



# IIHF CONFLICT OF INTEREST GUIDELINES

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**These Guidelines come into effect on 9<sup>th</sup> October 2023**

## **1. Introduction**

This document sets out a guideline for identifying and managing conflicts and potential or perceived conflicts of interests for all persons involved in IIHF activities.

## **2. Application**

- 2.1. This Conflict of Interest Policy is 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 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 or applying to become 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. Conflicts of interest**

- 3.1. In assessing whether a situation of conflict of interest exists, direct as well as indirect interests must be taken into account. This includes the interests of a third person or entity, such as:
- a. any parent, grandparent, child, stepchild, grandchild, brother, sister or spouse of an IIHF Official or any person living with the IIHF Official as their partner;
  - b. a firm, company or association in which the IIHF Official is a partner, officer, employee, consultant, director, member or shareholder (unless the IIHF Official owns no more than 1% of the issued shares on a recognized stock exchange);
  - c. a firm or company in which an individual listed in Article 3.1.a. above is connected in the ways set out in Article 3.1.b.

## **4. Duty to avoid conflicts of interest**

- 4.1. Each IIHF Official must avoid any situation involving or that could lead to actual, potential or

perceived<sup>1</sup>, present or future conflicts between personal interests and official duty or work-related activities.

- 4.2. If a conflict of interest or, a potential or perceived conflict of interest exists, it must be declared by the IIHF Official.
- 4.3. Any doubt as to whether certain facts or circumstances may give rise to a conflict of interest should be resolved in favor of declaring those facts or circumstances.

## 5. Declarations of interests

- 5.1. Upon appointment, and upon any change of circumstance that makes a prior declaration untrue or misleading, each IIHF Official shall declare in writing all personal interests of any kind that might result in an actual, potential or perceived conflict of interest, when performing its IIHF duty. In particular, this declaration must include:
  - a. directorships, partnerships, employments or ownership/financial interests with MNAs, leagues, clubs or businesses that are engaged in the sport of Ice Hockey or derive any substantial portion of their revenue from Ice Hockey;
  - b. any office held with a MNA and any other national or international Ice Hockey or sporting bodies;
  - c. trusteeships or board positions with MNAs, or institutions or charities that are engaged in the sport of Ice Hockey or derive any substantial portion of their revenue from Ice Hockey;
  - d. any other material interests arising from relationships with another IIHF Official, such as financial, professional, political, business or personal/family interests.
- 5.2. Any actual, potential or perceived conflict of interest shall be declared by making use of the IIHF Declaration of Interest Form included as Annex I to these Guidelines. Unless otherwise indicated, this form shall be submitted to [integrity@iihfoffice.com](mailto:integrity@iihfoffice.com).
- 5.3. Each IIHF Official shall submit a supplementary declaration, in the event that any material change in the information contained in their declaration occurs. This supplementary declaration shall detail the change in information and shall be submitted as soon as reasonably practicable following the change of circumstances which requires the submission of the supplementary declaration.
- 5.4. At IIHF Council, committee or board meetings, an IIHF Official is required to declare at the beginning of the meeting or proceeding to the IIHF President, Chairman, General Secretary or the relevant IIHF Staff Member, the nature and extent of any potential, perceived or actual conflicts of interest they may have with respect to the matters being discussed during the meeting or proceeding. If an IIHF Official realizes at a later point in the meeting or proceeding that they may need to declare a conflict of interest, this must be done promptly. Any declaration of a conflict of

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<sup>1</sup> • Real conflict of interest: "An IIHF team member fails to disclose that they are related to a job candidate the IIHF is considering hiring."

• Potential conflict of interest: "An IIHF team member would potentially be involved in the decision process for a job offering for which a relative or a close friend may be interested in applying."

• Perceived conflict of interest: "A significant supplier contract was awarded to a company for which a Council member is consulting, leading to the perception from the outside world that favouritism occurred."

interest will be minuted.

- 5.5 In accordance with the relevant data protection principles, a registry of the personal interests declared by all IIHF Officials will be established and updated as necessary. The register will be made available at the IIHF headquarters for inspection by any member of the IIHF Council or any other person authorized by the IIHF President or General Secretary.
- 5.6 Failure by an IIHF Official to declare an actual, potential or perceived conflict of interest will constitute a violation of the IIHF Integrity Code.

## **6. Managing conflicts of interest**

- 6.1 The relevant authority set out below will make a decision on how to manage the conflict of interest declared by an IIHF Official, after consultation with the IIHF Integrity Division:
  - a. IIHF President – for conflicts of interest relevant to IIHF Council members, the IIHF General Secretary or a Committee/Board Chairperson.
  - b. IIHF Ethics Board – for conflicts of interest relevant to the IIHF President.
  - c. Committee/Board Chairperson – for conflicts of interest relevant to Committee/Board members.
  - d. IIHF General Secretary – for conflicts of interest relevant to IIHF Staff Members.
  - e. Meeting/proceeding Chairperson – for conflicts of interest which become relevant during a meeting or proceeding.
- 6.2 The deciding authority may decide that the IIHF Official:
  - a. Can continue to perform their IIHF activities and/or participate in the normal way in a relevant meeting or proceeding with the interest being minuted;
  - b. Shall not participate in the meeting or proceeding and is to abstain in any vote or decision making (but the body in question may ask the IIHF Official to provide any relevant information concerning the matter);
  - c. Is to withdraw for the whole or part of the affected meeting or proceeding;
  - d. Any other action and/or measure as directed by the deciding authority with respect to the Conflict of Interest.
- 6.3 This decision shall be final and binding on the IIHF and the IIHF Official concerned, without any possibility to appeal this decision.



## IIHF DECLARATION OF INTERESTS FORM

To the best of my knowledge, I, the undersigned, declare that the following information is complete and correct:

- I have read, understand and agree to be bound by and comply with the IIHF Integrity Code.
- I do not have nor do I presently anticipate having any conflict of interest, actual or potential, other than as set out in this Declaration Form.
- I undertake to make an immediate supplementary disclosure as necessary if any actual or potential conflict of interest arises after the date of this declaration, and to review the accuracy of the information provided on a regular basis.
- I agree to be bound by any decisions taken by relevant authorities in accordance with the IIHF Integrity Code and the IIHF Conflicts of Interest Policy.
- I give my consent for the information in this Form to be used for the purposes described in the IIHF Conflicts of Interest policy and for no other purpose.

<b>Name</b>	First name:  Last name:
<b>Position</b>	
<b>Details of conflict of interest (actual, perceived or potential).</b>  Please indicate "no conflict of interest" in the event that you have no conflict of interest.	

\_\_\_\_\_  
Place, Date

\_\_\_\_\_  
Signature

**Note:** the IIHF can update this form at any time, in its sole discretion, without an official amendment to the Integrity Code.