

CHAPTER 2.3 - BYLAWS IPC GOVERNING BOARD (GB)

1. **General Regulations**

1.1 The IPC Governing Board (GB) shall be the representative of the IPC General Assembly, elected by the IPC General Assembly in accordance with nomination and election procedures adopted by the IPC General Assembly and set out in Bylaw 'IPC Governing Board Election and Nomination Policy and Procedures'. The GB's main responsibilities shall be to interpret the vision set by the IPC General Assembly; to ensure that the directions set by the IPC General Assembly are implemented; to set the broad goals of the Strategic Plan; and to monitor the performance of the delivery of the goals.

1.2 **Composition of the IPC Governing Board (GB)**

1.2.1 The GB shall comprise:

- one (1) President, elected by the IPC General Assembly in accordance with the nomination and election procedures set out in Bylaw 'IPC Governing Board Election and Nomination Policy and Procedures'
- one (1) Vice President, also elected by the IPC General Assembly in accordance with such procedure
- ten (10) Members at Large, also elected by the IPC General Assembly in accordance with such procedure
- one (1) Athletes' Representative, who shall be an ex-officio member with vote, elected by the Athletes' Council and
- the CEO of the IPC, who shall sit on the GB as an ex-officio member without vote.

1.2.2 The GB may co-opt for a fixed period of time, not to exceed the normal electoral cycle, up to three individuals who shall serve as ex-officio members without vote.

1.2.3 The CEO, and any member co-opted to the IPC Governing Board, shall have full and equal speaking rights and may propose recommendations; however, they are not empowered to propose or second motions, and have no voting rights.

1.3 The GB shall normally meet three (3) times a year (at such venue as the IPC President shall direct and as shall be notified in advance by the IPC President to the members of the GB). Meetings of the GB shall be chaired by the IPC President and, if the IPC President is not available to attend, by the IPC Vice President. If the IPC Vice President is also not able to attend and chair the meeting, then the



members of the GB shall nominate one of their number attending to chair the meeting. The rules set out in article 2 below shall apply to the conduct of GB meetings.

- 1.4 Vacancies on the GB arising by virtue of resignation, death or for any other reason during the four (4) year term of appointment of any GB member shall be filled by appointment by the GB, and shall be subject to ratification by the IPC General Assembly at the meeting next following such appointment.
- 1.5 At the official meetings of the GB, substitutes may not be made for appointed or elected members who are unable to attend, but an exception is made for the Athletes' Representative, ex-officio member elected by the IPC Athletes' Council (AC), subject to being duly mandated by the IPC Athletes' Council (AC).
- 1.6 The GB shall recommend organizations for membership of the IPC.
- 1.7 The GB shall, at its discretion and upon the recommendation of the IPC Sports Department, grant the status of Paralympic Sport to all Independent Sports Federations recognized by the IPC as the sole worldwide representative of the specific sport for athletes with a disability, and such federations shall then be known as International Paralympic Sport Federations (IPSF). The GB shall also, upon its discretion, grant Paralympic status to sports under IPC or IOSD governance.
- 1.8 The GB, on the recommendation of the IPC Management Team, may make a decision to suspend any member from IPC Membership upon reasonable grounds.

2. RULES FOR THE CONDUCT OF IPC GOVERNING BOARD MEETINGS

2.1 Convening

- 2.1.1 The GB meetings shall be convened in accordance with the Constitution of IPC.
- 2.1.2 The invitation and the tentative agenda for GB meetings shall be sent out 30 days prior to the meeting to each of the members of the GB by the IPC Management Team.

2.2 Procedure

- 2.2.1 When the number of members present has been checked and the apologies for absence, if any, read out, the IPC President/or such other person chairing the meeting, as per article 1.3 above, shall



open the meeting, and start the discussion on the various subjects on the agenda.

2.2.2 The quorum for the GB is 50% + one (1) of the GB members entitled to vote.

2.2.3 A 'consent agenda' may be presented at the beginning of a GB meeting. Items may be removed from the 'consent agenda' on the simple request of any GB member. All items remaining on the 'consent agenda' may be adopted by general consent without further debate. Removed items may be taken up either immediately after the 'consent agenda' or placed later on the normal business agenda at the discretion of the Governing Board.

2.2.4 Regarding the adoption of the minutes of the previous meeting: if written comments on the draft sent by the IPC Management Team to each member of the GB are not presented well in advance, the minutes may be taken as read and approved through the 'consent agenda'.

2.2.5 After the adoption of the agenda, no subject may be discussed that is not on the agenda, except in the case of extreme emergency, and provided that the IPC President or five (5) members present propose that it be discussed, and that approval to discuss is passed by the majority. Once it is approved it shall be discussed in the normal way.

2.2.6 The Chairperson shall conduct the discussions, shall decide when the subject in question has been sufficiently debated, and shall order votes to be cast and shall declare the result.

2.3 Attendance

2.3.1 All members of the GB are expected to attend the meetings, except in the event of circumstances beyond the control of members, which should be duly justified. Any member who does not attend two consecutive meetings (without a reasonable excuse as determined by the GB) shall be deemed to have resigned his position, and as a result shall receive no further notice to attend.

2.3.2 When any GB member has been invited by any country to attend any meeting or events as a representative of IPC, any duly justified expenses will be paid by the host. If the expenses are not paid by the host, then the invitation and expenses must be authorized by the IPC President. In all cases, the IPC CEO shall be informed of such



invitation in order to co-ordinate the official representation of the IPC.

2.3.3 Save as otherwise notified pursuant to article 1.3 above, the date and, if possible, the venue of the next meeting shall be set at the last session of each meeting.

2.4 Voting

2.4.1 All voting shall be done by show of hands, except when, at the simple request of any member, a secret ballot is accepted by the President. A vote by secret ballot may also be agreed by the majority of the voting members. The recording of a voting by name may be requested by any member; however, not following a secret ballot.

2.4.2 All decisions shall be taken by simple majority.

2.5 Votes by mail, e-mail, or other forms of transmission, hereinafter called 'Postal Vote'

Given that:

- The quorum for the Governing Board to reach a decision is 50% + 1 of the voting members.
- All decisions are taken by simple majority
- An abstention or a vote which is not exercised does not count as a vote.

The Governing Board may reach a decision by postal vote under following conditions.

2.5.1 The matter put to the vote must be a distinct question that can be answered with a clear "yes", "no", or "abstention"

2.5.2 Only straightforward, simple decisions can be made through a postal vote. Should any matter arise which requires previous debate, the CEO shall organize a conference call to provide members of the Governing Board with further background information and to allow a discussion on the matter, prior to bringing the matter to the vote.

2.5.3 A member of the Governing Board may object to holding a postal vote on a particular matter. Should such objection be received, the CEO shall immediately seek the opinion of the other members of the Governing Board and shall only proceed with the postal vote if a simple majority of the Governing Board is in support of continuing the procedure.



- 2.5.4 The CEO shall identify the timeframe for the Governing Board to reach a conclusion, which shall normally be a minimum of seven (7) days. In any case, the timeframe shall allow sufficient time for the Governing Board member to respond, to seek clarification where needed, and/or to confirm they have submitted their vote through the postal mail system.
- 2.5.5 In the case that by the given deadline 50% +1 of the Governing Board members with voting rights (= 8 members) have not responded, all efforts shall be made by the Management Team to contact the respective members of the Governing Board, directly and personally, with an urgent request to vote within the next 48 hours.
- 2.5.6 In the case that, by the second deadline, still 50% +1 of the Governing Board members with voting rights (= 8 members) have not responded, and until such time that a quorum has been reached, no formal decision can be taken and the matter remains open until the next formal meeting of the IPC Governing Board.
- 2.5.7 The CEO shall inform all members of the Governing Board of the results of the votes and will disclose how individual members have voted. The latter shall be considered as confidential information and shall remain within the Governing Board.

3. REGULATIONS GOVERNING THE POLICIES, BYLAWS, STANDING ORDERS, RULES AND REGULATIONS OF THE IPC HANDBOOK

- 3.1 The GB shall have final approval of all policies, bylaws, standing orders, rules and regulations issued by the IPC Committees, Commissions and the IPC Management Team, prior to their publication and implementation.
- 3.2 The GB shall consider all policies, bylaws, standing orders, rules and regulations issued by the IPC Councils, to be recommendations to the GB. Any recommendations to IPC Committees, Commissions and the IPC Management Team must be submitted through the GB.
- 3.3 Where any IPC policy, bylaw, standing order, set of rules and regulations (including any Code such as the IPC Anti-Doping Code) requires any action on the part of the GB, the GB may nominate one or more of its members or another person or persons to act on behalf of the GB in relation to that matter. Where any person nominated under this paragraph is not available for whatever reason to carry out the delegated function, the Legal and Ethics Committee



(LEC) Chairperson shall be contacted and asked to appoint a substitute; should the LEC Chairperson not be available, the IPC President will be contacted and asked to appoint a substitute.

4. SPECIFIC FUNCTIONS OF THE IPC GOVERNING BOARD PERTAINING TO THE IPC STANDING COMMITTEES

In accordance with the framework for IPC Standing Committee Bylaws (Appendix 1 to Governing Board Bylaws), the GB shall appoint the members, including the Chairperson, to the IPC Standing Committees, and shall have final approval of the bylaws developed by each Standing Committee. The respective bylaws shall be in full compliance with the framework as agreed and amended by the Governing Board from time to time.

5. SPECIFIC FUNCTIONS OF THE IPC GOVERNING BOARD PERTAINING TO THE IPC COMMISSIONS

5.1 Composition of IPC Commissions

5.1.1 The GB shall appoint the members, including the Chairperson, to the IPC Commissions established, and shall ratify the appointments annually.

5.2 Terms of Reference for IPC Commissions

5.2.1 The GB shall define clearly the mandate for each of the IPC Commissions established and shall also define the process and timeframe to deliver the goals.

5.3 Operational costs & budgets of IPC Commissions

5.3.1 The GB shall approve the operations plan that shall be prepared annually by the chairperson of the relevant IPC Commission, in co-operation with the CEO.

6. SPECIFIC FUNCTIONS OF THE IPC GOVERNING BOARD PERTAINING TO THE IPC COUNCILS

The Governing Board shall have final approval of the bylaws developed by each IPC Council, which shall be in full compliance with the framework for IPC Council Bylaws (Appendix 2 to Governing Board Bylaws), as approved and amended by the Governing Board from time to time.



7. CONDITIONS FOR MEMBERSHIP APPLYING TO ALL IPC COMMITTEES

- 7.1 The GB shall be permitted to make decisions on the regulations relating to any issue or matter in which the IPC is involved and members must sign an agreement with IPC agreeing to this.
- 7.2 The GB shall have the power, under special circumstances, to authorize expenditures that IPC Members may wish to make.
- 7.3 The GB may make any decision relevant to the rights of IPC Committee members to participate in IPC Congresses/Conferences and any other scientific, educational or promotional activities organized by the IPC.

8. SPECIFIC FUNCTIONS OF THE IPC GOVERNING BOARD PERTAINING TO ALL IPC MEMBERS

- 8.1 The GB shall make recommendations on any motions submitted to the IPC General Assembly by the IPC Members.
- 8.2 The GB shall have the power to consider requests made, under special circumstances, from members for a reduction or waiving of the membership fee payable to the IPC within the first 90 days of each calendar year.

9. SPECIFIC FUNCTIONS OF THE IPC GOVERNING BOARD PERTAINING TO NATIONAL PARALYMPIC COMMITTEES (NPCS)

- 9.1 All decisions made by the GB must be adhered to by all NPCCs, who are part of the IPC Membership and who exercise their right to enter their athletes in the Paralympic Games.

10. SPECIFIC FUNCTIONS OF THE IPC GOVERNING BOARD PERTAINING TO INTERNATIONAL PARALYMPIC SPORT FEDERATIONS (IPSFs)

- 10.1 The GB shall have sole authority to decide on the inclusion of a sport/discipline/event in the Paralympic Games.
- 10.2 The GB must receive from each IPSF that is a member of the IPC, the relevant IPC qualification criteria that it has developed, as well as sports specific classification rules, for ratification.



11. **SPECIFIC FUNCTIONS OF THE IPC GOVERNING BOARD PERTAINING TO INTERNATIONAL ORGANIZATIONS OF SPORT FOR THE DISABLED (IOSDs)**
- 11.1 The GB shall have sole authority to decide on the inclusion of sport/disciplines/events under the IOSD governance, in the Paralympic Games.
- 11.2 The GB must receive from each IOSD that is a member of the IPC, the relevant IPC qualification criteria that it has developed, as well as sports specific classification rules, applicable to a sport under IOSD governance, for ratification.

