

<b>Subject:</b>	<b>IPC INTERNAL REGULATIONS – PROPOSALS TO CHANGE</b>	<b>Annex No. -</b>	<b>58</b>
<b>Author:</b>	<b>Richard 'Buzz' Bennett, Chair, Rules &amp; Regulations Committee</b>	<b>Agenda ref. -</b>	<b>21.2.1</b>
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## IPC: Internal Regulations.

### Proposed Changes

#### 3.7.1 Content of the Agenda

The Agenda, which will be established by the IPC President in conjunction with the IPC Recording Secretary, will be sent out with the notice convening the meeting.

The Agenda that is sent out will contain (but is not limited to) the following items:

- (1) A written report by the IPC President on his activities and the activities of the IPC and the Bureau since the last meeting.
- (2) A report by the Secretary General of the FAI on the activities of the FAI since the last meeting. If the Secretary General is unable to attend, the report will be presented by the **FAI Representative**.
- (3) A written report by the Chair of each IPC Committee and Working Group.
- (4) A written report by the WAG Liaison Officer.
- (5) A written report by the World Games Liaison Officer.
- (6) A written report by the Media Liaison Officer.
- (7) A written report by the IPC Finance Secretary.
- (8) A written report from an FAI Controller, if applicable.
- (9) **Nominations by a NAC, accompanied by a Nominee CV and letter of intent to stand for election, for election to the Bureau (when applicable) and a letter of intent to stand for election from the incumbent IPC President, if applicable.**
- (10) Any proposals or other items for discussion submitted in accordance with 3.7.3.

#### 3.7.3 Proposals

Proposals or other items for discussion may only be included in the Agenda if submitted in writing to the IPC President or IPC Recording Secretary no later than 60 days before the date of the meeting, or in the case of;

Applications to host an FCE,

Applications to host an IPC Plenary Meeting,

Nominations for awards (Gold Medal, Faust Vrancic Medal, LdaV Diploma).

Proposals to amend these Internal Regulations.

no later than 90 days before the date of the meeting

by:

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- (1) An FAI Member, signed by the President and/or Secretary thereof.
- (2) An IPC Delegate.
- (3) An IPC Committee or Working Group, signed by the respective Chair.
- (4) The IPC President.

### 3.8.3 *Proposals not on the Agenda*

- (1) Any proposal or other item for discussion not on the published Agenda may be put on the Agenda if agreed to by at least two-thirds of the Delegates present in person (or represented by proxy), other than:  
Applications to host an FCE, unless the Bureau decides that this application will not conflict with any other already sanctioned FCE or with any other FCE application already on the Agenda.

Applications to host an IPC Plenary Meeting, unless no proposal to host that particular Plenary Meeting is already on the Agenda.

Nominations for awards (Gold Medal, Faust Vrancic Medal, LdaV Diploma).

**Nominations for a position on the Bureau, unless no nomination for the position is already on the Agenda**

Proposals to amend these Internal Regulations.

### 3.8.4 *Proxy Votes*

Proxy votes are not to be considered in the determination of a quorum in sub-paragraph 3.8.1.

**Proxy votes may only be used in the elections for positions on the Bureau, if the NAC granting the proxy has, at least seven days before the date of the IPC Plenary meeting, registered with the FAI, in writing, signed by the NAC President, its vote in respect of nominations for positions on the Bureau. The FAI Representative will ensure that these proxy votes are not made public before the voting process takes place.**

## 3.10 VOTING AT MEETINGS

Voting, **other than for the election for positions on the Bureau**, shall take place, either by

- (1) a show of hands; or
- (2) a secret vote.

A vote shall be secret if requested by one Delegate. When a secret vote takes place:

- (a) Any ballot paper marked so that the source can be identified shall be invalid and
- (b) any unmarked ballot paper shall be counted as an abstention.

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Except as provided in **section 5 for Bureau elections** and by paragraphs 1.8.1, 3.4.1 and 3.8.3, decisions shall be taken on a simple majority vote of the Delegates present in person (or represented by proxy). In the event of a tie in two successive votes (excluding abstentions), the matter or motion shall be considered to have been defeated, there being no majority in favour.

**The voting for positions on the Bureau will always be by secret ballot.**

#### 4.9 Election of Bureau

**Any person wishing to be elected to a position on the Bureau, other than Finance Secretary and Recording Secretary, must submit a nomination, together with a CV, for inclusion in the Agenda for the Plenary Meeting at which Bureau elections are to take place. The nomination must be signed by an Official of the candidate’s NAC.**

**The incumbent IPC President, if wishing to ~~continue~~ stand for re-election, must submit a letter of intent for inclusion in the Agenda**

### 5.1 PRESIDENT

#### 5.1.1 Election

- (1) At each ~~second~~ Plenary Meeting in an even-numbered year ~~after 2008~~ the IPC shall elect a President by a secret ballot for a two-year term. ~~The Presidential candidates shall be chosen from the Delegates by a nomination ballot. The incumbent President is also eligible;~~
- (2) To be eligible for nomination a potential President **must be a Delegate or the incumbent President**, must be fluent in English and should have an intimate knowledge of the organisation of the FAI and IPC;
- (3) ~~Delegates proposed in the nomination ballot shall accept or decline their nomination~~ **Each candidate must have included the required nomination, together with a CV and letter of intent, in the Agenda for the meeting.**
- (4) ~~Each Delegate who accepts nomination~~ **Nominee** will make an oral presentation to the Plenary Meeting, to explain his qualifications and his agenda and policies if elected President of the IPC;
- (5) When casting a vote for the IPC presidency, Delegates should be aware that the President will be required to represent the IPC to governments and international organisations;
- (6) If an absolute majority (more than 50% of the votes present) is not obtained on the first ballot, a second vote shall be taken at which a plurality shall ensure election;
- (7) The President may be re-elected for an unlimited number of terms and shall take office upon election.

#### 5.1.2 Duties

- (9) To approve expense claims made in accordance with the IPC Expense Reimbursement Policy **and to have access to all bank accounts held in the name of IPC.**

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## 5.2 FIRST VICE PRESIDENT

### 5.2.1 Election

One First Vice President shall be elected **in the same manner as the President** from the ~~Delegates~~ **Nominees, who must be Delegates and must also be fluent in English** ~~in the same manner as the President, except that fluency in English may be replaced by use of an interpreter and~~ **Nominees** are not required to make an oral presentation to the IPC.

### 5.2.2 Duties

In the absence of the President at meetings of the IPC, the First Vice President shall act as Chair. The First Vice President shall continue to represent the FAI Member who appointed him Delegate unless called upon to act as President for the remainder of a term.

### 5.2.3 Re-election

He may be re-elected for an unlimited number of terms and shall take office upon election.

## 5.3 VICE PRESIDENTS

### 5.3.1 Election

Two Vice Presidents shall be elected from the ~~Delegates~~ **Nominees, who must be Delegates**, in the same manner as the First Vice President except that only a plurality of votes shall be required to ensure election and not a majority.

### 5.3.2 Duties

The Senior Vice President of the two shall perform the Presidential duties in the absence of the President and First Vice President. Seniority will be based on the length of time as an IPC Delegate.

The Vice Presidents shall continue to represent the FAI Member who appointed them Delegate unless called upon to act as President for the remainder of a term.

### 5.3.3 Re-election

They may be re-elected for an unlimited number of terms and shall take office upon election.

## 5.4 FINANCE SECRETARY

### 5.4.1 Election

**At each Plenary meeting in an even-numbered year the IPC will elect a Finance Secretary. The candidates will be chosen by a nomination ballot. Candidates will accept or decline their nomination. If an absolute majority (more than 50% of the votes present, excluding proxy votes) is not obtained on the first ballot, a second vote shall be taken at which a plurality shall ensure election. The Finance Secretary may be re-elected for an unlimited number of terms and shall take office upon election.**

~~The Finance Secretary shall be elected in the same manner as the Vice Presidents.~~ The Finance Secretary need not be a Delegate or Alternate Delegate to the IPC.

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#### 5.4.2 Duties

The Finance Secretary shall be responsible for the administration of the finances of the IPC, in accordance with directions from the Plenary Meeting, the Terms of Reference for the Finance Working Group and in accordance with the FAI Statutes and By-Laws. The Finance Secretary is authorised to approve expense claims in accordance with the IPC Expense Reimbursement Policy **and to have access to all bank accounts held in the name of IPC.**

#### 5.4.3 Voting Rights

The Finance Secretary, if not a Delegate but elected in accordance with 5.4.1 above, will have full voting rights in Bureau affairs. If not a Delegate and appointed in accordance with 5.9.6, the Finance Secretary will have no voting rights in Bureau affairs

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### 5.5 RECORDING SECRETARY

#### 5.5.1 Election

The Recording Secretary shall be elected in the same manner as the ~~Vice Presidents~~ **Finance Secretary**. The **Recording** Secretary need not be a Delegate or Alternate Delegate to the IPC.

#### 5.5.2 Duties

The Recording Secretary will assist the IPC President in preparing the Agenda for the Plenary Meeting and shall be responsible for preparing and sending the minutes of each Plenary meeting to the President and FAI secretariat within 18 days of that meeting's adjournment. The Recording Secretary will document and publish the minutes of all Bureau meetings and all Bureau decisions made between Plenary Meetings.

#### 5.5.3 Voting Rights

The Recording Secretary, if not a Delegate but elected in accordance with 5.5.1 above, will have full voting rights in Bureau affairs. If not a Delegate and appointed in accordance with 5.9.6, the Recording Secretary will have no voting rights in Bureau affairs.

### 5.9 RESIGNATION

If an appointed Officer (5.6, 5.7, 5.8) at any time submits a resignation to the Bureau, it shall be accepted with immediate effect and the Bureau will appoint a replacement as soon as practical. The same procedure will apply if an appointed Officer is removed from the position, is permanently incapacitated or dies. The replacement is subject to approval by the IPC at the next Plenary Meeting.

If an elected Officer at any time submits a resignation to the Bureau, it shall be accepted with immediate effect and that Officer shall thereafter have no standing as an IPC Officer. The same procedure will apply if an elected Officer is removed from the position, is permanently incapacitated or dies.

If the President resigns, the 1<sup>st</sup> Vice President will assume the duties of the President until the next Plenary Meeting.

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If the 1<sup>st</sup> Vice President resigns, the senior Vice President will assume the duties of the 1<sup>st</sup> Vice President until the next Plenary Meeting.

If a Vice President resigns, the other Vice President will assume the duties of the Vice President that has resigned until the next Plenary Meeting.

If the Finance Secretary or Recording Secretary resigns, the Bureau will appoint a replacement to serve until the next Plenary Meeting.

If no Bureau elections are scheduled to be held at the next Plenary Meeting, elections shall however be held at the next Plenary Meeting in accordance with **section 4.9 and** this section 5 in order to fill any Bureau vacancy, caused by any resignation or consequent election, for the one year remaining of the two year term.

#### **5.11 ELECTION AS FAI EXECUTIVE DIRECTOR.**

**Should any Bureau Member, Committee Chair or person serving in any other IPC appointed position (e.g. Jury Member, Judge, FAI Controller etc) be elected as an FAI Executive Director, such person is subject to FAI Statute 6.2.1.7, and may no longer serve in any IPC capacity. Such person shall resign all such positions no later than the close of the subsequent IPC Plenary Meeting.**

#### **6.4 MEMBERS**

6.4.1 The members of an IPC Committee will be selected annually by the Chair of the Committee.

6.4.2 The members of an IPC Committee will be proposed by the Chair of the Committee to the IPC Plenary meeting for approval.

The members will assume their position at the end of the Plenary Meeting at which the appointment is made.

**The Chair of the Committee may seek IPC Bureau approval for changes to the Committee members in between IPC Plenary meetings.**

#### **6.6 Add**

##### **g) IPC Speed Skydiving Committee**