



STATUTES

June 2023

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At Members Meeting 16 June 2023

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Chapter I - General Provision

Article 1 Name and Seat

The International Federation of Sports Chiropractic is a non-profit association under Article 60 of the Swiss Civil Code (**CCS**), composed of autonomous and independent international sports chiropractic councils /federations/members and other international organisations contributing to sport in various fields.

1. The name of this corporation shall be the Federation Internationale de Chiropratique du Sport (hereinafter called **FICS**).
2. The official languages of FICS shall be English and French.
3. FICS is politically and constitutionally neutral and abides by the rules of Swiss law, as well as the rules against discrimination as adopted by the International Olympic Committee (**IOC**).
4. The FICS logo and name are the exclusive property of FICS and, without the prior written approval of the Executive Council (**ExCo**), shall not be used for any purposes other than those related to the ongoing Administration and activities of FICS.
5. The General Assembly determines the location of the headquarters of FICS, currently located in Lausanne, Switzerland.
6. Members of the committee who shall be volunteers, compensated only for their out-of-pocket costs, in accordance with **Chapter III Article 8 (clause 8.4)**.
7. In case of termination and dissolution of the association, assets will be assigned to a Swiss tax exempt charitable (but d'utilité ou service public) institution or service, or to a Canton or to the Swiss confederation or to a municipality or to their affiliated entities in accordance with **Chapter V Article 16**.

Article 2 Goals

The goals of FICS include, but are not limited to:

1. ensure that all athletes in all sports have access, when needed, to the specialised skills of chiropractors as part of their sport health care;
2. promote excellence in postgraduate education and practice in sports chiropractic around the world;
3. promote research in sports science and sports chiropractic;
4. represent the chiropractic profession in sport internationally;
5. support the establishment of national chiropractic sports councils (NCSC) throughout the world;
6. establish and maintain relationships with international sports organisations throughout the world; and
7. ensure that the highest levels of professionalism are displayed by its members.

Chapter II - Membership

Article 3 Categories of Members

FICS shall be composed of ordinary, associate, and honorary members as follows and with these voting rights:

1. **Ordinary Members:** National sports chiropractic councils or associations (NCSCs). Each NCSC shall appoint one vote-carrying delegate to attend the General Assembly. This delegate shall have voting rights according to the following classification:
 - NCSCs with 1 to 50 individual members 5 votes
 - NCSCs with 51 to 100 individual members 8 votes
 - NCSCs with 101 or more individual members 10 votes
2. **Associate Members:** Any association, organisation, institution, or individual that supports the goals of FICS. These may include, but are not limited to:
 - a. Voting members:
 - National Associations of Chiropractors that is representing a country that is not in conflict with **Chapter II, Article 4 (clause 4.1)** 2 votes
 - Chiropractic teaching institutions 2 votes
 - Student chiropractic sports councils (non-member from FICS Teaching Institutions with a Chiropractic Program) 1 vote
 - b. Non-voting members:
 - Other associations, organisations, and institutions
 - Individual members
3. **Honorary Members:** Any individual who has worked in the interest of public health, particularly in sports chiropractic, may be approved as an honorary member by the General Assembly upon the recommendation of the **ExCo**. Honorary members may participate in the activities of FICS, are exempt from having to pay annual membership dues and shall have no vote.

Article 4 Matters relative to Membership

4.1 Application:

Applications for admission to ordinary Membership shall be submitted in writing, at least three (3) months prior to the commencement date of the next General Assembly if the application is to be considered at that Assembly and shall be accompanied by a complete list of the applicant's members.

There is one (1) ordinary member per country unless there is contention regarding some countries and their territories. In such cases where a membership application is received from a territory of a country, it may be considered if there is alignment with IOC recognition of the country (territory) in question and the other country supports the application.

The **ExCo** shall review and make proposals to the General Assembly concerning applications for Membership, but final admission to Membership shall be approved by the General Assembly.

4.2 Members' Obligations

The obligations of members shall include:

1. punctual payment of annual dues;
2. to comply with, and ensure that their members comply with, the Statutes, codes of ethics and conduct, and all other policies adopted by FICS;
3. to promote knowledge of and active interest in the goals and activities of FICS, including the dissemination of information about FICS' activities to their Membership;
4. to inform FICS of any events or developments in the member's country that may be of significance to FICS; and
5. to reply to all communications from FICS in a timely manner.

4.3 Resignation, Discipline or Exclusion

1. Notice of resignation from Membership shall be given in writing at least one (1) month prior to the General Assembly. It can only be accepted if the resigning member has fulfilled all its financial obligations.
2. Any member whose conduct has been determined by the ExCo to be unprofessional or detrimental to the interests of FICS or sports chiropractic or the chiropractic profession, or who has committed a breach of the Statutes or the FICS Code of Ethics, may:
 - i. be reprimanded by the **ExCo**;
 - ii. have Membership suspended for an indeterminate or determinate term by the **ExCo** with conditions for reinstatement; and
 - iii. be deregistered and excluded as a member by the General Assembly on two thirds ($\frac{2}{3}$) or more majority vote of those in attendance conducted by secret ballot. A member so deregistered and excluded shall still be responsible for outstanding financial obligations.

The member shall be notified of the charge or complaint and be given an opportunity to be heard prior to disciplinary action being taken.

Chapter III Administration

Article 5 Terms:

The administrative year shall commence at the close of the General Assembly. The financial year shall commence on the first (1st) day of January and end on the thirty-first (31st) day of December.

Article 6 Structure:

FICS consists of the following groups:

1. The General Assembly of Members shall have final authority on all matters.
2. The **ExCo** (referred to in **Chapter III, Article 6** as the Board of Directors, or Board), shall be responsible for the overall governance, management, and strategic direction of FICS in accordance with its goals and objectives.
3. The Executive Management Team (referred to as the **EMT**), shall provide day to day management and Administration of the daily affairs of FICS under the direction of the Board.
4. The Administration shall provide Administration under the direction of the **EMT**.

Article 7 General Assembly

7.1 Definition:

A General Assembly is a meeting open to attendance by all the members of FICS, and only a regularly convened General Assembly has the authority to exercise its powers.

1. A General Assembly may be Ordinary or Extraordinary.
2. A General Assembly may delegate such authority as it deems fit to the **ExCo**.

7.2 Powers of the General Assembly

The powers of the General Assembly shall include:

1. adopting or amending the Statues, regulations, and directives of FICS;
2. approving the minutes of the previous meeting;
3. all matters related to Membership, including admitting and excluding members;
4. approving an independent auditor recommended by the ExCo;
5. setting and /or approving membership dues, budgets, financial statements, and activity reports;
6. approving the reports of NCSCs;
7. any other functions mutually agreed; and/or
8. appointing the location and time for the next Ordinary General Assembly.

7.3 Voting

Each member who has satisfied all its financial obligations towards FICS and who is granted voting rights by **Chapter II, Article 3** is entitled to vote on the following basis:

1. Subject to the proxy rights given in **paragraphs 2 and 3** below, a delegate may not represent more than one (1) member.
2. Ordinary members have voting rights as defined in **Chapter II Article 3 (clause 3.1)** together with the right to carry and exercise proxy votes for up to two (2) other ordinary or associate members.
3. Associate members have voting rights as defined in **Chapter II, Article 3 (clause 3.2)** together with the right to carry and exercise proxy votes for up to two (2) other associate members.

Voting may be performed by show of hand, by electronic ballot or in extraordinary circumstances as approved by the **ExCo**. All decisions shall be made by a simple majority of votes cast unless otherwise required by these Statutes.

7.4 Ordinary General Assembly

The ExCo (Executive Committee) shall ensure that an Ordinary General Assembly is convened at least once every two (2) years. The activities of the General Assembly may be held in person or virtually using an electronic platform.

1. Notice of the meeting shall be sent to all members at least sixty (60) days before the date of the meeting.
2. Any modifications to the Statutes or other agenda items suggested by a member shall be made by a formal written proposal received at least ninety (90) days prior to the meeting unless otherwise agreed by the **ExCo**.
3. Emergency business not included in the call to the annual meeting may be considered if submitted by the **EMT, ExCo**, or the Chairperson of a standing commission of FICS and approved by a majority vote of the General Assembly.
4. Meetings shall be conducted in accordance with Roberts Rules of Order, or such other parliamentary procedures deemed appropriate by the General Assembly.
5. The presiding officer of the General Assembly shall be the President or, in the absence of the President, the First Vice-President. In the event neither are available, the person elected under **Chapter III, Article 7 (clause 7.7)** of these Statutes will be the presiding officer for this meeting.
6. A quorum at a general assembly will be one-third ($\frac{1}{3}$) of all total votes held by ordinary members.

7.5 Agenda for Ordinary General Assembly

The agenda shall contain the following items:

1. Opening of the meeting
2. List of voting members, special guests present and apologies of members.
3. Adoption of agenda
4. Appointment of two (2) adjudicators
5. President's address
6. Secretary General report
7. Membership reports
8. Approval of the minutes of the previous meeting
9. ExCo and Commission reports
10. Financial reports and approval of auditor
11. Statutes modifications (if applicable)
12. Elections (if applicable)
13. Proposals validly submitted by members (if applicable)
14. NCSC reports
15. Date and place of the next meeting

7.6 Extraordinary General Assembly

An Extraordinary General Assembly may be summoned at the written request of a majority of the ordinary voting members, on two (2) months' notice, or at any time under exceptional circumstances by the **ExCo**, and:

1. any such meeting shall not replace the Ordinary General Assembly;
2. the notice of the meeting shall detail the reasons for convening an Extraordinary General Assembly; and
3. no business other than that specified in the notice shall be conducted at the meeting.

7.7 Conduct of Meetings

The President shall preside over each General Assembly, whether ordinary or extraordinary unless they are absent, unable, or unwilling to preside, in which case the 1st Vice President will preside over the meetings. Should neither be available, the **ExCo** shall elect one of the members of the **ExCo** to preside as Chairperson.

8.1 Composition

1. The **ExCo** shall be comprised of ten (10) representatives of NCSC ordinary members in good standing elected by and representing world regions as follows:
 - Africa one (1)
 - Asia one (1)
 - Eastern Mediterranean one (1)
 - Europe three (3)
 - Latin America one (1)
 - North America two (2)
 - Pacific one (1)

In addition to the above, the additional three (3) positions will be elected in accordance with **Chapter III, clause 8.2.6**, and shall serve as voting members of the **ExCo**.

- President
- Vice President
- Second Vice President

The number of members of the **ExCo** will total thirteen (13) members.

The representing NCSC ordinary members and world regions may be extended depending on the needs of FICS via a General Assembly or Extraordinary General Assembly in accordance with **Chapter III, Article 7 (clause 7.4 & clause 7.6)**

2. FICS **EMT** will comprise the following seven (7) people:
 1. President (Member of ExCo)
 2. First Vice President (Member of ExCo)
 3. Second Vice President (Member of ExCo)
 4. Company Secretary
 5. Secretary-General
 6. Head of Finance/Treasurer
 7. Head of International Games (member of FICS ISF Commission)

The Head of International games position shall be filled by a member within the sports chiropractic community in accordance with **Chapter III, Article 8 (clause 8.2.2)**. The **EMT** has the authority to appoint the non-ExCo positions via a selection process, **Chapter III, Article 8 (Clause 8.1 and 8.2.7)**. The **ExCo** shall review and approve the appointments of the **EMT**. The process to fill a pending vacant non-**ExCo** member of the **EMT**, shall commence at least six (6) months before the term is due to expire.

8.2 Eligibility and Term

1. To be eligible to serve on the ExCo as a regional representative, a candidate must be a member in good standing of an NCSC ordinary member. The following are the recommended criteria for selecting a candidate:
 - i. The candidate has served as a member of FICS **EMT** for at least one (1) year;
 - ii. The candidate has served as a FICS Commission Chair or member for at least two (2) years; or
 - iii. The candidate has served as an active member of their NCSC.

The corresponding region shall elect their representative and an alternate before the General Assembly.

2. The selection of the representative is the responsibility of the NCSC, which may choose their representative in accordance with the NCSC's own internal procedures.
3. To provide stability to the **ExCo**, the elections are staggered terms of the **ExCo** with some members elected every two (2) year's corresponding to the termination of terms. 1 Africa, 2 Europe, 1 North American, 1 Pacific representative **ExCo** member are elected simultaneously and 1 Asia, 1 Eastern Mediterranean, 1 Latin America, 1 Europe and 1 North American group elected simultaneously at alternate General Assemblies.
4. Each **ExCo** Member is elected for a 4-year term.
5. A member is eligible for three (3) consecutive terms. Members who have served on the **ExCo** and served three (3) consecutive terms will not be eligible for election until after a four (4) year absence from the **ExCo**.
6. Members of the **ExCo** must be members in good standing within their NCSC. Before the General Assembly, the **ExCo** will hold an election to select a President, 1st Vice President, and 2nd Vice President (Leadership Positions) from among its members. These positions will have a term of four years, which is separate from the **ExCo** terms, but the individuals will retain their position on the **ExCo**. Members holding these leadership positions can serve up to three (3) consecutive terms, but not more than two (2) terms in any signal leadership position and will not be eligible for re-election until they have been absent from the ExCo for four (4) years. When a member is elected to one of the three leadership positions, the corresponding vacancy of the regional representative position will be filled by the alternate of that region in accordance with **Chapter III, Article 8 (Clause 8.1)**
7. The composition of the **EMT** is in accordance with **Chapter III, Article 8 (clause 8.1.2)**. The **ExCo** members serving on the **EMT** will complete their term as outlined in **Chapter III, Article 8 (clause 8.2.3 to clause 8.2.5)**. Members of the **EMT** appointed to serve as non-**ExCo** members will be appointed for a four (4) year term. These members are eligible for re-election. The Secretary-General is an individual contract and does not require reappointment.
8. In accordance with **Chapter III, Article 8 (clause 8.1.2)**, the Head of International games position shall be filled by a member of the FICS sports chiropractic community. To be eligible for this position, the candidate must hold previous experience in serving FICS or have the necessary industry experience to discharge the duties effectively. Previous experience means having been or acted as a Commission Chair or Games liaison for at least two (2) years. Necessary industry experience means having at least served as Chief de mission at two (2) international games for FICS.

Newly elected members of the FICS **ExCo** are ratified at the General Assembly held every two (2) years.

8.3 Meetings and Quorum

The **ExCo** shall hold a minimum of four (4) meetings annually, with a meeting in person at least once annually at the call of the President and shall meet at such times in such manner as the President deems necessary. A quorum shall be at least seven (7) members.

8.4 Duties

The duties of the **ExCo**, and the **EMT** acting on its behalf, shall include:

1. Realising the Strategic Plan and goals of FICS.
2. Managing the affairs and activities of FICS in good faith in accordance with these Statutes, Strategic Plan, established policies, and the directions provided by the members in General Assembly.
3. Proposing and acting in accordance with an annual budget. This is a volunteer position for the benefit of Sports Chiropractic members globally.
4. Retaining the services of a Secretary-General, who may or may not be a member of an NCSC ordinary member of FICS on such terms of employment as may be deemed appropriate by the **ExCo**. The Secretary-General shall be a non-voting participant in the ExCo meetings.
5. The President and one other **ExCo** member shall be the two (2) persons with signing authority for FICS unless decided otherwise by the **ExCo**.

8.5 Voting Rights

Only directors in attendance at meetings of the **ExCo** may vote, and proxies shall not be accepted.

8.6 Vacancies and Resignations

If a vacancy occurs on the **ExCo** due to death, resignation, unfitness to serve, or any other reason, the corresponding vacancy of the regional representative position will be filled by the elected alternative of that region, **Chapter III, Article 8 (Clause 8.2)**.

If the alternate within that region is already serving on the **ExCo** or unavailable, the region will nominate a temporary representative until an election can be held.

The newly elected representative will fill the position for the remainder of the term.

1. Vacancy of the office of President is filled by the Vice President who serves the vacated term and the term originally elected to fulfil.
2. Vacancy of the office of First Vice President is filled by the Second Vice President, who serves the vacated term and the term originally elected to fulfil.
3. In the event of a vacancy in the office of the Second Vice President, the ExCo shall appoint a replacement from members to serve until the next General Assembly.

8.7 Indemnification

Each director serving on the **ExCo** and **EMT**, and their estate, executors and administrators shall, at all times, be indemnified by FICS for any and all costs that may arise from or be related to any proceedings for actions or claim made against him or her for actions taken or not taken in the execution of the duties of his/her office except those occasioned by his/her own wilful neglect or fraud.

8.8 Duties of Officers

1. The President shall:
 - convene Ordinary and Extraordinary General Assemblies.
 - preside as Chair at meetings of the **ExCo**, **EMT** and members in General Assembly; and
 - As stated in **Chapter III, Article 6**, be responsible for the general management and supervision of the activities of FICS.
2. The First Vice President and the Second Vice President shall:
 - perform all specific duties assigned by the President or, should the President so decide, the **ExCo**; and
 - fulfil the duties of the President as may be occasioned by temporary absences of the President.

8.9 Commissions

The **ExCo** may establish such commissions and other bodies as may be necessary and appropriate to carry out the work of FICS. The **EMT**, via the standard operating procedures, shall appoint the members of such commissions and other bodies after considering the advice of the appropriate nominating committee. The appointee for a Commission Chair position, in consultation with the **ExCo**. Final approval will be by the **EMT**. The **EMT** shall also establish rules and regulations for the operations of commissions, committees, or task forces which may be reviewed as needed.

The following shall be the FICS standing commissions/committee:

1. Nominating Committee
2. Finance Commission
3. Education Commission
4. International Games Commission
5. Membership Commission
6. Research Commission

A nominating committee, via an appointment by the President, will be one member drawn from the **ExCo**, **EMT**, Chairperson of a FICS standing commission, or member.

Article 9 Notice

In all matters in which these Statutes require notice to be given to members, such notice shall be deemed to be duly given when sent by electronic mail, fax or traditional mail to the last addresses given in writing to FICS by members.

Chapter IV Finances

Article 10 Membership Dues

Members shall pay annual membership dues as recommended by the **ExCo** and approved by the General Assembly. Notice of any proposed increase by more than ten (10) per cent per annum shall be given to voting members at least sixty (60) days before the General Assembly.

ExCo has the authority to provide a reduction or waiver of membership dues based on special circumstances.

Article 11 Finances and Liability

2. FICS shall be financially bound, within the limits of the approved budget, by the joint signatories.
3. Ordinary members and Associate members shall only be legally and financially liable towards FICS, and towards third parties making a claim against them with respect to the activities of FICS, up to the limit of their annual membership dues.
4. The deposit of funds will follow the following requirements:
 - i. All monies belonging to FICS shall be deposited in such bank or other financial institution as the **EMT** may decide.
 - ii. All monies belonging to FICS that, in the opinion of the **EMT**, are surplus funds not required for the day-to-day Administration of FICS may be invested with such financial institution as it deems reasonable. The members of the **EMT** shall not be responsible for any loss or damage that may be occasioned by reason of such investments made by them in good faith and without wilful neglect.
5. Members serving on the FICS **ExCo**, **EMT** and Commissions. as the nominated representative of the association work on a voluntary basis and not that of an employee or agent.
 - i. Any expenses incurred for planned budgeted activities, such as travel and other services provided for FICS, are subject to reimbursement of their actual expenses only.
 - ii. A payment for reimbursement will be a precise compensation for any per-approved expense.
 - iii. Volunteers are responsible for their own personal assets, incurring expenses related to phone and internet use.
 - iv. Members are solely responsible for remitting such amounts as required by law from any remuneration received from FICS under this clause. All claims concerning such remittances are a reimbursement of approved expenses only.

Article 12 Audit

FICS shall approve a duly qualified auditor at each Ordinary General Assembly to audit the accounts and report to the Membership on the organisation's financial status. The **ExCo** shall recommend a duly qualified auditor to each Ordinary General Assembly for approval.

Chapter V Final Provisions

Article 13 Dispute Resolution

1. In all agreements concluded between FICS and third parties relating to sports events and other activities the **ExCo** shall endeavour to include a provision referring all disputes to the Court of Arbitration for Sport in Switzerland unless the **ExCo** deems this inappropriate for special reasons in any case.
2. Any dispute arising from or related to, the Statutes, regulations, directives, and decisions of FICS and for which there is no competent internal decision-making body, will be submitted exclusively to the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland, applying its own procedural rules. Its decisions shall be final.
3. Any appeal against a final and binding decision from any FICS decision-making body shall be submitted only to the CAS, to the exclusion of any ordinary court of any country or other tribunal.

Article 14 Interpretation

1. In construing these Statutes, all necessary changes of gender and number shall be made as required by each case, and references to individuals or persons shall include organisations and corporations and vice versa.
2. The **ExCo** shall have the authority to settle any dispute concerning the interpretation and meaning of these Statutes and, at its discretion, may decide to seek the advice of the General Assembly before taking the final decision.

Article 15 Modification of the Statutes

1. These Statutes may only be modified by an Ordinary General Assembly or by an Extraordinary General Assembly convened especially for that purpose.
2. Any amendment to the Statutes shall require a majority vote of two-thirds ($\frac{2}{3}$) of the votes cast by voting members present at the meeting.

Article 16 Dissolution

1. The dissolution of FICS shall not be pronounced as long as ten (10) ordinary members are committed to ensuring its continuation.
2. Any assets remaining after dissolution shall, after satisfaction of all debts and liabilities, be applied to the furtherance of any FICS goals as determined by the General Assembly at or before the dissolution. If the effect cannot be given to the foregoing provisions, any remaining assets shall be given to a charitable organisation. Under no circumstances shall they be paid to or distributed amongst any of the members.
3. In the event of dissolution/departure abroad, any remaining contingent assets will be remitted to a Switzerland Foundation Pierre de Coubertin or if the organisation is no longer, another Swiss institution exempt from tax on account of its charitable or public service purpose.

4. The intended dissolution of FICS shall require an Extraordinary General Assembly at which the proposed dissolution shall be the sole item on the agenda.
5. Dissolution shall require two-thirds ($\frac{2}{3}$) of the votes cast by voting members in attendance.

Article 17 Waiver of Time Limits

All time limits set forth in these Statutes may be waived by the **ExCo** or General Assembly where either of them deems this appropriate because of special circumstances, provided that this right of the waiver shall not apply to any term limit for **EMT** members and **ExCo** members.

Article 18 Enforcement

1. These Statutes supersede all previous Statutes. They shall take effect from the end of the General Assembly or Extraordinary General Assembly at which they are passed.
2. The French and English versions represent the true legal Statutes of FICS.

Bradley Sandler
President
15 June 2023