

Statutes

International Council of Sport Science and Physical Education
Conseil International pour l'Education Physique et la Science du Sport
Weltrat für Sportwissenschaft und Leibes-/Körpererziehung
Consejo Internacional para la Ciencia del Deporte y la Educación Física

Statutes

About ICSSPE

The International Council of Sport and Physical Education (ICSPE) was set up in Paris on 27 September 1958. The name change to International Council of Sport Science and Physical Education (ICSSPE) went into effect as of 1 January 1983. Since 28th January 2009 the organisation is listed under the name International Council of Sport Science and Physical Education e.V. and the number VR 28362 B at the District Court of Berlin-Charlottenburg.

The present Statutes were adopted by members present at the 30th General Assembly.

The Statutes of the organisation are legally binding in German.

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Vision

ICSSPE is a leader of the global movement educating for sustainable quality of life for all through physical activity and sport.

Mission

The mission of the International Council of Sport Science and Physical Education (ICSSPE/CIEPSS) hereinafter designated as “ICSSPE” is to:

- Integrate research to enhance physical activity and sport;
- Educate for improved quality of life and health for all people through physical activity and sport;
- Promote policies for active lifestyles, human performance and good governance in physical activity and sport.

Values

In pursuance of its mission and strategic goals ICSSPE shall abide by the principles of Inclusion, Reliability, Cooperation, Transparency, Accountability and Equality.

Strategic Goals

The Strategic Goals of the International Council of Sport Science and Physical Education (ICSSPE) shall be to:

- Establish and maintain a sound and ethical governance landscape;
- Provide an effective administrative structure to the members and paid office staff;
- Procure sustainable revenue streams to survive and grow products and services;
- Continuously deliver relevant products and services and devise and execute a membership drive;
- Recruit, appoint, and manage appropriate human resources;
- Maintain, review, develop and deliver products and services;
- Raise awareness for ICSSPE’s cause and reach influencers and decision makers; and
- Develop compliance, oversight and assessment structures for due diligence and performance evaluation.

Article 1 - Principles

- 1.1. In pursuance of its mission and objectives the Council shall abide by the principles of mutual respect and recognition, sovereignty and non-interference into the rights of its members.
- 1.2. The Council recognises the rights of all engaged in sport, sport science and physical education throughout the world to participate in the development of these fields.
- 1.3. The Council shall promote diversity in human society as well as participation opportunities in physical activity and sport for everybody, acknowledging ethnicity, nationality, religion, political view, language, ability, age, sexual orientation and gender identity.
- 1.4. The Statutes acknowledge the spirit of the Code of Ethics.
- 1.5. The Code of Conduct as an annex to the Bylaws is an integral part of these.

Article 2 - Name, Seat and Fiscal Year

- 2.1. The Council has its seat in Berlin, Germany and is legally listed with the status of a "Eingetragener Verein (e.V.)" ("Registered Organisation (r.o.)"), under the name: "International Council of Sport Science and Physical Education e.V." The location of the Executive Office of the Council is determined by the Executive Board. The fiscal year is the calendar year.
- 2.2. The purpose of ICSSPE is
 - to integrate research to enhance physical activity and sport; and
 - educate for improved quality of life and health for all people.
- 2.3. The Council is a non-profit organisation; the pursuit of financial gain shall not be its main priority.
- 2.4. The funds of the Council shall only be spent to further the purposes of the Statutes and Bylaws. The members shall not receive dividends or any other form of salary from ICSSPE. Members participating in programmes of ICSSPE may receive a compensation for their contribution.
- 2.5. No person shall receive financial rewards which violate the basic purposes and principles contained in the Statutes and Bylaws or create disproportional privilege.

Article 3 - Membership Categories

ICSSPE shall consist of following categories of members:

- governmental sport, health and education authorities;
- non-governmental sport organisations;
- scientific and educational organisations and institutions.

Article 4 - Admission of New Members and Termination of Membership

Any organisation for which provision is made under Article 3 may become a member of the Council upon acceptance of the Statutes and payment of the membership fee. Such membership shall be ratified by the Executive Board. It is not required to justify the rejection of an application. The membership will be informed of new members. Bylaws will define affiliation fees and conditions.

Members can declare the termination of their membership as of 31 December of the current year to the Executive Office. The notification of this termination needs to reach the Executive Office by 30 November of the current year. The Executive Board may terminate the membership of a member only for a serious reason. Members not having paid their fees for one year can be expelled. The Executive Board decides upon this with a simple majority. The General Assembly will be informed of the termination.

Article 5 - Rights and Duties

Within the mission of ICSSPE, the members are entitled to participate in its endeavours.

All members are obliged to respect the statutes, Bylaws and decisions adopted by the General Assembly.

Article 6 – Bodies of ICSSPE

The bodies of ICSSPE shall be:

- the General Assembly;
- the Executive Board;
- the Development Committee.

Article 7 - General Assembly

- 7.1. The General Assembly is the supreme organ of the Council and consists of all the members of the Council. It shall meet every two years as a face-to-face event, virtually or in a combined form. It may meet in extraordinary session if summoned by the Executive Board or upon the request of one third of its members. In all cases a written invitation including an agenda shall be sent to all members at least two months before the meeting. The invitation is considered to be received by the member if it was sent to the last address that was given by the member to the Executive Office in written form. The General Assembly may modify the agenda with a 2/3 majority.
- 7.2. Motions for the General Assembly may be submitted by any member of the Council to the Executive Director. These motions need to reach the Executive Director in written format at least three months prior to the Assembly. Urgent motions need to reach the Executive Director at least one month prior to the General Assembly and will be distributed to all members by the Executive Office. The General Assembly decides with a 2/3 majority if the motion is urgent and necessary. If this majority is reached the motion must be added to the agenda.
- 7.3. The General Assembly has the power to make decisions on the rules for voting and all the documents related to the working programme developed by the Development Committee and approved by the Executive Board as well as by General Assembly. The General Assembly shall approve the budget. It shall elect the President, the Vice-Presidents, the Treasurer, six additional members of the Executive Board and nine members of the Development Committee. It shall be the final authority on questions regarding the Council and its activities.
- 7.4. Voting shall be as follows for the different membership categories as described in Article 3 of these Statutes:
- governmental sport, health and education authorities: 5 votes;
 - non-governmental sport organisations: 3 votes;
 - scientific and educational organisations and institutions: 3 votes.

All members that have paid all membership fees due have the right to vote.

Members unable to attend sessions of the General Assembly may give a proxy to another member of the Council to vote on matters on the agenda. Under this provision, however, no member organisation may control more than ten votes in addition to its own. Members who do not wish or are unable to give a proxy to another member of the Council may vote by postal or electronic vote. The vote must reach the Executive

Director no later than one week prior to the date of the General Assembly.

- 7.5. The General Assembly has a quorum independent of the number of members present. Decisions are adopted by simple majority of those voting except as otherwise stated in the Statutes. In case that during election more than one person stand for a position on the Executive Board or the Development Committee, a relative majority is sufficient.
- 7.6. The General Assembly shall be presided over by the President of the Council or by one of the Vice-Presidents nominated by the President. If neither the President nor a Vice-President can preside, the President will nominate a member of the Executive Board to preside over the session. Minutes of the General Assembly must be taken. The keeper of the minutes is appointed by the presider. They will be signed by the keeper of the minutes and by the presider and sent to the members within 3 months after the General Assembly. If the Executive Director does not receive any written objections within one month after the delivery, the minutes are considered approved.
- 7.7. Each General Assembly shall approve the reports by the President, the Vice-Presidents, the Treasurer, and the Executive Director. It shall discharge the Board of Directors according to § 26 BGB and the Executive Director.
- 7.8. Observers may attend the General Assemblies with no right to vote.

Article 8 - Executive Board

- 8.1. The Executive Board shall consist of:

Board of Directors according to § 26 German Civil Code (BGB), i. e.:

- the President;
- two Vice-Presidents;
- the Treasurer;

as well as

- the Executive Director;
- six further members.

The President as a member of the Board of Directors according to § 26 German Civil Code (BGB) legally represents the Council alone, the other members of the Board of Directors according to § 26 German Civil Code (BGB) represent the Council legally jointly in pairs.

The Board of Directors according to § 26 German Civil Code (BGB) shall act on behalf of the Council and manage its activities between the sessions of the Executive Board, for which it prepares the agenda. Its sessions are presided over the President or by one of the Vice-Presidents appointed by the President.

Every member of the Executive Board has the right to vote except the Executive Director.

The President, the Vice-Presidents, the Treasurer and six members shall be elected by the General Assembly for a four-year period.

In case a member of the Executive Board leaves prior to the end of an office term, the Executive Board may fill the vacant position for the rest of the term. Any member elected into the Executive Board during the Course of a four-year period shall remain in office only for the remaining time of that four-year period. In case a member of the Board of Directors according to § 26 BGB resigns or is unable to fulfil the duties prior to the end of the office term, the Executive Board must fill the vacant position from the Executive Board members for the rest of the four year circle.

Membership on the Executive Board is eligible for two consecutive full four year terms of office; members of the Board of Directors may be nominated and serve for two additional consecutive terms. The total number of consecutive full four year terms of office on the Executive Board must not exceed four.

Executive Board members who have not been active for two years or more may be expelled from the Executive Board by a two-third majority vote of the Executive Board.

- 8.2. Meetings of the Executive Board are arranged by the Executive Director.
- 8.3. The Executive Board will monitor the administrative and business affairs of the Council between General Assemblies and will be responsible for implementing its decisions. It will approve the working programme developed by the Development Committee and adopt any measure needed to facilitate the successful outcome of ICSSPE's activities and, in particular, in relation to the working programmes. It will receive reports concerning the execution of the projects of the Council.
 - 8.3.1. The Executive Board will ratify new members.
 - 8.3.2. The Executive Board will have the authority to review and approve changes to the Bylaws of the Council, and report these to the General Assembly.
 - 8.3.3. The Executive Board will endeavour to increase the Council's visibility on international, regional and national levels and will seek to attract new members, especially in regions or countries where it is not yet represented.

- 8.3.4. The Executive Board will seek to increase the Council's financial and material resources through new partnerships with the public and private sector.
- 8.3.5. The Executive Board will endeavour to seek financial support for programmes, publications, events and any other project of ICSSPE. The Executive Board may set up a specific commission or charge one or more members to perform this task.
- 8.3.6. The Executive Board, should circumstances so require, adopt urgent measures by a two thirds majority of members present and voting, subject to ratification by the next General Assembly.
- 8.4. The Executive Board will reach a quorum when the number of members present exceeds half the number of voting members. The Executive Board may take decisions by postal and electronic vote.
- 8.5. Every Board Member has one vote. In case of a tie, the vote of the President is decisive.
- 8.6. Executive Board meetings shall be held at least once a year as a face-to-face event, virtually or in a combined form.
- 8.7. The Executive Board will report to the General Assembly on the Council's work and activities.
- 8.8. Upon the President's proposal, the Executive Board appoints the Executive Director.
- 8.9. When, through force of circumstances, the General Assembly is unable to meet before the expiration of the normal term of the Executive Board, the Board will remain in office until the Assembly meets.
- 8.10. Bylaws will define the duties of the Members of the Executive Board and define the conditions for the setting-up of ad-hoc commissions charged with performing specific tasks. The Executive Board as well as the other organs of the Council shall support the work of informal networks or working groups performing specific and/or issue-oriented tasks and originating from within the Council's Membership by any appropriate means. These networks and working groups must be pursuing objectives in accordance with the Council's Statutes and Working Programme and shall be accountable to the Executive Board for their work.

Article 9 – Development Committee

- 9.1. The Development Committee shall comprise ten members including a Vice-President.

In case a member of the Development Committee leaves prior to the end of an office term, the Development Committee may fill the vacant position for the rest of the term.

- 9.2. The Development Committee is a forum for interdisciplinary exchange and cooperation which is charged with developing and enhancing ICSSPE's profile.

It shall promote ICSSPE's vision and activities to the members of ICSSPE and its partners at large. It shall be responsible for the quality and the standard of ICSSPE's programmes and activities.

It shall develop a draft working programme of ICSSPE. The working programme agreed upon shall be implemented by the Executive Board in close cooperation with the Development Committee.

The Development Committee shall devise and implement scholarly programmes, research and publication projects, events. Policy and position statements will be devised by the Development Committee.

- 9.3. The Development Committee will reach a quorum when the number of members present exceeds half the number of voting members. The Development Committee may take decisions by postal and electronic vote.

- 9.4. Every Committee Member has one vote. In case of a tie, the vote of the Vice President is decisive.

- 9.5. Development Committee meetings shall be held at least once a year as a face-to-face event, virtually or in a combined form.

- 9.6. The Development Committee will report to the General Assembly on the Council's work and activities.

- 9.7. Membership on the Development Committee is eligible for two consecutive full four year terms of office.

- 9.8. When, through force of circumstances, the General Assembly is unable to meet before the expiration of the normal term of the Development Committee, the Committee will remain in office until the Assembly meets.

Article 10 - Executive Office

The Executive Office comprises the Executive Director and the necessary staff to fulfill the work to be undertaken.

The Executive Director shall prepare, in agreement with the President, the sessions of the Executive Board, and in agreement with the respective Vice-President the sessions of the Development Committee. He or she shall manage the business of the Council and is legally authorised to sign upon written permission by the President or by two members of the Board of Directors according to § 26 German Civil Code (BGB). Within the limits of the established budget, he or she shall settle any expenses connected with the work of the Council.

Further duties of the Executive Director are specified in the Bylaws.

Article 11 - Financial Management

11.1. The financial resources of the Council shall be derived from:

- membership fees;
- contributions by member organisations;
- grants from inter-governmental organisations, governments, non-governmental organisations or public bodies;
- subventions or sponsorship from private bodies or persons;
- various activities based on the values and in line with the implementation of the mission of the Council.

11.2. The Executive Board has the fiduciary responsibility for the funds of the Council. If events of an unforeseen nature occur or if it is deemed appropriate, the Executive Director may settle supplementary expenses for specific budget items in an amount of up to 20 % of the amount approved by the General Assembly. This is only possible with the written agreement of the Treasurer and under the condition that the corresponding amount can justifiably be deduced from other budget items.

11.3. Bylaws will define all other aspects of the financial management of the Council which are not specified in these Statutes, thereby taking in account the legislation and fiscal regulations of the host country of the Executive Office.

Article 12 - Honors and Awards

- 12.1. Any time it is deemed desirable, the Executive Board may award honorary membership of the Council; prizes, trophies, honours, or distinctions to institutions or persons who have worked in a notable manner within the field of the Council's activities. These distinctions will be proposed by the Executive Board.
- 12.2. Upon a proposal from the Executive Board, the General Assembly may appoint a former President of the Council as Honorary President.
- 12.3. Honorary members will be invited to attend meetings of the General Assembly. They have no right to vote.
- 12.4. Honorary Titles may be rescinded by the Executive Board, if the Board determines any activity by a respective member to be in conflict with the mission and objectives of the Council.
- 12.5. In the case of awards, the Executive Board has the authority to remove from the Council's records, the name of a recipient who has acted in conflict with the mission and objectives of the Council, and to publish the fact that this has been done. The procedure will be explained in the Bylaws.

Article 13 - Mandate for Amending the Statutes

Proposals to amend the Statutes may be submitted by every member to the General Assembly at least three months before the latter meets. The adoption of such proposals requires a simple majority of votes cast.

The Board of Directors according to § 26 German Civil Code (BGB) is entitled to amend the Statutes interest without the decision of the General Assembly if required by the Court of Registration for the following reasons:

- to maintain the status of a non-for-profit organisation;
- to maintain the status of an organisation of common public interests; and
- to meet the requirements for registered organisations (e.V.) at the Court of Registration, Berlin Charlottenburg.

The membership has to be informed about these changes immediately.

Article 14 - Dissolution

- 14.1. The General Assembly may decide to dissolve ICSSPE.
- 14.2. In case of the dissolution of ICSSPE or abolition of its tax-deductible purposes, its assets will be devolved to the Berlin Sports Confederation which has to use those directly and exclusively for tax-deductible purposes.

This article shall remain valid as long as ICSSPE receives a financial contribution from the Federal State of Berlin.

- 14.3. In case ICSSPE does not receive a financial contribution from the Federal State of Berlin, the following procedure shall be applied: The General Assembly shall appoint a Commission of liquidators who shall develop a proposal for the division of ICSSPE's assets in favour of one or several national or international organisations. These organisations must use the assets directly and exclusively for non-profit or beneficiary purposes. The decision regarding the dividing up will be taken by the General Assembly.

Article 15 – Bylaws

Bylaws shall cover further aspects of the Council's administration.

The present Statutes were adopted at the 30th General Assembly on 12th May 2021.