



ASOIF GOVERNANCE TASK FORCE

TERMS OF REFERENCE

1 Objectives and responsibilities

- 1.1 The ASOIF Governance Task Force (GTF) is mandated by the Council to assist the ASOIF members in promoting and strengthening integrity, transparency and a better culture of governance to help ensure they are fit for purpose, ultimately protecting the autonomy of sport.
- 1.2 The GTF primarily fulfils its objective by developing industry-leading governance standards, monitoring the governance of the ASOIF members and providing guidance.
- 1.3 The GTF may also carry out other activities in line with its objectives, as mandated by the ASOIF Council.

2 Composition

- 2.1 The GTF has between seven and eleven members, including the Chair, who collectively have appropriate skills and experience to enable the GTF to work towards its objectives.
- 2.2 All members are appointed for a term not exceeding four years. Members may be reappointed. With effect from 2025 as the starting date, members shall not serve more than eight years in total with up to four additional years if appointed as Chair.
- 2.3 The Chair of the GTF is appointed by the ASOIF Council upon recommendation by the ASOIF President.
- 2.4 The Chair and ASOIF President have overall responsibility for membership of the GTF.
- 2.5 Members of the GTF include:
 - 2.5.1 At least one member of the ASOIF Council
 - 2.5.2 At least two senior representatives of ASOIF members
 - 2.5.3 One representative of the International Olympic Committee (IOC)
 - 2.5.4 At least one legal expert
 - 2.5.5 At least one expert with relevant academic and/or professional experience
 - 2.5.6 At least two independent individuals with other relevant experience

- 2.6 Individual members may be deemed to be qualified in one or more of the categories from 2.5.1 to 2.5.6.
- 2.7 Members of the GTF are appointed on an ex officio basis, meaning that their GTF role does not automatically continue if they leave any significant employed, appointed or voluntary role that they have when joining the GTF.
- 2.8 Other individuals may attend the GTF meetings at the invitation of the Chair in a non-voting capacity, such as:
 - 2.8.1 The Executive Director of ASOIF
 - 2.8.2 Other ASOIF staff who are supporting the GTF's work
 - 2.8.3 External experts who are supporting the GTF's work

3 Quorum

- 3.1 The quorum will be 50% plus one of the GTF membership.

4 Decision-making and voting

- 4.1 Decisions of the GTF shall be made by resolution and any such decision shall be recorded in the minutes.
- 4.2 In the event that a consensus cannot be agreed, a simple majority vote shall take place where each GTF member shall have one vote. In the event of a tied vote, the Chair's vote shall count double.

5 Working method

- 5.1 The GTF will meet as frequently as necessary to carry out its work, usually two to three times per year. Meetings are convened by the Chair, in consultation with the Executive Director.
- 5.2 Meetings may take place in person, remotely or in a hybrid manner.
- 5.3 Other work and communication will be undertaken via conference call and e-mail, as required.
- 5.4 The agenda and working documents, as well as the minutes of the meeting, are prepared by the ASOIF administration at the request of the Chair. Any member may raise a subject for consideration on the agenda that he or she considers to be of importance to ASOIF members that is within the GTF's scope of competence.
- 5.5 Minutes will be succinct in order to allow an understanding of the issues discussed and will include recommendations, decisions and action items. They will be approved by the Chair and then circulated to the GTF.

6 Reporting

- 6.1 The GTF will report on its activities to the ASOIF Council, including on its own work plans and progress towards them.

7 Confidentiality, conduct and conflicts of interest

- 7.1 GTF members and attendees of GTF meetings should not disclose the substance of the papers or meetings without the prior, written consent of the Chair.
- 7.2 GTF members shall declare any actual, potential or perceived interests that they hold at the commencement of GTF meetings. GTF members may be required to leave a meeting where areas of discussion and decision are conflicted with these interests.

8 Budget

- 8.1 The budget for the activity of the GTF will be determined by the ASOIF General Assembly on an annual basis.
- 8.2 The ASOIF Administration has delegated authority over the budget for the GTF within limits agreed by the Council.
- 8.3 Independent members of the GTF may be remunerated.