

Asian Athletics (AA)

Code of Ethics

Made under Article III Section 13 of the Constitution of AA

(in force from 25 May 2025)

1. Application of Code of Ethics

- 1.1 This Code of Ethics applies to the following Applicable Persons:
 - 1.1.1 Persons who are engaged by or acting on behalf of AA.
 - 1.1.2 Persons who are officials or seeking to become officials of AA such as members of the Council, Committees, Commissions, working groups, panels, units and standing committees.
 - 1.1.3 Persons who are participating in any of the competitions under the auspices of AA including but not limited to Athletes and Athlete Support Personnel.
- 1.2 All Applicable Persons as defined in 1.1 herein will be deemed to have agreed that it is their personal responsibility to familiarize themselves with the requirements of this Code of Ethics.

2. Definitions

- 2.1 Unless specifically stated otherwise, the following commonly used terms shall have the following definitions
 - "AA Officials" means AA Council Members, AA Committee Members and AA Commission Members and such members of working groups, panels, units and standing committees of AA which the Council may from time to time decide to include for good reasons.
 - "Athlete" means any person who is entered into or participating in an athletics competition or event of AA or its Member Federations.
 - "Athlete Support Personnel" means any coach, trainer, manager, authorized athlete representative or agent, team staff, parent or any other person working with, treating or assisting an Athlete participating in, or preparing for, an athletics competition or event.

3. Ethical Standards

- 3.1 In order to protect the integrity, authenticity and reputation of athletics, AA expects

and requires all Applicable Persons to meet the highest ethical standards.

3.2 The Ethical Standards require Applicable Persons:

- 3.2.1 **Honesty:** to act with utmost integrity and honesty at all times including acting in good faith towards others and with mutual trust and understanding in all their dealings and in particular not to forge any document, falsify any authentic document or use a forged or falsified document.
- 3.2.2 **Fulfill Duties:** to actively fulfill their duties and responsibilities to AA with all due care and skill and in good faith and in particular not to act outside of their authority.
- 3.2.3 **Clean Athletics:** to protect clean athletes and not engage in doping, and in particular to comply with the relevant anti-doping rules promoted by World Athletics.
- 3.2.4 **Maintain Integrity of Competition:** to ensure the integrity of, and not to improperly benefit from athletics competitions or events promoted by World Athletics and its Member Federations.
- 3.2.5 **Disclose Interests:** to ensure conflicts of interest are minimized and interests properly disclosed as outlined in Section 6 herein.
- 3.2.6 **Minimal Gifts and Benefits:** to ensure that any gifts, hospitality or other benefits which are offered, promised, given or received are strictly in accordance with the Duties Relating to Gifts as outlined in Section 7 herein.
- 3.2.7 **Protect Assets:** to protect the assets of AA and only use or authorise others to use them within the authority granted.
- 3.2.8 **Proper Conduct:** to conduct themselves in a professional and courteous manner.
- 3.2.9 **Equality:** not to unlawfully discriminate on the basis of race, sex, ethnic origin, religion, political opinion or any other difference.
- 3.2.10 **Dignity:** to safeguard the dignity of individuals and not to engage in any form of harassment or abuse.
- 3.2.11 **Maintain Confidentiality:** to keep confidential all information which is entrusted to them in confidence unless permitted to disclose.
- 3.2.12 **Fair Elections:** to conduct their candidacy for any role or position within AA with honesty, fairness, and respect for others.
- 3.2.13 **Fair Bidding:** to conduct their candidacy for any bid to host AA competitions or events with honesty, fairness and respect for others.
- 3.2.14 **Neutrality:** to remain politically neutral in their dealings on behalf of AA with government institutions, national and international organizations.
- 3.2.15 **Reporting:** to promptly report to AA any act, thing or information which the person becomes aware of that may constitute a breach or violation of this Code of Ethics or the Constitution of AA.

- 3.2.16 **Comply with Rules:** to comply with the Constitution and all Rules and Regulations and Bye-Laws of AA.
- 3.2.17 **Protect Reputation:** to protect the reputation of AA and not to act, or fail to act, in any manner which may adversely affect the reputation of AA.
- 3.2.18 **Good Faith and Respect:** to show good faith and respect for teammates, opponents and coaches in all dealings and to the Affiliated Member Federations of AA and the AA.

4. Candidacy Process

4.1 Submission of Candidate Nomination Form

- 4.1.1 Save as provided in Section 4.1.7 herein, in order to stand for election to the position of Council Member of AA under Article VIII Section 1 of AA Constitution (other than as Vice President of AA) or appointed to the position of Committee Member of AA under Article VII Section 9 of AA Constitution, the Member Federation to which a nominee to be elected or appointed belongs must submit to the Secretary-General of AA a completed Candidate Nomination Form (mentioned in Article VIII Section 7 of AA Constitution) together with a Declaration of Disclosure Form (mentioned in Section 5.4.1 herein) duly completed and signed personally by the nominee confirming the accuracy, truthfulness and completeness of the matters therein by no later than 3 calendar months prior to the Election Congress at which the relevant election will occur.
- 4.1.2 In order to be appointed to the position of Vice-President of AA under Article VI Section 4(b) of AA Constitution (including a vacancy arising under Article VIII Section 5(c) of AA Constitution), the Regional Association to which a nominee to be appointed belongs must submit to the Secretary-General of AA a completed Candidate Nomination Form together with a Declaration of Disclosure Form duly completed and signed personally by the nominee confirming the accuracy, truthfulness and completeness of the matters therein within 14 days from the date of the determination of the nominee by that Regional Association.
- 4.1.3 In order to qualify for the appointment by the Council to the position of a Commission Member of AA under Article VIII Section 12 of AA Constitution, the nominee which the Council has appointed must submit a Declaration of Disclosure Form duly signed and completed personally by him/her within 14 days of him/her having received the notice of appointment from the AA Office by email, otherwise, such an appointment shall lapse.
- 4.1.4 The candidacy of a nominee of an AA Official under Article VIII Section 7 of AA Constitution (except a Vice-President of AA) must be supported by a Member

Federation to which the nominee belongs by resolution of its Management Committee. In particular, the Candidate Nomination Form must be signed on behalf of the Member Federation by its President or Secretary-General.

- 4.1.5 The candidacy of a nominee of a Vice-President of AA under Article VI Section 4(b) of AA Constitution must be supported by the Regional Association to which the nominee belongs by resolution of its Council.
- 4.1.6 Upon submission of the completed Candidate Nomination Form and the Declaration of Disclosure Form of a nominee in accordance with the preceding provisions, such a nominee shall become a Candidate for election/appointment of an AA Official.
- 4.1.7 In the event that a Council Member shall be elected pursuant to the provision in Article VIII Section 7 of AA Constitution (by reason that there are fewer candidates than vacancies) or to the provision in Article VIII Section 8 of AA Constitution (positions of Individual Council Members not filled at the Election Congress), the Member Federation to which the eventual successful Council Member belongs shall comply with the obligations in Sections 4.1.1 and 4.1.4 herein within the timeframe prescribed by Council.

4.2 General Obligations of Candidates to be an AA Official

- 4.2.1 Candidates are entitled to promote their candidacy, provided it is conducted with honesty, dignity and moderation and complies with this Code of Ethics.
- 4.2.2 Candidates shall, in promoting their candidacy, respect the other candidates and AA, and shall not act in a way likely to adversely affect the reputation of AA.
- 4.2.3 Candidates shall, in promoting their candidacy, respect Member Federations, their representatives and delegates, and AA.
- 4.2.4 Candidates shall not harm or do anything likely to harm the image of another Candidate or cause any prejudice to them.
- 4.2.5 The content and presentation of all materials produced to promote candidacy must be fair, honest and respectful of other Candidates and AA, and must comply with this Code of Ethics.

- 4.3 No Candidate may offer or give any gifts of any nature or value (including gifts otherwise in compliance with this Code of Ethics), whether directly or indirectly, to any AA Official, Member Federation Official or any person who could vote in an election. Notwithstanding the above, it is permissible for gifts and exchange of tokens of courtesy to be given if they are of nominal value, meaning such items must have

little or no commercial value.

5. Vetting Process

- 5.1 The Vetting process conducted by the Vetting Panel is strictly applied to all Candidates for AA Officials, existing AA Officials elected or appointed at or after the 2023 25th Election Congress of AA and any other persons deemed necessary by AA.
- 5.2 The Vetting Panel shall comprise three members with at least one of whom shall be a lawyer. For the avoidance of doubt, it is expressly understood that members of the first transitional Vetting Panel shall be appointed by the Council only and they shall serve until the conclusion of the 2023 25th Election Congress of AA. All subsequent members of the Vetting Panel (except for casual vacancy) shall be appointed by Congress at the recommendation of the Council and shall serve until the conclusion of the next Election Congress of AA. Should a vacancy arise during the tenure of the Vetting Panel for whatever reason, the Council shall appoint another member to serve for the remainder of the term.
- 5.3 The role of the Vetting Panel shall be to decide whether the person is eligible or ineligible to be elected, appointed or act on behalf of AA or continue to be eligible to be an AA Official in accordance with this Code of Ethics.
- 5.4 The Vetting Panel shall conduct the Vetting Process, consistent with the following general framework:

5.4.1 Every Candidate for election or appointment to a position of AA Official shall complete and submit a Declaration of Disclosure Form through his/her Member Federation (except a Vice-President of AA whose Declaration of Disclosure Form is to be submitted through his/her Regional Association) in which the person confirms, acknowledges and declares various matters stated therein for the Vetting Panel to decide his/her eligibility.

5.4.2 The Vetting Panel will decide whether a Candidate is eligible or ineligible.

5.4.3 In assessing the eligibility,

5.4.3.1 the Vetting Panel shall take into account the following various matters, namely

a) whether the person is declared by a competent authority to be an undischarged bankrupt or is subject to any bankruptcy order under insolvency laws or has been in the last 3 years declared bankrupt by a competent authority or subject to any bankruptcy order;

- b) whether the person has been in the last 10 years convicted and sentenced by a judicial authority for an offence involving fraud or dishonesty or of a heinous, serious or violent nature to 3 months imprisonment (including a suspended sentence) or more or to a fine of an equivalent amount of US\$5,000 or more;
- c) whether the person has been charged (with resolution not yet known) with an offence which carries a sentence of a term of imprisonment of 2 years or more;
- d) whether the person has been in the last 10 years prohibited by a competent authority from being a director or promoter of or being concerned or taking part in the management of a company for breach or non-compliance with any law;
- e) whether the person has been removed or suspended from office in the last 10 years (unless such removal or suspension has been lifted with no finding of violation) as an AA Official or a member of working group, panel, unit or standing committee of AA for breach or violation of the AA Constitution, Rules, Regulations and Bye-Laws or this Code of Ethics;
- f) whether the person has been removed or suspended from office in the last 10 years (unless such removal or suspension has been lifted with no finding of violation) as a Council Member of World Athletics; or
- g) whether the person has been found in the last 10 years to have committed by a competent authority in any sports for an anti-doping rule violation;

5.4.3.2 in the event that none of Sections 5.4.3.1(a) to (g) herein applies, the Vetting Panel may take into account

- a) all other matters which are disclosed by the Candidate in the Declaration of Disclosure Form or of which the Vetting Panel may become aware from its own research or publicly available information and sources; or
- b) whether that person is, or has been the subject of any public controversy, which has so undermined that person's credibility, integrity or reputation or is likely to adversely affect the reputation of AA.

5.4.4 Every existing AA Official elected or appointed at or after the 2023 25th Election Congress shall promptly submit an updated Declaration of Disclosure Form in the event that any contents therein previously submitted by the AA Official are no longer applicable.

- 5.4.5 Upon submission of an updated Declaration of Disclosure Form, the Vetting Panel will review whether the existing AA Office shall continue to be eligible to be an AA Official in accordance with Section 5.4.3 herein.
- 5.4.6 The Vetting Panel may at any time, whether or not there has been any submission of an updated Declaration of Disclosure Form, review and consider whether any existing AA Official shall continue to be eligible to be an AA Official and may request such existing AA Official to submit an updated Declaration of Disclosure Form.
- 5.4.7 Following a preliminary finding that a Candidate or an existing AA Official is ineligible, or may not be eligible, the Vetting Panel shall notify that person in writing of its preliminary finding and the reason/s, and give the person at least 10 days to make any submissions on such preliminary finding. The Vetting Panel shall then consider any such submissions and once the final decision is made, the person will be notified as soon as possible, in writing, of its decision.
- 5.4.8 The final decision of the Vetting Panel shall be final and binding.
- 5.4.9 The AA Office shall co-ordinate the Vetting Process by the Vetting Panel and provide the necessary administrative support to the Vetting Panel.
- 5.4.10 Meeting of the Vetting Panel may be conducted by electronic means without any member of the Vetting Panel being physically present. Such meeting may occur by telephone, through video conference facilities or by other means of electronic communication (other than electronic (email) communication) provided that prior notice of the meeting is given to all members of the Vetting Panel and all persons participating in the meeting are able to hear each other effectively and simultaneously.
- 5.5 The Vetting Panel shall make its decision by simple majority amongst its members with each member having one vote.

6. Duties Relating to Conflicts of Interest

- 6.1 Conflict of Interest means a situation in which an individual has been or is involved with multiple interests, which may include both personal interests and interests arising from the person's duties or positions as a representative of an organization, and where benefiting of these interests may adversely affect the outcome in respect of another interest.
- 6.2 In their roles as officials, officers or staff of AA, all Applicable Persons must act for the benefit of AA when making decisions that affect or may affect AA and must do so without reference to their own personal interest, either financial or otherwise.
- 6.3 No person may use the opportunity of their relationship with AA to promote their

personal interests or those of connected organizations.

- 6.4 No person shall misuse information gained in the course of their relationship with AA for personal gain or for political purpose.
- 6.5 Each person must take on-going responsibility for identifying and complying with their duties regarding any actual or potential Conflict of Interest.
- 6.6 An Applicable Person must promptly inform and disclose to the Vetting Panel through the AA Office with full details either in the Declaration of Disclosure Form or the updated Declaration of Disclosure Form or otherwise if he/she becomes aware that a) that he/she, or b) any of his/her immediate family member, or c) any firm, business or organization in which he/she has a Personal Material Interest (defined in Section 6.8 herein), is seeking to have a contractual relationship with AA as a supplier of goods or services, as a sponsor or as the host of or bidding for, or part of a group hosting or bidding for any AA competition or event or if a Conflict of Interest or potential Conflict of Interest may arise. Failure to promptly inform or disclose shall constitute a breach of this Code of Ethics.
- 6.7 In cases where there is a Conflict of Interest or potential Conflict of Interest, the concerned individual shall exclude himself/herself from, and not seek in any way to be involved or to be able to influence, the process of evaluating or decision making of the matter in concern.
- 6.8 For the purpose of Section 6.6 herein and determining whether a person has a Personal Material Interest in any firm, business or organization, Personal Material Interest means any of the following:
- 6.8.1 any position as a partner, executive director or non-executive director, management committee member, or executive officer, including any position in a Member Federation of AA;
- 6.8.2 any financial investment as a shareholder, member or partner amounting to 5% or more of the share capital or control;
- 6.8.3 any other position or financial investment amounting to a Material Influence defined to mean an individual's capacity to influence the strategy, activities or operations or any entity or organization in a meaningful way;
- 6.8.4 any interest of whatever nature or level which may present an actual or potential Conflict of Interest with that person's duties to the AA including in any business venture (or whatever type) seeking to have a contractual relationship with AA as a supplier of goods or services, as a sponsor or as the host of or bidding for, or part of a group hosting or bidding for any AA competition or event.

7. Duties Relating to Gifts

- 7.1 Applicable Persons may be offered gifts (including hospitality), or may wish to offer gifts to others. The principles of reasonableness and proportionality shall be applied.

- 7.2 Each person shall exercise their judgment in determining whether the gift is reasonable and proportionate to the act or proposed act of the individual giving rise to the gift, and shall avoid giving or accepting a gift to influence any decision in relation to a contract or other financial relationship with, or sought by, AA. In particular, no gift shall be offered, given, requested or accepted in circumstances where doing so may be seen as attempting to influence improperly the outcome of decision-making in a manner advantageous to the person (including the Member Federation, organization or entity to which he belongs) who is giving the gift, including without limitation gifts offered by persons seeking election or appointment as AA Officials or as members of working groups, panels, units or standing committees of AA or by persons seeking to be awarded contracts for the supply of goods or services to AA or involved in bidding to host AA competitions or events.
- 7.3 Specific Duties governing gifts are as follows:
- 7.3.1 Gifts and other benefits of Customary Value may be given or accepted as a mark of respect or friendship. The giving or acceptance of any other gift or benefit is prohibited. For the purpose of this Section, Customary Value shall mean that the gift is consistent with the gifts typically exchanged between representatives of organizations as a matter of custom and protocol.
 - 7.3.2 In all circumstances, the giving or acceptance of cash, other than in connection with advance payment or reimbursement of legitimate expenses, is prohibited.
 - 7.3.3 The hospitality shown to any Applicable Persons shall not be excessive and shall not go beyond Customary Value.
 - 7.3.4 Specific care must be taken when there is an election or appointment as an AA Official or as a member of working group, panel, unit or standing committee and bid process ongoing for selection of the host of AA competitions or events.

8. Asian Athletics Safeguarding Policy

- 8.1 Asian Safeguarding Policy comprising seven (7) pages and Asian Athletics Safeguarding Rules comprising nine (9) pages both of which respectively are annexed herein and which are adopted from World Athletics Safeguarding Policy and Safeguarding Rules respectively are hereby formally incorporated into this Code of Ethics as part and parcel of this Code such that the latter's offenders and all personnel found in breach of both the Policy and the Rules are covered by the punishments and sanctions provided in Article VIII, Section 13 of the Constitution of Asian Athletics.