



Baseball Federation of Asia
亞洲棒球總會

BY-LAWS
Code of Ethics



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regarding
Code of Ethics

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CHAPTER I – PREAMBLE

ARTICLE 1. PREAMBLE

1.1 This draft refers to the Regulation drawn up by BFA to apply the Ethics in the International Baseball/Softball Family and are inspired by the IOC Code of Ethics.

1.2 The Baseball Federation of Asia and each of its members and its administration, the National Olympic Committees, the National Federations, the organizations taking part in any type of candidature procedures of the BFA, the Organizing Committees for the Asian Cups and any Sanctioned Events by BFA, the participants to such events and the Recognized Organizations (hereinafter “the BFA parties”) restate their commitment to the Olympic Charter and in particular its Fundamental Principles, and reaffirm their loyalty to the Olympic ideal inspired by Pierre de Coubertin. The BFA parties undertake to disseminate the culture of ethics and integrity within their respective areas of competence and to serve as role models.

ARTICLE 2. SCOPE OF APPLICATION

2.1 The BFA parties undertake to comply and ensure compliance with the BFA Code of Ethics in the following circumstances:

2.1.1 The Baseball Federation of Asia (BFA), each of its members and its administration, and the National Olympic Committees (NOC) and their officials, at all times and in all circumstances;

2.1.2 All Asian Cups and BFA Sanctioned Events participants, throughout each edition for which they are accredited;

2.1.3 The National Federations (NFs) and their officials, in all their relations with the BFA;

2.1.4 The organizations and their officials taking part in any type of candidature procedures of the BFA, throughout the procedure in question; and

2.1.5 The Organizing Committees for the Asian Cups and the BFA Sanctioned Events and their officials, throughout the existence of each such Committee.

2.2 The National Olympic Committees, the National Federations and the Organizing Committees for all Asian Cups and BFA Sanctioned Events undertake to adopt, for their internal activities, a code of ethics based on the principles and rules of the BFA Code of Ethics, or in a written declaration to adopt the BFA Code of Ethics.

ARTICLE 3. FUNDAMENTAL PRINCIPLES

3.1 Respect for the universal fundamental ethical principles is the foundation of the BFA International Baseball/Softball Family and Olympism.

3.2 These include:

3.2.1 Respect for the International Baseball/Softball Family and Olympic spirit, which

requires mutual understanding with a spirit of friendship, solidarity and fair play;

3.2.2 Respect of the principle of the universality and political neutrality of the International Baseball/Softball Family and Olympic Movement;

3.2.3 Maintaining harmonious relations with state authorities, while respecting the principle of autonomy as set out in the BFA Statutes and By-Laws and the Olympic Charter;

3.2.4 Respect for international conventions on protecting human rights insofar as they apply to the activities in the Asian Cups and BFA Sanctioned Events and which ensure in particular:

3.2.4.1 respect for human dignity;

3.2.4.2 rejection of discrimination of any kind on whatever grounds, be it race, color, sex, sexual orientation, language, religion, political or other opinion, national or social origin, property, birth or other status;

3.2.4.3 rejection of all forms of harassment and abuse, be it physical, professional or sexual, and any physical or mental injuries.

3.2.5 Ensuring the participants' conditions of safety, well-being and medical care favorable to their physical and mental equilibrium.

ARTICLE 4. INTEGRITY OF CONDUCT

4.1 The BFA parties must use due care and diligence in fulfilling their mission. At all times, they must act with the highest degree of integrity, and particularly when taking decisions, they must act with impartiality, objectivity, independence and professionalism. They must refrain from any act involving fraud or corruption. They must not act in a manner likely to tarnish the reputation of the International Baseball/Softball Family and the Olympic Movement.

4.2 The BFA parties or their representatives must not, directly or indirectly, solicit, accept or offer any form of remuneration or commission, nor any concealed benefit or service of any nature, connected with the Asian Cups and BFA Sanctioned Events.

4.3 Only tokens of consideration or friendship of nominal value, in accordance with prevailing local customs, may be given or accepted by the BFA or third parties. Such tokens may not lead to the impartiality and integrity of the BFA parties being called into question. Any other form of token, object or benefit constitutes a gift, which may not be accepted, but must be passed on to the organization of which the beneficiary is a member.

4.4 For hospitality shown to the BFA parties, as well as those accompanying them, a sense of measure must be respected.

4.5 The BFA parties must refrain from placing themselves in any conflict of interests, and must respect the Rules Concerning Conflicts of Interests Affecting the Behavior of BFA Parties.

ARTICLE 5. INTEGRITY OF COMPETITIONS

5.1 The BFA parties shall commit to combat all forms of cheating and shall continue to undertake all the necessary measures to ensure the integrity of sports competitions.

5.2 The BFA parties must respect the provisions of the World Anti-Doping Code and of the Olympic Movement Code on the Prevention of the Manipulation of Competitions.

5.3 All forms of participation in, or support for betting related to the Asian Cups and BFA Sanctioned Events, and all forms of promotion of betting related to the Asian Cups and BFA Sanctioned Events are prohibited.

5.4 Participants in the Asian Cups and BFA Sanctioned Events must not, by any manner whatsoever, manipulate the course or result of a competition, or any part thereof, in a manner contrary to sporting ethics, infringe the principle of fair play or show unsporting conduct.

5.5 All members of the BFA, which for these purposes includes Members, governing bodies, Commissions, athletes, coaches, umpires, administrators, officials and managers at any level, acknowledge and agree to abide by the literal content and the spirit of the following principles, which underpin the Code of Ethics of the Baseball Federation of Asia:

5.5.1 To act consistently and to maintain a dignified and honorable attitude, in keeping with the great honor and responsibility that being a member and representative of the International Baseball/Softball Family means, at all times and in all circumstances.

5.5.2 To defend as their own the name of the BFA, its symbols, its prestige and authority, and to challenge strenuously anything that goes against the attainment of its objectives and the normal operation of its activities.

5.5.3 To responsibly observe and to enforce observance of the obligations falling to them in a competition, assembly, congress or any other official activity to which they have been convened.

5.5.4 To abide by the Statutes, Rules, regulations or any other provisions or agreements of the governing organs of the BFA and to comply in a disciplined manner with the penalties, sanctions or other disciplinary measures that have been officially imposed.

5.5.5 To display respectful, disciplined and supportive conduct, both on and off the field of play, whether in competition or training, thereby ensuring through individual and group effort that Baseball/Softball conveys at all times an educational message of solidarity and peace.

5.5.6 To show absolute respect towards spectators and supporters in general, thereby encouraging, through appropriate conduct and behavior, their enthusiastic support, knowledge and love of Baseball/Softball.

5.5.7 To help ensure that each competition of the BFA at any level or category takes place in a true spirit of fair play.

5.5.8 To display at all times, during competition and outside of it, a physical appearance, clothing and conduct in accordance with the rules and regulations set out by the BFA as being required for all competitions and sporting events.

5.5.9 To support and contribute to the efforts made by the media to promote and

disseminate Baseball/Softball and its results by providing honest, objective information that promotes the unity of the Baseball/Softball family and the prestige and authority of the International Federation.

5.5.10 To demonstrate an attitude of cooperation and support towards the organizers of competitions and official events under the jurisdiction of the BFA and, in each of them, to make appropriate use of the means and resources placed at their disposal.

5.5.11 To refrain from demonstrating or accepting, in any circumstances, physical or verbal aggression or gestures that undermine physical or moral integrity or human dignity.

5.5.12 At all times, to strenuously reject any conduct that promotes, encourages or protects the use of illegal substances in sport.

5.5.13 To defend moral and ethical principles in sport by setting a personal example, taking a firm and unbending stance towards any manifestation of corruption, dishonesty or fanaticism that may arise within the BFA or its competitions or official activities.

5.5.14 To foster feelings of friendship, companionship and solidarity among athletes, coaches, umpires, administrators, officials, managers and local authorities, expressed through absolute respect towards persons, institutions, countries and their symbols.

ARTICLE 6. GOOD GOVERNANCE AND RESOURCES

6.1 The Basic Universal Principles of Good Governance of the Olympic and Sports Movement, in particular transparency, responsibility and accountability, must be respected by all BFA parties.

6.2 The BFA resources of the BFA parties must be used only for BFA purposes.

6.3 The income and expenditure of the BFA parties must be recorded in their accounts in accordance with generally accepted accounting principles. An independent auditor will check these accounts.

6.4 In cases where the BFA gives financial support to BFA parties:

- a. the use of these BFA resources for BFA purposes must be clearly demonstrated in the accounts;
- b. the accounts of the BFA parties may be subjected to auditing by an expert designated by the BFA Executive Board.

6.5 The BFA parties recognize the significant contribution that broadcasters, sponsors, partners and other supporters make to the development and prestige of the Asian Cups and BFA Sanctioned Events throughout the Asia. In order to preserve the integrity and neutrality of the various candidature procedures, the support and promotion of any of the candidatures by broadcasters, sponsors, partners and other supporters must be in a form consistent with the rules of sport and the principles defined in the Olympic Charter and the present Code. However, the BFA TOP Sponsors and other BFA marketing partners must refrain from supporting or promoting a candidature within any of the BFA candidature procedures. The broadcasters, sponsors, partners and other supporters must not interfere in the running of sports organizations.

ARTICLE 7. CANDIDATURES

7.1 The BFA parties shall respect the integrity of any candidature procedure initiated by the BFA, in order to allow equal access to the promotion of each candidature and the refusal of any risk of conflict of interests. Out of respect for the principle of neutrality of BFA Members, no public declaration appearing to give a favorable opinion of one of the candidatures may be made.

7.2 The BFA parties will respect the requirements of the various procedures published by the BFA, particularly regarding the selection of Asian Cups and BFA Sanctioned Events host cities, as well as the Rules of Conduct Applicable to All Cities Wishing to Organize Asian Cups and BFA Sanctioned Events (Event Host Manuals).

ARTICLE 8. CONFIDENTIALITY

8.1 The principle of confidentiality shall be strictly respected by the BFA Ethics Commission in all its activities. It must also be strictly respected by any person concerned by the activities of the BFA Ethics Commission.

ARTICLE 9. REPORTING OBLIGATION

9.1 The BFA parties shall inform the BFA Chief Ethics and Compliance Officer, in the strictest confidentiality and by using the appropriate mechanisms, in particular the BFA Ethics and Compliance Hotline, of any information related to a violation of the BFA Code of Ethics, with a view to possible referral to the BFA Ethics Commission. Any disclosure of information must not be for personal gain or benefit, nor be undertaken maliciously to damage the reputation of any person or organization.

ARTICLE 10. IMPLEMENTATION

10.1 The BFA Ethics Commission may set out the provisions for the implementation of the present Code in a set of Implementing Provisions, subject to the approval of the BFA Executive Board.

10.2 The BFA Office is available to the BFA Ethics Commission to disseminate and implement the present Code.

CHAPTER II – BASIC UNIVERSAL PRINCIPLES OF GOOD GOVERNANCE OF THE INTERNATIONAL BASEBALL/SOFTBALL FAMILY

The following articles are inspired by the IOC Code of Ethics chapter dedicated to Basic Universal Principles of Good Governance of the Olympic and Sports Movement.

ARTICLE 11. PRINCIPLE 1 – VISION, MISSION AND STRATEGY

11.1 Vision: the vision and overall goals of the organizations have to be clearly defined and communicated.

11.2 Mission: the mission should include:

- development and promotion of sport through non-profit organizations,
- promotion of the values of sport,
- organization of competitions,
- ensuring a fair sporting contest at all times,
- protection of the members and particularly the athletes,
- solidarity,
- respect for the environment.

11.3 Strategy: the strategy is to be aligned with the vision and regularly adapted to the environment. The strategy of sporting organizations should be elaborated at the highest level of the organization.

ARTICLE 12. PRINCIPLE 2 – STRUCTURES, REGULATIONS AND DEMOCRATIC PROCESS

12.1 Structures: all sports organizations in the International Baseball/Softball Family should be based on the concept of membership within entities established in accordance with applicable laws. The sports organizations should include as members legal or physical persons who constitute the organization and contribute to form the will of the organization. The stakeholders of the organization encompass all members who make up the organization as well as all external entities who are involved and have a link, relation with or interest in the organization.

12.2 Clear regulations: all regulations of each organization and governing body, including but not limited to, statutes, constitutions and other procedural regulations, should be clear, transparent, disclosed, publicized and made readily available. Clear regulations allow understanding, predictability and facilitate good governance. The procedure to modify or amend the regulations should also be clear and transparent.

12.3 Governing bodies: the size of the governing bodies should be adequate and consistent

with the size of the sports organizations. The tasks and responsibilities of the governing bodies should be clearly defined in the applicable regulations and should be adapted and reviewed as necessary. Governing bodies should be entitled to create standing or ad hoc committees with specific responsibilities, in order to help them in their tasks. The organization should set out and adopt reliable and appropriate criteria for the election or appointment of members of the governing bodies so as to ensure a high level of competence, quality and good governance.

12.4 Representative governing bodies: members of the organization should be represented within the governing bodies, particularly women and athletes. Special care should be taken for protection and representation of minority groups.

12.5 Democratic processes: democratic processes, such as elections, should be governed by clear, transparent and fair rules.

12.6 Attributions of the respective bodies: a clear allocation of responsibilities between the different bodies such as general assembly, executive body, committees or disciplinary bodies, should be determined. There should be a balance of power between the bodies responsible for the management, supervision and control of the sporting organizations: principle of checks and balances.

12.7 Decision-making: all members of the sports organizations shall have the right to express their opinion on the issues on the agenda through appropriate channels. Members shall have the right to vote and be able to exercise that right in appropriate form as defined in the regulations of the governing body. Decision-making bodies should be fully aware of all relevant information before taking a decision. Bodies of the organization should meet on a regular basis taking into consideration their specific duties and obligations.

12.8 Conflicts of interest: as a general principle, members of any decision-making body should be independent in their decisions. No-one with a personal or business interest in the issue under discussion should be involved in the decision. Adequate procedures should be established in order to avoid any conflicts of interests.

12.9 Election or renewal of office-bearers on a regular basis: the duration of the terms of office should be pre-determined in order to allow election/renewal of office-bearers on a regular basis. Access for new candidates should be encouraged.

12.10 Decisions and appeals: any member affected by a decision of a disciplinary nature taken by any sports organization should be offered the possibility to submit an appeal to an independent body within the sport's jurisdictions. When decisions are taken against a member, special attention should be paid to the appropriate balance between transparency and protection of privacy.

ARTICLE 13. PRINCIPLE 3 – HIGHEST LEVEL OF COMPETENCE, INTEGRITY AND ETHICAL STANDARDS

13.1 Competence of the members of the executive body: members of the executive body should be chosen on the basis of their ability, competence, quality, leadership capacity, integrity and experience. The use of outside experts in specific fields should be considered when necessary.

13.2 Power of signature: good governance implies proper financial monitoring. In order to avoid any abuse of powers of representation (in particular signing), adequate rules should be set up, approved and monitored at the highest level. Precise, clear and transparent regulations should be established and applied, and effective controlling systems and checks and balances

should be put in place. As a general rule, individual signature should be avoided for binding obligations of an organization.

13.3 Internal management, communication and coordination: good internal communication reinforces the efficiency of sporting organizations. Good information flow inside sporting organizations ensures good understanding by membership of activities undertaken and allows managers to make timely and informed decisions. Good working conditions and atmosphere as well as motivation and incentive policies are essential for the smooth functioning of the organization.

13.4 Risk management: a clear and adequate risk-management process should be put in place. This is:

- identification of potential risks for the sports organizations,
- evaluation of risks,
- control of risks,
- monitoring of risks,
- disclosure/transparency

13.5 Appointment of the members of the management: leadership is above management. The majority of the members of management should be professional. Candidates should have professional competency and an impeccable professional history. The selection process should be based on objective criteria and should be set out clearly.

13.6 Code of Ethics and ethical issues: develop, adapt and implement ethical principles and rules. Ethical rules should refer to and be inspired by the IOC Code of Ethics. Monitor the implementation of ethical principles and rules.

ARTICLE 14. PRINCIPLE 4 – ACCOUNTABILITY, TRANSPARENCY AND CONTROL

14.1 Accountability: all bodies, whether elected or appointed, shall be accountable to the members of the organization and, in certain cases, to their stakeholders. In particular, the executive body shall be accountable to the General Assembly of the organization. Management shall be accountable to the executive body. All employees shall be accountable to management.

14.2 Processes and mechanisms: adequate standards and processes for accountability should be in place and available to all organizations, and consistently applied and monitored. Clear and measurable objectives and targets must be set for the organization, its boards, management and staff, including also appropriate tools for assessment.

14.3 Transparency and communication: financial information should be disclosed gradually and in appropriate form to members, stakeholders and the public. Disclosure of financial information should be done on an annual basis. The financial statements of sports organizations should be presented in a consistent way in order to be easily understood.

14.4 Financial matters – Applicable laws, rules, procedures and standards: accounts should be established in accordance with the applicable laws and “True and fair view” principle. The application of internationally recognized standards should be strongly encouraged in all sports organizations and required for an international body. For all organizations, annual financial

statements are to be audited by independent and qualified auditors. Accountability and financial reports should be produced on a regular basis. Information about remuneration and financial arrangements of the governing bodies' members should be part of the annual accounts. Clear rules regarding remuneration of the members of governing bodies and managers should be enforced. Remuneration procedures should be transparent and predictable.

14.5 Internal control system: internal control of the financial processes and operations should be established within the sports organizations. The adoption of a compliance system, document retention system and information security system should be encouraged. The structure of the internal control system should depend on the size and importance of the organization. Audit committees should be appointed for large sports organizations.

14.6 Education and training: there should be an induction program for all new members of staff, volunteer officers and all board members. Ongoing education and training of executives, volunteers and employees should be integral to operations. The promotion of self-education and regular training within the sports organizations should be encouraged.

ARTICLE 15. PRINCIPLE 5 – SOLIDARITY AND DEVELOPMENT

15.1 Distribution of resources: as a principle, financial resources which are proceeds of sport should be allocated to sport and in particular to its development after covering all necessary sports-related costs. Financial revenues should be distributed in a fair and efficient manner. A fair distribution of the financial revenues contributes to having balanced and attractive competitions. A clear and transparent policy for the allocation of the financial revenues is essential.

15.2 Equity: resources should be distributed equitably. The equity in sport should be reinforced. The right to participate in competitions should be encouraged and secured for those at an appropriate level for the athletes concerned. The opportunity to organize large sports events should be open. The criteria for choosing venues for events should be fair and transparent.

15.3 Development: the development of partnership relations between different sports organizations in developing countries should be encouraged. The expansion of sports facilities in developing countries should be promoted.

ARTICLE 16. PRINCIPLE 6 – ATHLETES' INVOLVEMENT, PARTICIPATION AND CARE

16.1 Right to participate and involvement of the athletes in the International Baseball/Softball Family and governing bodies: the right of athletes to participate in sports competitions at an appropriate level should be protected. Sports organizations must refrain from any discrimination. The voice of the athletes should be heard in sporting organizations.

16.2 Protection of athletes: measures should be taken to prohibit exploitation of young athletes. Athletes should be protected from unscrupulous recruiters and agents. Cooperation with the government of the countries concerned should be developed. Codes of conduct should be signed by all sports organizations.

16.3 Health: sports organizations shall adopt rules for the protection of the athletes' health and

to limit the risk of endangering the athletes' health (medical supervision, number of days of competition, pollution, etc.).

16.4 Fight against doping: sports organizations shall fight against doping and uphold an antidoping policy. Zero tolerance in the fight against doping should be encouraged in all sports organizations at all levels. Sports organizations shall protect the athletes from doping in particular through prevention and education.

16.5 Insurance: insurance in case of death or serious injury is to be recommended for all athletes and should be mandatory for young junior athletes. Whenever and wherever possible, athletes should be provided with social security coverage. Special insurance policies should be available for professional athletes. The organizers of sports events should obtain adequate insurance coverage.

16.6 Fairness and fair play: fairness and fair play are central elements of the competition. Fair play is the spirit of sport. The values of sport and friendship shall be promoted.

16.7 Athletes' education and career management: educational programs, developing in particular "Sport and Studies" programs, should be encouraged. Career management programs should be promoted. Training professional athletes for new professional opportunities after their sports careers should be encouraged.

ARTICLE 17. PRINCIPLE 7 – HARMONIOUS RELATIONS WITH GOVERNMENTS WHILE PRESERVING AUTONOMY

17.1 Cooperation, coordination and consultation: sporting organizations should coordinate their actions with governments. Cooperation with governments is an essential element in the framework of sporting activities. Cooperation, coordination and consultation are the best way for sporting organizations to preserve their autonomy.

17.2 Complementary mission: governments, constituents of the International Baseball/Softball Family, other sports organizations and stakeholders have a complementary mission and should work together towards the same goals.

17.3 Maintain and preserve the autonomy of sport: the right balance between governments, the International Baseball/Softball Family and sporting organizations should be ensured.

CHAPTER III – RULES ON THE PREVENTION OF THE MANIPULATION OF COMPETITIONS

Refer to the By-Law regarding Sports Betting.

CHAPTER IV – WBSC ETHICS COMMISSION

Refer to the By-Law regarding Commissions.