject to approval by the IPC Governing Board.

