

**CONSEIL INTERNATIONAL DU SPORT MILITAIRE  
INTERNATIONAL MILITARY SPORTS COUNCIL  
CONSEJO INTERNACIONAL DEL DEPORTE MILITAR  
المجلس الدولي للرياضة العسكرية**



## **CISM Regulations**

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The original version of the CISM general Regulations was published on 15 october 2011. It was then reviewed successively by the Commission for Regulations/Board of Directors during its statutory meetings 2013-3 in Simon's Town (RSA) and 2014-1 in Brussels (BEL). The 69<sup>th</sup> CISM general Assembly 2014 in Quito (ECU) ratified all these changes.

In a purpose of clarity of reading, all modified articles are highlighted in green in the present document

# **PART 1 : POLICY AND ORGANIZATION**

## **Introduction**

### ***CISM***

The International Military Sports Council, known by its acronym "CISM", is an international sports association composed of the armed forces of member nations accepted by the General Assembly. CISM is open to the armed forces of all nations officially recognised by the United Nations (UN). The fundamental aim of CISM is to promote sport activity and physical education between armed forces as a means to foster world peace. This ideal is encapsulated in the CISM motto "FRIENDSHIP THROUGH SPORT".

### ***Background***

CISM was founded on 18 February 1948 in Nice, France. The five founding nations were Belgium, Denmark, France, Luxembourg, and the Netherlands.

In the aftermath of World War I, an American, General John Pershing, recognized the need to breakdown linguistic and cultural barriers and promote friendship and morale among soldiers of Allied Forces. As a result, he established the Allied Forces Sports Council in 1919 and organized the first international military sport event, the Inter Allied Games, in France. These games involved 18 nations from five continents and 1500 athletes in 24 sports.

Following the Second World War, the Allied Forces Sports Council was revived and the second Inter Allied Games were held in 1946 in Berlin. Most notably, allies from Western and Eastern Europe competed in harmony. Unfortunately, because of political discord, the Allied Forces Sports Council was extinguished in 1947. However, the ideal was rekindled the following year with the founding of CISM and the rise of a global vision.

### ***Scope and Activity***

Since its founding in 1948 with five European nations, CISM has grown to over 130 member nations from Europe, Africa, Asia and America. In addition to many continental and regional championships, CISM organizes over 20 World Championships annually and the summer and winter Military World Games every four years with about several thousands participants including Olympic Medallists and World Champions. CISM also provides clinics, technical and solidarity assistance to and between members. In order to achieve these goals, CISM organises scientific, medical and sports symposia and seminars. CISM is involved in promoting peace through sports activities and other 'sport and peace' events.

## **Chapter I GENERAL POLICY**

### **Article 1.1.**

### **DEFINITIONS**

#### ***Active Nation***

An active nation is a member nation which meets its financial responsibilities unless otherwise determined by the General Assembly (mandatory requirement). An active nation is also one which contributes to the maximum extent possible to the organization of and participation in CISM events (desirable requirement).

#### ***Armed Forces (AF)***

The Army, Navy, Air Force or other Uniformed Services including without limitation national/federal (Self) Defense Forces and national/federal Security Forces, officially recognized by a member nation as being part of its Armed Forces and agreed by the General Assembly. (DF 13/SG/02)

#### ***Board of Directors (BoD)***

Board, composed of 19 (nineteen) members, elected and granted powers by the General Assembly to decide all measures relating to management and administration of CISM within the limits of its Statutes and Regulations.

#### ***Chief of Delegation (CoD)***

Officer appointed head of his delegation by the responsible authorities of his nation and empowered to make decisions on behalf of those authorities.

#### ***Chief of Mission (CoM)***

Officer appointed as the head of a mission by the appropriate authority of the member nation.

#### ***CISM Authorities***

They are elected by the General Assembly or appointed by the Board of Directors or their government to represent CISM, their continent, their nation or a sport.

CISM permanent authorities are:

- President,
- Secretary General, -
- Vice Presidents,
- Members of the Board of Directors,
- Treasurer General,
- Chiefs of Delegation,
- President of CISM Sport Committees,
- Presidents of Commissions

#### ***CISM events***

CISM events include:

- A. Sports competitions
- B. Courses and symposia,

- C. Official meetings as follows:
- Congress and General Assembly,
  - Board of Directors meeting,
  - Continental meeting,
  - Meeting of a Commission,
  - Meeting of a CISM Sport Committee,
  - Meeting of a Working Group.

***Commission***

Commission established by the Board of Directors, working in a designated area of CISM activity.

***Congress***

The annual meeting of member nation delegates immediately before the General Assembly. The Congress is dedicated to strategic and business planning, discussions and debates, presentations and exchange of information.

***Delegate***

Officer, NCO or Ministry of Defense civilian appointed as such by his government or by the competent authorities of his nation to be a member of the nation's delegation to CISM. He should be on active duty and citizen of the nation he represents.

***Delegation (Del)***

The total number of a nation's delegates.

***Disciplinary Matters.***

Includes but is not limited to violations of the CISM Statutes and the CISM Regulations; misconduct or bad behavior either on or off the playing field to include sexual or other forms of harassment; and criminal activity to include sexual assault. (DF 13/SG/04)

***Emergency Board***

Temporary Committee making decisions in case of emergency between Board of Directors' sessions

***General Assembly (GA)***

Supreme authority of CISM, composed of delegations of member nations.

***General Secretariat (Gen Sect)***

The permanent office that provides continuity to CISM. It is managed by the Secretary General and is comprised of military personnel, detached by member nations at their own expense, and civilian employees, paid from the CISM budget

***Harassment***

Is a course of conduct which annoys, threatens, intimidates, alarms, or puts a person in fear of their safety. Harassment is unwanted, unwelcomed and uninvited behavior that demeans, threatens or offends the victim and results in a hostile environment for the victim. Harassing behavior may include, but is not limited to, epithets, derogatory comments or slurs and lewd propositions, impeding or

blocking movement, offensive touching or any physical interference with normal work or movement, and visual insults, such as derogatory posters or cartoons. (DF 13/SG/04)

***Inactive nation***

An inactive nation is a member nation which has failed to meet its financial responsibilities, unless otherwise decided by the General Assembly.

***Liaison Office (L O)***

An optional entity, established by a Vice President, in consultation with member nations of his continent, responsible within a certain region to foster and co-ordinate CISM activities in its region and encourage non-member nations in its region to join CISM.

***Member Nation***

Nation admitted to CISM in conformity with the Statutes and regulations. Member nations include active and inactive nations.

***Mission (Mis)***

Nation's team participants in a CISM event.

***Nation***

Within the context of CISM, a nation, whether a member or not, shall be construed to mean only a nation officially recognized by the United Nations, including those states granted "non-member observer state" status. (DF 12/SG/03)

***Observer***

A member or non-member nation, or an individual representing himself, or an organization, invited to attend a CISM event for the purpose of obtaining knowledge of a given event or of CISM in general.

***Official CISM Representative (OCR)***

Officer (senior officers or general officers) specifically designated by the Board of Directors, normally from its members, to represent CISM at world championships or other CISM events.

***Partner***

An organization or individual with an international role, interested in military sports, and willing to promote CISM ideals. A partner shall be officially sanctioned by CISM and shall have met its financial obligations to CISM.

***President (Pres.)***

Officer elected by the General Assembly who presides over the Congress, the General Assembly and meetings of the Board of Directors and carries out responsibilities in accordance with the CISM Statutes and Regulations .

***Regulations***

CISM Regulations comprise the Statutes, the Regulations and the Sports Regulations.

***Secretary General (SG)***

Officer elected by the General Assembly who ensures the implementation of the decisions of the General Assembly and the Board of Directors, manages the General Secretariat and implements the CISM budget approved by the General Assembly.

**Sexual Assault**

Intentional sexual contact characterized by the use of force, threats, intimidation, or abuse of authority or when the victim does not or cannot consent. Sexual assault includes rape, forcible sodomy, or attempts to commit these offenses, and unwanted, inappropriate physical contact such as groping or fondling. (DF 13/SG/04)

**Sexual Harassment**

Includes unwelcome sexual favors, and other verbal, nonverbal, or physical behavior or conduct of a sexual nature that creates an intimidating, hostile, or offensive environment. Sexual harassment is a form of discrimination and is therefore unacceptable behaviour that will not be tolerated at any CISM event or activity. (DF 13/SG/04)

***CISM Sport Committee (CSC)***

Committee responsible for the management, development and technical aspects of each sport admitted as CISM category one (1) sport.

***Treasurer General (TG)***

Officer elected by the General Assembly who is responsible for the financial management of CISM.

***Vice-President (VP)***

Officer representing one continent, nominated by the active nations belonging to his continent and elected by the General Assembly who serves on the Board of Directors.

***Working Group***

Group established to study a specific issue or execute a specific task for a limited duration.

**Article 1.2. AUTHORITY DOCUMENTS**

The documents governing CISM activities are:

- A. The Statutes which establish the legal and institutional foundation of CISM,
- B. The Regulations which codifies CISM policy and sets the rules concerning the development of the principal activities,
- C. The Sport Regulations governing CISM sports,
- D. The CISM strategic and annual business plans,
- E. The world calendar.

**Article 1.3. AMENDMENT OF REGULATIONS**



The use of CISM insignia or logo for commercial purposes shall be regulated by the Board of Directors.

**B. TV rights**

CISM expressly encourages organizers of CISM events to enter into agreements with sponsors and TV networks to allow CISM activities to appear on television. However this transfer of rights shall be subjected to a contract between CISM and the organizing nation. Consequently:

1. CISM is the only entity with exclusive copyrights for all TV broadcast of its Championships including Military World Games,
2. CISM can yield the copyrights to a national TV network as long as broadcasting is done on national or local bases,
3. CISM requires that copies of all raw and edited footage filmed at those championships be sent to its headquarters,
4. CISM, being the owner of the championships, possesses the exclusive copyrights for the international broadcasting of its events. Any organizer, who wishes to broadcast its championship on an international network, shall go through CISM.

**Article 1.6. OFFICIAL CISM LANGUAGES**

- A. The official languages of CISM are English, French, Spanish and Arabic. Only the Statutes and the Regulations are printed in these languages. All other documents are printed in English and French only.
- B. For any interpretation of the Statutes, the French text prevails. For interpretation of the Regulations, the English text prevails.
- C. At the Congress and the General Assembly, simultaneous translation into English, French, Spanish and Arabic shall be available during the proceedings.
- D. During Board of Director meetings, simultaneous translation into English and French shall be provided.
- E. At other official CISM meetings and World Championships, English is required. French is optional.

**Article 1.7. CONDITIONS FOR JOINING CISM**

- A. In order to join CISM, a nation must meet the following conditions:
  1. Be officially recognized by the United Nations,
  2. Have Armed Forces, as defined in the CISM Regulations, article 1.1. "Definitions". (DF 13/SG/02)  
For purposes of this provision, the term "officially recognized by the United Nations" includes those states granted "non-member observer state" status by the United Nations. (DF 12/SG/03)
- B. The candidacy, signed by the Minister of Defense or the highest national military authority is presented to the General Assembly. The decision to accept a nation to be a member is taken during a secret ballot requiring a three-quarter ( $\frac{3}{4}$ ) majority vote.

C. To obtain active member nation status, the nation must meet its financial obligations.

## **Article 1.8.**

### **MEMBERSHIP PROCEDURE**

- A. A nation applying for membership must be presented to the Board of Directors by a member nation or a member of the Board of Directors. That nation shall provide to the General Secretariat, six (6) months before the date of the General Assembly, a package containing the following information:
1. The general organization of its Armed Forces (Navy, Army, Air Force, Marines, Coast Guard, Border Patrol, Police, etc.),
  2. An assessment of its ability to participate in CISM activities (General Assembly, championship, CISM Sport Committee...),
  3. A list of the main sports played by its armed forces,
  4. An official declaration, signed by a responsible authority (Minister of Defense or highest national military authority), pledging to respect the Statutes and the Regulations of CISM.
- B. 1. The Board of Directors reviews the candidacy package and includes the candidacy to the next General Assembly's agenda if there is no opposition.
2. The BoD may present a candidacy to the GA regardless of the completeness of the candidacy package provided that there is full disclosure and the GA is informed about the deficiencies of the candidacy package.
  3. Additionally, the Board may present to the GA proposed nations that have yet to provide candidacy packages or nations that have yet to express their interest in joining CISM.
  4. The GA may vote on the candidacy and if approved, the nation's membership is conditioned upon providing the Secretary General with the completed package. Upon receipt and approval of the completed package, the nation is considered a member.
  5. If a completed package is not submitted by the proposed nation within two years after GA vote, the proposed nation must be submitted to the GA for vote.
- C. Immediately after a nation has joined CISM, the Secretary General will advise that nation, officially recognizing its membership to CISM. He also informs all delegations and other CISM authorities.
- D. The new member nation shall, no later than one month after its recognition, send to the Secretary General:
1. Mandatory
    - a. the list of the officers (a Chief of Delegation and up to four (4) delegates) of its delegation along with a short curriculum vitae and a recent photograph,
    - b. the address of the delegation with E-mail, telephone and fax numbers.
    - c. the exact scale colour reproductions of the national flag, the coat of arms, and the armed forces badges,
    - d. a cassette recording of the national anthem.
  2. Optional

- a. proposals for some officers to be part of a Commission or a CISM Sport Committee,
  - b. its choice of a Liaison Office in case of close proximity to two Liaison Offices,
  - c. if it is necessary, a more complete package on its military sport organization (responsible agency, military sports school, special units, availability of its installations to hold CISM events...).
- E. In return, the Secretary General supplies at no cost to the new member nation:
- 1. The CISM Statutes,
  - 2. The Regulations,
  - 3. The Sports Regulations,
  - 4. The CISM directory,
  - 5. The Minutes of the last General Assembly,
  - 6. The sports calendar of the current year,
  - 7. General information,
  - 8. a CISM flag (2m x 3m),
  - 9. subscription of the official CISM Magazine,
  - 10. 40 Annual Reports,
  - 11. 300 CISM leaflets.
- F. The rights of a member nation to benefit from CISM include:
- 1. If CISM studies, clinics and seminars are concerned to:
    - a. participate in all clinics and study days,
    - b. receive the technical brochures,
    - c. take part in all sessions.
  - 2. If technical sports assistance program is concerned:
    - a. the purchase of sports equipment at advantageous prices,
    - b. advice from experts on the construction of sports facilities,
    - c. the training of staff (sports medicine - training, etc.),
    - d. the planning of a program for the development of sport on a national and/or military level.

**Article 1.9. RESIGNATION OR TERMINATION FROM CISM**

- A. A member nation may resign from CISM by sending written official notice of withdrawal signed by the Minister of Defence or the highest national military authority to the CISM President by registered mail.
- B. In this case, the Secretary General shall immediately inform the members of the Board of Directors and the CISM authorities concerned of such notice.
- C. The Secretary General acknowledges the resignation. He notifies the resigning member nation of the official date it goes into effect by registered mail. He enters the reading of this notification as an item on the agenda of the following General Assembly.



Regulations, or behave in an unsportsmanlike manner, or engage in criminal behavior, misconduct, sexual or other forms of harassment, or other forms of disciplinary activities. (DF 13/SG/04)

- B. In such cases, the following maximum sanctions may be imposed:
1. The Official CISM Representative (OCR) at a championship may suspend an athlete, official, team or mission from further participation at that championship,
  2. The Secretary General may:
    - a. issue a letter of censure to Chiefs of Delegation (CoD),
    - b. under exceptional circumstances, temporarily suspend an athlete, an official or a team pending the decision of the Discipline Commission.
  3. The President of CISM may issue a letter of censure to Chiefs of Staff and/or civilian federations,
  4. The Board of Directors or the Emergency Board may temporary suspend a member nation until the following General Assembly.
- C. Where the above sanctions are considered inappropriate by any CISM authority, the Secretary General will refer the case to the Discipline Commission which may impose the following maximum sanctions:
1. Issue of a letter of censure to the Minister of Defence and/or Chief of Staff,
  2. Suspension of a member to lifetime,
  3. Suspension of a team up to four years,
  4. Temporary suspension of a member nation until the following General Assembly.
- D. All doping cases will be decided by the Discipline Commission. The Anti-Doping Regulations will be applied.
- E. Suspension or exclusion of a member nation from CISM and any sanctions proposed in excess of the above may only be imposed by the General Assembly.
- F. Any suspension of member nations shall be reviewed annually by the General Assembly.

#### **Article 1.13.**

#### **PRECEDENCE IN PROTOCOL**

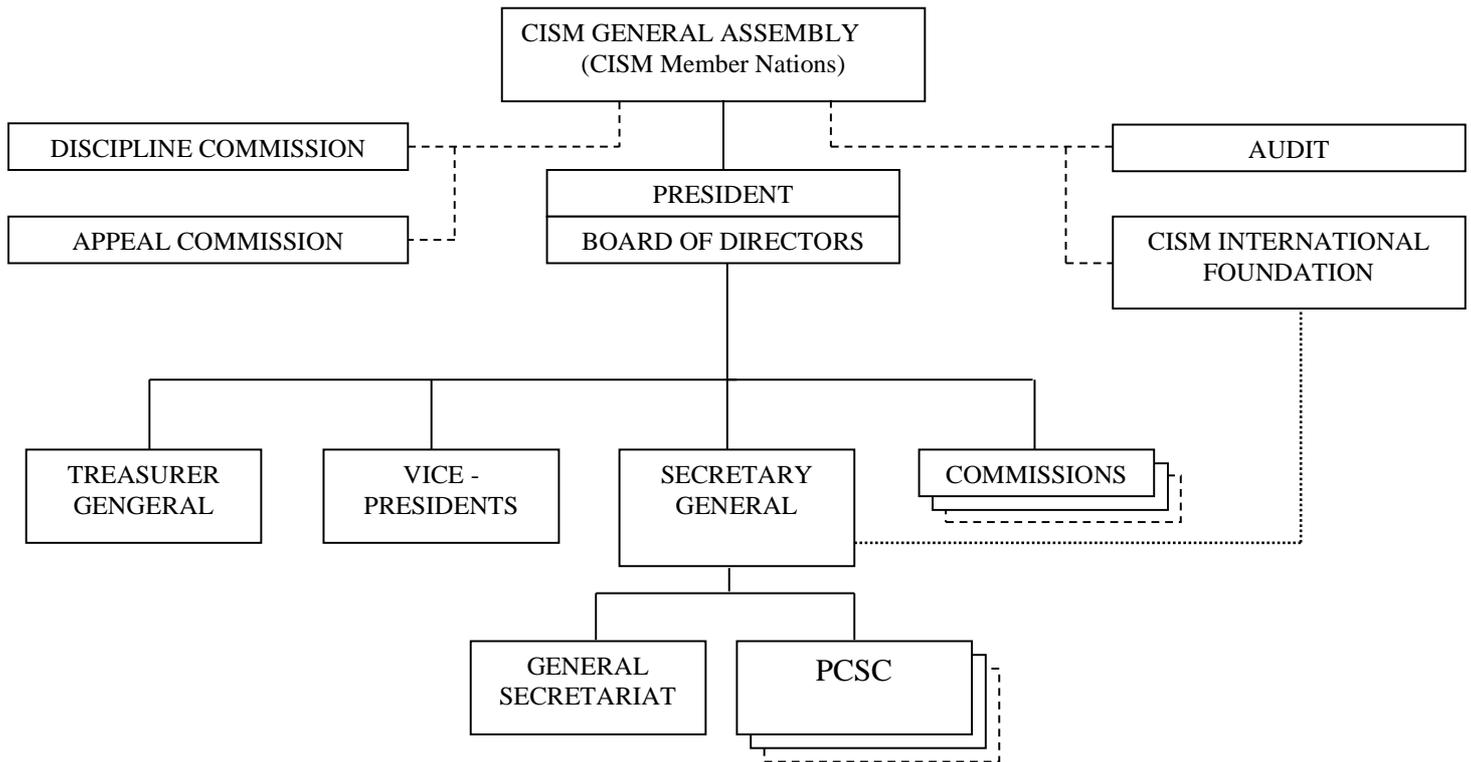
- A. The order of precedence is as follows:
1. President,
  2. Vice-President of the host continent,
  3. Secretary General,
  4. Other Vice-Presidents in order of seniority,
  5. Members of the Board of Directors, in order of seniority based on date of election to the Board of Directors or, in case of equal service, military rank,

6. Treasurer General,
  7. Chiefs of Delegation, based on French alphabetical order of the nations they represent,
  8. President of CISM Sport Committee, based on the individuals' military rank,
  9. Presidents of Commissions (non Board members),
  10. Delegates, based on French alphabetical order of the nations they represent,
  11. Members of Commissions, CISM Sport Committees.
- B. The Official CISM Representative to an event, appointed by the Board of Directors, represents CISM and takes precedence over all other CISM authorities, unless the President of CISM is present.

## **Chapter II ORGANIZATION**

### **Article 2.1. CISM ORGANIZATIONAL STRUCTURE**

A. The CISM organizational structure is shown hereunder:



B. The main directional and managerial bodies and officers of CISM are:

Bodies:

1. General Assembly,
2. Board of Directors,
3. General Secretariat,
4. Delegations
5. CISM Sport Committees
6. Commissions

Officers:

1. President,
2. Vice-Presidents,
3. Secretary General,
4. Members of BoD
5. Treasurer General,
6. Chiefs of Delegations,
7. Presidents of CISM Sport Committees
8. Presidents of Commissions

**Article 2.2.****THE GENERAL ASSEMBLY**

- A. The statutory General Assembly meets once a year under the authority of the president. The place and date are set two years in advance.
- B. The place is determined so as to rotate among the continents.
- C. The organization of a General Assembly will be used to spread CISM's influence in the region.
- D. The Board of Directors may call an extraordinary General Assembly if deemed necessary and shall do so if requested by at least one-third of the active member nations.
- E. Such an assembly shall take place within four (4) months of the receipt of the request to convene. The agenda of the extraordinary General Assembly shall reach the delegations at least one (1) month before the date set for the meeting. In exceptional cases, shorter notice may be given.
- F. CISM regulations apply to an extraordinary General Assembly.

**Article 2.3. GENERAL ASSEMBLY–RESPONSIBILITIES AND AUTHORITIES**

The following are the authorities and responsibilities of the General Assembly:

- A. Approves:
  - 1. The CISM strategic and annual business plans,
  - 2. The accounts and the budget,
  - 3. Acceptance of new member nations and changes in related policy,
  - 4. Final status of inactive or suspended nations and changes in related policy,
  - 5. All amendments to the Statutes,
  - 6. All amendments to the Regulations governing financial and electoral matters,
  - 7. Establishment of new Honours and Awards or changes in related policy,
- B. Reviews the results of the strategic and annual business plans and provides guidance as may be required,
- C. Conducts statutory elections,
- D. Appoints the auditors,
- E. Considers other matters placed before it by any CISM body,
- F. Decides on the dissolution of CISM.

**Article 2.4.****GENERAL ASSEMBLY – COMPOSITION**

- A. The General Assembly is composed of the :
  - 1. Delegations of member nations,

2. President of CISM,
  3. Members of the Board of Directors,
  4. Secretary General and personnel of the SG appointed by the Secretary General,
  5. Treasurer General,
  7. President of CISM Sport Committees,
  8. Presidents and appointed members of Commissions,
  9. Guests,
  10. Observers.
- B. Each delegation at the General Assembly comprises a maximum of three (3) delegates. The following cannot be part of this delegation, the President of CISM, the Secretary General, the Treasurer General and the members of the General Secretariat.

**Article 2.5.**

**BOARD OF DIRECTORS**

- A. The Board of Directors is accountable to the General Assembly and will report on an annual basis. The Board of Directors has the following authorities and responsibilities:
1. Implement the decisions of the General Assembly,
  2. Control the work of CISM bodies,
  3. Develops and implements the CISM strategic and annual business plans,
  4. Establishes and implement regulations except those under sole authority of the General Assembly,
  5. Resolves any differences that may arise among the member nations,
  6. formulates mandates of CISM bodies and approve the organisation and agenda of the Congress and General Assembly,
  7. Establishes Commissions,
  8. Approves the CISM world events calendar for the next two years,
  9. Ensures overall financial control and proper financial administration,
  10. Proposes to the General Assembly its candidate for the Secretary General position.
  11. Ratifies the decisions of the Emergency Board.
  12. Suspend and reintegrate temporarily a member nation until the next General Assembly.
- B. Each member of the Board of Directors is required to participate in the work of the commission to which he has been appointed.
- C. The Board of Directors is composed of nineteen (19) members as follows: the President of CISM, the four Vice-Presidents for continents and fourteen (14) members.

- D. The nineteen (19) seats on the Board of Directors are divided between the four continents to ensure geographic balance as follows: Africa 5, Americas 4, Asia 4 and Europe 5. The nineteenth seat is for the CISM President who represents the whole organization.
- E. The conduct of the Board of Directors is as follows:
1. The Board of Directors normally meets at least two times a year. The first meeting constitutes the preparation of the General Assembly, the second the immediate preparation and the conclusion of the General Assembly.
  2. A Board of Directors session consists of members, the Secretary General, the Treasurer General, appointed members of the General Secretariat, and other necessary assistants. A session may be either restricted or enlarged on the direction of the President.
  3. The Board of Directors sessions are prepared by the Secretary General. The members of the Board of Directors shall provide him, at least one month in advance, any agenda items.
  4. The President may convene the Board of Directors in extraordinary session.
  5. A meeting is convened if requested by at least ten members.
  6. Any decision of the Board of Directors is considered valid if taken when at least 50% of its members are present.
  7. The decisions of the Board of Directors require the absolute majority of the valid votes cast by the members present. Each member has one vote.
  8. In case of a tie, the President has the deciding vote.
  9. If the Board of Directors resolves differences between member nations, its decisions are immediately binding but may be appealed at the General Assembly.
  10. A member of the Board of Directors absent from two consecutive obligations (i.e. meeting of a Commission, mission of Official CISM Representative, Board of Directors session, General Assembly) is considered as having resigned. However, upon the motion of the absent Board of Directors member, and in the Board of Directors sole discretion, the Board of Directors may excuse a member's absence if it is determined that the absence was caused by a force majeure event completely out of the control of the absent Board member. Force majeure events include events such as war, terrorist attack, strikes, or government shutdown; and superior temporary military orders. (DF 13/SG/05)
  11. The Board of Directors may invite Presidents of Commissions, President of CISM Sport Committee, Chief of Delegations and any other experts to assist at its sessions.

## **Article 2.6.**

### **EMERGENCY BOARD**

- A. In case of urgencies, decisions can be taken by the Emergency Board.
- B. This Board is composed of the CISM President, Vice-Presidents, the Secretary General, and the Treasurer General. Convening the Emergency Board is the President's prerogative.

- C. All members of the Board of Directors shall be immediately informed in writing about any decision taken by the Emergency Board. The decisions, thus taken, are ratified during the following session of the Board of Directors.

**Article 2.7.**

**PRESIDENT**

The President of CISM is the highest individual authority representing CISM. His authorities and responsibilities are:

- A. Leads the CISM organization in accordance with its Statutes and Regulations,
- B. Watches over the proper implementation of the decision of the General Assembly and the Board of Directors by the Secretary General,
- C. Chairs the Congress and General Assembly,
- D. Chairs the Board of Directors and the Emergency Board,
- E. Presents an annual report to the General Assembly including his own activities and the BoD's activities,
- F. Chairs the Council of the Meritorious Order of CISM,
- G. Develops all relationships necessary for the proper functioning and influence of CISM with other international organizations,
- H. Communicates with highest national military authority of member nations in cases related to extreme lack of discipline,
- I. With the Secretary General, signs all documents related to CISM general policy,
- K. With the Treasurer General, signs all documents related to financial policy.

The President may have at his disposal a staff supported by CISM provided the General Assembly approves the budget associated with these expenses.

**Article 2.8.**

**VICE-PRESIDENT**

- A. The Vice-President represents CISM on behalf of the President and his continent within CISM. The Vice- President is accountable to the Board of Directors. His authorities and responsibilities are:
  - 1. Promotes CISM principles and all CISM activities in his continent,
  - 2. Presides over the Continental Meeting and serves as a spokesman on matters relating to the continent as a whole,
  - 3. Establishes and maintains a continental strategic plan approved by the member nations of its continent that compliments CISM strategic plan,
  - 4. Resolves continental issues and ensures adherence to CISM Regulations in his continent,

5. Co-ordinates technical and scientific assistance and solidarity actions on his continent and decides on their priority,
  6. Assists in developing and implementing the CISM strategic and annual business plans, with the main focus on his continent,
  7. Presents an annual report to General Assembly through the Board of Directors, with a copy to the Secretary General. This report includes an overview and activity perspectives of his continent,
  8. Conducts primary elections among delegations of active member nations,
  9. Establishes and manages a continental secretariat and/or a liaison office,
  10. Approves the establishment of Liaison Offices within his continent in consultation with the continental membership,
  11. Establishes the continental and regional calendars,
  12. Is authorized to invite non-member nations to participate in CISM tournaments and regional championships,
  13. As member of the Council of the Meritorious Order of CISM, approves honours and decorates recipients,
  14. Undertakes liaison with the other continental sports governing bodies,
  15. Establishes all the relationships essential for the proper functioning and full influence of CISM at the continental level.
- B. A Vice-President's seniority is based upon his years of service as Vice-President, with the date of election to the Board of Directors used to further establish seniority, if necessary.
- C. In the absence of the President of CISM, the senior Vice-President assumes the role of President.

## **Article 2.9.**

### **SECRETARY GENERAL**

- A. The Secretary General is accountable to the President and the Board of Directors for administrative matters, financial management and for the oversight of Presidents of CISM Sport Committees. He is also accountable to the General Assembly for its own activities.
- B. The authorities and responsibilities of the Secretary General are as follows:
1. Prepares Congresses, General Assemblies and Board of Directors sessions,
  2. Exercises authority over organizers of Congresses, General Assemblies, Board of Directors sessions and Military World Games on protocol matters and adherence to regulations,
  3. Participates in the sessions of the General Assembly and the Board of Directors without the right to vote,
  4. Takes the minutes or record of decision of the General Assembly and Board of Directors sessions and co-signs with the President,

5. Implements the decisions of the General Assembly, Board of Directors, Discipline and Appeal Commissions under the President's authority,
  6. Exercises oversight of Presidents of CISM Sport Committees,
  7. Executes technical and scientific assistance and solidarity actions within the limits set by the budget and in accordance with the decisions of the Board of Directors,
  8. Executes the measures related to communication and marketing to ensure the best image of CISM within budgetary limits and in accordance with the decisions of the Board of Directors,
  9. Ensures proper management and administration of the General Secretariat, including the civilian human resources policies,
  10. Administers, manages and safeguards the CISM budget and assets,
  11. With the President of CISM, signs all documents related to CISM general policy,
  12. Ensures the proper establishment of CISM Sport Committees for new category one (1) sports,
  13. Is member of the Commission for the Verification of Credentials,
  14. Assists the Discipline Commission without the right to vote,
  15. Co-operates closely with all constituent bodies of CISM, especially with Chiefs of Delegation,
  16. Proposes the CISM World calendar to the Board of Directors,
  17. Appoints replacements of Official CISM Representatives,
  18. With the prior approval of the President, he establishes and maintains the necessary contacts for the good implementation of its mission with public authorities and international organizations (IOC, GAIFS, FISU, UNESCO etc.),
  19. Establishes and maintains contacts with the international sports federations at his level,
  20. With agreement of the President, participates in main international events related to policy and sports (Congress, General Assembly, meetings, competition) to represent CISM,
  21. Is the CISM member of the IOC – CISM working group for "Solidarity",
  22. Communicates with Chiefs of Delegation in matters related to lack of discipline,
  23. Acts as Chancellor of the "Council of the Meritorious Order of CISM",
  24. Performs any other duties assigned by the President of CISM.
- C. The General Secretariat is comprised of:
1. Officers or non-commissioned officers detached by their government for a fixed term of at least three (3) years,
  2. Civilian technical and administrative personnel.

**Article 2.10.****TREASURER GENERAL**

The Treasurer General is accountable to the President and the Board of Directors. His authorities and responsibilities are as follows:

- A. Ensures that all CISM expenditures are consistent with CISM Regulations and the total budget approved by the General Assembly,
- B. Responsible for the control of the correct use of the financial resources and properties of CISM,
- C. Manages the investment portfolio within the parameters set by the General Assembly,
- D. With the President of CISM, signs documents related to financial matters,
- E. Participates in the sessions of the Congress, the General Assembly and the Board of Directors without the right to vote,
- F. Prepares and proposes the budget to the Board of Directors for approval by the General Assembly,
- G. Advises the Board of Directors on financial matters,
- H. Assists the Commission for the Verification of the Credentials.

**Article 2.11.****CHIEF OF DELEGATION**

A. As the leading national representative, the Chief of Delegation is accountable to his national authority. In the context of CISM events, the Chief of Delegation is also accountable to the CISM General Assembly. His responsibilities and authorities are as follows:

1. Presents a national position on all CISM matters and is empowered to vote at the General Assembly,
2. Ensures that his missions respect CISM regulations and other directives issued by CISM authorities and organizers,
3. Ensures that members of his missions behave with good sportsmanship and good discipline, on and off the field of competition,
4. Promotes the ideals of CISM in his national Armed Forces,
5. Leads his national Armed Forces in organizing and participating in CISM events,
6. Cooperates with the Vice-President for his continent and Liaison Office in promoting CISM events in his affiliated region and continent,
7. Cooperates with the Secretary General in meeting CISM administrative requirements,
8. Cooperates with Presidents of CISM Sport Committees in organizing competitions and providing members to CISM Sport Committees,
9. Cooperates with Presidents of Commissions to provide commission members,
10. Attends the Congress and General Assembly, continental and regional meetings,
11. Decorates recipients of its own country.

- B. By signing the commitment (included with the official invitation), the Chief of Delegation certifies that all the competitors in the mission are members of his Armed Forces and that the Chief of Mission and the other members of the mission have been informed of the Regulations and traditions of CISM, including the importance of fair-play and good behaviour.
- C. A Military Attaché cannot assume this function.

**Article 2.12. LIAISON OFFICES**

- A. Each Vice-President decides on the eventual establishment of one or several Liaison Office(s) in a CISM active member nation in consultation with the member nations in his continent. The Liaison Offices report directly to the Vice-President of the continent in which they are located.
- B. The responsibilities of a Liaison Office within a region are to:
  - 1. Assist the Vice-President to promote CISM principles,
  - 2. Organize the regional calendar,
  - 3. Disseminate, adopt, and apply the general instructions of the Vice-President,
  - 4. Encourage the organization of clinics, congresses, study days, and promote their subsequent use,
  - 5. Encourage non-member nations in its region to join CISM.
- C. The Vice-President determines the nations falling under the jurisdiction of a Liaison Office.
- D. On request of the Vice-President to the Board of Directors and Secretary General, the Chief of Liaison Office may be present at the General Assembly and attend the following CISM events:
  - 1. The Congress,
  - 2. The Continental Meeting and/or the Continental Liaison Office Meeting.
- E. As a rule, the nation having accepted the responsibility for a Liaison Office shall cover the operating and travelling expenses of its members.
- F. Liaison Offices shall hold at least one annual plenary meeting of their member nations. A report of this meeting shall be provided to the Vice-President of the continent within 30 days.
- G. A nation will host a Liaison Office for a period of four (4) years. This period may be extended.
- H. CISM is relieved of all civil or financial responsibilities for Liaison Offices including personnel, furniture, and buildings.

**Article 2.13. OFFICIAL CISM REPRESENTATIVE –APPOINTMENT**

- A. The Official CISM Representative at a military world championship is appointed by the Board of Directors from its members on proposal by the President. However, in special cases, the Board of Directors may appoint another delegate to officially represent CISM at a world championship. The Official CISM Representative may not act as Chief of Mission at the same time. The Vice-

President appoints representatives for continental championships. Official representation at regional championships is preferable.

- B. The Secretary General officially notifies the designated representative and the host nation of the appointment of the Official CISM Representative for world championships. The Vice-President notifies representatives appointed for continental championships. The Liaison Office notifies those for regional championships.
- C. The host nation officially invites the Official CISM Representative at least three (3) months prior to the world championship. The Official Representative addresses a letter to the host nation (with copy to the General Secretariat) to confirm his participation.
- D. If the designated Official CISM Representative announces, prior to the championship, that he is unable to fulfil his commitment, he shall directly inform the Secretary General who will select another qualified individual.
- E. If the designated Official CISM Representative should, at the last minute, be unable to attend the championship, he shall notify the organizing nation and the Secretary General. In this case, his function will be carried out by another member of the Board of Directors present; if not, by the senior highest-ranking Chief of Delegation present; if not, by the senior highest-ranking delegate present.
- F. If the designated Official CISM Representative is unavailable and no other CISM delegate is listed among the missions present, the Chiefs of Mission, under the leadership of the Chief of Delegation from the organizing nation, will choose a "CISM representative" from the Chiefs of mission present.
- G. This representative will take over all the responsibilities of the Official CISM Representative.
- H. For continental and regional representatives, similar measures may be taken.

## **Article 2.14.**

## **OFFICIAL CISM REPRESENTATIVE**

### **MISSION**

- A. The Official CISM Representative represents CISM at a military world championship or other CISM events. Being always assigned a place of honour by the organizers, he takes precedence over all other CISM officials, except the President of CISM.
- B. To fulfil his threefold mission (protocol-discipline, sports matters, information), the Official CISM Representative must be perfectly familiar with the rules governing the organization of a championship and the duties of its main officials (President of CISM Sport Committee, President of the Technical Jury as well as the chairman of the organizing committee, etc.).
- C. Without encroaching upon the attributions of the organizing nation, the Official CISM Representative endeavours to help the chairman of the organizing committee to resolve any problems of a disciplinary or protocol nature. He arbitrates any issue and makes all necessary decisions in a spirit of objectivity, co-operation and understanding. He is the final disciplinary authority on any incidents occurring during a championship, on or off the field of competition.

## **RESPONSIBILITIES**

The authorities and responsibilities of the Official CISM Representative are as follows (also adaptable to continental and regional representatives):

### **A. Protocol-discipline:**

1. Verifies the membership status of all participating nations prior to the preliminary meeting,
2. Attends the opening and closing ceremonies of the championship, chaired by him or a high-ranking dignitary of the organizing nation,
3. Leads the missions in the commemorative ceremony which may be conducted by CISM at a national monument, memorials, etc,
4. Represents CISM on official and diplomatic visits,
5. Selects representatives among the missions who will take the floor on various official occasions,
6. Presents CISM titles and awards,
7. Presents the official CISM gift at the closing banquet,
8. Delivers the final speech at the closing banquet,
9. Ensures that the attitude of all participants conforms to the rules and ideals of CISM,
10. Investigates all disciplinary incidents including sexual and other forms of harassment and sexual assault allegations, and imposes or recommends sanctions depending on the circumstances (Article 1.12.B.1). The OCR will work with the organizing nation regarding all misconduct of a criminal nature to include sexual assault allegations. (DF 13/SG/04)

### **B. Sports matters:**

1. Reviews, with the President of CISM Sport Committee and the chairman of the organizing committee or his representative, the championship program and the attribution of tasks,
2. Establishes contacts with the missions and referees,
3. Attends the preliminary meeting and:
  - a. encourages the teams to maintain an exemplary attitude and behaviour,
  - b. constitutes the Jury of Appeal,
  - c. supervises the correct composition of the Technical Jury;
4. Supervises the control of the military identity of the participants,
5. Attends sports events,
6. Keeps informed about any protests referred to the Technical Jury,
7. Convenes and chairs the Jury of Appeal,
8. May attend the meeting of the CISM Sport Committee,
9. Chairs the Anti-Doping Commission,
10. Sends the Doping Control Official records to the General Secretariat,

11. Attends the study day.

C. Media :

- chairs the information and press conferences.

**REPORT**

The Official CISM Representative will ensure that the joint report is completed at the end of the world championship and sent to the Secretary General within two (2) weeks for appropriate distribution.

**Article 2.15.**

**CISM SPORT COMMITTEE**

- A. The Secretary General shall ensure a CISM Sport Committee (CSC) is established for each sport admitted by CISM at world level. The Sport Committee's mandate extends beyond the duration of one world championship.
- B. The Sport Committee is composed of:
  - 1. a President,
  - 2. a Secretary,
  - 3. several members, preferably at least one from each continent, whose appointments shall be approved by their respective delegations.
- C. A Chief of delegation accepting the appointment of a President CISM Sport Committee, Secretary or member accepts their statutory and financial obligations. The President of CISM Sport Committee shall send each member's references (rank, name, nationality, qualifications and full address) with the annual report to the General Secretariat.
- D. The President and members of a CISM Sport Committee are entitled to one (1) vote. In case of a tie, the President of CISM Sport Committee has the deciding vote.

**Article 2.16.**

**PRESIDENT of CISM SPORT COMMITTEE**

- A. The President of CISM Sport Committee (PCSC) is accountable to the Secretary General. His general authorities and responsibilities are as follows:
  - 1. Manages and develops a CISM sport for military athletes, both male and female,
  - 2. Is the ultimate CISM Sport authority and oversees the technical conduct of a world military championship in a specific sport,
  - 3. Maintains the currency of the regulations of the sport,
  - 4. Promotes his sport world-wide,
  - 5. Supervises the drawing up of the world, continental and regional calendars of his sport five (5) years in advance. In order to establish these calendars, the President of CISM Sport Committee has the full authority to solicit delegations for organizing championships. To avoid conflicts of dates between CISM and civilian competitions, the President of CISM Sport Committee must

be aware, at all times, of the dates reserved for important international events by the International Federation when dates of his championship are fixed,

6. Maintains liaison with the International Federation governing his sport,
  7. Determines proper ways of achieving new training methods, new material and equipment, recent documentation (books, articles, brochures ...),
  8. Approves the regulations of the challenge cup/permanent trophy/trophies (if any),
  9. Conducts study days, clinics and courses,
  10. Allocates tasks among the CISM Sport Committee Members,
  11. Attends the General Assembly, participates in the Congress, the annual meeting called by the Secretary General, the military world championships of his sport and may attend continental meetings.
- B. At championships, the President of CISM Sport Committee's authorities and responsibilities are:
1. Attends preliminary onsite meetings (may be delegated to CSC member) establishes contacts with the organizing committee and referees,
  2. Attends the preliminary meeting where he establishes the Technical Jury,
  3. Attends the technical section meetings of the organizing committee,
  4. Attends sports events,
  5. Acts as technical adviser to the Official CISM Representative (especially during the Jury of Appeal meeting),
  6. Is informed of any complaints referred to the Technical Jury,
  7. Co-operates with the organizing committee on study days during the championship,
  8. Is a member of the Anti-Doping Commission,
  9. Chairs the CISM Sport Committee (CSC) meeting(s),
  10. May chair the Technical Jury,
  11. Completes his part of the joint report.

## **Article 2.17.**

## **COMMISSIONS**

- A. The Board of Directors establishes commissions for CISM activity in a specific area. These are:
1. Regulations Commission,
  2. Planning Commission,
  3. Sports Commission,
  4. Solidarity Commission,
  5. Sports Medicine Commission,

6. Finance Commission,
  7. Women in CISM.
- B. The basic role of commissions is to undertake studies in the principal activities of CISM to assist the Board of Directors. Each commission is responsible to:
    1. Manage, lead, and develop the activity in its mandated area of responsibility,
    2. Propose policy, procedures or actions,
    3. Present reports to the General Assembly as decided by the Board of Directors.
  - C. Commissions are established and dissolved according to need. Specific mandates are provided by the Board of Directors.
  - E. Commission members are chosen by the President of the Commission from delegates or experts recommended by delegations. If necessary, the Board of Directors can modify the composition of a commission. All related costs are assumed by delegations from contributing nations.
  - F. The CISM President, the Vice-Presidents, the Secretary General, and the Treasurer General of CISM may not preside over a commission nor be member of it. However, any Board of Directors member, the Secretary General and the Treasurer General may participate in commission meetings in a consultative capacity.
  - G. Commissions do not have decision making authority unless it is delegated by the Board of Directors.
  - H. The President of the Commission is accountable to the Board of Directors and is responsible to direct the work of the Commission, draft and maintain minutes, and submit written reports.
  - I. Commission Presidents who are not member of the Board attend the General Assembly and participate in the Congress. They will be invited to all Board of Directors meetings and shall be present at least once a year at the first annual meeting that prepares the General Assembly.
  - J. Commission Presidents absent at a Board of Directors meeting shall submit a written report.
  - K. Commissions meet as determined by the respective President with the concurrence of the Board of directors and the Secretary General. The minutes, signed by the President of the Commission, are sent to the Secretary General for appropriate distribution.
  - L. A member of a commission who is absent from two (2) consecutive meetings without reason is relieved.

## **Article 2.18.**

### **DISCIPLINE COMMISSION**

- A. The role of the CISM Discipline Commission is to decide on disciplinary matters, including doping cases, criminal violations, misconduct, sexual and other forms of harassment, and sexual assault incidents reported by CISM authorities. (DF 13/SG/04)
- B. The Discipline Commission is composed of a President and three (3) members with two alternates appointed for a four (4) year term. The Commission normally meets in Brussels. Upon proposal of the Secretary General, the Board of Directors appoints the President of the Discipline Commission,

the members and the alternates from military and civilian experts in Sports and Law in countries close to the CISM General Secretariat.

After the mandate of four years, the Board of Directors may re-appoint the same individual for additional four year periods. However, the Board of Directors may relieve the President or any member for cause at any time. The Secretary of the Commission is a member of the General Secretariat designated by the Secretary General.

- C. The following are under the authority of the Discipline Commission:
  - 1. In cases of serious disciplinary infractions, CISM authorities may submit the matter through the General Secretariat to the Discipline Commission for decision. The Commission, assisted by the Secretary General, then shall conduct a full investigation and, if appropriate, shall afford the subject of the investigation an opportunity to submit a rebuttal or other evidence before a final decision is made. The Commission may impose sanctions within its authority (art 1.12. C.) or recommend consideration by the General Assembly.
  - 2. If the subject of the investigation requests to be heard by the Commission, the latter shall convene. The Commission President decides in all other matters if a decision can be made by correspondence.
  - 3. A decision shall be made by a relative majority of votes cast. In case of a tie, the President has the deciding vote.
- D. The Commission shall start its investigation within three weeks after the case has been submitted, and work diligently in order to resolve the matter as quickly as possible given the complexity of the issues presented.
- E. The final decisions of the Discipline Commission will be reported by the Commission President, through the Secretary General, to the Chief of Delegation concerned. The President of the Commission will provide an analysis annually to the General Assembly through the Board of Directors.

## **Article 2.19.**

### **APPEAL COMMISSION**

- A. The role of the Appeal Commission is to examine in an independent, objective and impartial manner any appeals to the decisions of the CISM Discipline Commission or CISM authorities except for all cases concerning doping (as outlined on chapter IX, article 9.2.E.).
- B. The Appeal Commission is the final CISM level of appeal and its decisions are binding. It is the right of any aggrieved party to appeal to the International Court of Arbitration for Sport in Lausanne, Switzerland.
- C. The Board of Directors, upon the proposal of the President of CISM, appoints the President of the Appeal Commission and the three members from a list of nominees drawn from military delegates. The appointment will last for a period of 4 years. After the four years mandate is completed, the Board of Directors may re-appoint the same individual for an additional four year periods. However, the Board of Directors may relieve the President or any member of the Appeal Commission for cause at any time. The Secretary of this commission is a member of the General Secretariat designated by the Secretary General. The Appeal Commission is an independent body,

not subject to the direction of the Board of Directors or General Assembly. The President and the members appointed to the Commission shall all be independent of the case being considered.

D. The following is the staffing process for appeal cases :

1. The Appeal Commission shall be convened by the President of the Commission,
2. In order to be considered, appeals shall be made not later than three weeks after receipt of the decision of the CISM Discipline Commission and shall be sent to the Secretary General in a written statement of appeal containing:
  - a. the appellant's specific request for relief,
  - b. a copy of the decision appealed from,
  - c. an application to stay the execution from the decision appealed if applicable, together with justification,
  - d. any statement, documents, video tapes or other evidence supporting the appeal,
  - e. a statement that the delegation will accept the financial consequences of the decision of the Commission,
  - f. the personal signature of the Chief of Delegation.
3. Each appeal shall be discrete. Delegations may not submit joint appeals,
4. Each appeal shall be accompanied by a deposit of Euros 1,000 payable to CISM. Failure to deposit this amount shall render the appeal void. If the appellant wins the case, the deposit shall be refunded. If the appeal is rejected the deposit is forfeited. If the appeal is withdrawn, any costs incurred shall be deducted from the deposit,
5. Any appeal which, in the opinion of the President of the Appeal Commission, does not comply with the provisions of these regulations or is deemed to be manifestly unjustified shall be disregarded,
6. The Commission shall normally reach its decision based on the documents and other evidence submitted to it; however the appeal Commission may request additional evidence (e.g. video recordings) and may call upon legal advice,
7. The decision will normally be taken within eight (8) weeks after the Appeal has been registered at the General Secretariat. Failure of the Appeal Commission to issue its decision within eight (8) weeks will result in the automatic reversal of the Discipline Commission decision that was appealed,
8. A decision shall be made by a relative majority of votes cast. In case of a tie, the President has the deciding vote,
9. The delegation concerned shall be entitled to a hearing if so requested,
10. The Appeal Commission is responsible for determining the allocation of costs following the conclusion of the case. In general, costs incurred by the appeal procedure will be charged to the losing party,
11. The Appeal Commission shall notify the Secretary General in writing of its final decisions. The Secretary General shall then inform the Chief of Delegation concerned and, ultimately, the Board of Directors and the General Assembly.

**Article 2.20.**

**WORKING GROUPS**

- A. Working Groups may be established to study a specific issue or execute a specific task.
- B. The convening authority determines the mandate. The mandate ends upon presentation of the final report.
- C. The Working Group is accountable to the convening authority.

## **Chapter III CONGRESS AND GENERAL ASSEMBLY**

Definition and composition: the General Assembly is the supreme authority of CISM. It is composed of delegations from member nations. The General Assembly shall be fully empowered to act within the scope of the CISM Statutes and the Regulations.

General Assembly Session: The General Assembly shall meet at least once a year under the chairmanship of the President or, if the President is not available, the senior Vice President.

The date and the venue of General Assembly meetings shall be determined and announced two years in advance. The convening, together with the agenda, shall be provided to all CISM delegations and bodies by the Secretariat General at least six weeks before the General Assembly.

### **Article 3.1. SUMMONS – INVITATION**

- A. A distinction must be made between summons and invitations which are made as follows:
1. The summons, together with a summary of the agenda, is dispatched to all CISM delegations and agencies by the General Secretariat,
  2. The invitation is extended by the Chief of Delegation organizing the Congress and General Assembly to the CISM authorities, Chiefs of Delegation and agencies as listed in the CISM directory.
- B. A copy of the invitation is sent through diplomatic channels. This formality is essential. If a nation has no diplomatic relations with another nation, the invitation is sent through the General Secretariat.
- C. The invitation should be sent at least four (4) months in advance and comprise the following:
1. The CISM emblem and the organizing nation's coat of arms presented on the cover,
  2. The standard invitation text,
  3. The general program,
  4. Conditions of stay,
  5. Answer form for the preliminary agreement,
  6. Answer form for the final entry.
- D. Observers
1. The organizing nation may invite observers from non-member nations with advance permission from the Board of Directors. An observer is not an official representative and therefore will not be officially recognized by the display of a flag or nameplate.
  2. Representatives from embassies and military attachés accredited to the organizing nation are considered as "observers".
  3. Representatives from sports organizations in contact with CISM may be invited with permission from the Board of Directors.

E. Press and media

The organizing nation should invite representatives from the national and international press. The meetings and ceremonies to which they are admitted are stated in the invitation.

**Article 3.2. CONDITIONS OF STAY**

The invitation will specify the following points:

A. Participation costs

The costs of meals and accommodations will be indicated in a currency that is convertible on the international market.

B. Spouses

The invitation will indicate the conditions of stay for accompanying spouses, if invited by the organizing nation.

C. Assistants

The conditions of stay for possible assistants (aide de camp, press attaché, etc.) will be fixed.

D. Formalities

1. The necessary visas,
2. The requested vaccinations,
3. All other formalities requested by the organizing nation.

E. Uniforms

1. Specify the dress code (military or appropriate civilian attire) for each event,
2. Indicate winter or summer uniform.

**Article 3.3. PREPARATION OF THE CONGRESS AND GENERAL ASSEMBLY**

A Congress and General Assembly are prepared such that all delegations, Commissions and Presidents of CISM Sport Committees have participated in its preparation. The objective is to promote, for a maximum number of participants, a full understanding of the agenda and careful study of the issues and required decisions. Thus, it is a long process with two aspects:

B. Material

This aspect includes: lodging, transportation, organization of the rooms, organization of the ceremonies, visits and cultural events.

C. Intellectual

1. Delegations of member nations shall arrive at the meetings in possession of the preparatory documents, which they have taken time to study previously. This means a two-way effort in matters of information:
  - a. delegation, Liaison Offices to the General Secretariat,

- b. General Secretariat to delegations, Liaison Offices.
- 2. In practice, the preparation of the agenda is divided into two phases:
  - a. proposals from delegations and any other CISM functional bodies sent in to the General Secretariat four (4) months before the Congress and General Assembly in English and French together with all covering documents,
  - b. drawing up of the agenda by the Secretary General who shall include all proposals. The agenda is approved by the Board of Directors.

**Article 3.4.**

**GENERAL PROGRAM**

- A. The total duration of the meeting of the Congress and the General Assembly in the host nation is eight days maximum.
- B. Before the start of the Congress and General Assembly, the Chiefs of Delegations complete the accreditation by providing to the secretariat:
  - 1. a list of the attending delegates, stating the name of the Chief of Delegation,
  - 2. a document of investiture signed by the Minister of Defense or a Chief of Staff, concerning a Chief of Delegation whose appointment has not been yet officially announced to CISM. A delegate unable to present such a document will only be considered as observer.
- C. Each Congress and General Assembly has its own organization and development. Normally, the program is as follows:
  - 1. Meeting of the Board of Directors,
  - 2. Opening ceremony,
  - 3. Press conference,
  - 4. Meetings of the Presidents of CISM Sport Committees, Commissions or working groups,
  - 5. Continental meetings,
  - 6. The Congress,
  - 7. One cultural day or cultural activities,
  - 8. The statutory General Assembly,
  - 9. Closing ceremony,
  - 10. Meeting of the Board of Directors.
- D. The program is generally divided into sessions. Each session normally lasts a half day. The regular sessions are:
  - 1. The first session is dedicated to continental meetings. It allows each Vice-President to complete his own report, make his assessment and present the plan for the coming year,

2. The Congress
    - a. one session dedicated to the different reports of the CISM authorities (President, Vice-Presidents, Secretary General and Treasurer General) and optionally Commission Presidents,
    - b one session dedicated to strategic and business planning, discussions and debates, presentations and exchange of information.
  3. The General Assembly (5th and 6th session) is dedicated to reports from the CISM senior leadership, statutory matters, approvals, elections, presentation of the next Congress / General Assembly and miscellaneous points and questions.
- E. The Commission for the Verification of Credentials meets before the General Assembly.
- F. Presentations by economic partners take place during the Congress.

**Article 3.5. AGENDA OF THE GENERAL ASSEMBLY**

- A. Chronology and main points of the agenda are:
1. Welcome remarks by the President,
  2. Role Call (attendance),
  3. Presentation of new members and new officials,
  4. Approval of the agenda,
  5. Approval of the minutes of the preceding General Assembly,
  6. Report of the Commission for the Verification of Credentials and nomination of the ballot tellers,
  7. Reports of the President, Secretary General and Vice-Presidents,
  8. Report of the Treasurer General,
  9. Report of the auditors,
  10. Approval of reports, strategic/business plans, and proposals,
  11. Statutory elections,
  12. Information on the next Congress and General Assembly,
  13. Miscellaneous items.
- B. Each report may be followed with questions and discussions. The General Assembly votes on the report of the President.
- C. Each proposal may be the subject of general commentary, shall be voted on and the decision recorded by the General Secretariat.
- D. The details of the practical organization of a Congress and General Assembly are contained in the separate document “General information concerning the organization of a Congress and General Assembly” available at the CISM General Secretariat.

### **Article 3.6.**

### **OPENING CEREMONY**

- A. All ceremonies are held before the beginning of the Congress / General Assembly and normally include:
  - 1. A military ceremony,
  - 2. Protocol visits,
  - 3. A tribute at a monument.
- B. The military ceremony is conducted according to local customs and procedures and consists mainly of a salute to the flags of the CISM member nations. On this occasion:
  - 1. The CISM flag is hoisted and honoured,
  - 2. The CISM anthem is played,
  - 3. The most important dignitary present pronounces the traditional phrase: **“I declare the ...Congress and the General Assembly of CISM open”**,
  - 4. The host nation will respect the CISM protocol precedence addressed in regulations.
- C. The choice of protocol visits is left to the initiative of the host authorities. It usually includes:
  - 1. An audience of the President with the head of state or the highest national authority,
  - 2. A visit by the Board of Directors and the secretary general to civilian and military authorities (Minister of Defense, Chief of Staff, etc.).
- D. A commemorative ceremony at a chosen monument with possibly the laying of a wreath.

### **Article 3.7.**

### **CLOSING CEREMONY**

- A. The closing ceremony normally includes a short military ceremony during which the colours are lowered, a military dignitary declares the General Assembly closed and the **President** of CISM expresses thanks to the authorities responsible for the organization and presents them with the traditional CISM souvenirs.
- B. This ceremony may be preceded by a reception or followed by a formal dinner. It may also be enhanced by cultural and artistic displays from the organizing nation.
- C. The host nation will respect the CISM protocol precedence addressed in regulations.
- D. At least two (2) days in advance, the organizing delegation informs the Board of Directors of procedures involved in the closing ceremony:
  - 1. Attending dignitaries,
  - 2. Spouses invited or not,
  - 3. Special protocol, etc...

- E. In the course of the closing ceremony, no souvenir gifts are to be exchanged by participating delegations. The gifts exchange is organised jointly between the host nation and the secretary general.

**Article 3.8.**

**PUBLIC RELATIONS**

**A. Objectives**

The organizing delegation and CISM must seize the opportunity presented by the opening of the Congress and the General Assembly to:

1. Establish official contact between the military and civilian authorities of the organizing nation and the participants,
2. Enhance CISM's prestige by attracting mass media attention,
3. Present a broad assessment of CISM activities and expose its philosophy,
4. Pay homage to the organizing nation by emphasizing its participation in CISM and the success of its athletes.

**B. Form**

This may take the form of a press conference given by the President of CISM, assisted by the Secretary General, the concerned Vice-President, the chief of the organizing delegation and other senior officials.

**C. Guests**

The following should be invited to the ceremonies and dinner:

1. High ranking military authorities,
2. Accredited ambassadors and military attachés,
3. Members of the Olympic committee and sports federations,
4. Representatives of the media (radio, newspaper, television),
5. Well-known athletes who have participated in CISM championships.

**Article 3.9.**

**CULTURAL ACTIVITIES**

- A. The organizing delegation may plan social and cultural activities intended to further relations and share traditional customs and typical sights with the participants.
- B. These activities must however be carried out with a certain degree of restraint (half a day or evening) in order not to interfere with the important tasks to be accomplished by the Congress and General Assembly.

**Article 3.10.****DEBATES**

- A. Debates will be effective and easy to follow, while avoiding excessive length and repetition.
- B. Delegations should be prepared with the following documents at hand:
  - 1. CISM regulations,
  - 2. Minutes of the previous General Assembly,
  - 3. CISM annual report,
  - 4. Preparatory documents for the Congress and General Assembly,
  - 5. National and international calendars for those sports about which they are concerned.
- C. Chiefs of Delegations shall be prepared to decide on the following important matters:
  - 1. Calendar, organization and participation,
  - 2. Elections,
  - 3. Annual membership fee, and
  - 4. Proposals submitted in the preparatory documents.
- D. All documents drawn up by a delegation or by a member of the Board of Directors will be submitted to the Congress and General Assembly Secretariat, which will make arrangements for their distribution. Delegations may not distribute their own documents.
- E. During debates, parliamentary procedures shall apply as follows:
  - 1. Permission to speak shall be requested from the President, who will decide the order of priority,
  - 2. All motions brought forward by a delegation - except those on the agenda - shall be seconded by another delegation. If need be, the President may request it,
  - 3. Propositions for amendment of a text issued, shall be drawn up, read and commented upon before the General Assembly, before being handed over to the President. Sufficient copies in English and French shall be distributed to all Chiefs of Delegations,
  - 4. Each proposition for amendment shall be submitted to the vote of the General Assembly before proceeding with the vote on the text itself,
  - 5. Any motion or intervention of political character or casting a doubt on a nation not represented will be interrupted by the President and the General Assembly will be consulted on its advisability,
  - 6. Speakers will be clear and concise. The President may at any given moment set a time limit to a speech.

**Article 3.11.****REPORTS**

- A. Reports by the Commissions, the CISM Sport Committees and the Working groups shall be signed by its President.
- B. Any member may attach a "minority" report if he disagrees with a statement or proposition made.

C. These reports may not be issued to the delegations without approval from the Board of Directors.

**Article 3.12.**

**MINUTES**

- A. The decisions of the General Assembly are recorded in the minutes that are signed by the President and Secretary General, and transmitted to the member nations. The original copy is maintained in the archives of the General Secretariat, which holds them indefinitely at the disposition of the member nations.
- B. Those decisions are effective as of the date of publication of the minutes unless otherwise specified.

## **Chapter IV VOTING, ELECTIONS, APPOINTMENTS**

### **Article 4.1.**

### **RIGHT TO VOTE**

- A. Only the delegations of active member nations have the right to vote at the General Assembly. Each delegation has one (1) vote. Normally, the Chief of Delegation exercises the right to vote on behalf of his delegation.
- B. Vote by proxy is not acceptable. However, the Chief of Delegation may authorize a delegate of his nation to vote on behalf of the delegation. If he does not and must depart the GA early because of unavoidable circumstances (e.g. emergency situation, travel arrangement), his right of vote is exercised in accordance with article 4.2.D.
- C. Any delegation of an active member nation or member of the Board of Directors may, at any time, ask for an explanation of any CISM activity undertaken by any CISM authority. If such a request indicates a lack of confidence, it shall be made in writing and include precise justification. It may result in a vote of confidence (secret ballot) at the next General Assembly as determined by the Board of Directors.
- D. A vote of no confidence results in the retirement of the concerned CISM authority from office.

### **Article 4.2.**

### **VOTING PROCEDURE**

- A. The preparatory document for the General Assembly includes a list of candidates for posts as established in the CISM Statutes.
- B. Candidatures shall be confirmed at the General Assembly. If there is a lack of candidates for any vacancy, the Board of Directors has the right to submit nominations to the General Assembly.
- C. Elections occur during the last General Assembly plenary session as follows:
  - 1. The Board of Directors appoints four (4) delegates (one (1) chairman and three (3) members) to serve as "tellers". These four persons are the only ones authorized to participate in counting votes. At the end of each count, the chairman of the ballot tellers gives the Secretary General a poll sheet indicating the result of the vote,
  - 2. Ballots are prepared by the Secretary General,
  - 3. The voting process and the reporting of results to the Secretary General are conducted under the supervision of the chairman of the tellers. At the end of the session, the ballots are destroyed.
- D. If a Chief of Delegation intends to depart the General Assembly early without delegating his voting authority, the following applies:
  - 1. The Chief of Delegation is given a ballot sheet and an envelope to vote secretly. He puts the ballot sheet in the envelope, seals it and hands it to the Secretary General,
  - 2. The Secretary General gives the envelope to the chairman of the ballot tellers and,
  - 3. During the elections, the chairman of the ballot tellers opens the envelope in front of the General Assembly and deposits the ballot for that nation.

## Article 4.3.

## VOTING REGULATIONS

### A. Definitions

1. Blank ballot

Any ballot on which the voter has written nothing is considered as a "BLANK BALLOT". This ballot is a valid vote counted as abstention.

2. Null & void ballot

Any ballot containing a written entry or sign other than that prescribed by the rules is considered as a "NULL & VOID BALLOT".

3. Valid ballots

The "VALID BALLOTS" are the ballots remaining after the "NULL & VOID BALLOTS" have been deducted from the total number of ballots received.

Example: - active nations entitled to vote present	50
- votes include null & void ballots cast	2
- valid ballots $50-2=48$	48

4. 3/4 majority

The 3/4 majority corresponds to 3/4 of present active nations. In case of fractional number this number is rounded up to the next number.

Example: - present active nations	50
- 3/4 majority $50 \times 3/4 = 37,5$	38

5. Absolute majority

Absolute majority corresponds to half of total present active nations plus (+) one (1).

Example: - present active nations	50
- minimum absolute majority required $(50:2)+1=26$	

6. Relative majority

Relative majority corresponds to the higher score between "for" or "against" votes.

### B. Rules

1. The vote is done by a show of hands or secret ballots. The sequence for a vote through a show of hands is as follows: for - against - abstention.
2. For the secret vote, the Secretary General calls the delegations in French alphabetical order. The Chief of Delegation puts his ballot in the ballot box when his nation is called. The ballot sheet will contain three boxes : for - against - abstention, and the chief of delegations will vote one (1).
3. Voting on admission of nations, election of persons and vote of confidence are done by secret ballot.
4. Other votes take place by a show of hands unless a request for a secret vote is approved by the General Assembly by simple majority. In that case, a roll call in French alphabetical order is taken.
5. The required majority must be reached to adopt a proposal or elect a candidate.

6. The voting majorities required are:
  - a. 3/4 majority for:
    - Acceptance to join CISM,
    - Exclusion from CISM,
    - Amendments to Statutes,
    - Dissolution of CISM
  - b. absolute majority for:
    - Amendments to the Regulations or any other matters as long as the Statutes are not affected in any way,
    - All other cases unless this chapter provides otherwise.
7. The detailed results of all votes shall be publicly announced.

#### **Article 4.4. COMMISSION FOR VERIFICATION OF CREDENTIALS**

- A. The Commission for Verification of Credentials is responsible to:
  1. Validate the functions and qualifications of attending delegates,
  2. Validate the eligibility of candidates for elections,
  3. Validate the constitution of the General Assembly.
- B. Commission for the Verification of Credentials, appointed by the Board of is composed of three (3) members, a Vice-President, chairing the commission, a member of the Board of Directors and the Secretary General. They are assisted by the Treasurer General and the President of the Commission for Regulations who takes the minutes.
- C. Delegates shall be officers appointed as such by their governments or by the appropriate authorities of their countries. Proof of this appointment shall be provided, failing which the officers in question will be considered as observers. As such, they may attend all meetings without taking part in the discussions.
- D. Verification of functions and qualifications of attending delegations. Delegations may represent:
  1. Active member nations (with the right to vote),
  2. Inactive member nations (without the right to vote),
  3. Nations invited to the General Assembly as observer (without the right to vote).
- E. The commission determines the validation of the nations eligible to vote.
- F. The Commission has to verify that all conditions specified in articles 4.6 to 4.9 are met
- G. Articles 15 and 16 of the Statutes establishes the required conditions for the validation of a General Assembly. The General Assembly cannot make any decision if these conditions are not met.
- H. The commission is authorized to make all necessary verifications concerning the delegates, the delegations, the candidates and the composition of the General Assembly. It reports its findings to the General Assembly.

**Article 4.5.****STATUTORY ELECTIONS**

- A. In accordance with Statutes (art.15), the General Assembly elects the President, Vice Presidents, members of the Board of Directors and the Secretary General. The General Assembly also elects the Treasurer General. Active member nations may present the candidatures of its delegates for these positions.
- B. Candidates chosen for other CISM positions (art 4.10 to 4.12) are ratified by the General Assembly, appointed or elected by CISM authorities in accordance with chapter II.
- C. All candidatures for elected office shall be submitted in writing to the Secretary General by 15<sup>th</sup> February of the year of the election.
- E. If there are two (2) or more candidates for the Presidency, the Secretary General or the Treasurer General, the successful candidate is determined by an absolute majority. If no successful candidate is determined from the first vote, the candidate with the lowest votes is eliminated and the voting and elimination process is repeated as necessary. If in the end, two candidates remain without the requisite absolute majority, the successful candidate shall be determined in a final vote by relative majority.
- F. If a candidate for the membership to the Board of Directors does not obtain a majority vote, the post may not be allocated to another continent. The Board of Directors may in this case co-opt a candidate for the period of one (1) year. If not, the post remains vacant until the next General Assembly.
- G. All officials are elected for a term of office of four (4) years. They may stand for re-election as there are no time limitations. Their appointment will be terminated if their nation becomes inactive or suspended.
- H. The mandate of all officials elected by the General Assembly starts at the General Assembly that elects them and expires at the end of the General Assembly held during the last year of the mandate. If that General Assembly cannot be held, the mandate is extended until the next General Assembly.

**Article 4.6.****PRESIDENT AND VICE PRESIDENT**

- A. Candidates must meet the following conditions:
  - 1. For the presidency, be a permanent CISM authority (article1.1 of the Regulations).
  - 2. For the vice-presidency, be at least a delegate,
  - 3. Be nominated by his delegation,
  - 4. Be officially presented by a responsible military authority (minister, undersecretary of state, chief of staff) who will certify that his government will fund all travel expenses required to fulfil the function and who will certify with his signature that the candidate will be on active duty for at least two more years
  - 5. Be experienced in the field of sport,

6. Be fluent in English or French.
- B. If there is more than one candidate to the vice-presidency for a continent, the Vice- President concerned will organize a primary election among the delegations of the active member nations of his continent in order to present one candidate to the General Assembly. If he is a candidate for re-election to the Vice-President's position, the primary elections will be presided over by a member of the Board of Directors from the continental region, who is not a candidate for Vice-President, and who is designated by the unanimous consent of the Board of Directors.
- C. When a Member or a Vice-President is elected President, candidates from his continent are eligible to stand for election as the new Member or Vice-President.
- D. In the event that there is a permanent vacancy in the presidency, the senior Vice-President (art.2.9.C.) becomes the acting President until the next General Assembly at which time a new President will be elected.

**Article 4.7. MEMBER OF BOARD OF DIRECTORS**

- A. Candidates must meet the following conditions:
  1. Belong to a continent for which a vacancy exists at the date of the election,
  2. Be at least a delegate,
  3. Be nominated by his delegation,
  4. be officially presented by a responsible military authority (minister, undersecretary of state, chief of staff),who will certify that his government will fund all travel expenses required to fulfil the function and certify with his signature that the candidate will be on active duty (military or civilian) for at least two more years,
  5. Be experienced in the field of sport,
  6. Be fluent in English or French or be accompanied by an English translator.
- B. If the number of candidates to the Board of Directors for a continent exceeds the number of vacancies allocated to it, the Vice-President concerned will organize a primary election among the delegations of the active member nations of his continent in order to present the right number of candidates to the General Assembly. Primary elections may be held during the Continental meeting before the General Assembly. Relative majority applies.
- C. Any delegate elected to the Board of Directors may continue in office as Chief of his nation's delegation, with the exception of the President of CISM.
- D. If a member of the Board of Directors resigns before the end of his term of office, or if a vacancy occurs for another reason, the Board of Directors has the right to fill the vacancy, according to the geographical balance specified in article 2.5 D of the Regulations until the next General Assembly (co-optation).

**Article 4.8.****SECRETARY GENERAL**

Candidates must meet the following conditions:

- A. Be a delegate for at least one (1) year,
- B. Be nominated by his delegation,
- C. Be officially presented by a responsible military authority (minister, undersecretary of state, chief of staff), who will certify with his signature that the candidate will be on active duty during his whole mandate.
- D. Be fluent in English and French,
- E. Agree to reside in the city where the CISM headquarters is located,
- F. Possess a good knowledge of sport management,
- G. Have good management skills and experience,
- H. The rank of Colonel or equivalent is preferred.

**Article 4.9.****TREASURER GENERAL**

Candidates must meet the following conditions:

- A. Be on active duty (military officer or civilian),
- B. Be proposed by his delegation,
- C. His military authority (minister, undersecretary of state, chief of staff) will certify that his government will fund all travel expenses required to fulfil the function.
- D. Be experienced and educated or trained at senior management level in the field of finance,
- E. Is fluent in English or French.

**Article 4.10.****PRESIDENT of CISM SPORT COMMITTEE**

- A. The criteria for selection to a president of a "CSC" are the following:
  - 1 Is an officer from a CISM member nation on active duty in the Armed Forces for at least two (2) more years after his/her appointment,
  - 2 Has a thorough knowledge of the specific sport,
  - 3 Should have previous CISM experience, preferably from the CSC of that sport,
  - 4 Has a good possibility to build contact with the international and national sports federations, and with CISM delegations,
  - 5 Is financially fully supported by his Delegation to attend all official meetings and any other activity in furtherance with his mission, particularly the CISM Championships, as well as to

carry out a preliminary visit to the Organizing country of his sport's Military World Championship a few months before the start of the Championship,

6 Is fluent in English. (DF 13/SP/01)

- B. All Presidents CSC are selected by the BoD for a flexible period of four years. A president in function may stand for re-election.
- C. One year before the end of his/her mandate, the candidature to succeed him/her is officially announced by the CISM Secretary General via the CISM Flash and on the CISM homepage.
- D. Any interested Officer, meeting the listed criteria for selection, must send an application file to the CISM Secretary General, through his/her delegation.
- E. The SG presents the candidature(s) to the BoD, which selects the most appropriate candidate.
- F. The Secretary General keeps updated the list of appointments and is entrusted to publish the vacancies in due time.
- G. A PCSC who is absent from three (3) consecutive events related to his/her duties (military world championships, Sports Committee meeting, or General Assembly) is automatically relieved from his/her function. The Secretary General will appoint the Secretary or the most experienced member of the CSC as "acting PCSC" until the selection of a successor.
- H. The Board of Directors may terminate the appointment of the President CISM Sport Committee on recommendation of the Secretary General.

#### **Article 4.11**

#### **MEMBER SPORT COMMITTEE**

- A. The members representing in principle different nations and continents are chosen by the President of CISM Sport Committee from the experts proposed by their Chiefs of Delegation whose nations usually participate in the military world championship concerned. The number of members must be in proportion to the tasks of the CISM Sport Committee.
- B. The President of CISM Sport Committee appoints a secretary from the members of the committee.
- C. A CISM Sport Committee member who is absent from two (2) consecutive events relating to his duties (military world championship, CISM Sport Committee meeting) is automatically relieved from his function.
- D. The President of CISM Sport Committee may terminate the appointment of a CISM Sport Committee Member.

#### **Article 4.12**

#### **PRESIDENT OF COMMISSIONS**

- A. The Board of Directors appoints the President of a Commission, who may or may not be a member of the Board of Directors. The appointment will last for a period of 4 years. After the four year mandate is completed, the Board of Directors may re-appoint the same individual for additional four year periods. However, the Board of Directors may relieve a President for cause at any time. The Secretary of a commission is a member of the General Secretariat designated by the Secretary General.

- B. In case a President of a Commission is a member of the Board of Directors and has already occupied the post for 4 years, the Board of Directors may re-appoint the same individual for additional four year periods.
- C. In case a President of a Commission is not a member of the Board of Directors, he must:
- a. be an officer (minimum rank as Major) on active duty for a minimum of two years, coming from the Armed Forces of a CISM member nation,
  - c. have a thorough knowledge in the specific area of responsibilities of the Commission which he is applying for the presidency,
  - d. should have previous CISM experience, preferably from the Commission which he is applying for Presidency,
  - e. have a good possibility to build contact with our CISM Member Nations,
  - f. be fluent at least in English.

## **Chapter V CISM FINANCES**

### **Article 5.1. FINANCIAL RESOURCES**

The resources of CISM shall be made up of:

- A. CISM owned properties,
- B. Contributions and subscriptions of member nations,
- D. Incomes from all the rights relating to the commercialisation of CISM emblem and other intellectual property for a given use and under control,
- E. Reserved rights negotiated on the occasion of the summer and winter World Military Games and sports events of all nature organised by CISM,
- F. Income from any promotional operation relating to the organisation of the summer and winter World Military Games and any other sports event organised by CISM,
- G. Contribution from partners and sponsors,
- H. Income from any marketing operation,
- I. Donations and legacy,
- J. Any other legally obtained money or property.

### **Article 5.2. BUDGET**

- A. Under article 31 of the CISM Statutes, the fiscal year begins on 1 January and ends on 31 December of the same year. The CISM Budget includes all expenses related to the functioning, investments and development of CISM.
- B. The Treasurer General prepares and presents the preliminary budget to the Board of Directors and the General Assembly for approval.
- C. The annual budget approved by the General Assembly covers the travelling costs of the Secretary General, and the personnel of the General Secretariat when attending an official CISM event. For official missions incumbent to their position, the budget also covers billeting costs.
- D. Budget planning shall allow the General Assembly to simultaneously study the balance sheet of the preceding fiscal year and the budget planned for the following year. Therefore, when planning the preliminary budget, the Treasurer General shall present the financial statement including the budget of the preceding year, the current year, as well as the following year.
- E. Financial statement and balance sheet
  1. The Treasurer General will, at regular intervals, present a financial statement to the Secretary General and to the Board of Directors depicting the general situation and the budgetary situation of the current fiscal year.
  2. The annual balance sheet is drawn up by a chartered accountant on the basis of data supplied by the Treasurer General.

**Article 5.3.****FINANCIAL PROCEDURES**

- A. The financial document dispatched to the bank by the member nations as order for payment shall clearly state the purpose of the payment and the corresponding invoice number.
- B. The Secretary General is responsible for the budget approved for the expenses of the General Secretariat. Therefore he shall keep close contact with the Treasurer General and the member of the secretariat responsible for the upkeep of the finance records.
- C. The invoices given to the Treasurer General for payment shall state the following:
  - 1. "vu pour exécution de la prestation ou de la fourniture"; English Translation "I confirm receipt of goods or performances of services" signed by the member of the secretariat responsible for finance,
  - 2. The heading "bon à payer"; English Translation "Authorize Payment" signed by the Treasurer General.

**Article 5.4.****AUDITORS**

- A. Auditors are appointed annually by the Board of Directors.
- B. The role of auditors is to examine that generally accepted accounting principles are followed. The General Assembly may direct the auditors to concentrate more on certain areas of the budget.
- C. The auditors should be made available, as much as possible, at the expense of the nation providing them.

**Article 5.5.****AUDIT**

When the Secretary General or the Treasurer General changes, the General Assembly may entrust the auditing of the CISM financial accounts to a certified accounting firm.

**Article 5.6.****FINANCIAL OBLIGATIONS**

- A. Invoices for membership fees are mailed only to active member nations before the beginning of the CISM fiscal year.
- B. Fees shall be paid annually to the CISM bank account before 30 June of the fiscal year in which they are due, or paid to the Treasurer General at the General Assembly, unless otherwise authorized by the Board of Directors.
- C. All payments due to CISM are to be made in EURO to the organization's bank account.
- D. A 10 % surcharge will be levied on fees not settled before the 30th of June, unless otherwise authorized by the Board of Directors.
- E. An active member nation, which has not taken steps to fulfil its financial obligations for the fiscal year, is placed in inactive status on 31 December of the fiscal year.

- F. A member nation, which is placed in inactive status because it has not fulfilled its financial obligations, loses its right to vote at the following General Assembly and to participate at the CISM competitions, unless its debts are fully paid in the meantime.
- G. A first reminder is sent to the Chief of Delegation by the Secretary General. If this action does not suffice, the President of CISM will send a letter to the Minister of Defense.
- H. The General Secretariat will inform the concerned nations of their inactive status by registered delivery and advise the nations hosting CISM events.
- I. Partners will pay an annual negotiated amount as determined by the Board of Directors. Failure to pay before the deadline of 31 January will result in the withdrawal of CISM's recognition of that organization or individual as a partner.

**Article 5.7. FINANCIAL CONDITIONS FOR CISM EVENTS**

- A. As a general rule, a nation organizing a CISM event will calculate its costs based on the following conditions:
  - 1. Travelling expenses (round trip) will be met by participants,
  - 2. Daily expenses (board and lodging, local transportation, food, drinks accompanying normal meals) will be met by the host nation for all sports competitions (with the exception of Military World Games). For all official meetings, a financial contribution may be asked of the participants, attending the meetings.
- B. These conditions apply to a mission or delegation whose compositions are in accordance with the Regulations in the event of a General Assembly or a Board of Directors session and Sports Regulations.

**Article 5.8. FINANCIAL CONDITIONS FOR CISM AUTHORITIES**

- A. As a general rule, member nations are responsible to fund all travel expenses required to fulfill the function associated with the participation of its CISM Authorities, except for the conditions fixed under the article 5.2.C.
- B. In extraordinary circumstances, and in its sole discretion, the BoD is authorized to make exceptions and approve the funding of CISM officials' travels expenses provided that the General Assembly has approved a budget containing the provision of such expenses.
- C. Requests for exceptions will be submitted to the Secretary General by the Chief of Delegation of that concerned Member Nation and will be presented to the BoD for decision.

## **Chapter VI HONORS AND AWARDS**

### **Article 6.1**

### **GENERALITIES**

- A. CISM has a system of honors and awards to recognize significant contributions to its ideals and goals.
- B. CISM honors and awards are:
  - 1. Honorary member,
  - 2. CISM Order of Merit,
  - 3. CISM Star of Sports Merit,
  - 4. CISM Medals,
  - 5. Musketeer Trophy,
  - 6. Solidarity Trophy,
  - 7. Fair Play Trophy “Willy Fleischer”.

### **Article 6.2.**

### **HONORARY MEMBER**

- A. The title "Honorary Member" is awarded by the General Assembly, on proposal by the Board of Directors, to any individual who has proved his fidelity and respect to the values and aims praised by CISM.
- B. The title Honorary President is awarded by the General Assembly, on proposal by the Board of Directors, to former CISM Presidents who have proven in exceptional manner fidelity and respect to the values and aims of CISM.
- C. The title "Honorary Member" may be granted, jointly or independently, to an authority decorated with the Grand Cordon of the CISM Order of Merit.
- D. An "Honorary Member" may be invited to participate in a major CISM event. By his presence, he will show his attachment for military sport and CISM. Conditions of the invitation will be determined by the Board of Directors.

### **Article 6.3.**

### **ORDER OF MERIT**

- A. The CISM Order of Merit may be conferred by the Board of Directors on anyone who, by his or her actions, has demonstrated the ideals and goals of CISM. Generally, the recipient would be:
  - 1. An individual of eminent stature in the field of physical education or sport,
  - 2. An individual who, by personal performance or by contribution to the development of sports in the Armed Forces, rendered exceptional service to the cause of CISM.

- B. The CISM Order of Merit comprises six (6) grades:
  - 1. Grand Cordon,
  - 2. Commander,
  - 3. Grand Officer,
  - 4. Officer,
  - 5. Grand Knight,
  - 6. Knight.
- C. The Board of Directors delegates to the Council of the Meritorious Order of CISM the responsibility and authority to confer the CISM Order of Merit. The Council is composed of six members: the Grand Master is the President of CISM, the Chancellor is the Secretary General; the remaining four are the Vice-Presidents of CISM.
- D. The medal and certificate of the Order of Merit are presented to the recipient by the President of CISM, Grand Master of the Order, or by the following designated representative:
  - 1. Secretary General
  - 2. Vice Presidents
  - 3. BoD members
  - 4. Any other authority exceptionally designated by the CISM President.
- E. At the presentation ceremony, the following proclamation is made:
 

"Mr. (Rank) ..... in the name of CISM, in recognition of your devotion to the cause of sport, and to the ideals of CISM, I make you .....in the Meritorious Order of CISM".
- F. The description of the diverse insignia and ribbons is given in app. 13.
- G. Any organizing country of a major CISM event is offered the possibility to award a CISM Protocol Flag and/or some CISM authorities with national / military decorations, according to their protocol and military habits.

**Article 6.4. ORDER OF MERIT – ATTRIBUTION**

- A. The initial request, explaining the reasons, may be done and addressed to the General Secretariat by the following authorities:
  - 1. Member of the Board of Directors,
  - 2. Chief of Delegation,
  - 3. President of CISM Sport Committee,
  - 4. Commission President.
- B. The Chancellor reviews the request and recommends:
  - 1. The grade, which may be exceptionally higher than what the regulations permit,
  - 2. Who shall finance the cost of the medal (either CISM or the requesting authority),

3. The refusal or the forwarding of the request.
- C. The Council makes the decision and the Board of Directors ratifies the decision before the official proclamation in front of the General Assembly.
- D. The decoration requests are normally done:
1. on the occasion of the organization of a major CISM event,
  2. If the requirements of an active member nation have been met,
  3. on other exceptional circumstances, but not more than two (2) years after the event or the recipient's departure from CISM.
- E. Generally, the organizing nation may request a maximum number of decorations at its own expense. In addition, the Organizing Nation may request maximum number of decorations financed by CISM. The maximum numbers of medals depend on the events they are associated with. Both the number of medals and the events associated are fixed in the table hereafter presented.

	<b>CISM Major events</b>	<b>Max. number of medals paid by the Organizer</b>	<b>Max. number of medal paid by CISM</b>
<b>1</b>	Military World Games	5	5
<b>2</b>	General Assembly	3	3
<b>3</b>	World Military Championship	3	3
<b>4</b>	BoD meeting	2	2
<b>5</b>	Continental meeting	2	2
<b>6</b>	Continental Championship	2	2
<b>7</b>	Symposium	1	1
<b>8</b>	Liaison Office meeting	1	1

The table constitutes a guide for the Board of Directors which can decide to provide more or less decorations.

These decorations will be conferred on political, military and/or sports authorities of a nation organizing a major CISM event.

- F. The cost of the decorations conferred on functionaries (members of the Board of Directors, Presidents of CISM Sport Committees, Secretary General, Treasurer General.) leaving CISM is financed by CISM. Otherwise, the requesting Liaison Office or respective delegation finances the cost.
- G. The Chancellor of the CISM Order of Merit will present to the recipient a "certificate", in proof of the received decoration. The recipient, in accordance with the individual's national uniform code, will wear this decoration on the military uniform.

## **Article 6.5. ORDER OF MERIT - ELIGIBILITY RULES**

- A. Grand Cordon  
- Head of State

B. Commander

1. Head of government
2. President of CISM (after 8 years)
3. Secretary General (after 8 years)

C. Grand Officer

1. Ministers of government and their equivalent
2. President of CISM (after 4 years)
3. Secretary General (after 4 years)
4. Vice-President (after 6 years)
5. Treasurer General (after 6 years)
6. Member of the Board of Directors (after 8 years)
7. Chief of Delegation (after 8 years)
8. Chief of Liaison Office (after 8 years)
9. President of Commission (after 8 years)
10. President of CISM Sport Committee (after 8 years)
11. Detached officer at the General Secretariat (after 8 years)
12. Any military athlete who, upon completion of a military career or retirement from competition, has to his or her credit an Olympic, world or CISM record in individual or team competition which has not been surpassed in a 6-year period.

D. Officer

1. Chief of nation's armed forces
2. President of CISM (after 2 years)
3. Secretary General (after 2 years)
4. Vice -President (after 4 years)
5. Treasurer General (after 4 years)
6. Member of the Board of Directors (after 6 years)
7. Chief of Delegation (after 6 years)
8. Chief of Liaison Office (after 6 years)
9. President of Commission (after 6 years)
10. President of CISM Sport Committee (after 6 years)
11. Detached officer at General Secretariat (after 6 years)
12. Delegate of a member nation (after 8 years)
13. CSC member (after 8 years)
14. Commission member (after 8 years)

15. Member of a Liaison Office (after 8 years)
16. Any military athlete who, upon completion of a military career or retirement from competition, has to his or her credit an Olympic, World or CISM record in individual or team competition which has not been surpassed in a 4-year period.
17. Any military athlete who, upon completion of a military career or retirement from competition, has to his or her credit eight (8) medals won during world military championships, Olympic Games or civilian world championships.

#### E. Grand Knight

1. Chief of staff
2. Vice -President (after 2 years)
3. Treasurer General (after 2 years)
4. Member of the Board of Directors (after 4 years)
5. Chief of Delegation (after 4 years)
6. Chief of Liaison Office (after 4 years)
7. President of Commission (after 4 years)
8. President of CISM Sport Committee (after 4 years)
9. Detached officer at the General Secretariat (after 4 years)
10. Delegate of member nation (after 6 years)
11. CSC member (after 6 years)
12. Commission member (after 6 years)
13. Liaison Office member (after 6 years)
14. Any military athlete who, upon completion of a military career or retirement from competition, has to his or her credit six (6) medals won during world military championships, Olympic Games or civilian world championships.

#### F. Knight

1. Chief of Liaison Office (after 1 year)
2. President of Commission (after 1 year)
3. President of CISM Sport Committee (after 1 year)
4. Officer detached at the General Secretariat (after 1 year)
5. Chief of delegation and delegate of member nation (after 1 year)
6. Other individuals or organizations contributing to the development of CISM or CISM sports, upon recommendation of the Board of Directors.

**Article 6.6.**

**CISM STAR OF SPORTS MERIT**

A. The Star of Sports Merit is conferred by the Secretary General on military athletes who have competed in CISM Military World Championships.

The Star of Sports Merit may be conferred as an honorary title on military sports clubs who have greatly contributed to the development of the Military Sports on a national level.

B. The Star of Sports Merit consists of a five-point star measuring 45mm, gold, silver or bronze plated, denoting the CISM emblem in its official colours. It is attached to a 40 mm white ribbon with two blue bands. The accompanying insignia consist of gold, silver or bronze star mounted on a 40-mm ribbon strip with two blue bands. The award is presented in a case.

C. The Star of Sports Merit comprises four grades:

1. Double Gold Star;
2. Gold Star;
3. Silver Star
4. Bronze Star

D. The attribution procedure is as follows:

1. For individuals and team sports:

a. The Chief of Delegation of an active member nation addresses a motivated request to the General Secretariat .

b

<b><u>CATEGORIES</u></b>	<b>Sports</b>	<b><u>MOTIVATION</u></b>
Double Gold Star	<b>All team sports</b> Organized every 2 years After a continental Preliminary round.	4 participations in CISM WMC / MWG
Gold Star		3 participations in CISM WMC / MWG
Silver Star		2 participations in CISM WMC / MWG
Bronze Star		1 participation in CISM WMC / MWG
<b><u>CATEGORIES</u></b>	<b>Sports</b>	<b><u>MOTIVATION</u></b>
Double Gold Star	<b>All other world category</b> <b>Sports</b>	9 years competitions in CISM WMC / MWG
Gold Star		6 years competitions in CISM WMC / MWG
Silver Star		4 years competitions in CISM WMC / MWG
Bronze Star		2 years competitions in CISM WMC / MWG

- c. After verification of the awarding conditions, the Secretary General approves the award. He will inform the Chief of Delegation of his final decision.
- d. The costs of the medals and the shipping charges are the responsibility of the delegation proposing the candidates.
- e. The list of the decorated athletes, classified by sport, is kept updated by the General Secretariat.
- f. A Star of Sports Merit of a given grade may only be presented once and the athlete who is awarded may only wear the highest grade.

2. For Military Sports Clubs:

- a. The Chief of delegation of an active member nation and/or a member of the BoD addresses a motivated request to the General Secretariat. The request must provide specific examples of why the candidate sports club should be recognized.
  - b. The Secretary General convenes the Council of Meritorious Order and presents the request. If the Council agrees, the CISM Star of Sport Merit, grade double gold (automatically), is sent to the requesting delegation.
  - c. The costs of the medals and the shipping charges are the responsibility of the delegation proposing the candidate sport club.
  - d. The Secretary General will maintain an up-to-date list of awarded military sports clubs.
- E. The Star of Sports Merit will be presented to the recipient athlete during a special ceremony. At the presentation ceremony, the Chief of Delegation will use the following citation:

"Mr./Mrs./rank (name, surname and titles), in recognition of your outstanding performance and demonstrated excellence in (name of sport), and your fidelity to the ideals of CISM, in the name of the International Military Sports Council, I award you (appropriate level) in the Sports Merit Order of CISM".

**Article 6.7.**

**MUSKETEER TROPHY**

- A. The Musketeer Trophy is offered to a military or civilian high-ranking personality, to a group of persons, to an institution that has distinguished itself by its exceptional commitment to the military sports world or to circles close to military sport and that has propagated the CISM ideals throughout the world: friendship, loyalty and solidarity.
- B. Any CISM authority may submit the proposals of candidature.
- C. Any proposed candidature is submitted to the approval of the Chancellery
- D. Attribution procedure
  - 1. The Trophy is presented once a year. A plate engraved with the name of the recipient is fixed, each year, on the pedestal of the Trophy.
  - 2. The Trophy is kept at CISM General Secretariat. A miniature, with a diploma, is given to the recipient.

3. The handing-over of the Trophy occurs at the evening of the closing dinner during CISM General Assembly.

E. The ceremony of CISM Musketeer Trophy includes the following citation:

“Mr/Mrs/Ms/rank” (title, name, surname), in recognition of your particular efficient action for the CISM promotion and for its friendship, loyalty and solidarity ideals, in the name of the International Military Sports Council, I award you the CISM Musketeer Trophy”.

#### **Article 6.8.**

#### **SOLIDARITY TROPHY**

- A. The CISM Solidarity Trophy is offered to an active member nation that has demonstrated in the spirit of friendship, loyalty and assistance, exceptional solidarity actions in favour to one or more other CISM member nations.
- B. The Solidarity Trophy is normally attributed every year. After three attributions to the same member nation, the trophy will be awarded permanently to that nation. Any CISM authority may submit proposals for candidature to the Secretary General.
- C. The Chancellery is in charge of analyzing the proposals and determining the member nation who will receive the Solidarity Trophy. This trophy is presented during the General Assembly by the CISM President to the Chief of Delegation of the concerned member nation.

#### **Article 6.9.**

#### **FAIR PLAY TROPHY “WILLY FLEISCHER**

- A. The CISM overall fair-play trophy is presented to an athlete, a team, or a nation which, during one or more CISM championships, demonstrated an exemplary spirit of friendship and sportsmanship. Any CISM authority may submit proposals for candidature to the Secretary General.
- B. The Chancellery analyzes proposals and determines the recipient of the CISM overall fair-play trophy. This trophy is attributed on the basis of exceptional merit and not automatically every year. The trophy is presented during the General Assembly by the CISM President to the Chief of Delegation of the athlete, team or nation concerned.
- C. The athlete, team, or nation awarded with this trophy can be recommended to the international fair-play commission.

## **PART II CISM EVENTS**

### **CHAPTER VII SPORTS COMPETITIONS IN CISM**

#### **Article 7.1. GENERAL REGULATIONS**

- A. This chapter governs and provides guidelines for all CISM Sport competitions.
- B. All CISM sport competitions shall be organized in conformity with CISM Regulations.
- C. CISM publishes Sports Regulations for its sports recognized at world level.
  - 1. Most CISM sports, however, are governed by the International Federations' technical regulations.
  - 2. The host nation of a competition and the President of the CISM Sport Committee shall verify the currency of the CISM and International Federations' regulations in its possession.
  - 3. In case of discrepancies between the Sports Regulations and the CISM Regulations, the latter prevail.
  - 4. All amendments to the Sports Regulations, other than bringing the articles into agreement with the international regulation, will be decided and promulgated by the Secretary General in consultation with the President of CISM Sport Committee.
- D. Doping, as defined and addressed in the current CISM Regulations is forbidden in CISM E. In case of discrepancies arising from interpretation of the CISM Sport Regulation, the prevailing language is defined in that regulation.

#### **Article 7.2. SPORT COMPETITIONS**

The levels of CISM sports competitions are:

- A. World Games / World Championships,
- B. Continental Games / Continental Championships,
- C. Regional championships / Tournaments,
- D. Bilateral competitions.

#### **Article 7.3. CISM MILITARY WORLD GAMES**

- A. Military World Games are called “(NUMBER) CISM WORLD GAMES (CISM LOGO)”, e.g. 5th CISM WORLD GAMES.

- B. The CISM World Games are organized every 4 (four) years and all member nations are invited to participate.
- C. Details concerning the organization appear in a separate document “General information concerning the organization of CISM World Games” available at the General Secretariat.

**Article 7.4. CISM MILITARY WORLD WINTER GAMES**

- A. Military World Winter Games are called “(NUMBER) CISM WORLD WINTER GAMES (CISM LOGO)”, e.g. 1<sup>st</sup> CISM WORLD WINTER GAMES.
- B. The CISM World Winter Games are organized every 4 (four) years and all member nations are invited to participate.
- C. Details concerning the organization appear in a separate document “General information concerning the organization of CISM World Winter Games” available at the General Secretariat.

**Article 7.5. CISM CADET WORLD GAMES**

- A. CISM Cadet World Games are called “(NUMBER) CISM CADET WORLD GAMES (CISM LOGO)”, e.g. 1<sup>st</sup> CISM CADET WORLD GAMES.
- B. The CISM Cadet World Games are organized every 2 (two) years and all member nations are invited to participate.
- C. Details concerning the organization appear in a separate document “General information concerning the organization of CISM Cadet World Games” available at the General Secretariat.

**Article 7.6. WORLD CHAMPIONSHIP**

- A. World championships are called “(NUMBER) WORLD MILITARY (SPORT) CHAMPIONSHIP (CISM logo)”, e.g. 34<sup>th</sup> WORLD MILITARY NAVAL PENTATHLON CHAMPIONSHIP (CISM).
- B. They comply with the following conditions:
  - 1. Organization annually or biannually depending on the sport,
  - 2. Invitation to participate extended in accordance with Art. 7.20,
  - 3. Effective participation by at least eight (8) nations for men and/or four (4) for women from at least two (2) continents,
  - 4. Organization of official ceremonies,
  - 5. Designation of an Official CISM Representative,
  - 6. Awarding of medals.

**Article 7.7.****CONTINENTAL CHAMPIONSHIP**

- A. Continental championships are called "(YEAR) (CONTINENT) MILITARY (SPORT) CHAMPIONSHIP (CISM logo)", e.g. 2010 EUROPEAN MILITARY HANDBALL CHAMPIONSHIP (CISM).
- B. They comply with the following conditions:
  - 1. Invitation to participate extended to all member nations of the continent,
  - 2. Effective participation by at least six (6) nations for men and/or three (3) for women,
  - 3. Organization of official ceremonies,
  - 4. Designation of a continental representative,
  - 5. Awarding of medals.
- C. Upon request from an organizing nation, an event may be designated a continental championship. This should be done in collaboration with the organizing delegation, the Vice-President, and the pertinent President of CISM Sport Committee.

**Article 7.8.****REGIONAL CHAMPIONSHIP**

- A. Regional championships are called "(YEAR) (REGION) MILITARY (SPORT) CHAMPIONSHIP (CISM logo)", e.g. 2010 MIDDLE EAST MILITARY BASKETBALL CHAMPIONSHIP (CISM).
- B. They comply with the following conditions:
  - 1. Organization in conformity with the CISM Regulations,
  - 2. Invitation to participate extended to member nations of the regional Liaison Office and, if desired, to any member nation outside the region,
  - 3. Effective participation by at least four (4) nations for men and/or two (2) for women,
  - 4. Medals may be awarded.

**Article 7.9.****TOURNAMENT**

- A. Tournaments are called "(YEAR) (SPORT) MILITARY TOURNAMENT (CISM logo)", e.g. 2010 MILITARY FENCING TOURNAMENT (CISM).
- B. They comply with the following conditions:
  - 1. Organization in conformity with the CISM Regulations,
  - 2. Invitation to participate extended to at least two (2) other nations,
  - 3. Effective participation by at least three (3) nations for men and/or two (2) for women,
  - 4. Medals may be awarded.

**Article 7.10.****BILATERAL COMPETITION**

Bilateral competitions between member nations of CISM are encouraged. These competitions are called "(YEAR) MILITARY BILATERAL (SPORT) COMPETITION (CISM logo)", e.g. 2010 MILITARY BILATERAL BOXING COMPETITION (CISM).

**Article 7.11.****SPORTS CATEGORIES**

- A. CISM sports are categorized by the level they are played, including: World, Continental and Regional Levels.
- B. The list of World level sports includes military, team and individual sports. The list will be maintained at CISM HQ (website) and reviewed on a 4 year cycle, based on the year of the MWG. World level sports will have a CSC and PCSC.
- C. The list of Continental level sports will also be maintained at CISM HQ for tracking purposes only. The list of Regional level sports will be maintained at the Continental level (VP office).
- D. In order to be listed as a World level sport, there is a requirement for the minimum participation of eight (8) nations for men and/or four (4) for women from at least two (2) continents. In addition, the sport must conduct 2 World level championships within the 4 year cycle (including MWG).
- E. New sports may be added at the World level if they are able to demonstrate their ability to meet the above requirements through the hosting of continental/invitational championships.

**Article 7.12.****CISM SPORT COMMITTEE RESPONSIBILITIES**

- A. The CISM Sport Committee (CSC), especially the President of CISM Sport Committee, exercises oversight on the technical conduct of a military world championship.
- B. For the Sport Committee composition as well as responsibilities and authority of the President of CISM Sport Committee, art. 2.16. and 2.17 of the CISM Regulations apply.
- C. For the appointment, attendance and retirement of the President and the Sport Committee Members, art. 4.10 and 4.11 of the CISM Regulations apply.
- D. If a President of CISM Sport Committee is absent and a substitute is not designated in advance, the following applies:
  - 1. The Sport Committee appoints an interim President of CISM Sport Committee from its members,
  - 2. If no members are present, missions' representatives will form a technical committee. The Official CISM Representative will appoint an interim President of CISM Sport Committee.

**Article 7.13.**

**CISM SPORT COMMITTEE – MEETINGS**

**A. CISM Sport Committee restricted meeting**

1. The CISM Sport Committee meets, in principle, during the world championship, usually before and after the corresponding preliminary and technical meeting. If, in one or more years, a military world championship does not take place, the President of CISM Sport Committee may call an extraordinary meeting of his committee. The purpose of the meeting is to prepare the basic directives for the coming year's activities,
2. The President of CISM Sport Committee determines the place, date and time of the meeting(s). He allocates tasks among CSC members,
3. The President of CISM Sport Committee chairs the meeting attended by all members of the CISM Sport Committee. In his absence, a member chairs the meeting (art. 7.12. D).

**B. CISM Sport Committee enlarged meeting**

1. The President of CISM Sport Committee may invite the Official CISM Representative, Chiefs of Mission and/or team captains of participating missions as well as civilian experts to attend the CISM Sport Committee meeting,
2. To permit participating nations to form an opinion on the items on the agenda, the Sport Committee's secretary shall send all proposals received to the Chiefs of delegation at least two (2) months before the championship / meeting,
3. The agenda should include:
  - a. amendments of sports regulations,
  - b. means to further develop the sport concerned,
  - c. calendars for the next five (5) years,
  - d. experiences of the current championship,
  - e. information on the general program of the next championship.
4. All proposals made by participating nations shall be collected by the CISM Sport Committee secretary before the beginning of the championship / meeting. This information shall be communicated to all participants as above or on arrival.

**Article 7.14.**

**CISM SPORT COMMITTEE – REPORT**

- A. The President of CISM Sport Committee remits its annual report to the Secretary General on the Sport Committee's decisions and proposals for the development and future of his sport.
- B. If a world championship is organized, the President of CISM Sport Committee submits his part of the Joint Report (sports report) (Regulations, app.5) at the end of the world championship to the Official CISM Representative.

**Article 7.15.****WORLD CALENDAR**

- A. The world calendar is an official document issued after final approval by the Board of Directors. All major CISM events are overviewed in it.
- B. For competitions, the calendar includes the following information:
  - 1. the final calendar (with exact place and date) of the competitions to be held during the year following the General Assembly,
  - 2. the provisional calendar of the competitions to be held two years or more following the General Assembly.

**Article 7.16.****CONTINENTAL AND REGIONAL CALENDAR**

The calendar for the coming year is discussed, amended and approved during the Continental Meeting before the General Assembly.

**Article 7.17.****CALENDARS - DRAWING UP**

- A. As competitions represent CISM major activities, the drawing-up of calendars is an essential task of CISM authorities.
- B. The General Secretariat constitutes the main information-collecting body for developing the world calendar. The General Secretariat is assisted by CISM Sport Committees and Vice- Presidents.
- C. Only active CISM member nations may organize CISM world, continental and regional events. They notify the Secretary General of world events, their Vice-Presidents of continental events, regional events and bilateral competitions they wish to host. A copy of the notification shall be sent to the concerned Presidents of CISM Sport Committee. In cases of the World Championships, the confirmation must be provided, no later than the General Assembly of the year prior to the championship, by a letter signed by the Chief of Delegation or a high ranking military authority. For world and continental championships, an application file shall accompany the letter containing all the basic information needed to assess the candidature. Delegations may only propose dates for world championships that have been agreed on by the Secretary General.
- D. The Secretary General summarizes and sends this information to all delegations as part of the preparatory document for the General Assembly.
- E. The preparatory document represents a project for the world calendar that is discussed and possibly amended during the Congress. Delegations must have their nation's calendars at that time.
- F. The final calendar (of the following year) is discussed and approved by the Board of Directors during the second meeting, held in the framework of the General Assembly, of the year prior to the Championships. Candidacies for the later years are registered either as confirmations or options.

**Article 7.18.**

**CALENDAR – WITHDRAWAL**

- A. Any delegation that is a candidate to organize a world championship and that has problems assuming this responsibility shall immediately inform the Secretary General and PCSC. Notice of cancellation must be given, at the latest, 6 months prior to the beginning of the championship.
- B. Any delegation that is a candidate to organize a continental championship and that has problems assuming this responsibility shall immediately inform the relevant Vice- President.
- C. A delegation that withdraws from the organization of a world or continental championship after having confirmed its organization may be subject to disciplinary action (art. 1.12 of the Regulations.).

**Article 7.19.**

**PRELIMINARY INFORMATION**

- A. A member nation requesting to organize a military world championship must provide the Secretary General with detailed information regarding the proposed program, sports facilities and accommodation to be used, as a prerequisite to securing approval to organize the championship. Presidents of CISM Sport Committee decide on on-site inspections. For cost sharing, refer to art. 5.7 of the Regulations.
- B. A world or a continental championship shall include competitions for both genders in accordance with the relevant CISM sports regulations. Approval of the Board of Directors is required if the competition is to be men only or women only.
- C. All sports facilities used in a CISM world and continental championship shall meet the requirements of international/CISM sports regulations. Facilities shall be sufficient to permit adequate training for all competitors.
- D. The organization of a military world championship by a nation, which has not yet participated in such a championship, is only possible if this nation has organized a regional championship or a civilian international championship at the same level or sent an observer to a previous military world championship. In this last case, an on-site inspection by the President of CISM Sport Committee is mandatory.

**Article 7.20.**

**INVITATION**

**A. Member nations**

- All active member nations have the right to be invited to any CISM Championship in accordance with the level of competition (world, continental, regional, etc.).

**B. Non-member nations**

- 1. A non-member nation may be invited to take part in a CISM world or continental event only with the unanimous consent of the member nations that have formally indicated their participation. Such unanimous consent shall be recorded during the General Assembly preceding the event. The organizing nation will inform the Official CISM Representative of non-member nations invited to attend the event as participants or observers.

2. In urgent cases, when the General Assembly was not informed and at the request of the organizing member nation, either the Board of Directors or the participating nations at a championship shall approve the invitation / participation of a non-member nation, or an individual representing such a nation, to take part in CISM events. This approval will be mentioned in the official Championship report.
3. Non-member nations may be invited to CISM tournaments and regional championships during a period of two years under the authority of the Continental Vice- President.

**Article 7.21. PARTICIPATION - MILITARY STATUS**

- A. Only military personnel on active duty in Armed Forces may take part in competitions organized by CISM.
- B. No one may be recalled to active duty in the Armed Forces for the purpose of participating in a CISM competition. In the case of an intermittent military service, the athletes regularly recalled may not take part in CISM competitions, under any circumstances, if more than 18 months have elapsed between this recall and the end of their last call to arms.
- C. Exceptions to the above may be authorized by the General Assembly, upon recommendation of the Board of Directors.
- D. All military participants in a CISM event shall be in possession of proper documentation which signifies active military service of the member nation he represents. The documentation can be:
  1. a valid military identity card for those athletes who are authorized to present their military identity cards abroad,
  2. a form of verification (in English and/or French) of military status accompanied by a passport.
- E. By signing the final entry, the Chief of Delegation confirms the military status of the participating athletes. If there are last minute changes in the participation of the athletes, the verification file may be signed by the Chief of Mission, but shall be confirmed by the Chief of Delegation by official letter.
- F. If one of these documents is not available, participation is refused.

**Article 7.22. COMPOSITION OF A MISSION**

- A. Teams sent by their nations to participate in a CISM event are called "missions".
- B. The composition of a mission to a championship is stated in the respective CISM Sports Regulations and included in the invitation file extended by the organizing nation. In special cases, the Secretary General may change the composition of a mission.
- C. The organizers shall accept the President and the CISM Sport Committee members as additional mission members.
- D. Delegations are required to strictly respect the standard composition of a participating mission. No other additional member may be included in the mission without special authorization from the organizing nation. In all cases where the composition is not respected, missions shall pay the extra

accommodation costs. Host nations have neither financial nor organizational obligations towards people who are not included in the mission (relatives, spectators ...).

- E. In terms of age, CISM abides by the rules of the International Federations, but a person less than 17 years of age cannot participate in CISM events under any circumstances.

**Article 7.23. PARTICIPATION OF AN ACTIVE MEMBER NATION**

Athletes or teams of an active CISM member nation are allowed to fully participate in any championship under the auspices of CISM. They are mentioned on the official result list and can receive official CISM medals.

**Article 7.24. PARTICIPATION OF AN INACTIVE MEMBER NATION**

Athletes or teams of an inactive member nation may not participate in any CISM event (art. 1.10 of the Regulations).

**Article 7.25. PARTICIPATION OF A NON-MEMBER NATION**

If invited in accordance with art. 7.20 of the CISM Regulations, athletes or teams may only participate in CISM events where no elimination is foreseen. A non-member nation therefore can not eliminate a CISM member nation. Non-member nations are not mentioned on the official result list and no additional result list will be made. However, the organizing nation may present souvenirs and gifts or an honorary prize.

**Article 7.26. WITHDRAWAL FROM PARTICIPATION**

Any nation that withdraws from participation in a competition for which it had sent in the final entry, shall notify the organizers at least one (1) month before the opening of the competitions with copy to the Secretary General. Any nation not so informing the host nation will be subject to disciplinary action (art. 1.12 of the CISM Regulations).

**Article 7.27. TRAVELLING**

- A. As a general rule, travelling expenses of participating missions to the site of the competition (nearest International airport) are borne by their own delegations. Local transportation is at the expense of the host nation.
- B. Travelling expenses
  - 1. The travelling expenses of the President and the CISM Sport Committee Members and of all invited persons during a championship and/or a Sport Committee meeting are met by their delegations. The organizing committee will provide full accommodation for all CSC members at world championships.

2. Travelling expenses of the President of CISM Sport Committee to on-site visit are met by his delegation. Local transport, board and lodging of the President CSC during the on-site visit are met by the Organizing Committee.

**Article 7.28.**

**TITLES**

A. Official CISM titles and awards may only be given to athletes representing active CISM member nations. The regulations of each championship state the exact number of medals to be awarded. Every measure shall be taken to ensure that records can be ratified.

B. Titles

1. World championship

- a. In every world championship, CISM awards individual and team titles of "(year) CISM military world champion in (sport/discipline)", and/or of "(year) CISM military world champion in (team event)".

Example: 2010 CISM WORLD MILITARY CHAMPION IN SWIMMING, 100 M FREE STYLE. 2010 CISM WORLD MILITARY CHAMPION IN BASKETBALL.

- b. Moreover, any athlete or team breaking a CISM record is declared "Holder of the CISM world (sport/discipline) record".

2. Continental championship

- a. In every continental championship, CISM awards individual and team titles of "(year) CISM military (continent) champion in (sport/discipline)", and/or of "(year) CISM military (continent) champion in (team event)".

- b. Moreover, any athlete or team breaking a CISM record is declared "Holder of the CISM (level) (sport/discipline) record".

3. Regional championship

In every regional championship, CISM awards individual and team titles of "(year) CISM military (region) champion in (sport/event)", and/or of "(year) CISM military (region) champion in (team event)".

4. Tournament

In a tournament, no official CISM titles are awarded but only gold, silver and bronze medals are given.

**Article 7.29.**

**CHAMPIONSHIP AWARDS**

A. The CISM championship awards include:

1. official CISM medals,
2. official CISM certificates,
3. official CISM challenge cup (permanent trophy),
4. other awards in accordance with the corresponding CISM Sports Regulations,

5. fair-play cup.

- B. Description and attribution of CISM championship awards shall be in accordance with Regulations, chap. VIII and appendices.

**Article 7.30.**

**CHIEF OF MISSION**

A. Chief of Mission

1. Chiefs of Mission shall be familiar with CISM regulations.
2. Missions must not only participate or be present at sports events, they are also required to participate in information conferences on CISM, study days, commemorative and cultural events and ceremonies organized by the host nation.

B. Conduct of a Mission

1. The Chief of Mission is responsible for the behaviour of his team in sports and general discipline. He shall ensure that members of his Mission respect the rules and directives prescribed by CISM and organizers of the championship. The respect of schedules is particularly important as they form the basis for the effective conduct of competitions and ceremonies.
2. The Chief of Mission shall also enforce the rules concerning behaviour and dress during the ceremonies. He plays an important role in promoting the CISM spirit among his mission, a spirit represented by friendly attitude towards other missions, courtesy towards organizers and fair-play in competition.

3. Gifts

- a. The Chief of Mission may offer gifts to authorities and organisers of the host nation and other missions.
- b. The Chief of Mission should consult an important member of the organizing committee (the chairman or his assistant) about the distribution of gifts. Unless otherwise stated by the host nation, gifts should be presented discreetly and preferably before the closing banquet.

C. Following the event

The Chief of Mission should, upon return to his country, address a letter of courtesy to the organizing delegation through his Chief of Delegation.

**Article 7.31.**

**REPORT OF THE ORGANIZING COMMITTEE**

A. During the competition (World/Continental level)

The organizing committee shall complete and submit its part of the joint report (Regulations, app.5) to the Official CISM Representative.

B. Immediately after the competition

The organizing committee shall send within 2 days a fax or E-mail with the results to the General Secretariat.

C. Within two months after the competition

The organizing committee shall send to the General Secretariat a final file enclosing the official results booklet, a general report on the championship and a media report with press articles, photos, video, etc.

## **CHAPTER VIII SPORTS EVENTS**

### **Article 8.1. INVITATION PROCEDURE**

#### **A. World championship**

The invitation procedures for WMC shall be as follows:

1. Nine (9) months prior to the event, the organizing committee will send a draft of the invitation to the CISM Sport Section,
2. The Sport Section will review the invitation with the President of CISM Sport Committee (PCSC) concerned and the Sport Section provides input to the organizer,
3. Six (6) months prior to the event, the organizing committee will send the final and official version of the invitation (electronic version) to the Sport Section signed by the Chief of Delegation or other high authority. The invitation file must be in a type of format which is not possible to break,
4. The invitation file will be put on the CISM website together with the calendar,
5. The organizing nation shall inform all its embassies located in the invited countries about the organization of the event to facilitate the visa procedures for the participating nations,
6. The second page of the invitation files will be dedicated to enlist the invited CISM member nations. Which means that all member nations may reach the invitation from the CISM website,
7. For those sports in which the number of participants is limited by the sports regulations, the concerned PCSC will provide the organizing committee with the list of qualification in due time, and only those countries will be allowed to participate,
8. The invitation will be sent out by normal post for the following guests:
  - a. the CISM President,
  - b. the Official CISM Representative,
  - c. the Continental Vice-President,
  - d. the Secretary General,
  - e. the concerned President and the members of CISM Sport Committee,
  - f. the International Federation concerned through the Secretary General:

The host nation may invite the concerned International Federation (IF) to the world championship through the Secretary General, depending on the sport specific requirement. Travel expenses are borne by the individual or the federation concerned while the accommodation and local transportation cost is borne by the host nation. The Secretary General shall send the invitation on the year before allowing the IF to put the event on its official calendar.
  - g. representative of CISM partners and sponsors:

A nation organizing a military world championship may formally extend an invitation to the representatives of CISM partner firms. Travel and accommodation expenses will be borne by the individual(s) or the partner firms concerned.
  - h. any CISM member without Internet access  
For any reason if any CISM member does not have Internet access available it may declare anytime to the organizer concerned, which will send a copy of the invitation by post.

**B. Continental championship**

Any nation organizing a continental championship shall extend invitations to all member nations of the continent at least four (4) months before the date set for the championship. Additional invitations shall be sent to:

1. The CISM Secretary General,
2. The concerned Continental Vice-President,
3. The continental CISM Representative (if any),
4. The President of CISM Sport Committee,
5. The concerned continental federation (if any).

**C. Regional championship**

Any nation organizing a regional championship shall extend invitations to member nations of the region's Liaison Office and to any member nation outside the region at least two (2) months before the date set for the championship. Additional invitations shall be sent to :

1. The CISM Secretary General,
2. The concerned Continental Vice-President,
3. The regional CISM Representative,
4. The President of CISM Sport Committee,
5. The concerned national federation (if any).

**D. Tournament**

Any nation organizing a tournament shall extend invitations to at least two (2) other member nations. An additional invitation shall be sent to the Secretary General.

**E. Bilateral competitions**

Any nation organizing a bilateral competition shall extend invitations to one other member nation. An additional invitation shall be sent to the Secretary General.

**Article 8.2.**

**INVITATION FILE**

**A. World championship**

A template of the invitation file to a CISM World Championship is available at the CISM Headquarters and shall be used. The invitation file must address the following points:

1. formal letter of invitation signed by the Chief of Delegation of the Organizing member nation or a higher national authority,
2. particular provisions applying to the championship,
3. program of stay and schedule, including the exact day and time of the preliminary meeting, and opening and closing ceremonies,
4. nations invited,
5. Practical information concerning:
  - a. access to the location of the competition (nearest airport, etc),

- b. customs regulations (arms, ammunition, etc),
- c. police regulations (passport, visa, etc.),
- d. health regulations (vaccinations, anti-AIDS test, etc),
- e. dress regulations (uniforms, etc),
- f. weather conditions,
- g. postal address, telephone, fax, E-mail a home page addresses,
- h. expenses to be met by participants,
- i. editions of the CISM Sports Regulations in effect and applicable technical specificities,
- j. any other relevant CISM Regulations, particularly chapter IX on anti-doping.

6. Registration forms, including :

a. preliminary agreement:

The preliminary agreement gives an overview of the participating mission with particulars of participation by men and women per discipline.

b. final entry:

The final entry form specifies the names and ranks of the members of the participating missions, with other relevant and necessary information as appropriate such as the birthday, the weapon numbers, the ammunition amount and/or the best performances.

7. The commitment by the Chief of Mission.

**B. Continental championship**

The invitation file contains at least the following points:

- 1. Particular provisions applying to the championship,
- 2. Program of stay and schedule,
- 3. Nations invited,
- 4. If necessary : information concerning customs, police, health and dress, weather conditions, address,
- 5. Registration forms, including :
  - a. preliminary agreement,
  - b. final entry.

6. The commitment by the Chief of Mission.

**C. Regional championship**

The invitation file contains at least the following points:

- 1. Particular provisions applying to the championship,
- 2. Program of stay and schedule,
- 3. Nations invited,
- 4. If necessary information concerning customs, police, health and dress, weather conditions, address,
- 5. Registration forms, including a final entry.

**D. Tournament**

The invitation file contains at least the following points:

1. Particular provisions applying to the championship,
  2. Program of stay and schedule,
  3. Nations invited.
- E. Bilateral competition  
The invitation file contains at least the following points:
1. Particular provisions applying to the competition,
  2. Program of stay and schedule.

### **Article 8.3.**

### **REPLY TO INVITATION**

#### **A. World championship**

1. The reply to an invitation from an organizing nation of a world championship is made solely by means of a timely submitted preliminary agreement and a final entry.
2. The preliminary agreement, informing the organizing nation of the exact number of nations participating and thus representing an important operational basis, is to be returned at least three months prior to the event.
3. The organizing committee should assess the status of participating nations as soon as the replies to the invitations are received.
4. The final entry is to be returned at least one month prior to the event. Upon receipt the organizing nation is to send a copy to the President of CISM Sport Committee so that the level of referees accompanying each mission may be evaluated. An organizing nation shall not have any obligation towards member nations which have not provided the official final entry within the deadline set in the invitation file.
5. Delegations should bear in mind dispatching delays so that these documents may reach the organizing nation within the required time.

#### **B. Continental championship / Regional championship**

1. The reply to an invitation from an organizing nation of a continental / regional championship is also made by means of a preliminary agreement and a final entry.
2. The preliminary agreement is to be returned at least two months prior to the start of the championship.
3. The final entry is to be returned at least one month prior to the start of the championship.

#### **C. Tournament**

The reply to an invitation to a tournament is made by a final entry to be returned at least two weeks prior to the start of the tournament.

#### **D. Bilateral competition**

The reply to an invitation to a bilateral competition is made by a final entry to be returned at least two weeks prior to the start of the competition.

**Article 8.4.****ARRIVAL - EXPECTED MISSION****A. Early arrival of an expected mission**

1. Host nations should specify in the invitation that in all cases, missions arriving too early shall pay the extra accommodation costs to the organizing nation upon their arrival.
2. In case the mission is not able to pay these accommodation costs, the mission will not be allowed to participate in the championship.

**B. Late arrival of an expected mission. Unless otherwise specified in relevant Sport Regulations, the following applies:**

1. Before the preliminary meeting: Expected missions will have normal participation,
2. After the preliminary meeting (drawing of lots)
  - a. before the competitions  
Expected missions will have normal participation. During the preliminary meeting, the athletes and teams are placed by drawing of lots following the same procedure as the nations present.
  - b. after the start of the competitions
    - Expected missions may be allowed to compete following the planned program. Events in progress or those already completed shall not be repeated or compromised.
    - The drawing of lots of the coming events will not be redone. The teams and individuals of the missions concerned are placed, at the convenience of the technical jury, in those positions which will not affect the drawing of lots.
    - For teams, all matches or events not played are to be forfeited.
    - For individuals, all events not participated in are lost.

**Article 8.5.****ARRIVAL - UNEXPECTED MISSION****A. Before the preliminary meeting**

1. Unexpected missions arriving before the preliminary meeting (before the drawing of lots) may only be accepted to the competition if the host nation accepts to provide the logistic support.
2. In any case, a sanction will be imposed (Regulations Art. 1.12).

**B. After the preliminary meeting. Unless otherwise specified in relevant Sport Regulations, the following applies:**

1. Unexpected missions arriving after the preliminary meeting (after the drawing of lots), may only be accepted to the competitions if the host nation accepts to provide the logistic support,
2. In that case, the Official CISM Representative gathers all the Chiefs of Mission. Participation in events not yet started shall be accepted by the Chiefs of Mission (over 50% of the votes). The planned program is applicable. Events in progress or those already completed shall not be repeated or compromised,
3. The drawing of lots of the coming events will not be redone. Teams and individuals of the missions concerned are placed, at the convenience of the technical jury, in those positions

which will not affect the drawing of lots. In collective sports, when the drawing of lots is finished, no other team may be allowed to participate,

4. In any case, a sanction will be imposed (Regulations Art. 1.12).

#### **Article 8.6. ABSENCE OF A MISSION WITHOUT NOTIFICATION**

If a mission which submits a preliminary agreement and/or final entry is absent without notifying the host nation in time, a sanction will be imposed (Regulations Art. 1.12).

#### **Article 8.7. DEPARTURE**

- A. As a general rule, missions are required to strictly respect the scheduled departure date(s) fixed in the invitation.
- B. Early departure
  1. No sanctions will be applicable if an athlete or a mission leaves the championship with the approval of the Official CISM Representative because of absolute necessity or in case of emergency (e.g. injuries, flight connection problems, death of a family member ...).
  2. In all other cases, sanctions will be imposed (Regulations Art. 1.12).
- C. Late departure  
Host nations should specify in the invitation that in all cases, missions leaving after the fixed date shall pay the extra costs of stay. There is no obligation for the host nation to provide any logistic support to those late departing nations.

#### **Article 8.8. PATRONAGE COMMITTEE**

The competitions may be placed under the patronage of a high authority or a patronage committee if the organizing nation so wishes. It consists generally of governmental, military and sports authorities of the host nation.

#### **Article 8.9. HOST DELEGATION**

The Chief of Delegation is responsible for all aspects of the long-term preparation, execution and reporting of a competition i.e.:

- A. Establishing a financial plan,
- B. Establishing an exact calendar (with place and date),
- C. Establishing an exact day-by-day program,
- D. Establishing the organization chart,
- E. Appointing the organizing committee (invitation to interested dignitaries),

- F. Informing the President CISM Sport Committee of all sports technical aspects,
- G. Establishing and sending invitations in accordance with the current CISM Regulations chapter VIII,
- H. Ordering CISM certificates, badges and diplomas,
- I. Purchasing CISM and other awards,
- J. Organizing information conferences, etc.

**Article 8.10. ORGANIZING COMMITTEE – COMPOSITION**

- A. The host nation establishes an organizing committee.
- B. The organizing committee generally comprises the following sections:
  - 1. The technical section, which is responsible for:
    - a. organization of the technical secretariat,
    - b. organization of the technical facilities and equipment (stands, sound, equipment, poles and flags, buffet, sanitation, anti-doping control, health care,...),
    - c. the appointment and the mission of the technical personnel (electricians, controllers,...),
    - d. facilities for the jury and for the competitors (one tent per nation,...),
    - e. scoring board (specific, general, individual and team results),
    - f. issue of competitor's starting numbers,
    - g. the printing and dispatching of results,
    - h. if the competition in question includes several events, there may be several competition sub-sections.
  - 2. The public relation section, which is responsible for:
    - a. general protocol,
    - b. organization of the opening and closing ceremonies,
    - c. music,
    - d. tourist brochures, maps, guidebooks, miscellaneous,
    - e. press coverage, before, during and after the competition,
    - f. release of results to the press, contacts with reporters,
    - g. information and communication,
    - h. organization of tourist activities, cultural initiative(s),
    - i. organization of the closing banquet,
    - j. information center (including exhibitions of awards, posters, photos, newsstand, souvenirs, banking facilities, mail slots, ...),
    - k. presentation of awards and gifts,
    - l. compiling souvenir-album or video for the Chiefs of Mission and the General Secretariat.
  - 3. The financial section, which is responsible for:
    - a. drawing up the budget,
    - b. assignment of funds,
    - c. management of funds,
    - d. payment of bills.

4. The logistical section, which is responsible for:
  - a. organization of local transportation and supervision of traffic, staff cars, fuel, parking,
  - b. security,
  - c. reception and welcoming of officials and missions,
  - d. housing and meals for officials, Chiefs of Mission, teams, additional members of the organizing committee,
  - e. organization of first aid and medical services (mobile and stationary units).
5. Other sections may be established e.g. for partnership and sponsoring.

**Article 8.11. ORGANIZING COMMITTEE – DUTIES**

- A. The organizing committee is responsible for on the spot preparation of a competition which includes:
  1. Organization of required sections,
  2. Organization of the general secretariat of the competition,
  3. Information flow to the participating nations.
- B. Before the opening of a championship, the delegation of the organizing nation shall check the following points:
  1. If the host nation lacks competent personnel, it may call upon the General Secretariat, the President of CISM Sport Committee, another delegation or the national federation for assistance of qualified technical personnel.
  2. Judges and referees, whose names are not listed with the international federation governing the sport in question, shall not officiate in a CISM event. Exceptions are provided in sport regulations.
  3. Prior to competitions, the organizing committee shall ensure that regulations are respected and that all participants meet identification requirements.

**Article 8.12. TECHNICAL JURY**

- A. The name and tasks given to this body can vary with each sport (see Sports Regulations).
- B. The President of CISM Sport Committee appoints the President and members of the Technical Jury during the preliminary meeting from the technicians attending the championship with a special knowledge of the appropriate sports matters and regulations.
- C. The Technical Jury is dissolved after the official closing ceremony
- D. Under no circumstance may any member of the Technical Jury belong to the organizing committee.
- E. The Technical Jury is responsible for the satisfactory progress of a competition. They ensure that the performance of the athlete is correctly evaluated. They are responsible for:
  1. Overseeing the performance by controllers, judges, time-keepers,....,
  2. Determining results.

- F. Prior to the competitions, the Technical Jury makes sure that the equipment and sporting facilities conform to the standards required by CISM and/or International Federation regulations. They report the result of their control to the Official CISM Representative.
- G. The Technical Jury ensures that the technical regulations are properly followed during the competition and it rules as first resort on all protests received.
- H. The Technical Jury controls and ratifies the results. It hands over to the Official CISM Representative for transmission to the General Secretariat all originals of the protests as well as the decisions taken.
- I. Its specific complementary duties are stated in each particular sports regulation.
- J. Each member is entitled to one (1) vote, which is made by ballot. In case of a tie, the President has the deciding vote.
- K. Procedures for handling protests by the technical jury are:
  1. Any protest shall be submitted to the President of the Technical Jury in writing and signed by the Chief of Mission or Team Captain according to the timing specified in the specific sports regulation. Each protest shall refer to the articles of these rules on which it is based.
  2. Each protest requires a deposit of Euros 100. If the protest is refused by the Technical Jury and no appeal is made, the Euros 100 will be forfeited and paid to the CISM General Secretariat.
  3. The Technical Jury rules as first resort on protests received in accordance with CISM and/or International Federations sports regulations.
  4. Decisions are reported in writing to the organizing committee and the Official CISM Representative.

**Article 8.13.**

**JURY OF APPEAL**

**A. Composition**

The Jury of Appeal is composed of:

1. One (1) President who is the Official CISM Representative,
2. Three (3) members who are chosen among the delegates of the participating missions, with a maximum of one per nation,
3. If less than three CISM delegates from different nations are present at the championship, the official representative may invite the Chiefs of Mission to complete the jury, so that it comprises at least the requested three (3) members. The president and chosen members shall have different nationalities. Should there be more than the requested candidates, drawing of lots chooses them.

**B. Appointment**

The Jury of Appeal is appointed during the preliminary meeting. Its mission ends after the official closing of the championship.

#### C. Restrictions

The chairman of the organizing committee, the chairman of the technical section, the President of CISM Sport Committee and all members of the Technical Jury may not serve in the Jury of Appeal. Only Jury members attend meetings of the Jury of Appeal, plus, if necessary, interpreters appointed by the organizing nation. The President of CISM Sport Committee attends this meeting as a counsellor to the President of the Jury of Appeal but without being entitled to vote. The President of the Jury of Appeal may call for hearing any person whom he believes may be helpful.

#### D. Duties

The Jury of Appeal intervenes only in the following cases:

1. As a result of a written protest made by a nation dissatisfied with the decision reached by the technical jury,
2. When summoned by the Official CISM Representative,
3. Upon request of the chairman of the organizing committee, the President of CISM Sport Committee or the Chief of the host delegation,
4. Each member, including the Official CISM Representative, is entitled to one (1) vote, which is made by ballot. In case of a tie, the Official CISM Representative has the deciding vote.

#### F. Procedure of handling protests to the Jury of Appeal.

1. When a Chief of Mission (or a Team Captain) considers that the technical jury's decision has not rendered justice to his protest, he can submit a protest against the decision of the Technical Jury in writing to the Jury of Appeal.
2. This appeal shall be submitted to the President of the Jury of Appeal within two hours after the written notification of the rejection by the technical jury.
3. The Jury of Appeal rules as a last resort. Its decision does not depend on any precedent and is final. All decisions taken by the Jury of Appeal are transmitted in writing to the organizing committee for dispatch and to the General Secretariat for information. The Chief of Mission will, in all cases, accept the decision made by the Jury of Appeal and will not set and tolerate unpleasant reactions towards the judges and referees, or towards the host nation.
4. If no prior deposit has been made to the Technical Jury, then a deposit of Euros 100 shall be made to the Jury of Appeal. If a protest is denied by the Jury of Appeal, the deposit will be forfeited and paid to the General Secretariat.

#### G. Complaints

All complaints may be referred to the Board of Directors and, if necessary, to the General Assembly. A complaint can not reverse a final decision of the Jury of Appeal.

### **Article 8.14.**

### **ANTI-DOPING COMMISSION**

- A. A doping control is accomplished according to the provisions in the CISM Regulations chap. IX and in accordance with the most up-to-date WADA Regulations.
- B. The practical modalities to each sport (number of tests, choice of athletes...) are fixed by the Anti-Doping Commission.

- C. The CISM Regulations Chapter IX addresses all details concerning the conduct of anti-doping controls at a CISM World Championship.

**Article 8.15. REFEREES / JUDGES**

**A. Procedures**

1. Each participating nation shall bring one or more referees / judges depending on the rules described in the corresponding CISM Sports Regulations.
2. In case a nation is not able to provide the required number of qualified referees / judges, it may request assistance from another nation to obtain them, or pay to the organizing nation the cost of obtaining the complementary referees / judges. This sum is fixed in the invitation file.
3. The organizing nation or the CSC may request that the relevant international sport federation designate a "chief referee". The chief referee shall not come from one of the participating nations.

**B. Qualifications**

The referees / judges should be of international standard, be currently certified by the international federation or meet the specific criteria prescribed by the relevant CISM Sport Regulations.

**C. Payment**

Each delegation is responsible for paying its referees / judges. The amount is to be negotiated by the international or national federation or the interested party or parties. The organizing nation pays for its own referees / judges and for the chief referee requested from the international federation.

**D. Sanctions**

Missions that do not comply with the above-prescribed procedures, either in terms of number of referees / judges or their level of competence shall not participate in the championship.

**E. Lodging**

The organizing nation shall make sure the referees / judges are lodged separate from the teams.

**Article 8.16. PROGRAM OF STAY**

The program informs the missions about the following:

- A. General calendar,
- B. Detailed calendar, schedule of competitions and training,
- C. Place and date of the closing and opening ceremonies,
- D. Place and dates of the various meetings,
- E. Place and date of the closing banquet,
- F. Dress regulations for the various occasions,
- G. Security matters,
- H. Addresses and telephone numbers of the different embassies, military attachés, etc.,

- I. ground description for some of the events (nature, vegetation, profile, etc.) for skiing, cross-country, orienteering, etc... Information and tourist-guides of the region may also complete the file.

## **Article 8.17.**

## **RULES OF STAY**

### **A. General**

1. The Chiefs of Mission are responsible for the discipline of their mission. The missions fall under the jurisdiction of the organizing nation. During events, all athletes present on the playing fields are equal before the jury, the referees and to themselves. No one may use his rank to impose his views on sports matters.
2. Civilian members of the missions shall conform to the discipline accepted by all other participants.

### **B. Military uniforms**

1. Unless otherwise approved by the Official CISM Representative, all participants shall wear military uniform during official ceremonies such as the opening and closing ceremonies and medal-awarding ceremonies. Individuals without proper uniform will not be allowed to participate in the championship. In this case, the President of CISM will inform by letter the Chief of Staff of the nation's Armed Forces with a copy to the Chief of Delegation.
2. The presentation of medals takes place, in principle, during the closing ceremony. The presentation of medals may be done in sports uniform, if for organizational reasons it is not possible to wear military uniforms. This is the case e.g. when the presentation immediately follows a championship sports event. Sports uniforms shall respect the corresponding national criteria (training suit, sports shoes, etc.) Displaying the national flag on the podium by the recipient (athlete or team) at a medal awarding ceremony is forbidden. Individuals failing to respect these prescriptions shall not receive their medal(s) during the official ceremonies.

### **C. Forbidden actions**

1. In conformity with the statutes and traditions of CISM, any political or religious propaganda during a CISM event, in particular the dissemination of documents, pictures, brochures, reviews, etc. is strictly forbidden.
2. Any contravention shall result in the exclusion of the mission from further competition and may result in additional sanctions (Regulations Art. 1.12).
3. CISM has a zero tolerance for all forms of harassment to include sexual harassment, and sexual assault. All allegations of harassment and sexual assault will be swiftly and completely investigated and appropriate sanctions taken. (DF 13/SG/04)

### **D. Civilian dress**

Civilian dress may be worn on excursions organized by the host nation.

### **E. Crew members/bus drivers**

Although not considered as part of a mission, aircraft crew members and bus drivers are granted free entry to all events and are extended invitations to the various ceremonies.

**Article 8.18.****FINANCIAL CONDITIONS**

- A. The expenses involved in hosting a championship are generally divided into two parts:
  - 1. Travelling costs to the championship (Regulations Art. 7.27),
  - 2. Local transportation, accommodation (board and lodging) covered by the host nation. Immediately upon arrival, missions are issued written information with regard to all personal expenses, such as drink, telephone call, laundry, drinks not taken with meals,.
- B. These conditions apply to missions composed according to the regulations for the normal duration of a championship and apply, amongst others, to the Official CISM Representative, the President CISM Sport Committee, and the representative of the International Federation.
- C. If a mission is larger than foreseen, or stays for a longer period of time (early arrival – late departure), the extra costs are to be covered by its nation. The same applies to aircraft crews and bus drivers transporting the missions.

**Article 8.19.****ACCOMMODATION**

- A. Accommodations for missions will be the best available, depending on possibilities at the disposal of organizers and based on categories of guests with reference to article 8.19.C. All Chiefs of Mission are officers and shall be treated as such with equal courtesy, regardless of rank.
- B. Representatives from sport federations and observers are to be treated with special courtesy.
- C. Participants are preferably to be accommodated in two categories:
  - Category 1. the Official CISM Representative, the President and CISM Sport Committee members, attending dignitaries, all Chiefs of Mission, referees / judges, representatives of the International Federation and representatives of Partner Firms (at own expense),
  - Category 2. team captains and teams (whether officers, NCO's, coaches, etc...).
- D. Officers who are team members may be accommodated either in groups or individually, in barracks or hotels. Barracks shall have at a minimum comfort and be modern facilities.
- E. All missions, including those of the host nation, shall be accommodated under the same conditions. If the conditions are in accordance with the CISM norms and standards, the missions are expected to accept the accommodation provided by the organizing nation.
- F. Upon his arrival, the Official CISM Representative will inspect the accommodation to ensure its acceptability.
- G. The standards defined in appendix 21 are a recommendation for the minimum acceptable norms for the accommodation of the visiting missions taking part in the various CISM championships. Arrangements should be made for male and female participants on an equal basis.

Any mission that does not accept the accommodations provided by the organizing nation and judged as adequate by the Official CISM Representative will not be allowed to participate in the championship.

**Article 8.20.**

**MEALS AND DRINKS**

- A. Meals and drinks shall both be balanced and substantial and meet the requirement of sport dietetics. As much as possible, the following points should be taken into consideration:
1. Traditions particular to race and religion,
  2. Medical requirements and prescriptions,
  3. Schedule of events.
- B. The host nation shall provide free of charge non alcoholic drinks during meals.
- C. Water shall be provided throughout the duration of the championship.

**Article 8.21.**

**TRANSPORTATION**

Arrangements for the transportation of missions are made by the organizing delegation. However, the latter is not obliged to provide private transportation. All vehicles used by missions will, if possible, bear the name and flag of their nations. Official vehicles will bear, if possible, the CISM flag.

**Article 8.22.**

**MEDICAL CARE**

- A. It is the responsibility of the host nation to treat in the best possible manner health problems occurring during the course of CISM events.
- B. An evacuation and first aid service shall be organized at the competition site(s) and a medical center shall be provided to care for minor cases. More serious cases will be treated at a hospital equipped to carry out complete examinations. A seriously injured or ill athlete shall be cared for until he can be repatriated.
- C. The costs and provision of medical care are normally the responsibility of the host nation. If not available or provided for free, then the alternative arrangements shall be made clear in the invitation and missions should be prepared to insure their athletes and officials or otherwise pay for any medical care that may be required.
- D. If for any reason the injured athlete's delegation refuses the medical arrangements proposed by the host nation, the costs of hospitalization at another facility will be the responsibility of the delegation.

**Article 8.23.**

**SECURITY**

The organizing nation is responsible for the security of all authorities, missions and guests.

**In coordination with the OCR, the organizing nation shall take appropriate action to investigate all alleged criminal violations to include sexual assault allegations. (DF 13/SG/04)**

**Article 8.24.**

**INSURANCE**

- A. To guard against liability arising from accidents or health risks, the host nation should consider obtaining liability and health insurance during the period of a championship.
- B. Participating missions should make sure that they have the proper liability and health insurance during the period of the championship.

**Article 8.25.**

**MEETING POINT - CISM CLUB**

As one of the major CISM aims is to promote relations between military athletes of all nations, the organizing nation will endeavour to make available a place where the athletes can meet and exchange information including:

- A. An information center (transportation, banking facilities, entertainment, etc...),
- B. A postal office,
- C. A news stand (photos, magazines, etc...),
- D. A notice board for CISM news,
- E. A display of awards and souvenirs connected with the competition,
- F. An internet corner,
- G. Entertainment room.

**Article 8.26.**

**CEREMONIES AND PROTOCOL**

A. All CISM events shall bear a military character and include ceremonies which enhance their prestige. The following rules and recommendations support this purpose and delegations organizing a CISM event are requested to apply them and to use them as an operational basis, with all due respect to the protocol and the military traditions of their nations.

B. Opening and closing ceremonies

- 1. Opening Ceremony

The missions, led by their team captains, assemble according to French alphabetical order. The ceremony is followed by the entrance in the stadium and the parade of the teams to the CISM march. The team of the host nation is the last to enter the stadium. The flags of the participating nations are already hoisted in the same order. After the entrance of the missions, the CISM flag is hoisted to the sounds of the CISM anthem. The welcome address is pronounced either by the official representative, or by a dignitary of the host nation. The championship will be opened with the traditional phrase: **"I declare the ... (event) ... of the International Military Sports Council open"**.

- 2. Closing ceremony

- a. the closing ceremony of a championship is performed in the same practical manner as the opening ceremony, but includes the distribution of medals and awards (if not already done).
  - b. as a rule, the national anthem is played and the national flag is hoisted only when the award concerns a team victory. The distribution of awards is made by the national dignitary chairing the event and by the Official CISM Representative.
  - c. the closing ceremony ends with the traditional phrase: **"I declare the ... (event) ... of the International Military Sports Council closed"**.
- C. Diplomatic representatives  
In order to lend CISM events a more official character and to encourage friendly relations between the governments of member nations, it is highly recommended that diplomatic representatives from all participating nations be invited.
- D. Closing banquet
- 1. Tradition requires that all members of the organizing committee and participants in the championship attend the closing banquet. The Official CISM Representative takes the floor on behalf of CISM and therefore on behalf of all Chiefs of Mission present.
  - 2. He presents the traditional CISM gift to the organizing committee.
  - 3. In the course of his final speech (the last to be delivered) the Official CISM Representative is advised to stress the following points:
    - a. the role of CISM in general (its aims and accomplishments, its spirit and its future),
    - b. the host nation's contribution to CISM,
    - c. congratulations to the athletes and organizers.

A complete guide of Protocol applied in CISM events is available on the CISM Website and can be requested to the CISM Secretary General.

**Article 8.27. OFFICIAL MEETINGS**

The various official meetings held during a championship are essential to a sound organization and are largely responsible for the effective conduct of the competition. They are:

- A. Preliminary meeting,
- B. Meetings of the Jury of Appeal,
- C. Meetings of the Technical Jury,
- D. Meeting(s) of the CISM Sport Committee,
- E. Meeting of the Anti-Doping Commission,

**Article 8.28. SPECIFIC MEETINGS**

- A. Preliminary meeting

- 1. Composition

The chairman of the organizing committee holds a preliminary meeting before the beginning of the competition. It is compulsory for the following individuals to participate:

- a. Official CISM Representative,
- b. chairman of the organizing committee, entrusted with the preparation and the technical direction of the competition,
- c. President and Members of the CISM Sport Committee,
- d. Chiefs of Mission of the participating nations or their representatives;
- e. the team captains/coaches,
- f. referees/judges,
- g. medical representative.

The chairman of the organizing committee may invite observers and is free to invite other members of the participating missions and of the organizing committee to this meeting.

## 2. Agenda

- a. welcome,
  - b. introduction of:
    - the Official CISM Representative,
    - the President of CISM Sport Committee,
    - the chairman of the organizing committee,
    - other authorities.
  - c. briefing on the general organization of the competition,
  - d. calendar overview of training provisions, competitions, etc,
  - e. calendar overview of meetings, ceremonies, press conference, study day, social activities,
  - f. if required, temporary amendments to sport regulations,
  - g. verification of the judges' and referees' qualifications,
  - h. appointment of the Jury of Appeal,
  - i. appointment of the technical jury,
  - j. information on anti-doping regulations,
  - k. final entry of competitors' names and verification of their military status,
  - l. drawing of lots; elaboration of starting lists,
  - m. miscellaneous.
- B. Meeting of the Technical Jury (Regulations Art. 8.12)
- C. Meeting of the Anti-Doping Commission (Regulations Art. 8.14)
- D. Meeting of the Jury of Appeal (Regulations Art. 8.13)
- E. Meeting(s) of the CISM Sport Committee (Regulations Art. 7.13)

## **Article 8.29.**

### **OTHER ACTIVITIES**

#### A. Other activities: General

During a championship, the following other official activities are organized:

1. Information (press) conference on CISM,
2. Study day,

3. Cultural activities.

B. Other activities: specifics

1. Information (Press) conference on CISM

- a. the host nation shall include in the championship's program an information (press) conference devoted to CISM and its activities. The purpose of this meeting is to promote CISM on a wide scale. It is intended for the benefit of all dignitaries and authorities present, as well as for the press.
- b. it is conducted jointly by:
  - the Official Representative who chairs the meeting;
  - the chairman of the organizing committee;
  - the organizing committee's public relations officer.
- c. it should aim at considerable impact and may be preferably followed by a drink or cocktail party. It is only one of the many ways of promoting CISM and should be preceded and followed by a proper public relations campaign, including press articles, television spots, radio broadcasts, posters, panels, photographs.

2. Study day

- a. special sessions for the purpose of studying the different aspects of the sport in question may be planned during each world championship. The subject is stated in advance by the organizing committee in close collaboration with the President of CISM Sport Committee. The audience concerned is clearly defined.
- b. the preparations are made by the organizing committee in liaison with the President of CISM Sport Committee and with the possible financial support of CISM (if requested in writing). In the general program of the championship, these sessions are scheduled to take place during or after the events.

3. Cultural activities

The cultural aspect of a CISM event is recognized. It is the responsibility of the organizing nation to include at least one cultural or tourist type activity in the general program.

**Article 8.30.**

**OFFICIAL MEDALS**

A. Attribution

As a guide, official CISM medals are awarded to:

- 1. the first three (3) teams (gold, silver, bronze - 1 medal per member),
- 2. the first three (3) individual competitors (gold, silver, bronze).

Medals for other team members are specified in the sports regulations.

B. Criteria

Medals will be awarded only if the criteria of minimal participation set in the hereafter table are met. :

Events	Men and mixed participation		Women	
	Athletes	Teams	Athletes	Teams
MWG, World				

championship: Gold, Silver & Bronze	6 or more 5	6 or more 5	6 or more 5	4 or more
Gold& Silver	4	4	4	
Gold				
Continental championship: Gold, Silver & Bronze	5 or more 4	5 or more 4	5 or more 4	4 or more 3
Gold& Silver	4	4	4	
Gold	3	3	3	
Regional championship: Gold, Silver & Bronze	4 or more 3	4 or more 3	4 or more 3	4 or more 3
Gold& Silver	3	3	3	
Gold	2	2	2	2

- C. Medals shall be provided by the Organizing nations and shall conform in terms of size and quality with the traditional CISM medals, i.e. the CISM insignia shall be on the front and the official title and year of the championship inscribed on the reverse side (description in app.17)
- D. For individual events, the medal is 50 mm in diameter and for team events it is 40 mm in diameter. The medal is attached to a half blue, half white ribbon.

#### **Article 8.31.**

#### **CERTIFICATES**

- A. The titles awarded during a championship take the form of certificates:
1. certificate awarded to athletes breaking a CISM **record**. This document (app.11) is presented by the Secretary General as soon as the record is registered;
  2. **champion's** (individual or team) certificate (app.10)
  3. **participant's** certificate (app.9)
- B. The General Secretariat at the request and expense of the organizing nation provides certificates.

#### **Article 8.32.**

#### **CHALLENGE CUP**

- A. Several authorities have donated a trophy or challenge cup to many of the championships. This trophy is to be handed over at every World Championship in accordance with the respective Sports Regulations and shall therefore be passed on to the organizing nation by its previous holder.
- B. The trophy or challenge cup presented by a nation is, as a rule, awarded by a representative from that nation (military attaché, Chief of Mission).
- C. New trophies/challenge cups may only be created after approval by the CISM Sport Committee which will establish the specific rules of the trophy/challenge cup and will verify that it contains no elements contrary to CISM Regulations.

#### **Article 8.33.**

#### **OTHER AWARDS**

In addition to the medals, the organizing nation may present prizes of its own choice.

**Article 8.34.****FAIR PLAY CUP**

To enforce the CISM campaign against violence and encourage sportsmanship, Presidents of CISM Sport Committees shall ensure that the specific regulation of their sport includes an article concerning the attribution of a fair-play award, to an individual or a team, for a particular action towards fair-play during the championship.

**Article 8.35.****DISTRIBUTION**

- A. The presentation of awards takes place during the closing ceremony. Exceptions may occur, in which case it takes place during the championship or the closing banquet, but whenever possible it should be done in public and therefore be planned during the closing ceremony.
- B. Awards are presented by the national dignitary chairing the event and by the Official CISM Representative, as well as by any high-ranking authority present.
- C. When the recipient of a medal is absent, he maintains his position on the list of award winners.

**Article 8.36.****RECORDS**

- A. The following categories of records can be established within CISM :
  - 1. World record (individual - team - male - female),
  - 2. Continental record (individual - team - male - female).
- B. Establishment of records
  - 1. CISM records can be established only at Military World Games, and World and Continental Championships organized under the cover of CISM.
  - 2. If an international federation recognizes a record established during a regional championship or tournament, CISM will also register it as a military record.
- C. Anti-doping control
  - 1. An athlete who achieves a CISM World or Continental Record shall submit to a doping control, in accordance with the current CISM anti-doping rules and the specific sports regulations.
  - 2. The result of the anti-doping test shall be presented to the CISM General Secretariat and will be added to the "Request for ratification of a CISM record" if it's the case for the related sport discipline (Form 151.6/e, app.12)
- D. General procedures
  - 1. An athlete can establish a record in one event. However, it is not permissible for an athlete to be credited with a record for part of an event if he/she has not accomplished the full event.

2. The organizing committee of a championship shall ensure that referees/judges, installations and equipment correspond with the respective rules and shall guarantee that anti-doping control can be done if required. It shall be in possession of the necessary number of request forms.
3. The CISM Sport Committee certifies and updates the list of World and Continental Records in its sport (CSC record list).
4. The General Secretariat keeps a list of World and Continental records of all sports (CISM record list) based on the CSC record lists.
5. The General Secretariat will send the record certificate to the concerned Chief of Delegation.
6. The delegation of the athlete/team hands over the certificate to the athlete/team, preferably during a ceremony.

E. Procedure when an athlete/team has set a record

1. If a record is broken, the President of CISM Sport Committee starts the certification procedure by filling in the request form. This form is then handed over to the organizing committee.
2. According the specific Sport Regulations, and if necessary, the athlete and/or team will be asked by the organizing committee to undergo an anti-doping test. The organizing committee is responsible for completing the form. This form is then returned to the President of CISM Sport Committee before the end of the championship.
3. The President of CISM Sport Committee will verify, also before the end of the championship, if the application conforms to the rules and confirms this with his signature.
4. The request form together with the annexes is then presented by the President of CISM Sport Committee to the Official CISM Representative who will send it together with his report to the Secretary General.
5. The Secretary General will fill in the validation part, amend the CISM record list and send the record certificate.

F. Recognition of a record by a National or International (civilian) Federation

1. The President of CISM Sport Committee is requested to ask the International Federation concerned for recognition of the CISM World or Continental championship, and eventual records that might be set.
2. If the conditions to recognize a record and all its regulations are followed, the President of CISM Sport Committee shall forward a duplicate of the request form to the National and/or International Federation.
3. Applications may only be made on behalf of an athlete who is member and under the jurisdiction of a National Federation which is member of the International Federation concerned.

## **CHAPTER IX ANTI DOPING REGULATIONS**

### **Article 9.1.**

### **CISM POLICY**

- A. CISM fundamentally and wholeheartedly adheres to the World Anti-Doping Code (WADC) and strives for the following:
1. To preserve and defend sport from an ethical standpoint.
  2. To protect the physical and psychological integrity of athletes
  3. To uphold equal opportunity and an equal playing field for every competitor.
- B. CISM will carry out anti-doping tests to the maximum extent possible. On this purpose, the conduct of anti-doping controls is mandatory at all CISM World Championships and CISM World Games. The mandatory number of controls to be carried out on these events is fixed **in the CISM Sports Regulations** ruling over each sport.
- C. The CISM member nations are strongly encouraged to conduct anti-doping controls at all military sports events and out of competition tests in their own areas of influence.
- D. CISM anti-doping policy follows:
1. The WADA regulations consisting of:
    - 1.1. The most up-to-date World Anti-Doping Code (WADC);
    - 1.2. WADA International Standards for Testing;
    - 1.3. WADA Models of Best Practice and guidelines
    - 1.4. The most up-to-date list of prohibited substances and practices.
    - 1.5 The CISM Anti-doping rules appendix 21 of the CISM Regulations.
  2. The relevant International Federation's regulations.
  3. The CISM Regulations
  4. The CISM Sports Regulations of each sport.

### **Article 9.2.**

### **RESPONSIBILITIES**

CISM anti-doping policy is under the shared responsibility of 4 bodies.

- A. The CISM Sport Medicine Commission.  
The CISM Sport Medicine Commission is the highest authority of CISM's anti-doping activities. This commission works in close collaboration with the Commission for Sport, the CISM General Secretariat Sports Director and especially with the Presidents of the CISM Sport Committees.
- B. CISM will carry out anti-doping tests to the maximum extent, and in the more intelligent way possible. On this purpose, the conduct of anti-doping controls is mandatory at all CISM World Championships and CISM World Summer and Winter Games. The mandatory number of controls to

be carried out on these events is fixed in the CISM Sports Regulations ruling over each sport, and can be updated every year, according statistics and other information received from the World Anti-Doping Agency (WADA).

C. The CISM member nations are strongly encouraged to conduct anti-doping controls at all military sports events and out of competition tests in their own areas of influence, mainly in the CISM branded sports: Aeronautical Pentathlon, Military Pentathlon and Naval Pentathlon.

D. The CISM member nations are kindly requested to promote educational Anti-Doping activities during their sportive events, and among their athletes with the purpose to eradicate doping in sports.

E. CISM Anti-Doping policy follows:

1. The WADA regulations consisting of:
  - 1.1. The most up-to-date of the World Anti-Doping Code (WADC);
  - 1.2. WADA International Standards for Testing and Investigation;
  - 1.3. WADA Models of Best Practice and guidelines
  - 1.4. The most up-to-date list of prohibited substances and practices.
  - 1.5 The CISM Anti-Doping rules (appendix 21 of the CISM Regulations).
2. The relevant International Federations regulations.
3. The CISM Regulations
4. The CISM Sports Regulations of each sport.

## **Article 9.2.**

### **RESPONSIBILITIES**

CISM anti-doping policy is under the shared responsibility of 4 bodies.

A. The CISM Sports Commission.

The CISM Sports Commission is the highest authority of CISM's anti-doping activities. This commission works in close collaboration with the Presidents of the CISM Sport Committees, and the CISM General Secretariat, mainly with the CISM Sports Director and the CISM Anti-Doping manager.

1. Under the auspicious of the CISM Sports Commission, should work the Therapeutic Use Exemption Commission (TUEC), which will be responsible for the analysis and approval or rejection of all Therapeutic Use Exemption (TUEs) presented by an athlete or his/her Delegation for a specific CISM event.

2. This Commission should be composed by three members (preferably from different countries), one of them acting as President, and the others as members.

3. All the members of the TUEC should be medicine doctors, or must have a deep knowledge and understanding of pharmacology, pharmacokinetic and related areas.

4. The President of the TUEC should be a member of the CISM Discipline Commission.

#### B. The Anti-Doping Commission.

At each tested event, an “ad hoc” Anti-Doping Commission is appointed and is responsible for the organization and proper conduct of tests during the championship. This Commission is always composed of:

1. The Official CISM Representative who acts as President of the Commission and who is in charge of making sure the Anti-doping operations before, during and after the competition.

2. The President of CISM Sport Committee of the specific sport, who acts as technical advisor to the Official CISM Representative.

3. The representative of the Organizing Committee who may be seconded by the authority responsible for the tests. (Accredited WADA Anti-Doping officer). This Representative must be appointed by the Chief of the organizing committee.

#### C. The CISM Secretary General

The CISM SG will ensure the adequate administrative follow-up of any possible action related to the results of the tests, or any other infringement of the CISM Anti-Doping Rules. He will ensure that the results management is consistent to the provisions set in the WADA. In case of serious proven infringement to any article of the WADA, the CISM Secretary General may ask the CISM Discipline Commission to convene, analyze and decide on the case.

#### D. The CISM Discipline Commission

The CISM Discipline Commission has the responsibility to decide on any sanction to be applied on an athlete, or any other person who infringed a provision of the WADC.

### **Article 9.3.**

#### **APPEALS**

A. A right to appeal the decision of the CISM Discipline Commission may be exercised by the athlete (or any other person sanctioned by the mentioned Commission) directly to the International Court of Arbitration for Sport (CAS) in Lausanne, Switzerland.

B. The CISM Secretary General must be immediately notified by an official letter in case an athlete (or any other person sanctioned by the CISM Discipline Commission) lodges an appeal to CAS.

C. If the appeal regards a TUE matter, the case should be heard and decided by the TUE Appeal Commission.

1. The composition of this commission should follow the same of the TUEC with different components.

**Article 9.4.**

**PROCEDURES**

All procedures regarding the testing authorities, testing and sample procedures, accredited laboratories, results management sanctions and appeals are addressed in annex 21.

**Article 9.5.**

**CISM ANTI-DOPING RULES**

They are defined in details in annex 21.

## **CHAPTER X OTHER ACTIVITIES IN CISM**

CISM entrust active members nations with the organization of courses, clinics and symposia fir the benefit of a large number of participants. These courses and symposia shall be organized in conformity with guidelines established in a document available at the Secretary General

### **Article 10.1 CISM INTERNATIONAL SYMPOSIUM**

#### **A. Definition :**

1. The CISM International Symposium is a congress open to all CISM member countries as well as to international institutions in partnership with CISM. It is organized by CISM in conjunction with the Armed Forces of one of its member nations.
2. The aim of a CISM International Symposium is to form a think-tank composed of professionals well-known in the sports, military and scientific fields so as to present and debate the analyses on a given specific subject previously approved by the CISM Board of Directors.

#### **B. Organizing Requirements:**

1. The CISM International Symposium is organized to last several days, being each of these divided into workshops concentrated on a very specific topic taken from the general subject approached. By and large, a CISM International Symposium lasts 3 to 4 days.
2. The symposium subject shall be submitted to the CISM Board of Directors by one of the CISM Commissions, for approval of the former at least one year before the date of the Symposium first day. The planning for symposia (themes, etc) must be coordinated with the CISM Sport Commission if this symposia concern sports or sports activities. The subject shall be based on a particular need expressed by the CISM member countries in order to assure the successfulness of the congress. Should the subject be approved, the Board of Directors will appoint the symposium director from eligible members of the commissions or of the CISM Headquarters.
3. Once the date and the subject are established, the symposium will be officially displayed in the calendar of the CISM world events, when the organizers will have to present both the organization requirements and a preliminary draft of the contents to the CISM General Assembly preceding the symposium.
4. All details concerning the logistics as well as those establishing the terms for financial support by CISM shall be depicted in official document which can be provided by the Secretary General as the « guidelines for the organization of CISM International Symposium » upon request.

### **Article 10.2 CISM SEMINAR**

#### **A. Definition:**

The CISM Seminar is a meeting consisting of specialists from CISM member countries and from national and international institutions. It is organized on the basis of invitation and on initiative of the CISM Board of Directors.

The CISM Seminar is focused on the analysis of a very precise topic so as to provide the Board of Directors with the bases for making eventual strategic decisions on matters related to the subject of discussion.

**B. Organizing Requirements:**

The CISM Board of Directors may trust either one of its member nations, one of its commissions, or the CISM Headquarters with the logistical and administrative organization of a seminar. One director will be appointed among the Presidents of Commissions with the role of directing the discussions during the seminar and to present the main conclusions to be later reported to the Board of Directors. The CISM Secretary General will appoint one seminar coordinator from the members of the CISM Headquarters who will be the main assistant to the seminar director. Together, director and assistant will look after finding experts who can fulfil the requirements for the subject topic. The Board of Directors will decide on the budget to be made available for the organizers of the seminar.

**Article 10.3**

**CISM TRAINING**

**A. Definition**

1. The CISM Training encompasses a period of either a course, learning, or upgrading which may last from some days to several weeks, and is organized on initiative of one of the CISM member countries. The training shall be just aimed at athletes, and at sports managers and trainers.
2. The CISM Training is open to all CISM member countries that manifest interest and present applicants for the training who fulfil the prerequisite fixed by the organizers.
3. The CISM Training may focus on a course, learning or upgrading in a precise sports field whether be it sports techniques (coaches, referees, etc) or sports science (management, corrective medicine, etc).

**B. Organizing Requirements**

1. A member country intending to organise a CISM Training will advise the Secretary General outlining the target public, the organizing requirements and the kind of assistance needed. A CISM Training may be directed only to member countries lying in a determined geographical region such as, for instance, those under a given Liaison Office or the Baltic ones. The number of participants in a CISM Training must not be either below or above of that established as minimum and maximum respectively. Therefore, the CISM Training may be organized either at bilateral, regional, or continental level.
2. According to the features of the training proposed, the Secretary General will involve the CISM Sports Committees/Commissions concerned so as to respond to the needs expressed by the organizer. These needs may range from the request for experts trainers to logistic assistance. In case of request for financial aid, the Secretary General will observe the annual budget approved by the General Assembly and dedicated to this sort of event.
3. At the end of a CISM Training, the organizer shall submit to the Secretary General a report displaying the activities, participants and financial details dealt with during the training.

**Article 10.4****TECHNICAL ASSISTANCE.****A. Definition and Organizing Requirements**

Technical Assistance within CISM may be shaped in following ways:

1. Training (see above),
2. Provision of Sports gear and material,
3. Assist in sending personnel to competition venues,
4. Any sort of consultancy aimed at the definition and implementation of a project.

Any need of Technical Assistance shall be submitted either to the Secretary General or to the Solidarity and Technical Assistance Commission by a CISM member country. The former will collaborate in order to best respond taking into consideration the budget allocated to the requests formally presented. The Solidarity and Technical Assistance Commission can ask the CISM member countries to provide the commission, in accordance with their capabilities, with the means necessary to respond to a request for Technical Assistance.