

AGENDA ITEM 14.1

CIVA INTERNAL REGULATIONS

The first draft issue of the “CIVA Governance” document was published a year ago for discussion at the CIVA Plenary Annual Meeting 2022. The document was structured to gather, for the first time, all regulations applicable to CIVA bodies, officers and delegations, in complement to the more general FAI applicable documents.

In that first draft, most paragraphs were meant to reflect in writing how CIVA was already operating, with some of them fully developed and some of them under construction or not yet written. In addition, the comprehensive document structure allowed to identify areas where CIVA operations were in fact not yet developed to a mature status (including for example procedures to modify how CIVA operates), or for which recent developments would lead to incorporate new elements (including for instance mandate and operations of the CIVA Safety Working Group). In order to benefit from the already developed paragraphs, and in view of the heavy task, a stepped approach was elaborated: the draft document included all mature parts in plain black, and parts under construction, not written yet, not mature yet or with new material subject to further debates, in grey italics – the CIVA Plenary was asked in the 2022 Annual Meeting to vote only on the plain black part of the document (with Delegates asked whether it was in line with how CIVA already operates), which then became effective after a majority approved its adoption (again: the plain black paragraphs only).

From that point and considering the reservations that had been expressed at the CIVA Plenary Annual Meeting 2022, the document has mostly not evolved, in a pause allowing everyone to reflect on its usage, and assess benefits and drawbacks that this new “tool” provides, before moving forward in the best possible way.

Nevertheless two changes are made in the new draft in appendix:

1. It is proposed to change the document name, from “*CIVA Governance*” to “*CIVA Internal Regulations*”, a name used in some other FAI Commissions as well. Based on comments received during the CIVA Plenary Annual Meeting 2022, I believe this new naming is clearer, better reflects the scope of the document and would better avoid possible confusion with a full-fledged “Governance”, like what can be found in Corporations and embedding all ESG (Environmental, Social and Governance) topics. In that sense ‘Governance’ is more in the scope of FAI as a whole and would call for ESG experts to support further elaboration, while ‘CIVA Internal Regulations’ complements the FAI applicable standards with exactly what the title says. Therefore all corresponding references were changed. The word ‘governance’ can still be found in the document, but with a narrower meaning where it fits.
2. A correction on the interpretation of the FAI By-Laws is implemented in 11.5.3. *Changes to Agenda*: it is now clarified that final decisions may be taken by the CIVA Plenary even on items not in the published agenda prior to the Plenary Annual Meeting, provided corresponding items are added to the agenda during the Plenary according to the By-Laws process (two third majority vote to add new items on the agenda). As provisioned in the yet-to-be-approved section 14 of the document (*Amendments to CIVA Internal Regulations*), flow-down from requirements in FAI applicable documents will necessarily be applied without the need for CIVA approval, nevertheless such amendments will be shown with a change bar – this is the case here.

What’s next? Identified topics for further developments and review are as follows:

- “*Reserved*” items not written or not complete yet but for which CIVA operations already exist. These items will need to be put in writing in order to achieve an as-complete-as-possible version.

- Clarifications on written sections or paragraphs, adding any missing element resulting in a better reflection of existing CIVA operations.
- “Reserved” items related to topics not fully mature, i.e. related to new items deserving further attention and assessment. Key items identified so far include:
 - ✓ Handling of complaints from Delegates and Handling of ethical / compliance issues.
 - ✓ Mandate given to the *Information and Communication Technology Committee (ICTC)* to ensure availability / sustainability of critical IT tools for CIVA operations (including dealing with intellectual property rights).
 - ✓ The *Safety Working Group*: shall it be a Working Group or a CIVA Committee (with appointments through votes by Delegates)? Shall it be an advisory body or a decision-making body, and how?
 - ✓ Development of objectives, outcomes and operations for the *Media Working Group*.
 - ✓ Changes to CIVA internal regulations: a) for elements under development or clarifications / missing items: simple majority. b) for new applicable elements: ?
 - ✓ Championship organisation revocation provisions.
 - ✓ Detailed process for amendments or waivers to these *CIVA Internal Regulations*.

The way forward for these new items (and possibly others) is to go through specific deep-dives to reach a point where CIVA can confidently move forward with a mature text. Objective is that each individual new item is then subject to a vote at the Plenary Annual Meeting 2024 for implementation. The former two categories (new text to describe existing CIVA operations) are expected to be subject to a global vote, unless Plenary debates indicate that an area requires more work or a separate vote.

This is then also the time when a process for internal regulation changes can be structurally implemented, with a call for proposals from NACs and CIVA Plenary Annual Meetings decisions on the submitted proposals.

In addition, new topics may also naturally flow down from any Plenary discussions or decisions relevant to internal regulations, with possible impacts from e.g. strategy developments.

Finally, I would like to warmly thank contributors of carefully crafted text for this document – people who shared the vision of the value the document will bring to CIVA going forward – and would like to encourage Delegations to feed its further development and improvement with feedback, remarks and ideas. Many thanks to those who have done so already – I am aware that some responses are still to be provided in detail, but these feedbacks are nonetheless considered, and are very helpful to make progress collectively.

This set of internal regulations shall not be construed as a source of restrictions, but rather a tool for CIVA’s conscious freedom to determine its own future – a framework for collaboration, transparency, ownership and discipline, which forms the basis from which novel ideas and a “future CIVA” can be continuously developed in a mindful and structured way.

A handwritten signature in black ink, appearing to read 'M. Roulet', written in a cursive style.

Matthieu Roulet
CIVA Vice-President