



IIHF GIFTING GUIDELINES

These Guidelines come into effect on 9th October 2023

1. Introduction

- 1.1. The IIHF recognizes that MNAs, service providers and other stakeholders might from time to time offer gifts and other benefits to IIHF Covered Parties. This document sets out the IIHF policy on giving and accepting gifts and details the procedures and responsibilities which come into play in this regard.
- 1.2. For purposes of these Gifting Guidelines, Gifts shall be defined as follows: any item or service of value that is received or given by a person or organization, for which something of equal or greater value is not exchanged.

2. Application

- 2.1. These Gifting Guidelines are applicable to the following persons (hereinafter referred to as "IIHF Officials"):
 - a. Each person serving as a member of the IIHF governing bodies, including (without limitation) the IIHF President, IIHF General secretary, IIHF Council Members, and any candidates for election to the IIHF Council.
 - b. Each person serving as an IIHF Auditor or as a member of a Committee, Board, Panel, Tribunal or Working Group of the IIHF and each person appointed to represent the IIHF on any Committee, Board or Working Group or in any similar role, including Life Presidents, Life Members and Honorary Members.
 - c. Each person employed (whether full-time, part-time, permanently, for a fixed-term or temporarily) or engaged as an agent, consultant or contractor for, or otherwise functioning as an IIHF Staff Member ("IIHF Staff Member").
 - d. Each person appointed or assigned by the IIHF or an Event organizer to work/volunteer at an Event and/or attend an Event on behalf of the IIHF or the Event organizer, including (without limitation) any on-ice officials, off-ice officials, officiating coaches, result managers, medical supervisors, medical personnel, Event chairmen/chairwomen, delegates, technical officials or any other officials, and any other person who receives accreditation to an Event as a representative of the IIHF.
 - e. Any person who agrees in writing to be bound by this policy.

3. Responsibilities

- 3.1. An IIHF Official may give and accept reasonable and proportionate Gifts of nominal value, in accordance with prevailing local customs, solely as a mark of respect or friendship.
- 3.2. In order to assess whether it is reasonable and proportionate to accept a Gift, an IIHF Official must determine whether the offered or accepted Gifts:
 - a. have merely symbolic or trivial value;
 - b. do not place any obligation or perceived obligation on the recipient;
 - c. are not frequent, lavish or prolonged;

- d. have no (potential) danger of influencing the execution or omission of an act that is related to the Official's activities or falls within their discretion;
 - e. do not create any conflict of interest;
 - f. are contrary to the duties of the individual concerned;
 - g. can be justified; and
 - h. provide benefits to the IIHF that outweigh the risk of possible misperception of the hospitality.
- 3.3. Accepting or giving any Gifts that contravene any of these criteria is prohibited.
- 3.4. An IIHF Official may never accept or give any cash Gift.

4. Declaration and Approval procedure

- 4.1. In all circumstances, any Gifts that are (individually or in aggregate) worth more than CHF 300, must be declared to, and approved by the IIHF Integrity Division. If it is not approved, it must be withdrawn or returned.
- 4.2. In the event that a Gift worth more than CHF 300 (individually or aggregated) was accepted by an IIHF Official, they must declare such Gift without delay by submitting the Gift Declaration Form (included as Annex I to this policy) to the IIHF Integrity Division at integrity@iihfoffice.com.
- 4.3. Any uncertainty as to whether the acceptance of a Gift must be declared in accordance with the present Guidelines, should be resolved in favor of the declaration of the Gift in question.
- 4.4. In the event that a Gift worth more than CHF 300 (individually or aggregated) was offered to an IIHF Official, but has been declined, no further action is required.
- 4.5. The IIHF Integrity Division will make a determination with respect to the declared Gift based on the submitted Gift Declaration Form. If the Gift is approved, there is no further action required. If the Gift is deemed to breach these Guidelines, the IIHF Integrity Division decides, based on the circumstances of each case, whether the Gift must be returned or kept in the premises of the IIHF.
- 4.6. The IIHF Integrity Division's decision, together with the reasons for the decision, will be communicated in writing to the IIHF Official who declared the Gift.
- 4.7. Based on the received Gift Declaration Forms, the IIHF Integrity Division will establish a registry of declared Gifts. This registry may be made available for review per justified request.

IIHF GIFT DECLARATION FORM

Name of recipient	First name: Last name:
Description of the Gift	
Gift's value in CHF (estimated or known)	
Date and place of receipt	
Name of person offering the Gift	First name: Last name:
Relation to person offering the Gift	
Reason(s) for offering the Gift	

Place, Date

Signature Recipient

This Form shall be submitted to integrity@iihfoffice.com