



**ISLAMIC SOLIDARITY SPORTS  
FEDERATION (ISSF)**

# **S T A T U T E**

**2023**

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## **PREAMBLE**

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Under Resolution # 17/11-C of the Eleventh Islamic Conference of Foreign Ministers of the Organization of the Islamic Conference (OIC) held in Islamabad Pakistan from 2 to 7 Rajab 1400H (17-22 May, 1980); and

In reference to Resolution # 7/3-C of the Third Islamic Summit Conference held in Makkah Al-Mukarramah and Taif from 19 to 22 Rabi- Ul-Awwal, 1401H (25-28 January 1981) calling for the formation of a specialised organisation for the development of sport and organisation of sport events in the Member States of the Organization of Islamic Cooperation (OIC) (formerly the Organization of the Islamic Conference).

In fulfilment of this aspiration, the formation of the Islamic Solidarity Sports Federation was declared at the founding conference held in Riyadh, Saudi Arabia, on 18 Shaban 1405 (8 May 1985), with the participation of the representatives of thirty-four (34) National Olympic Committees (NOCs).

## Article 1

### DEFINITIONS

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The terms and phrases below, wherever mentioned in this Statute, shall have the meaning assigned to them as shown unless the context indicates otherwise.

1.	Executive Board	The Executive Board of ISSF.
2.	Games	Islamic Solidarity Games of ISSF
3.	General Assembly	The General Assembly of ISSF
4.	Headquarters	The Headquarters of the ISSF
5.	IOC	International Olympic Committee
6.	ISSF/ The Federation	Islamic Solidarity Sports Federation
7.	Member States	Members States of the OIC
8.	NOCs/Olympic Committees/Members	Member National Olympic Committees
9.	OIC	‘Organisation of Islamic Cooperation’
10.	Secretary General	Secretary General of ISSF
11.	Statute	The Statute of the ISSF
12.	The Bureau	Bureau of ISSF
13.	The General Secretariat	ISSF General Secretariat.
14.	WADA	World Anti-Doping Agency

## Article 2

### THE FEDERATION

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- 2.1. The **ISLAMIC SOLIDARITY SPORTS FEDERATION**, hereinafter known as the **ISSF**, shall be an independent non-profit sports organization with a legal personality incorporated and registered in the Member State hosting the headquarters.
- 2.2. It shall be affiliated to the OIC. It shall be financially and administratively independent and operate in accordance with the Olympic Charter, this Statute, and

applicable/ relevant statutes, regulations, and rules of the International Federations of the Sports disciplines featured in the Games Programme.

#### Article 3

### **THE FEDERATION'S AUTONOMY**

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3.1. The ISSF shall exercise its functions and competencies to achieve its mission within the scope of complete and responsible Autonomy devoid from all political, religious, and economic pressures in line with the provisions of the Olympic Charter also taking into consideration the laws and regulations of the Member State hosting the ISSF Headquarters.

#### Article 4

### **THE HEADQUARTERS**

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4.1. The Permanent Headquarters of ISSF is located in the city of Riyadh, Kingdom of Saudi Arabia.

#### Article 5

### **MEMBERSHIP**

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- 5.1. The National Olympic Committees that are recognized by the IOC in the OIC Member States shall have the right to acquire ISSF Membership.
- 5.2. An NOC recognised by the IOC and belonging to any OIC Member State shall apply for membership in writing to the Secretary-General. The following items must accompany the application:
- a) a copy of its legally valid statutes or constitution,
  - b) a written declaration that it will always comply with this Statute, by-laws, and decisions of ISSF,
  - c) Names of key officials of the NOC executive board/, particularly the president and the secretary general.

d) Proof of payments of its' annual Membership fees to ISSF.

5.3. The Executive Board may grant the applicant a provisional Membership before the ratification of this Membership by the General Assembly.

### **RIGHTS OF MEMBERS**

5.4. Members have the following rights:

- a) To take part in all ISSF programs and events.
- b) To provide proposals for inclusion on the agenda of the General Assembly;
- c) To nominate, second, and or vote for candidates for elective positions of the Executive Board;
- d) To be informed of the affairs of ISSF through official communication channels ;
- e) To participate in the Games and events organised by ISSF.

5.5. The exercise of these membership rights is subject to provisions stipulated for in this Statute and other laws and regulations of ISSF.

### **OBLIGATIONS**

5.6. Members shall be meeting their obligations and in good standing if they:

- a) fully comply with this Statute, regulations, by-laws, and ISSF directives and decisions ;
- b) pay their annual membership subscription fees, and meet any other financial obligations;
- c) participate in the ISSF Games, competitions and events. Members which do not participate in at least one (1) of all ISSF events over a period of four (4) consecutive years shall not be in good standing. In such cases, the Board shall decide on membership status.

- 5.7. Violation of the obligations mentioned above by any Member may lead to the following measures and sanctions, depending on the gravity of the facts and the level of damage or infringement:
- a) Warning
  - b) Suspension
  - c) Revocation of membership
- 5.8. The Executive Board may suspend a member following due investigation on gross violation of the obligations in Article 5.6 above. The suspension of the Executive Board shall be in effect until the next General Assembly unless the Executive Board has revoked such suspension before such a General Assembly.
- 5.9. The suspension of a Member NOC will be approved (ratified by) three-quarters (3/4) majority of the General Assembly Members in good standing, present and eligible to vote.
- 5.10. A member NOC may be suspended by the General Assembly only at the request of the Executive Board on the following grounds:
- a) It fails to fulfil its obligations towards the ISSF
  - b) If the Member State of the Member loses its membership of the OIC;
- 5.11. The presence of an absolute majority of Members in good standing at the General Assembly is required for the suspension of a member. Decision is adopted with three fourths (3/4) majority.

## Article 6

### **LOGO, FLAG AND ANTHEM**

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- 6.1. The ISSF shall have a Logo, Flag and Anthem expressing its mission, vision and objectives.

- 6.2. The Logo, Flag and Anthem, all approved by the General Assembly, shall be registered with a competent authority to preserve intellectual property rights universally.
- 6.3. The use of the Name, Logo, Flag and or Anthem, and any such property shall not be permitted without the written consent of the ISSF.

#### Article 7

### **OFFICIAL LANGUAGES**

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7.1. The official languages of the ISSF are Arabic, English and French. Where differences arise in interpreting the provisions of the present Statute, the original text in Arabic shall prevail.

#### Article 8

### **GOALS AND OBJECTIVES**

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- 8.1. Goals of ISSF:
- a) To strengthen Islamic Solidarity among the youth in the Member States by promoting Islamic values and Islamic identity through Sport,
  - b) To ensure regular celebrations/ hosting of the Games;
  - c) To inculcate the principles of non-discrimination based on religion, race colour, gender or any other grounds in conformity with the precepts of Islam,
  - d) To reinforce the bonds of unity, amity and fraternity among youth in the Member States and contribute to national and international initiatives aimed at building a world of tolerance, security and peace,
  - e) To boost cooperation among the Member States on matters of common interest within the field of sports, especially when participating in international, continental, and regional events and meetings.
  - f) To promote sports and the Olympic movement in Member States.



- g) To encourage the spirit of sportpersonship, principles of fair play, clean sport, non-violence in sports events,
- h) Encourage sport exchange visits among the Member states' officials and delegations;
- i) To respect the issues of the environment protection, conservation and climate change mitigation in sport activities and facilities;
- j) To observe and support the principles of peace and the related efforts through the field of sport all over the world;
- k) To pay due attention to sports education, health and recreation;
- l) To encourage sports tourism;
- m) To promote the Islamic sports culture;
- n) To support gender equity in sport and encourage related participation in all sports events and positions by women.

8.2. The following are the responsibilities of the ISSF;

- a) To supervise the organisation of a multi-sports event held once every four (4) years. This event shall be called the Islamic Solidarity Games;
- b) To supervise the organisation of tournaments and championships in all sports;
- c) To develop/adopt the rules and regulations necessary for the organisation of the tournaments and championships in conformity with the laws of the respective International Federations and the ISSF;
- d) To enter into cooperation agreements with sports organisations at international, continental and regional levels;
- e) To promote women in Sport through active participation as Athletes and in sports administration;

- f) To train and develop sports cadres in Member states through the exchange of technical expertise and the organisation of training courses to qualify the workforce in various fields of sports;
- g) To provide technical consultation for the development of sports facilities in the Member States to raise the standards of sports;
- h) To hold conferences, symposia, exhibitions, create museums, supervise studies and research and disseminate publications advancing the ISSF mission, goals and objectives.
- i) To observe the World Anti-Doping Code and such applicable rules and regulations of WADA and combat the abuse of internationally prohibited substances;
- j) To ensure that members do not engage in manipulation of sports illegal betting, money laundering and related corruption in sport activities and require members to adopt national laws/policies on prohibiting such practices as well as promote international legal cooperation in all related activities.
- k) To respect and observe CAS and WADA/ RADO and NADO decisions;
- l) To introduce OIC goals among the youth in the Member States.

## Article 9

### **ORGANIZATIONAL STRUCTURE**

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The following are the organs of ISSF;

- a)** The General Assembly shall be the supreme and legislative organ;
- b)** The Executive Board shall be the executive authority of the ISSF
- c)** The Bureau shall be the organ that deals with all matters within the competence of the Executive Board, requiring immediate decisions between meetings of the Executive Board;

- d) The General Secretariat is the central, operational, and administrative organ;
- e) Commissions, Committees, and ad-hoc committees as advisory and technical organs to the Executive Board, and or the Bureau, and the General Secretariat.

#### Article 10

### **PATRONAGE AND HONORARY MEMBERSHIP**

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- 10.1. The President of the ISSF may invite a Head of State or a dignitary in the Government of the Member State hosting the Headquarters to accept Patronage of the ISSF and may be designated as Patron-in-Chief for a term to be decided by the Board.
- 10.2. The President of the ISSF may invite other distinguished persons or persons of repute to make up the honorary membership of ISSF and may, where appropriate, designate honorary Life President/member; subject to ratification by the General Assembly.

#### Article 11

### **COMPOSITION OF THE GENERAL ASSEMBLY**

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- 11.1. The General Assembly is composed of Member NOCs of ISSF
- 11.2. The Executive Board
- 11.3. The ISSF Honorary President and Members

#### Article 12

### **OBSERVERS AND GUESTS AT THE GENERAL ASSEMBLY**

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- a. The President may invite any representative of an international sport organisation as a guest to attend the General Assembly
- b. International Organisations, International Sports Organisations, International Federations, Continental Associations, regional and National Sports bodies or the Organisations in the Member States may be invited to attend the General Assembly in an Observer Status, without a right to vote.

## Article 13

### **POWERS OF THE GENERAL ASSEMBLY**

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The General Assembly shall have the following functions;

- a) To approve the ISSF's, strategic plan, general policies and plans to aid the accomplishment of its aims;
- b) To ratify the Statute and related modifications;
- c) To discuss and approve reports of the Executive Board;
- d) approve the financial statements and audit reports ;
- e) approve the annual work plan, Calendar, and budget;
- f) To decide on proposals presented by Members within the specified deadline;
- g) To ratify the internal regulations of ISSF and related modifications;
- h) To ratify rules and regulations of the Games and related modifications;
- i) To ratify cooperation agreements concluded between the ISSF and regional, continental and international organisations;
- j) To approve the host Country of the Games, upon the proposal of the Executive Board;
- k) To approve the ISSF Logo, Flag and Anthem;
- l) To elect Members of the Executive Board of ISSF;
- m) To approve the appointment of auditors;
- n) To approve admission of new members
- o) To determine the admission fees and annual subscriptions;
- p) To award honorary membership;
- q) To approve the suspension of members;
- r) To declare no confidence in the Executive Board or its member(s) for justifiable reasons.

- s) To handle any other matters relevant to the operations and management of the ISSF.

#### Article 14

### **MEETINGS OF THE GENERAL ASSEMBLY**

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- 14.1. The General Assembly may be ordinary or extraordinary. Members may take part in the meetings physically in person or remotely by any teleconferencing or virtual means as determined in the invitation.
- 14.2. The Ordinary General Assembly shall be held annually and the elections are held every four (4) years
- 14.3. Elections shall be held in the year when the Islamic Solidarity Games are held and up to three months after the end of the Games, whether held or not - unless the Executive Board finds otherwise for justifiable reasons.

#### **ORDINARY GENERAL ASSEMBLY**

- 14.4. The Secretary-General shall extend an invitation to the members of the General Assembly at least two months in advance of the meeting. A provisional agenda shall be annexed thereto.
- 14.5. The meeting file shall be sent to members in adequate time before the meeting and shall include the following documents:
- a) The Agenda,
  - b) Annual Report and Activity Calendar,
  - c) Progress report of actions taken in regard of the forthcoming Games,
  - d) Progress report on competitions of the ISSF,
  - e) Financial report and the budget,
  - f) Auditor's report.
  - g) Proposals of Members;
  - h) Recommendations of the Executive Board;
  - i) List of Board nominees for the elective General Assembly ( if applicable);
  - j) Report on Candidate cities of the Games.

- k) Any other relevant matter

### **EXTRAORDINARY GENERAL ASSEMBLY**

- 14.6. The Secretary General shall convene an Extraordinary General Assembly on the following grounds:
- a) Upon instruction of the President.
  - b) Upon written request of one (1) Member NOC, supported by two-thirds (2/3) of Member NOCs in good standing.
- 14.7. An Extraordinary General Assembly invitation shall be sent out thirty (30) days at least before the meeting. The agenda and meeting request shall be attached with the invitation.
- 14.8. This extraordinary general assembly shall be held within two months of receiving the request and the subject of the agenda,
- 14.9. No subject(s) or agenda item other than those for which the Extraordinary General Assembly was convened may be considered.

### Article 15

### **QUORUM OF THE GENERAL ASSEMBLY**

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The Quorum of the General Assembly shall be an absolute majority of Members who are in good standing with the ISSF, attending physically or remotely. If this quorum is not complete, the meeting shall be postponed for 24 hours and then held if it attended by a third (1/3) of the members of the General Assembly. If such quorum is not achieved, the meeting shall be postponed for another date to be determined by the executive board after due consultations with NOCs.

### Article 16

### **VOTES AND DELEGATES OF THE GENERAL ASSEMBLY**

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- 16.1. Each member has the right to participate in the meeting with a maximum of two representatives.

- 16.2. A Board member may not vote in the General Assembly unless he is officially authorized by his National Olympic Committee.
- 16.3. Each Member shall have one (1) vote at the General Assembly. Only Members which are in good standing shall have the right to vote.
- 16.4. Only Members present at the General Assembly shall have the right to vote. Voting by proxy shall not be permitted. Online or virtual voting may be permitted if approved by the Board.

#### Article 17

### **MINUTES OF THE GENERAL ASSEMBLY**

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17.1. The Secretary General shall be responsible for recording the minutes at the General Assembly and/or Extra Ordinary Assembly. The draft minutes of the General Assembly and/or Extra Ordinary Assembly shall be sent to Members sixty (60) days upon conclusion of either General Assembly. The minutes shall be approved at the next Ordinary General Assembly.

#### Article 18

### **EFFECTIVE DATES OF DECISIONS OF THE GENERAL ASSEMBLY**

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18.1. Decisions passed by the General Assembly shall come into effect for the Members immediately following the closure of the General Assembly, unless the General Assembly fixes another date for a decision to take effect.

#### Article 19

### **COMPOSITION OF THE EXECUTIVE BOARD**

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19.1. The Executive Board is composed of nineteen (16) members as follows:

- a) the President
- b) the Vice President for Asia, and Europe,
- c) the Vice President for Africa and Latin America
- d) three (3) Representatives for Asia, and Europe,

- e) three (3) Representatives for Africa and Latin America,
- f) Two (2) Athletes, (One male and one female) from Athletes Commission.
- g) Representative of Women Sport (female)
- h) Representative of the OIC,
- i) Representative of Palestine
- j) Secretary General (ex-officio)
- k) Treasurer (ex-officio)

- 19.2. The President shall be nominated by the NOC of the Member State hosting the ISSF Headquarters and ratified by the General Assembly. The President's term of office shall be eight (8) years, renewable once to a four (4) year term.
- 19.3. The attending members shall elect the two vice presidents and the six (6) members as per the composition, for a term of four (4) years, renewable for one time. The seniority order of the vice presidents shall be determined at the first meeting of the executive board.
- 19.4. The Athletes Commission shall select its two representatives (One male and One female) for the Board, for a four (4) year term; renewable for one time.
- 19.5. Representative of the OIC is endorsed by the OIC in writing to the Secretary General.
- 19.6. Representative of Palestine shall be named by the Palestine Olympic Committee and given in writing to the Secretary General.
- 19.7. The Secretary General (*full-time office*) shall be appointed by the President, and endorsed by the General Assembly.
- 19.8. The treasurer shall be appointed by the President from the headquarter country. Such appointment shall be endorsed by the Executive Board.
- 19.9. Except for the NOC of the ISSF Headquarters country, no more than one representative from a Member country shall simultaneously serve on the Executive Board.



## Article 20

### **ELIGIBILITY FOR THE EXECUTIVE BOARD**

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20.1. In order to be appointed, or contest for the position on the Executive Board, the person must;

- a) Be a citizen of an OIC Member State whose NOC is a Member of ISSF;
- b) Hold a minimum of a college degree, an Advanced Certificate of Education or its equivalent;
- c) Be a person of integrity and should not have been convicted of an offence involving moral turpitude, or gross misconduct.
- d) Hold one of the NOC official leadership positions (President-Secretary-General- Vice President)
- e) NOCs may nominate anyone who holds a distinguished positions in the sports field (such as IOC member, President or Secretary-General of an international federation, President of a continental federation, Minister of Sport).
- f) Be present at the electoral meeting of the General Assembly so that his name is included in the voting process.
- g) Not have more than 70 years of age.

## Article 21

### **ELECTIONS**

---

- 21.1. Only Members in good standing may nominate candidates for the office of elective positions on the Executive Board. Candidatures shall be sent to the **Elections Commission** not less than forty-five (45) days before the Ordinary General Assembly following the celebrations of the Games.
- 21.2. The **Elections Commission** shall notify the Executive Board, and Member NOCs of the list of Candidates, and the respective position(s) of the contest, together with the notice of the Ordinary General Assembly.
- 21.3. The election processes shall entirely be conducted by the **Elections Commission, appointed by the Executive Board**, in line with the ISSF rules and regulations.

- 21.4. Where an elective position becomes vacant, it shall remain as such until the next Ordinary General Assembly, when a replacement may be ratified or elected for the remaining term of office.
- 21.5. Voting for elective positions of the Executive Board shall be by secret ballot. Voting may be done physically or remotely online. Candidates who win the highest number of respective votes shall be declared winners.
- 21.6. In case of voting tie, balloting shall be repeated between the top two candidates until one of them wins.
- 21.7. After the voting, the Elections Commission shall declare the results of each ballot in the following order, namely.
  - a) Number of NOCs that are eligible to vote.
  - b) A statement of the number of ballot cards issued for each ballot,
  - c) The number of formal votes cast on each ballot, and
  - d) The number of votes received by each Candidate.

## Article 22

### **EXECUTIVE BOARD CODE OF CONDUCT**

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22.1. Members of the Executive Board shall abide by a Code of Conduct, Code of Ethics and any other relevant document/policy issued or approved by the General Assembly.

## Article 23

### **MEETINGS OF THE EXECUTIVE BOARD**

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- 23.1. The Executive Board shall meet three (3) times at minimum per year. Upon request of the President, the Secretary General shall send out invitation and agenda of the Executive Board meetings, thirty (30) days at least before the meeting's date.
- 23.2. The Secretary General shall convene the Executive Board meetings upon a petition by at least eight (8) members. The Secretary General shall do so within one (1) month upon the receipt of the petition.
- 23.3. The Executive Board members may take part and vote on issues in the meetings physically in person –at least once per year - or remotely by any teleconferencing or virtual means as determined in the invitation.

- 23.4. The Secretary General shall compile the agenda in consultation with the President. Each member of the Executive Board may propose items for inclusion in the agenda. The agenda must be circulated to all members before the meeting, at least fourteen (14) days to the Executive Board.
- 23.5. The meetings of the Executive Board shall not be held in public. However, the President may invite third parties with a co-competence to attend. Those third parties shall not have voting rights.
- 23.6. A simple majority of the Executive Board shall form the Quorum of meetings of the Executive Board; provided that the president or a vice-president is present. In case the quorum is not reached, the meeting shall be adjourned for 24 hours, after which the meeting is held if attended by 7 members at least.
- 23.7. The President shall preside over the meetings of the Executive Board. In his absence, the First Vice President shall preside; in the absence of both the President and the First Vice President, the 2<sup>nd</sup> Vice President shall preside.
- 23.8. The Secretary General shall keep the minutes of each meeting of the Executive Board, which shall be ratified by the Executive Board at its next meeting and signed by the chairperson of the meeting.

## Article 24

### **DISCLOSURE OF INTEREST**

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- 24.1. A member of the Executive Board, who has a direct or indirect personal interest in a matter being considered by the Executive Board, shall disclose the nature of such interest to the Executive Board, at least 24 hours before the meeting.
- 24.2. A disclosure of interest under Article 24/1 above shall be recorded in the minutes of the meeting of the Executive Board. The member making such disclosure shall not be allowed to do the following, unless the Executive Board otherwise determines in respect of that matter:
- a) Attend any deliberation on the matter by the Executive Board;
  - b) Take part in the decision-making of the Executive Board on that matter.

- 24.3. When the quorum is broken due to the exclusion of the interest owner following the disclosure of a personal interest, the other present members may proceed to consider and decide on the matter as if there was a quorum.

## Article 25

### **FUNCTIONS OF THE EXECUTIVE BOARD**

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- 25.1. The Executive Board shall perform the following functions:
- a) pass decisions on all cases that do not come within the sphere of responsibility of the General Assembly or are not reserved for other bodies by law or under this Statute,
  - b) approve the appointment of commissions, committees, and ad-hoc committees of ISSF and assign them with such regulations, and terms of reference.
  - c) Appoint the Elections Commission
  - d) propose the external auditors to the General Assembly (where applicable);
  - e) approve regulations stipulating how ISSF shall be organised internally,
  - f) Create and edit bylaws for the ISSF.
  - g) propose the host city or host Member State(s) of the Games to the General Assembly after considering the Evaluation Committee Report.
  - h) shall propose membership fees to the General Assembly;
  - i) shall ensure that this Statute is applied and adopt such executive arrangements required for their application,
  - j) may dismiss a person or body or suspend a Member NOC provisionally until the ratification at next General Assembly,
  - k) may delegate tasks arising out of its area of authority to the Bureau, individual member(s) or such other bodies of ISSF,

- 25.2. The decisions taken shall be recorded in the minutes. The decisions taken by the Executive Board shall come into effect immediately unless the Executive Board decides otherwise.

## Article 26

### **TERMINATION OF MEMBERSHIP**

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- 26.1. The Executive Board membership becomes vacant if the member :
- a) Dies;
  - b) Resigns the office in writing to the Secretary General;
  - c) Is removed from office by a final decision of the General Assembly, on the following grounds;
    - i.) Failure to attend three (3) consecutive Executive Board meetings without justification and or without obtaining prior authorised leave of absence from the President.
    - ii.) For being convicted of a criminal offence involving moral turpitude; or
    - iii.) Due to physical or mental incapacity;
    - iv.) Gross misconduct and abuse of office.
- 26.2. The member in question has the right to have a hearing for own defence .
- 26.3. Only the General Assembly has the exclusive power to dismiss a member. The Executive Board may impose a temporary dismissal on a member, pending approval by the General Assembly.
- 26.4. The person dismissed must be relieved of his or her function with immediate effect.

## Article 27

### **DUTIES OF OFFICE BEARERS**

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#### **27.1. FUNCTIONS OF THE PRESIDENT**

27.1.1) The President shall,

- a) preside over the meetings of the General Assembly, the Executive Board and the Bureau.

- b) represent and or cause representation, as well as manage relations of ISSF with OIC, IOC, and other International, Continental, and Regional organisations, including signing cooperation agreements and protocols between ISSF and such organisations,
- c) appoint the Secretary General, and the treasurer.
- d) appoint Chairpersons and members of Commissions, Committees and ad-hoc Committees,
- e) sign the official invitation to the Games,
- f) delegate duties to members of the Executive Board,
- g) consider urgent matters and take appropriate measures within the provisions of this Statute.
- h) sign with the Secretary General all other ISSF key official documents of ISSF, including by-laws, regulations...etc.

27.1.2) The President shall have an ordinary vote on the Bureau and, whenever votes are equal, he shall have a casting vote.

## **27.2. FUNCTIONS OF THE VICE PRESIDENTS**

- a. The Vice Presidents shall carry out the duties of the President when he is absent; according to their order as approved by the Executive Board. They shall also perform such other duties assigned to them by the President or the Executive Board.
- b. The Vice Presidents shall represent the ISSF interests and manage its relations with the Members in their respective continents.

## **27.3. FUNCTIONS OF THE SECRETARY GENERAL**

The Secretary General is the chief executive officer of the ISSF. His responsibilities shall be defined by such governance regulations and scope of work as approved by the ISSF Executive Board. Major functions:

- a) To supervise the implementation of the decisions adopted by the General Assembly and the Executive Board,
- b) To record the minutes of and decisions made by the General Assembly, Executive Board, and the Bureau.
- c) To supervise the development of annual work plans, follow up and supervise their implementation after approval by the Executive Board,
- d) To submit reports for consideration by the Executive Board,
- e) To compile the regulations and follow up on all the activities of the ISSF Commissions, Committees and Ad-hoc Committees, as well as those entrusted with tasks by the Executive Board and to prepare the necessary reports thereon. He has the right to attend meetings,
- f) To supervise and manage the ISSF Secretariat; appoint employees and follow up their work.
- g) To circulate decisions made by the General Assembly and the Executive Board meetings to all Members and the OIC Secretariat,
- h) To prepare and sign the ISSF correspondences,
- i) To keep the ISSF membership register, records, files, stamps and assets.

#### **27.4. FUNCTIONS OF THE TREASURER**

The Treasurer shall be the chief financial officer of the I.S.S.F. His responsibilities shall be defined by such governance regulations adopted by the ISSF Executive Board. They include:

- a) To develop the ISSF's financial strategies and supervise their implementation in all areas of finance and asset management, as approved by the Executive Board.
- b) To prepare ISSF's budget and submit it to the Executive Board for approval,

- c) To prepare analytical reports on the I.S.S.F accounts and consolidated financial statements and submit them with due recommendations to the Executive Board
- d) To propose policies, rules and guidelines regarding ISSF's overall strategy in financial and asset management matters and submit them to the Executive Board.
- e) To carry out any other financial duties as assigned by the Executive Board.

## Article 28

### **THE BUREAU**

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- 28.1. The Bureau shall deal with all matters within the competence of the Executive Board, requiring immediate decision between meetings of the Executive Board.
- 28.2. The Bureau shall consist of the following.
  - a) The President,
  - b) The Secretary General,
  - c) The Treasurer, and
  - d) Two (2) members of the Executive Board, appointed by the President depending on the matter of consideration.
- 28.3. The Secretary General shall convene the Bureau meetings as required upon the President's instruction.
- 28.4. Members may take part in the meetings physically in person or remotely by any teleconferencing or virtual means as determined in the invitation.
- 28.5. The Secretary General shall notify the Executive Board immediately of the recommendations made by the Bureau.
- 28.6. The Executive Board shall approve the recommendations of the Bureau at its' next meeting or by mail.



Article 29

**THE SECRETARIAT**

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- 29.1. The Secretariat shall perform its tasks under the direction and supervision of the Secretary General.
- 29.2. The operation of the Secretariat shall be defined by the governance regulations as approved by the Executive Board.
- 29.3. The Secretariat shall manage the day-to-day business of ISSF, per such directives, and by-laws of the Executive Board, and handle all other administrative matters necessary for the efficient operation and organisation of ISSF, as required and authorised by the Executive Board.
- 29.4. The Secretariat shall provide administrative support for all the I.S.S.F Commissions and Committees.

Article 30

**COMMISSIONS**

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- 30.1. The President may, appoint the Commissions he considers necessary to give advice or perform delegated functions as determined by the Executive Board.
- 30.2. Without prejudice to the general effect of Article 14.1. above, the President shall appoint the following Commissions.
- a) Sport Commission;
  - b) Athletes Commission;
  - c) Games and Competitions Commission;
  - d) Audit and Financial Commission;
  - e) Elections Commission
  - f) Gender Equity and Diversity Commission
  - g) Education and Culture Commission;
  - h) Legal Commission;

- i) Ethics Commission;
  - j) Medical and Anti-Doping Commission;
  - k) Any other relevant Commission or Committee, as necessary.
- 30.3. The Executive Board shall determine in writing the terms of reference of the Commissions appointed in Article 30.2 above. The tenure of these Commissions will expire after the Ordinary General Assembly following the celebrations of the Games.
- 30.4. Each Commission shall adopt its own rules and procedure but shall, in any event, be guided by the guidelines applicable to the Executive Board meetings.
- 30.5. Members of the Executive Board may simultaneously be chairpersons/members of any Commission, except for the Elections Commission and any other Commission if so decided by the Board.
- 30.6. The Chairperson of the Commission must have the competence and qualification in the related field of the Commission. Members of the Commission must have relevant experience.
- 30.7. Each Commission shall submit its activity report to the Executive Board as specified in terms of reference.
- 30.8. The Secretariat shall assist the Commissions.

### Article 31

#### **ATHLETES COMMISSION**

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- 31.1. There shall be an Athletes' Commission comprising the Chairperson, and at least six (6) other members, including three (3) females and two retired Olympians (One male and one female)
- 31.2. The Athletes' Commission shall be elected at every Games; its members are eligible for re-election for one more term. The out-going Commission shall conduct the election of the forth-coming Commission per such guidelines prepared by the Executive Board.

- 31.3. Two (2) members, a male and a female of the Athletes' Commission shall be selected by the Commission as Representatives on the Executive Board.
- 31.4. The Athletes' Commission shall advise the President, and or the Executive Board on all matters relating to Athletes and shall represent the interests of Athletes.
- 31.5. The Athletes' Commission will determine the rules of procedure for its meetings, which shall be approved by the Board.

#### Article 32

### **FISCAL YEAR**

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- 32.1. The fiscal period of ISSF shall be a year and begin each 1<sup>st</sup> January and end on the last day of December.
- 32.2. The revenue and expenditure of ISSF shall be managed to balance out over the fiscal year.

#### Article 33

### **ASSETS**

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- 33.1. The Liquidity, building installations, lands, equipment, tools, clothes, furniture, and other assets owned by the ISSF shall be considered private property and, as such, may not be impounded or confiscated by any official organ in the headquarters country as being of public utility. The fund and assets of the ISSF shall be granted the same treatment as those of the OIC and its' General Secretariat headquarters in the Kingdom of Saudi Arabia.
- 33.2. The Games, and other competitions, all their sports logos, image rights, copyrights and the TV rights, advertisement, film production and marketing are the exclusive properties of the ISSF. They shall not be used, under any circumstances, without prior written permission of the ISSF.
- 33.3. The properties of the ISSF include buildings, lands, facilities and money in the bank) may not be disposed of by selling or giving them away without the General Assembly's agreement based on the Executive Board's recommendation.

33.4. Furniture, equipment and vehicles may be disposed of by sale or donation by a decision from the Executive Board.

33.5. Consumed instruments and equipment may not be disposed of without approval from the Executive Board.

#### Article 34

### **REVENUES**

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The revenue of ISSF shall arise from the following;

- a) annual subscriptions from Members;
- b) annual subsidy availed by the Member State hosting the Headquarters of ISSF;
- c) subsidies provided by the OIC, the Islamic Solidarity Fund and Islamic development Bank.
- d) receipts generated by the marketing of rights to which ISSF is entitled;
- e) revenues from the Games, and other ISSF competitions;
- f) fines imposed by the ISSF authorised bodies;
- g) donations from International Sporting Organisations;
- h) public donations, grants, and sponsorship;
- i) such returns of the ISSF investments;
- j) Other subscriptions and receipts should be in line with the objectives pursued by ISSF.

#### Article 35

### **ACCOUNTS AND AUDITS**

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35.1. The Treasurer shall keep proper accounts and records of all ISSF transactions and affairs ensuring that all funds received are properly brought to account, and all

payments out of its funds are correctly made and adequately authorised. He shall maintain adequate control over all assets and liabilities.

35.2. The ISSF annual accounts may be audited by an Independent Auditor appointed by Executive Board and approved by the General Assembly.

35.3. The Treasurer shall, within thirty (30) days after the end of each financial year, submit or cause submission:

a) **To the Executive Board:** an annual report in respect of that financial year containing:

- i.) such financial statements as the Executive Board may require;
- ii.) a report on the operations of the ISSF funds; and
- iii.) Such other information as the Executive Board may direct.

b) **To the Independent Auditor** (where the Executive Board appoints an auditor):

- i.) the accounts of the funds of the ISSF for the financial year; and
- ii.) The annual report.

35.4. The Auditor shall audit the accounts of the fund and, within thirty (30) days after their receipt of the accounts and annual report, submit their opinion on them to the Executive Board.

35.5. The President shall approve a copy of each account, together with a copy of the opinion of the Auditor (where applicable), to be kept by the ISSF, and sent to such organisations as determined by the Executive Board within thirty (30) days after receiving them.

## Article 36

### **ANNUAL SUBSCRIPTION FEES**

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36.1. Membership subscriptions are due before the conclusion of a Financial Year. The annual subscription for new Members for the year in question shall be paid within thirty (30) days of the closure of the General Assembly at which they are admitted.

36.2. The General Assembly shall fix the amount of the annual subscription upon the recommendation of the Executive Board.

#### Article 37

### **GAMES AND COMPETITIONS**

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- 37.1. ISSF shall organise the Games every four (4) years and may manage and coordinate any other competition.
- 37.2. Members shall bid to host the Games and competitions as per the Games and competitions regulations approved by the Executive Board. Members shall guarantee their intentions to host the Games and such competitions, at least six (6) years in advance.
- 37.3. The Executive Board may delegate to any Member(s) or organisers the authority to organise a Games or competitions.
- 37.4. The Executive Board may issue regulations and By-Law(s) for the Games and competitions, provided that such regulations and By-Laws do not contradict the rules and regulations of the disciplines stipulated by the respective International Federations.

#### Article 38

### **RIGHTS IN COMPETITIONS AND EVENTS**

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- 38.1. The ISSF shall be the original owner of all the rights emanating from Games, competitions and other events coming under their respective jurisdiction, without any restrictions on content, time, place and law. These rights include, among others, financial rights, audio-visual and radio recording, reproduction and broadcasting rights, multimedia rights, marketing and promotional rights and incorporeal rights such as emblems and rights arising under copyright law.
- 38.2. The Executive Board shall decide how and to what extent these rights are utilised and draw up special regulations thereof. The Executive Board shall determine

whether these rights shall be used exclusively, jointly with a third party or entirely through a third party.

- 38.3. ISSF is exclusively responsible for authorising the distribution of image and sound and other data carriers of the competitions and events coming under their respective jurisdiction, without any restrictions on content, time, place and technical and legal aspects.

#### Article 39

### **GENERAL PROVISIONS**

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- 39.1. The Executive Board shall decide upon all matters that are not provided for in this Statute. Decision shall be submitted to the General Assembly at next meeting for ratification.
- 39.2. Any dispute or difference as to the meaning or interpretation of this Statute shall be referred to the Executive Board for settlement. Modifications and amendments shall be submitted to the General Assembly for due approval with an absolute majority of two thirds (2/3) of votes.
- 39.3. Any decision relating to the Headquarter shifting or dissolution of ISSF shall require an absolute majority of three quarters (3/4) of all Members to pass, at the General Assembly specially convened for the purpose.
- 39.4. If ISSF is dissolved , its assets shall be transferred to the NOC of the Member State hosting the Headquarters. It shall hold these assets in trust as “bonus pater familias” until ISSF is re-established. However, the final General Assembly may, choose another recipient for the assets based on a two-thirds majority.

This Statute was approved and adopted at the ISSF -----General Assembly, held in ----- on \_\_\_\_\_ and comes into force immediately after the close of the said General Assembly

President

Secretary General

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Abdulaziz bin Turki ALFAISAL AL SAUD

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Nasser Ayman MAJALI