

# IHF 2020 ELECTION DOCUMENT PACKAGE

2020  
ELECTION  
DOCUMENT  
PACKAGE



INTERNATIONAL  
ICE HOCKEY  
FEDERATION

<b>1</b>	<b>INTRODUCTION</b>	<b>3</b>
<b>2</b>	<b>ELECTED POSITIONS</b>	<b>4</b>
<b>2.1</b>	<b>President</b>	<b>4</b>
<b>2.2</b>	<b>Senior Vice-President</b>	<b>4</b>
<b>2.3</b>	<b>Regional Vice-Presidents (3 positions)</b>	<b>5</b>
<b>2.4</b>	<b>Council Members (9 positions)</b>	<b>5</b>
<b>2.5</b>	<b>Internal Auditors (2 positions)</b>	<b>6</b>
<b>3</b>	<b>STEPS TO BE ELECTED</b>	<b>8</b>
	<b>IIHF COUNCIL</b>	
<b>3.1</b>	<b>Nominated by a Full IIHF Member National Association</b>	<b>8</b>
<b>3.2</b>	<b>Council Nomination Package</b>	<b>8</b>
<b>3.3</b>	<b>Vetting</b>	<b>8</b>
<b>3.4</b>	<b>Clean Campaign</b>	<b>9</b>
<b>3.5</b>	<b>Elections</b>	<b>9</b>
	<b>IIHF INTERNAL AUDITORS</b>	
<b>3.6</b>	<b>Internal Auditor Nomination Package</b>	<b>11</b>
<b>3.7</b>	<b>Vetting</b>	<b>11</b>
<b>3.8</b>	<b>Elections</b>	<b>11</b>

## **APPENDICES**

### **APPENDIX A**

**IIHF Council Nomination Form**

### **APPENDIX B**

**IIHF Internal Auditor Nomination Form**

### **APPENDIX C**

**IIHF Election Conduct Guidelines**

### **APPENDIX D**

**Presentation on IIHF Election Conduct Guidelines**

### **APPENDIX E**

**List of Full MNAs with voting rights as of  
2019 Semi-Annual Congress**

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## 1 INTRODUCTION

This IIHF Election Document sets out the all information, rules and procedures for all candidates wishing to be considered for election to the IIHF Council and IIHF Internal Auditors. The elected positions include President, Senior Vice President, Regional Vice Presidents, Council Members and Internal Auditors. These positions will be elected at the 2020 IIHF Semi-Annual Congress in Saint Petersburg, Russia in September.

The rules and procedures were created to ensure that the IIHF elections and the campaigns leading to the IIHF elections are fair and equal for all candidates. The rules are more specifically set out in the IIHF Election Conduct Guidelines which are made mandatory in IIHF Statute 15.2.6.

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## 2 ELECTED POSITIONS

As a result of amendments to the IIHF Statutes during the IIHF Extra-Ordinary Congress Meeting in May 2019, the IIHF Council's role has been redefined specifically creating a strategic and political body. The elected positions to Council and their corresponding job descriptions include:

- President;
- Senior Vice President;
- three Regional Vice Presidents; and
- nine Council Member.

The IIHF Congress will elect each position for a four-year term. The specific job description for each Council position can be found below:

### 2.1 PRESIDENT

**Reports to:** IIHF Council and IIHF Congress

**Purpose:** To act and serve as chair of the IIHF Council and as the lead strategic and political representative of the IIHF

**Term:** September 2020 – September 2024 (or date of IIHF 2024 Congress where elections occur)

**Time Requirements:** Roughly 20 hours per week (President is not a paid employee of the IIHF but will receive a stipend per year for time commitment to the position)

**Stipend:** 180,000 CHF/year

**Specific Duties and Responsibilities:** In addition to all duties assigned to a Council Member:

- chairing Congress and Council meetings;
- supervising the General Secretary and IIHF Office in the execution of all IIHF Council and Congress decisions and ensuring such are taken in accordance with the IIHF Statutes, Bylaws and Regulations/Codes;
- making decisions normally under the authority of the Council in cases of extreme urgency where there is not sufficient time to convene and/or obtain the approval of Council;
- making any decisions or taking any actions delegated to the President by the Council;
- resign his membership with his current MNA once elected;
- representing the IIHF as appropriate; and
- such other duties described in the Statutes, Bylaws and Regulations/Codes.

### 2.2 SENIOR VICE-PRESIDENT

**Reports to:** IIHF Council, IIHF Congress and IIHF President for duties or tasks specifically assigned to him/her by the President

**Purpose:** To act and serve on the IIHF Council as a voting member and to specifically take on the President's roles and responsibilities in the event of his/her incapacity or when the President explicitly assigns certain duties or tasks.

**Term:** September 2020 – September 2024 (or date of IIHF Congress where elections occur)

**Time Requirements:** Roughly 65 days per year (the Senior Vice-President is not a paid employee of the IIHF but will receive a daily stipend when performing duties on IIHF's behalf). Duties will include, but not be limited to, attending a minimum of four Council Meetings per year, attending two Congresses per year, chairing at least one IIHF Committee, chairing at least one championship each season and other duties and tasks as the President specifically assigns.

**Per Diem:** IIHF will announce the per diem amount at the Annual Congress in May.

**Specific Duties and Responsibilities:** In addition to all duties assigned to a Council Member:

- in the absence of the President, and upon the President's request, execute IIHF affairs normally within the President's authority indicated in Statute 15.4.1;
- act as the President in the event that the President is incapacitated;
- succeed to the position of President in case of vacancy in the office of presidency; and
- perform other duties and/or tasks assigned to him by the President from time to time.

## 2.3 REGIONAL VICE-PRESIDENTS (3 POSITIONS)

**Reports to:** IIHF Council and IIHF Congress

**Purpose:** To act and serve on the IIHF Council as a voting member and monitor/control ice hockey within his/her geographical region. Geographical regions include:

- Asia and Oceania,
- Europe and Africa and
- the Americas.

**Term:** September 2020 – September 2024 (or date of IIHF Congress where elections occur)

**Time Requirements:** Roughly 45 days per year (the Regional Vice-President is not a paid employee of the IIHF but will receive a daily stipend when performing duties on IIHF's behalf). Duties will include, but not be limited to, attending a minimum of four Council Meetings per year, attending two Congresses per year, chairing at least one IIHF Committee and attending at least two Finance Committee Meetings per year and chairing at least one championship each season.

**Per Diem:** IIHF will announce the per diem amount at the Annual Congress in May.

**Specific Duties and Responsibilities:** In addition to all duties assigned to a Council Member:

- monitor the development of ice hockey in their respective geographical regions;
- report on the interests of their respective geographical regions to the Council; and
- any other duty and/or task assigned to them by the President from time to time.

## 2.4 COUNCIL MEMBERS (9 POSITIONS)

**Reports to:** IIHF Congress

**Purpose:** To act and serve on the IIHF Council as a voting member and to support and defend the IIHF's general interests

**Term:** September 2020 – September 2024 (or date of IIHF Congress where elections occur)

**Time Requirements:** Roughly 40 days per year (a Council member is not a paid employee of the IIHF but will receive a daily stipend when performing duties on IIHF's behalf). Duties will include, but not be limited to, attending a minimum of four Council Meetings per year, attending two Congresses per year, chairing at least one IIHF Committee and chairing at least one championship each season.

**Per Diem:** IIHF will announce the per diem amount at the Annual Congress in May.

**Specific Duties and Requirements:**

- governing and promoting international ice hockey, including developing and updating a strategic plan for the IIHF;
- overseeing the operational decision making of the IIHF;
- making decisions on political and strategic nature, and commercial matters of a long-term character involving the IIHF;
- overseeing the IIHF financial policy as proposed by the Finance Committee;
- approving the budget and adjustments thereto;
- employing a General Secretary and supervising and monitoring the performance of the General Secretary;
- appointing a Treasurer from the members of Council;
- acting as a point of contact for MNA Presidents;
- leading social responsibility discussions;
- accepting or rejecting applications from potential MNAs and recommending to Congress the acceptance or rejection of potential members to the IIHF;
- granting temporary Full Membership status to an Associate MNA that has made progress towards full independent status and has a clear transition plan;
- suspending MNAs in accordance with Statute 13.2;
- reviewing and making recommendations on all proposals to be submitted to Congress including proposals for the IIHF Statutes, Bylaws, Regulations/Codes and Official Playing Rules;
- overseeing the execution of Congress decisions;
- observing and enforcing the Statutes, Bylaws and Regulations/Codes;
- recommending external auditors to the Congress;
- approving all contracts that exceed a value equal to or more than one million CHF per year;
- appointing ad hoc committees and appointing/dismissing their members;
- approving IIHF membership with any other federation or organization;
- establishing separate bodies and related regulations for IIHF Club Competitions;
- instituting and observing practices and principles associated with good governance;
- making Emergency Legislation by a vote of at least 2/3rds; and
- all duties and matters arising that are not specifically addressed herein or assigned to other IIHF bodies in the Statutes and Bylaws.

Further, during the 2020 IIHF Semi-Annual Congress Meeting, the Congress will elect two Internal Auditors. The Internal Auditors job description is as follows:

## 2.5 INTERNAL AUDITORS (2 POSITIONS)

**Reports to:** IIHF Congress

**Purpose:** Monitor and advise the IIHF (specifically Council) on financial matters specifically including short and long term financial and asset management and risk.

**Term:** September 2020 – September 2024 (or date of IIHF Congress where elections occur)

**Time Requirements:** Roughly 20 days per year (an Internal Auditor is not a paid employee of the IIHF but will receive a daily stipend when performing duties within his/her capacity as an IIHF Internal Auditor). Duties include but are not limited to attending two IIHF Congresses per year, attending at least three meetings per year and any other activities as needed to fulfil their specific duties and responsibilities.

**Per Diem:** IIHF will announce the per diem amount at the Annual Congress in May.

**Specific Duties and Requirements:**

- oversee and monitor the completeness and reliability of the financial accounting, and review the financial statements, the consolidated financial statement and the external auditors' report;
- advise and assist the Council in monitoring IIHF's financial and compliance matters and issues;
- monitor compliance with IIHF Regulations;
- monitor IIHF internal operational controls;
- annually review the effectiveness of risk assessment and risk management;
- monitor and review related-party transactions at least annually; and
- issue compliance guidelines.

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## 3 STEPS TO BE ELECTED

### IIHF COUNCIL

There are five steps to complete in order to be elected to the IIHF Council:

- Nomination by a Full Member National Association;
- Council Nomination Package;
- Vetting;
- Clean Campaign; and
- Elections.

#### 3.1 NOMINATION BY A FULL IIHF MEMBER NATIONAL ASSOCIATION

All candidates must be nominated by a Full MNA in good standing. A Full MNA can nominate one candidate to each of the four Council positions. The MNA can put forward the same candidate for each position or a different candidate for each position, e.g. Candidate A for President and Candidate B for Vice-President and/or Council.

#### 3.2 COUNCIL NOMINATION PACKAGE

An MNA, in conjunction with the candidate, must submit a Council Nomination Package to the IIHF General Secretary (hlichtner@iihf.com) by 1 June 2020 before 23.59h Zurich time, which shall contain:

- A complete IIHF Council Nomination Form (Appendix A) which must be signed by the President, General Secretary and/or Vice-President(s) of the MNA (an authorized MNA representative with signature power/authority); and
- All necessary documents establishing how the candidate meets the requirements for the respective position for which he/she is a candidate, and establishing the experience, skills and qualities he/she will bring to the Council.

Within two business days of receiving a Council Nomination Package, the IIHF General Secretary will conduct an initial review of the Council Nomination Package to ensure all necessary documents have been submitted. If the Council Nomination Package is complete, the IIHF General Secretary will submit the Council Nomination Package to the IIHF External Nomination Auditor. If the Council Nomination Package is incomplete, the IIHF will send one email explaining the deficiency (note: IIHF recommends the deficiency is corrected as soon as possible, but not later than two months prior to the elections). As of 1 June 2020, if a deficiency in the Council Nomination Package is not corrected, the IIHF General Secretary will submit the Council Nomination Package, as received, to the External Nomination Auditor for review.

#### 3.3 VETTING

In accordance with Statute 15.2, all candidates must be vetted by External Nomination Auditors to ensure that he/she meets all Council eligibility requirements. To be eligible as a Council member, a candidate must meet the following conditions:

- cannot be a paid employee of an IIHF Commercial partner or a competitor of an IIHF Commercial partner;
- must declare any equity ownership interest in an IIHF Commercial partner and/or an IIHF Commercial partner's competitor;
- must have had their 25th or later birthday and their 72nd or earlier birthday in the appointment year;
- must not have committed a crime or other action that violates the IIHF Code of Conduct; and
- must have a minimum of 5 years ice hockey experience (business and/or operations).



The candidate must be a citizen of the nominating MNA.

The External Nomination Auditors will only contact those candidates who have submitted a Council Nomination Package in the event that they do not meet one or more of the abovementioned requirements.

Once all respective candidates are vetted, the IIHF will provide a candidate list with respective candidates' qualifications to all MNAs.

### **3.4 CLEAN CAMPAIGN**

All candidates must run their campaign with honesty, dignity and respect for other candidates and the IIHF.

Candidates are permitted to promote their candidacy prior to the elections at any time, but must do so in compliance with the IIHF Election Conduct Guidelines (attached as Appendix C). To help support candidates, the IIHF has summarized key principles of the Election Conduct Guidelines in a presentation attached as Appendix D. Of particular importance, a candidate must adhere to the Election Conduct Guidelines in all campaigning activities even if the campaigning activities occur prior to submitting an Election Nomination Package to the IIHF.

### **3.5 ELECTIONS**

All Full MNAs in good standing shall have one vote. All Full MNAs in good standing whose national team has competed in three consecutive IIHF Ice Hockey World Championship (Senior Men's or Senior Women's Category) shall have two votes. The current IIHF Council shall have no vote.

A list of Full MNAs with voting rights as of the 2019 Semi-Annual Congress is attached as Appendix E. This list is subject to change based on the MNA's good standing status as of September 2020.

The IIHF will notify any Full MNA whose good standing is questioned at least 60 days prior to the elections.

The deadline for all Full MNAs in good standing to register delegates for the 2020 IIHF Semi-Annual Congress is 1 July 2020. After all delegates are registered, the IIHF will provide a delegate list to all candidates.

The IIHF will conduct the IIHF Council Elections in accordance with Statutes 15.3

#### **15.3 Council Elections**

**15.3.1** *The Council elections shall take place at the designated Semi-Annual Congress in accordance with the Agenda and the voting rights specified in Statute 12.1. Council elections shall occur in the following order:*

- *President*
- *Senior Vice-President*
- *Regional Vice-Presidents and*
- *Council Members.*

*From the nominated candidates (male and female) at least two must be male and at least two must be female.*

**15.3.2** *President, Senior Vice-President and Regional Vice-Presidents (Asia/Oceania, Europe and Africa and the Americas) elections shall occur in turn. A candidate receiving*

*a simple majority of votes cast on the first ballot or any subsequent ballot shall be elected. When a second or subsequent ballot is necessary, the candidate(s) with the lowest number of votes shall be removed from the ballot with voting continuing until one candidate receives a simple majority. However, if only three candidates remain, and no candidate receives a majority and there is a tie for the fewest number of votes, a vote shall be cast to break the tie to determine which candidate shall be removed from the final ballot.*

**15.3.3** *After the President, Senior Vice-President and Regional Vice Presidents' elections, if the required number of female candidates have not been elected, then the next ballot will elect only female candidates to meet the required minimum of two female Council members. Following the election of the required number of female candidates, general elections shall occur to fill the remaining Council positions. Any female candidate not elected in the preceding rounds of voting may participate in the general Council elections.*

**15.3.4.** *Council elections shall be conducted using the following procedure:*

**15.3.4.1** *MNAs shall cast ballots to fill the vacant Council positions. Each ballot may contain a vote for any number of candidates up to the number of available positions. Any ballot containing votes for a number of candidates in excess of the number of available positions is not valid.*

**15.3.4.2** *Except in the circumstances described in Statute 15.3.4.4 to 15.3.4.7, in order to be declared elected to Council, a candidate must receive a vote on a simple majority of the ballots cast. If more candidates achieve the required majority vote than there are available positions, the available positions shall be filled by the candidate(s) in their order of ranking in that voting round, until all available positions have been filled.*

**15.3.4.3** *If in any round of voting, no candidate receives a vote on the simple majority of the ballots cast, the candidate (or candidates if there is a tie for the most number of votes) that received the greatest number of votes in that round will be declared elected and, another round of voting, if necessary, will occur to fill the remaining available positions.*

**15.3.4.4** *If an insufficient number of candidates meet the requirements to fill all of the available positions in any round of voting, the candidate (or candidates if there is a tie for the fewest number of votes) that received the fewest number of votes shall be removed from the ballot, and another round of voting shall occur to fill the remaining available positions.*

**15.3.4.5** *If at any time the number of remaining candidates is equal to the number of remaining available positions, all of those candidates shall be declared elected by acclamation, without the need for an additional round of voting.*

**15.3.4.6** *If there is a tie vote for the final available position(s), a runoff vote between the tied candidates shall occur to fill the final position(s), with the candidate(s) receiving the most votes in that runoff being declared elected.*

**15.3.4.7** *If two or more candidates tie for the fewest number of votes in any round of voting, and the removal of all of those candidates from the next round of voting would cause there to be fewer remaining candidates than there are available positions to be filled, all of the other remaining candidates shall be declared elected by acclamation, and*

*the candidates who received the fewest number of votes shall participate in a runoff vote to fill the remaining available position(s), with the candidate(s) receiving the most votes in that runoff being declared elected.*

Please note that a candidate is only entitled to run in a subsequent election if he/she has been nominated for the respective position as indicated on his/her Council Nomination Form (i. e. a candidate running for a Vice-President position who would like to be a Council Member if not so elected as Vice-President must check both the Vice-President box and the Council Member box on his/her Council Nomination Form). However, note that a female candidate not so elected to a female position, is automatically entitled to run in the next ballot for the remaining Council positions unless she pulls out of the election by indicating such during the Congress.

## IIHF INTERNAL AUDITORS

There are three steps to complete in order to be elected as an IIHF Internal Auditor:

- Internal Auditor Nomination Package;
- Vetting; and
- Elections.

### **3.6 INTERNAL AUDITOR NOMINATION PACKAGE**

A candidate for Internal Auditor must submit the Internal Auditor Nomination Form (Appendix B) and all necessary documents establishing how the candidate meets the internal auditor requirements contained in Statute 18.2 to the IIHF General Secretary (hlichtner@iihf.com) by 1 June 2020 before 23.59h Zurich time (together forming the Internal Auditor Nomination Package). For each submitted Internal Auditor Nomination Package, the IIHF General Secretary shall follow the same procedure as indicated above for Council nominations.

A candidate for Internal Auditor does not need to be nominated by an MNA.

### **3.7 VETTING**

A candidate for Internal Auditor must meet all requirements as indicated in Statute 18.2 for internal auditors and will be vetted by the External Nomination Auditors.

### **3.8 ELECTIONS**

Elections for Internal Auditors shall be conducted in accordance with the election procedures outlined in Statute 15.3.4.

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# APPENDIX A

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## IIHF COUNCIL NOMINATION FORM

MNA: \_\_\_\_\_

Position:  President  Senior Vice-President  Regional Vice-President  Council Member

Please check all positions for which the candidate is nominated.

Name: \_\_\_\_\_

Birthdate: \_\_\_\_\_

Home Address: \_\_\_\_\_

City/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

Year he/she first represented his/her MNA at an IIHF Congress: \_\_\_\_\_

Employer: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Address: \_\_\_\_\_

City/Zip: \_\_\_\_\_

Type of Business: \_\_\_\_\_

This candidate meets the follow IIHF Statute and Bylaw specified pre-requisites:

**Yes**  **No**

Is the Candidate a paid employee of an IIHF Commercial partner or a competitor of an IIHF Commercial Partner (Commercial Partner, as defined in IIHF Statutes, means, as of 2018, Infront);

**Yes**  **No**

Does the Candidate have any equity ownership in an IIHF Commercial Partner and/or an IIHF Commercial Partner's competitor.

If the Candidate answered yes to question 2, in separate documentation, he/she must declare any equity ownership interest in the IIHF Commercial Partner or the competitor of the IIHF Commercial Partner.

**Yes**  **No**

Does the Candidate hold citizenship in the nominating MNAs country (please attach verification)?

**Yes**  **No**

Has the Candidate had his/her 25th or later birthday and their 72nd or earlier birthday in 2020?

**Yes**  **No**

Has the Candidate committed a crime or other action that violates the IIHF Code of Conduct?

**Yes**  **No**

Does the Candidate have a minimum of 5 years ice hockey experience (business and/or operational)?  
(please attached proof of experience)

**Yes**  **No**

The Candidate agrees to all of the Pre-Election and Election Procedures including the Election Conduct Guidelines.

**Yes**  **No**

The Candidate agrees that if elected to Council, he/she will sign the IIHF Code of Conduct for Council Members.

**Yes**  **No**

The Candidate has read and agrees to all of the requirements in the job description of the position being sought.

Additional questions not specifically related to IIHF Council prerequisites (for disclosure only not a pre-requisite):

**Yes**  **No**

Is the Candidate a member of the Nominating MNA's governing board?

**Yes**  **No**

Is the Candidate a paid employee of the Nominating MNA?

Please specify if the Candidate has served on an IIHF Committee, and if so, the name of the Committee and period of service:

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Please indicate any skills and/or competences, including but not limited to the areas of legal, finance, technical and medical, which enhance the competency of Council:

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On a separate piece of paper please provide a short concise summary of the Candidates Sport Administration Career History, Business Career History (if different from Sport Administration Careers), and Policy Proposals for the IIHF.

Please attach to this Form the Candidate's curriculum vitae and any other relevant document to the Candidate being elected as an IIHF Council Member.

By signing this form, the Candidate warrants that:

- all information contained herein or in documents attached thereto based on questions asked herein is true and accurate to the best of his/her knowledge.
- the IIHF can make available upon request any information provided in or attached to this form to other MNAs.

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Date, place and stamp

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Date and place

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Member National Association

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Candidate

# APPENDIX B

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## IIHF INTERNAL AUDITOR NOMINATION FORM

MNA: \_\_\_\_\_  
Name: \_\_\_\_\_  
Birthdate: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
City/Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Mobile Phone: \_\_\_\_\_  
  
Employer: \_\_\_\_\_  
Position/Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/Zip: \_\_\_\_\_  
Type of Business: \_\_\_\_\_

This candidate meets the following IIHF Statute pre-requisites:

**Yes**  **No**

Is able to read and understand financial statements (please attach verification information);

**Yes**  **No**

Has financial management expertise and experience (please attach verification information);

**Yes**  **No**

Is aware of the Swiss legislation relating to bookkeeping, taxes, and presentation of accounts (please attach verification information) (Note: this pre-requisite is only required for one Auditor);

**Yes**  **No**

Has read and agrees to all of the requirements in the job description of the position he/she is seeking;

**Yes**  **No**

Confirms that he/she has not been subject of any kind of Administrative and/or Criminal Proceedings which may have a negative effect on his/her abilities as an IIHF Internal Auditor; and

**Yes**  **No**

Has had his/her 25th or later birthday and 72th or earlier birthday in 2020.

Please attach to this Form the candidate's curriculum vitae and any other documents relevant to the candidate being elected as an IIHF Internal Auditor.

By signing this form, the Candidate warrants that:

- (a) all information provided herein and, in any document provided to the IIHF, is truthful and accurate;
- in accordance with Statute 18.2.2, he will not be involved in any decision affecting the operations of the IIHF, which includes, but is not limited to, acting as a member of an IIHF Directorate, acting as a delegate for an IIHF MNA during Congress, and serving as a member or any other IIHF Committee/Board;
- he will adhere to and sign the IIHF Code of Conduct; and
- the IIHF can make available any information provided in or attached to this form to other MNAs.

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Date, place and stamp

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Date and place

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Member National Association

---

Candidate



# APPENDIX C

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## 2020 IIHF ELECTION CONDUCT GUIDELINES

### PREAMBLE

Fourteen Council Members including a President, a Senior Vice-President and three Regional Vice-Presidents will be elected at the IIHF 2020 Semi-Annual Congress in Saint Petersburg, Russia (“Election Congress”).

As required by Statute 15.2.6, the IIHF Legal Committee and IIHF Finance Committee have created, and council has approved, these IIHF Election Conduct Guidelines to direct the conduct of Candidates during the pre-election and election process.

All persons which put themselves forward for election (each such process, a “Candidacy”, and each person, a “Candidate”), regardless of whether they have officially declared their Candidacy, and their nominating IIHF Member National Association (“MNA”) must follow the election practices outlined in these Guidelines when informing the IIHF Membership of their position with respect to the IIHF, its future and its policies. Candidates and their nominating MNAs are responsible for the conduct of their active supporters during the election period.

### GENERAL CONDUCT

1. Election campaigns must be run with dignity and in moderation, with all Candidates showing respect for other Candidates. A Candidate shall not, by spoken or written word or other representation, harm or do anything likely to harm the image of another Candidate or cause any prejudice to them.
2. No campaign should bring the IIHF, the sport of ice hockey or an IIHF Member National Federation into disrepute.
3. Respect for the democratic voting and/or election process shall be shown by all Candidates and their supporters.
4. The content and presentation of all materials produced by or on behalf of a Candidate to promote his or her Candidacy must be fair, honest and respectful of other Candidates and the IIHF, and must comply with these Election Conduct Guidelines.
5. All Candidates and their supporters shall comply with these Guidelines at all times during the election process.

### NOMINATIONS

6. Only Full MNAs in Good Standing may nominate a Candidate to Council.
7. All MNAs, in conjunction with the Candidate, must submit to the IIHF General Secretary (hlichtner@iihf.com) a Nomination Package by 1 June 2020 before 23.59h Zurich time, which shall contain:
  - A complete IIHF Council Nomination Form which must be signed by the President, General Secretary and/or vice-president(s) of the MNA (authorized MNA representative with signature power/authority); and
  - All necessary documents establishing how the Candidate meets the requirements for the respective position for which he/she is a candidate, and establishing the experience, skills and qualities he/she will bring to the Council.

**8.** For transparency purposes, all Nomination Packages submitted to the IIHF will be made available to all MNAs.

## **ELIGIBILITY**

**9.** Incumbency of a Council Member shall not render him/her ineligible or eligible, except as provided in these Election Conduct Guidelines and the IIHF Statutes regarding such.

**10.** All Candidates must meet the pre-requisites as outlined in IIHF Statute 15.2 (for Council).

**11.** Within two business days of receiving a Nomination Package, the IIHF General Secretary will conduct an initial review of the Nomination Package to ensure all necessary documents have been submitted. If the Nomination Package is complete, the IIHF General Secretary will submit the Nomination Package to the IIHF External Nomination Auditor. If the Nomination Package is incomplete, the IIHF will send one email explaining the deficiency (note: IIHF recommends the deficiency is corrected as soon as possible, but not later than two months prior to the election). As of 1 June 2020, if a deficiency in the Nomination Package is not corrected, the IIHF General Secretary will submit the Nomination Package, as received, to the External Nomination Auditor for review.

**12.** All Candidates must sign the 2020 IIHF Code of Conduct for IIHF Council Members agreeing to all requirements found therein for the full duration of his/her Council position and submit such with his/her Council Nomination Form.

## **PRESENTATION OF THE CANDIDATE**

**13.** Each Candidate will be introduced and provided an opportunity to present on his/her Candidacy immediately before the elections take place during the Election Congress based on a draw performed by a Legal Committee Representative at the beginning of the Semi-Annual Congress.

**14.** The presentation should focus on the credentials of the Candidate and the vision and objectives for his/her term if elected. The presentations shall last no longer than five minutes and may include video presentations and multi-media.

## **COMMUNICATION / MEDIA**

**15.** All communications undertaken by a Candidate shall strictly respect the other Candidates and shall in no way be prejudicial to any other Candidate. A Candidate shall refrain from referring to other Candidates. Disparagement of a Candidate is expressly prohibited.

**16.** Candidates may grant interviews to the media as long as such interviews follow these Election Conduct Guidelines.

**17.** Candidates may not make payments, directly or indirectly, to journalists or other persons affiliated to the media, or make any use (free of charge or otherwise) of the services of a journalist or the media in order to promote their Candidacies.

## **DEBATES / FORUMS / MEETINGS**

**18.** Except followingly written notice to Ashley Ehlert at [ehlert@iihf.com](mailto:ehlert@iihf.com), no forum, debate or public meeting of any kind may be organized, held or participated in, by a Candidate or any person on his or her behalf, for the sole purpose of promoting a Candidacy.

**19.** Any Candidate who is an existing IIHF Council Member shall continue to carry out official duties during his or her Candidacy, including scheduling meetings with MNAs on a basis consistent with the ordinary course of his or her business as an IIHF Council Member, during which the Candidate may refer to his or her Candidacy in a purely factual manner. However, the promotion of the Candidacy of an existing IIHF Council Member by organizing or participating in meetings or events with MNAs or other events, at IIHF's cost, solely or mainly for the purpose of promoting a Candidacy is not permitted.

## **FINANCES / GIFTS / BENEFITS**

**20.** Candidates may not give or receive any form of gift or financial benefit, other than novelties, likely to influence the outcome of the election or the freedom of decision or action of the future of the IIHF Council Member.

**21.** No IIHF funds shall be used to support or oppose the election of a Candidate.

**22.** Only the candidate, the candidate's nominating MNA or the candidate's respective NOC/sports government body can bear any expenses related to the candidate's campaign, including but not limited to the creation, production and distribution of a website and materials or literature to be used for the promotion of the Candidate.

**23.** Candidates shall not offer/accept travel, expenses, air tickets or accommodation to/from other Candidates or their representatives or MNAs (except their nominating MNA) to attend meetings and activities directly related to a Candidate's election.

**24.** No Candidate shall seek or accept gifts or gratuities for him/herself, his/her family or friends from any outside organization or person having or seeking to have an involvement with the IIHF.

**25.** Candidates shall not directly or indirectly solicit or accept any benefits of whatever nature intended to influence decisions within their authority once elected, or which may reasonably be perceived as intending to have this effect.

## **PROMISES / COLLUSION**

**26.** Candidates shall not enter into any promise or undertaking to act, either as a representative of the IIHF or personally (whether as a Candidate or after the Election Congress in any capacity), for the direct or indirect benefit of an MNA, a group of MNAs, an affiliate of an IIHF MNA, or an IIHF sponsor or competitor of an IIHF sponsor that is likely to influence the outcome of the election.

**27.** Candidates shall not enter into any form of undertaking with, nor give any guarantee to, any natural or legal person that is likely to affect the Candidate's freedom of decision or action, or otherwise bind the Candidate, if elected.

**28.** Candidates shall not engage in any act, collaboration or collusion by or between Candidates with the intent to defraud or manipulate the result of the vote.

## **NEUTRALITY OF IIHF STAFF**

**29.** The IIHF Staff, including IIHF General Secretary, shall maintain a strict duty of neutrality at all times.

**30.** IIHF Staff shall limit their relations and communications with Candidates strictly to the performance of their duties as an IIHF Staff member.

**31.** Unless in the ordinary course of business with an existing IIHF Council member, IIHF Staff shall not provide any additional support or service to a Candidate, or person proposing to be a Candidate, beyond ordinary and customary administrative support and services provided to all Candidates for election.

## **EXTERNAL NOMINATION AUDITOR**

**32.** The External Nomination Auditor(s) will be appointed by the IIHF Council no later than 18 March 2020 and communicated to IIHF MNAs no later than 31 March 2020.

**33.** The External Nomination Auditor(s) shall be completely independent of the IIHF, MNAs, IIHF sponsors and IIHF sponsors' competitors, and shall act in good faith and in the best interest of the IIHF.

**34.** The External Nomination Auditor(s) shall review all Nomination Packages to determine if a Candidate meets the requirements for a Council Member as indicated in IIHF Statute 15.2.1.

## **POTENTIAL BREACH OF THESE GUIDELINES**

**35.** All MNAs, MNA representatives, existing IIHF Council Members and IIHF Staff must immediately report all alleged wrongdoing and alleged breaches of these Guidelines to the IIHF Disciplinary Board at elections@iihfoffice.com (email sent directly to the independent IIHF Disciplinary Board Secretary for alleged breaches of the IIHF Election Conduct Guidelines). Failure to report can be considered a violation of these Election Conduct Guidelines.

**36.** The IIHF Disciplinary Board shall keep all reports strictly confidential, unless required by national law to disclose the report.

**37.** The Disciplinary Board may consider any information that comes to its attention by whatever means to consider whether there has been an alleged breach of these Guidelines.

**38.** The Disciplinary Board will promptly review any alleged breach of these Guidelines of which it becomes aware, and if the Disciplinary Board determines a prima facie violation exists, it will open and manage a disciplinary case in accordance with IIHF Disciplinary Code Article 12.3.

**39.** Prior to opening a disciplinary case, the IIHF Disciplinary Board Chairman has the power to:

- Issue general directives to all Candidates addressing the subject matter of the alleged breach.
- Issue written observations to the Candidate, which may be made public if the Disciplinary Board considers such necessary and appropriate.
- Issue a warning to the Candidate, which may be made public if the Disciplinary Board considers such necessary and appropriate.

**40.** 40. If the Disciplinary Board opens a disciplinary case, it has the power to issue any sanction in accordance with IIHF Disciplinary Code Article 5 and 6, in addition to provisionally suspending the Candidate from all campaign activities during the disciplinary procedure. The burden of proof for all disciplinary cases is to the comfortable satisfaction of the Disciplinary Board.

**41.** The IIHF Disciplinary Board for alleged breaches of the IIHF Election Conduct Guidelines consists of:

- Secretary: Erica Riedl
- Chairman: Gerhard Mösslang
- Member(s): Disciplinary Board Members  
(without a conflict of interest)



INTERNATIONAL  
**ICE HOCKEY**  
FEDERATION

# IIHF Elections - Clean Campaigns for the Benefit of all Candidates

*A brief explanation of the Rules...*

# Election Conduct Guidelines - Objective



- Ensure the IIHF has a clean 2020 election process.
- Ensure all candidates are treated equally and have an equal opportunity to become an IIHF Council Member.
- Ensure all candidate campaigns are run without fraud or corruption.
- Ensure the IIHF and the sport of ice hockey is not brought into disrepute as a result of a dirty election.

# Campaign General Requirements (rule)



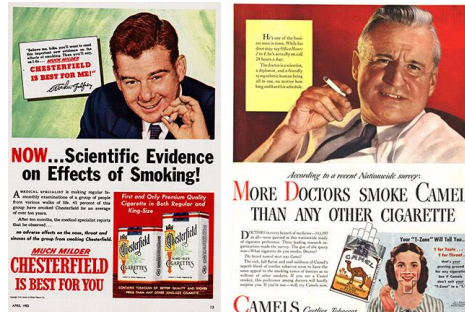
- Campaigns must be run with dignity and in moderation, with all candidates showing respect for other candidates.
- All campaign materials must be fair, honest and respectful of other candidates and the IIHF.
- Unless in the ordinary course of business, IIHF Staff shall not provide any additional support or services to a candidate beyond the ordinary and customary administrative support and services provided to all candidates for election.

# Campaign General Requirements (example)



For example:

- 1) Candidates cannot create and spread campaign materials whereby the candidate lies about his/her credentials or accomplishments.
- 2) Candidates cannot ask IIHF Staff to send emails or create campaign materials.





# Communication / Media (rule)



- All communication must strictly respect other candidates. A candidate shall refrain from referring to another candidate. Disparagement of another candidate is expressly prohibited.
- Candidates may grant interviews, as long as such interviews follow the Election Conduct Guidelines. However, candidates cannot pay or use the services of journalists to promote their candidacy.

# Communication / Media (example)



For example:

- 1) Candidates cannot write and/or send emails/letters about other candidates or make negative comments about other candidates to anyone.
- 2) A candidate cannot payoff a journalist or media outlet to write a good story or talk positively about him/her.



# Debates / Forums / Meetings (rule)



- Except with notice to the IIHF (ehlert@iihf.com), no forum, debate or public meeting may be organized, held or participated in by a candidate for the sole purpose of promoting his candidacy.
- Any candidate who is an existing IIHF Council Member shall continue to carry out official IIHF duties within the ordinary course of his/her business as a Council Member but may only refer to his/her candidacy in a purely factual manner during such official business.
- Any candidate who is an existing IIHF Council Member cannot organize a meeting or event with an MNA at IIHF's cost solely or mainly for the purpose of promoting his candidacy (all candidates can organize meetings with MNAs or others at their own cost).

# Debates / Forums / Meetings (example)



For example:

- 1) Each Council candidate can attend his/her respective committee meeting, or any event/activity related thereto, and can state that he/she is running for a Council position during such meeting or event/activity but cannot lobby or disseminate campaign materials during the meeting.
- 2) A Council candidate cannot attend a committee meeting of another committee solely for the purpose of promoting his candidacy.



# Finances / Gifts / Benefits (rule)



- Candidates cannot enter into any agreement or give or receive any form of gift or financial benefit (other than novelties), likely to influence the outcome of the election.
- No IIHF funds shall be used to support or oppose the election of a Candidate.

# Finances / Gifts / Benefits (example)



For example:

- 1) A candidate cannot give any gift, including cash, except flowers, pins, t-shirts or the like in exchange for votes.
- 3) A candidate cannot use IIHF funds to fly to different MNAs to promote his candidacy.



# Finances / Gifts / Benefits (rule)



- Only the candidate, the candidate's nominating MNA or the candidate's respective NOC/sports government body can bear any expenses related to the candidate's campaign.
- No candidate shall seek or accept gifts or gratuities for him/herself, his/her family or friends from any outside organization or person having or seeking to have an involvement with the IIHF.
- Candidates shall not directly or indirectly solicit or accept any benefits of whatever nature intended to influence decisions within their authority once elected.

# Finances / Gifts / Benefits (example)



For example:

- 1) A candidate cannot accept a campaign contribution from Adidas or Octagon.
- 2) A candidate's son cannot buy a Skoda car for 1 Euro.
- 3) A candidate cannot enter a consulting contract with relevant organizations such as the European Club Alliance.





# Promises / Collusion (rule)



- Candidates shall not enter any promise or undertaking to act, either as a representative of the IHF or personally (whether as a candidate or after the election), for the direct benefit of an MNA, a group of MNAs, an affiliate of an IIHF MNA or an IIHF Sponsor.
- Candidates shall not engage in any act, collaboration or collusion by or between candidates with the intent to defraud or manipulate the result of the election.

# Promises / Collusion (example)



For example:

- 1) A candidate cannot promise to change the WM competition format in exchange for an MNA's vote.
- 2) A candidate cannot promise to provide IIHF supplier pool value in kind to an MNA in exchange for the MNA's vote.
- 3) Candidate A and Candidate B cannot devise and execute a campaign strategy aimed at manipulating the voting Pool.



# External Nomination Auditor (rule)



- Council shall appoint external nomination auditor(s) no later than 18 March 2020 and the IIHF shall communicate the names of external nomination auditor(s) to MNAs no later than 31 March 2020.
- External nomination auditor(s) shall be completely independent of the IIHF, MNAs, IIHF sponsors and IIHF sponsors' competitors, and shall act in good faith and the best interest of the IIHF.
- External nomination auditor(s) shall review all Nomination Packages to determine if a candidate meets the requirements for a Council Member.

# Potential Breach of the Guidelines (rule)



- All MNAs, MNA representatives, existing Council members and IIHF staff have an affirmative duty to report all alleged breaches of the Conduct Guidelines to the IIHF Disciplinary Board at [elections@iihfoffice.com](mailto:elections@iihfoffice.com) (email sent directly to independent disciplinary secretary – No IIHF Staff Involvement).
- The IIHF Disciplinary Board for alleged breaches of the Guidelines consists of:
  - Secretary: Erika Reidl (completely independent of the IIHF)
  - Chairman: Gerhard Mösslang
  - Member(s): IIHF Disciplinary Board Members (without a conflict of interest).

# Potential Breach of the Guidelines (rule)



- IIHF Disciplinary Board will promptly review any alleged breaches of the Guidelines, and if the Board determines a prima facie violation exists, will open and manage a disciplinary case.
- However, prior to opening a case, and in the best interests of the election, the Board has the power to: (i) issue general directives to all candidates addressing the subject matter of the alleged breach; (ii) issue written observations to a particular candidate, or (iii) issue a warning to a candidate.

# Campaign Best Practice



- Do not take any action that harms the image and/or reputation or causes prejudice against another candidate or the IIHF.
- Do not refer to another candidate in your campaign activities.
- Do not make inappropriate promises to act for the direct or indirect benefit of a MNA.
- Do promote your candidacy in a manner respectful to other candidates and the IIHF.
- Do consult with the Independent Secretary at [elections@iihfoffice.com](mailto:elections@iihfoffice.com) or Ashley Ehlert at [ehlert@iihf.com](mailto:ehlert@iihf.com) prior to engaging in uncertain campaign activities/communication or conduct which could potentially breach the Guidelines.

# APPENDIX E

## LIST OF FULL MNAS WITH VOTING RIGHTS AS OF 2019 SEMI-ANNUAL CONGRESS

FEDERATION	NUMBER OF VOTES
Australia	2
Austria	2
Azerbaijan	1
Belgium	2
Bosnia and Herzegovina	2
Belarus	2
Bulgaria	2
Canada	2
China	2
Croatia	2
Czech Republic	2
Denmark	2
Spain	2
Estonia	2
Finland	2
France	2
Great Britain	2
Georgia	2
Germany	2
Hong Kong, China	2
Hungary	2
Iceland	2
Israel	2
Italy	2
Japan	2
Kazakhstan	2
Kyrgyzstan	1
Korea	2
Kuwait	2
Latvia	2
Lithuania	2
Luxembourg	2
Mexico	2
Netherlands	2
Norway	2
New Zealand	2
Poland	2
DPR Korea	2
Romania	2
South Africa	2

Russia	2
Slovenia	2
Serbia	2
Switzerland	2
Slovakia	2
Sweden	2
Thailand	2
Turkmenistan	2
Chinese Taipei	2
Turkey	2
United Arab Emirates	2
Ukraine	2
United States of America	2

Note, this list is subject to change based on the MNA's good standing status as of September 2020.