



Chapter 2.3 – Appendix 1 to bylaws IPC Governing Board: Framework bylaws for IPC standing committees

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International Paralympic Committee

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Each IPC standing committee shall develop its own bylaws. The bylaws for each IPC standing committee and any amendment thereto will be submitted for approval to the IPC Governing Board. Each of the specific bylaws shall be in compliance with the following principles:

1 Functions

1.1 Authority

IPC standing committees are accountable to the IPC Governing Board.

The IPC Governing Board shall have the sole power to grant authority to the IPC standing committee and the IPC standing committee shall have no authority that does not come from the IPC Governing Board. The IPC standing committee may, however, carry out such governance task or monitor performance provided that the IPC Governing Board has delegated this power to the IPC standing committee.

1.2 Role

IPC standing committees shall provide the IPC Governing Board with advice on policy and any other relevant matters in their specific area of responsibility.

Bylaws for each IPC standing committee shall provide details on the specific roles and responsibilities of the respective IPC standing committee.

2 Structure

2.1 Composition

Bylaws for each IPC standing committee shall include the composition and the number of members required to carry out the duties of the IPC standing committee.



At least one (1) member of each IPC standing committee shall be an athlete who has competed in the Paralympic Games in the eight (8) years preceding his or her appointment.

2.2 Staffing

Each IPC standing committee will be assigned a member of the IPC management team to assist in the work of that committee.

2.3 Reporting

Written reports/minutes of IPC standing committee meetings shall be produced and submitted to the IPC headquarters for distribution and archiving.

The IPC CEO shall ensure that recommendations to the IPC Governing Board resulting from IPC standing committee meetings are included on the agendas of the IPC Governing Board.

The IPC CEO shall ensure that the subsequent decisions from the IPC Governing Board are communicated to the members of the IPC standing committees.

The chairperson of an IPC standing committee may be invited to attend the meetings of the IPC Governing Board and/or may be invited to give a verbal report at a meeting of the IPC Governing Board on a specific topic.

A report on the activities of each IPC standing committee will be developed by the respective chairperson and included in the report to the IPC Governing Board.

3 Membership

3.1 Appointment of members



The IPC Governing Board appoints the members of the IPC standing committees.

The IPC Governing Board appoints the Chairperson of each IPC standing committee.

3.2 Process for appointments

Prior to the election of the IPC Governing Board, the IPC will invite the IPC membership to suggest candidates for membership on an IPC standing committee for consideration by the incoming Governing Board.

The IPC Governing Board may initiate an active search for suitable candidates to ensure that the IPC standing committees include the best-qualified individuals.

As soon as possible after its election, the IPC Governing Board shall first appoint the Chairperson of the IPC standing committee, and will then consider the IPC standing committee's further membership. The IPC Governing Board shall receive membership nominations from the Chairperson of the respective IPC standing committee.

3.3 Terms of office

Members of an IPC standing committee shall normally serve for four (4) years, corresponding to the term of office of the members of the IPC Governing Board. The standing committees shall remain in office until the new Governing Board had the opportunity to (re)-appoint the relevant standing committee. Members may be re-appointed to serve for a consecutive term; there should be no limitations to the number of terms a member can be re-appointed to an IPC standing committee.

3.4 Vacancies

Vacancies on the IPC standing committees occurring through resignation, death or any other reason shall be filled by appointment by the IPC Governing Board, following nomination by the Chairperson of the respective IPC standing committees.



3.5 Substitutes

No substitutes are allowed in IPC standing committees.

4 Meetings

IPC standing committees will hold at least one (1) meeting per year.

Any additional meetings must be approved by the IPC Governing Board, which shall normally delegate that authority to the IPC CEO.

All meetings of the IPC standing committees must be conducted in compliance with the rules outlined in the standing order for the conduct of IPC committee meetings.

The IPC President and the IPC CEO are ex-officio members at meetings of the IPC standing committees, with speaking rights only.

5 Motions

IPC standing committees have the right to submit motions to the IPC General Assembly, through the IPC Governing Board, and subject to compliance with the relevant IPC standing order.

The IPC Governing Board shall make recommendations to the IPC General Assembly on all motions submitted by the IPC standing committees.



6 Termination of membership

The membership of an individual may be terminated by the IPC Governing Board following the recommendation of the chairperson and the CEO for reasons of not fulfilling his/her duties or other serious breaches of IPC rules and regulations.

7 Finances

7.1 Annual budget

The chairperson of each IPC standing committee will, in co-operation with the IPC CEO, produce a budget for the respective committee. The IPC standing committee budget will be included in the overall IPC budget and submitted for approval to the IPC Governing Board and the IPC General Assembly in accordance with IPC financial policies.

7.2 Other financial regulations

Any financial regulation included in the bylaws of an IPC standing committee shall be in compliance with the financial procedures issued by IPC headquarters from time to time.

8 Dissolution

The IPC Governing Board may establish, disband, merge, suspend the operation of and in other ways regulate IPC standing committees from time to time, as required.

9 Amendments to bylaws

Any amendment proposed to the bylaws of a specific IPC standing committee shall be subject to approval by the IPC Governing Board.



10 IPC standing committee membership evaluation process

Four-year evaluation of the Committee

1. During the last year of the term of office a self-assessment questionnaire will be completed by each member of the committee to consider i) the effectiveness of the goals and objectives being reached, ii) the level of satisfaction with functioning of the committee, iii) possible recommendations to the Governing Board for improvement of the committee's effectiveness.
2. Each individual member will be asked whether or not he/she is a candidate member for the next term of office.
3. Each Chairperson shall submit to the Governing Board i) a summary report on the work conducted by the committee over the past four (4) years, ii) results of the Committee's self-assessment, and iii) any relevant recommendations for the next term of office.
4. At the end of the Governing Board term of office, the Governing Board shall, during an in-camera meeting, evaluate the overall work of each standing committee. Satisfaction with the standing committee's contributions will be the decisive factor in the evaluation of the respective committee's Chairperson. On the basis of this overall evaluation, the Governing Board will consider what recommendations can be made to the incoming Governing Board on the standing committee's membership, mandate, and/or structure.