

IPACS Benchmark Guidelines

Updated 12 November 2021

IPACS Benchmark A5 – The organisation makes public details of officials on its governing body with biographical information

Definitions

- Officials – Executive Board members (including senior staff if they are on the Board) and other key individuals who are appointed or elected
- Governing body – the most significant decision-making body below the General Assembly, usually including some individuals who are elected by the General Assembly; it may be known as the Executive Board, Board, Council or by another name; when there is both a Board and a larger Council that have different powers, there may be a judgement to make about whether one or both can be regarded as the governing body
- Biographical information – details about the official's experience both within the sport and external or professional experience

Introduction to this Benchmark and its significance

- It is important that the details of the officials are available so that stakeholders can understand who the main decision-makers are in the organisation, as well as their relevant experience and competencies; this can contribute to strengthening trust in the organisation's leadership

Commentary on the action to be taken

- A dedicated page on the website should provide information about the organisation's officials
- Typical detail about each individual should include name, photo, role within the organisation and other experience of relevance; where officials are elected, it is useful to state the years of the current mandate and any previous terms
- The priority should be the Executive Board (or equivalent) and senior staff, even if the staff are not on the Board
- It is helpful to identify any differences in decision-making status such as voting/non-voting, *ex officio* (where the position on the Board is dependent on office or position held), honorary etc.
- See also C8 (conflicts of interest)

Investment requirement – limited – some workforce time will be required to keep information up to date

Guidance according to stage of organisation

Early stage

- A list of the names of officials is published, particularly the Executive Board and a small number of senior staff, even if the staff are not on the Board

Developing

- Names are accompanied by photos and basic biographies
- Contact details (e.g. a generic e-mail address for the group) are provided
- The years of any current electoral mandate are listed together with information about previous terms served

Advanced

- A CV/biography covering their work with the organisation and other relevant experience is published for each member of the governing body, senior staff and other key individuals

Good practice examples

International Federations (from June 2020)

- World Sailing: There are detailed biographies of the [Board of Directors](#), including a list of Member National Associations which nominated them
- United World Wrestling: [Biographies](#) published include CVs and a conflict-of-interest statement. The [list of terms](#) of Bureau members is also published
- ITU: [Biographies of Executive Board members](#) include years of their elected mandate and their conflict-of-interest declaration, plus a signed commitment to abide by the ITU Constitution and rules
- WCF: [Biographies of the Executive Board](#) with mandate years
- World Bridge Federation: [Biographies of Executive Council](#) published, which includes year elected and contact details

Overall standard among International Federations:

- 28 out of 31 members of ASOIF published biographical information on their senior elected officials
- This topic was one of 20 covered in the 2018-19 GAISF assessment for non-Olympic sports (compared to 50 topics for Olympic sports) as it was judged to be important and feasible for small organisations to achieve

Continental Bodies

- European Athletics: [CVs for Council members](#) published

National Olympic Committees

- US Olympic and Paralympic Committee (USOPC): [Biographies for Board of Directors](#) published
- Polish Olympic Committee: [Biographies of the Executive Board](#) published

National Federation

- West Indies Cricket Board (WICB): [List of Board of Directors](#) with biographies

Selected references

- [ASOIF GTF Questionnaire 2019-20](#), Indicator 2.5
- [SIGGS](#): Roadmap Principle 3, Headline 3: Availability of documents and information
- Parliamentary Assembly of the Council of Europe, [Addendum to the report “Working towards a framework for modern sports governance”](#) (-Criterion 1.3: Make public the list of the members and officials of the Organisation)
- Geeraert, A. (2018). [Sports Governance Observer 2018](#). An assessment of good governance in five international sports federations (Principle 4: The organisation publishes information about its board members on its website.)
- Document EPAS(2018)47rev3 - “Optimising the processes of compliance with good governance principles to mitigate the risk of corruption”:
 - Paragraph 3: Conflict of interest
 - Indicator 3.3: Details of elected officials with biographical information and mandate information.

ASOIF indicator 2.5 – scoring definitions used in the 2019-20 assessment

- 0 – No
- 1 – Some information about elected officials available on IF website
- 2 – Biographical information about all elected officials published on IF website
- 3 – Full publication, easy to find on IF website, with photos
- 4 – Full publication, easy to find on IF website with extra data or explanation and mandate years