

PROPOSAL TO AMEND THE INTERNAL REGULATIONS

1 General Provisions

1.7 AWARDS

The ISC may award medals, diplomas, trophies, etc. in accordance with the FAI By-Laws. The qualifications and procedures for the awards under the authority of the ISC are set out in the annexes, as follows

- Annex 1: Gold Parachuting Medal
- ~~- Annex 2: Faust Vrancic Medal~~
- Annex 2 Leonardo Da Vinci Diploma
- Annex 3A: Ottley Sword Trophies
- Annex 3B: Patrick de Gayardon Trophy
- Annex 3C: Fiona McEachern Trophy
- Annex 3D: Exi Epee Trophy
- Annex 3E: Tim Mace Trophy
- Annex 3F: Raija Kosonen Trophy
- Annex 3G: Tyler Baird 'Peter Pan' Trophy

The Faust Vrancic, proposed by the Croatian Aeronautical Federation and to be funded by them, was accepted by the FAI in October 2001. It was awarded by the FAI Skydiving Commission (ISC) for technical achievement or innovation in connection with parachuting. Awarding of the Medal was suspended at the request of the Croatian Aeronautical Federation from 2019.

Moved from the Annex and kept here for historic reasons.

1.9 FORM OF PUBLICATION

The Agenda for the Plenary Meeting, the Minutes of each meeting and all attachments there to will be made available ~~either~~ in electronic form ~~or in hard copy~~ on the FAI web site.

3 ISC Plenary Meetings

3.2 TIME OF MEETING

Unless required by exceptional circumstances, the Plenary Meeting will take place **annually** no earlier than January 20 and no later than February 20 each year. It shall be preceded by Bureau and ISC Committee and Working Group meetings so that, **in the case of a physical meeting**, the timetable for all necessary meetings shall take place over a **maximum** five-day period, which shall include a weekend. The first two days shall be for open **and closed** Committee and Working Group meetings. The third day, **if necessary**, will be for closed and any remaining open Committee and Working Group meetings. The Plenary meeting will take place on the ~~fourth and fifth~~ final days. **Should the meeting be held electronically**, the schedule may be spread out over a longer time period but made up of a series of shorter meetings taking into consideration the different time zones of the participants. Bureau meetings **during the Plenary period** will take place at times specified by the ISC President.

We need to integrate the notion of electronic meetings as they are not going to go away although physical meetings are obviously preferable. In view of the fact that Committees can meet electronically (and therefore more easily include specialists who don't attend plenaries) prior to the actual 5-day

period. Day 3 has become a day for a jolly for most delegates (and why not?), this proposal would allow us to shorten the meeting in the future without “breaking the rules”. Obviously, the length would need to be taken into consideration at the time of the bid.

3.4 LOCATION

3.4.1 Location

Add:

In exceptional circumstances, at the decision of the Extended Bureau, ISC Plenary meetings may be held electronically.

3.5 EXTRAORDINARY MEETINGS

~~No extraordinary meetings of the ISC will be convened.~~ Urgent matters arising between Plenary Meetings and needing immediate attention will be dealt with by the Bureau, subject to ratification at the next Plenary Meeting. *In exceptional circumstances, an extraordinary Plenary meeting may be convened electronically by the President.*

The possibility of holding an extraordinary Plenary meeting should not be excluded. For logistical and cost purposes, it would have to be an electronic meeting. This option did not exist before but since it now does, it should be used for really extraordinary circumstances. This year it might be necessary to hold one if the Mondial does not take place. The decision is too important for an interim bureau decision which could be refused by the following Plenary anyway and it will be important for organisers to know whether they will have an event in 2022 or not.

3.7 AGENDA

3.7.1 Content of the Agenda

The Agenda, which will be established by the ISC President in conjunction with the ISC Recording Secretary and in consultation with the Chairs of the ISC Committees and Working Groups, will be sent out with the notice convening the meeting.

The Agenda that is sent out will contain (but is not limited to) the following items, which must be submitted in writing to the ISC President or ISC Recording Secretary no later than December 1st in the calendar year before the Plenary Meeting in question:

...

~~(4) A written report by the WAG Liaison Officer.~~ *No longer necessary as WAG is not going to be an option short term. A different format is proposed in 5.1.2. (10).*

3.7.2 Notice

The notice convening the meeting will be posted on the FAI Website ~~and be sent out in hard copy to those FAI Members that do not have an e-mail address~~ no later than December 20th, in the calendar year before the Plenary Meeting in question.

3.8 VALIDITY

3.8.3 Proposals not on the Agenda

(1) ...

Nominations for awards (Gold Parachuting Medal of the FAI, ~~Faust Vrancic Medal~~, Leonardo da Vinci Diploma).

3.8.4 Proxy Votes

Proxy votes are not to be considered in the determination of a quorum in sub-paragraph 3.8.1.

In the circumstances of an electronic meeting, no proxies will be allowed.

A proxy was intended for a situation where a NAC cannot send a delegate to a meeting, for whatever reason, but in the current situation of electronic meetings it seems clear that if a NAC has any interest in the affairs dealt with during our meetings they should be able to attend

3.10 VOTING AT MEETINGS

3.10.1 Secret ballot

When a secret ballot takes place (whether per 3.10.2, 3.10.3 or 3.10.4):

...

(c) in the case of an electronic meeting, secret ballots will be conducted using an electronic voting tool officially approved by the FAI.

Such a tool has been used successfully at several ASC Plenary meetings and the FAI General Conference.

3.12 DOCUMENTS

~~Hard copies of the Documents will be distributed to all Delegates and FAI Members that have no e-mail address or upon specific request, no later than 48 days after the adjournment of the Plenary Meeting.~~

4 ISC Bureau

4.4 AUTHORITY

The Bureau has the authority to discuss and consider:

...

(5) other items ~~as specified in these regulations~~ including:

- a) Managing Official Bulletins as per SC5 4.1.5.
- b) Maintaining the ISC Jury list as per SC5 4.7.1.11
- c) Coordinating Media and Promotion
- d) Coordinating Bid documents for competition and ISC Plenary Meetings
- e) Coordinating discussions with external entities such as suppliers, partners, or other including, when appropriate, the Committees concerned by the subject in question.

This list is included to show the overall responsibilities of the bureau. Leadership can be attributed either as per SC5 (i.e., 1st VP) or amongst the bureau depending on the members and their respective skills. It is also important to note that discussions with external entities are coordinated by the bureau but obviously with the different Committees impacted by such discussions (see 5.1.2. (10)).

4.6 ISC RATIFICATION

Any decision made by the Bureau is subject to ratification by the ISC Plenary Meeting and may be modified or repealed by the ~~ISC~~ same.

5 ISC Officers

5.1 PRESIDENT

5.1.2 Duties and Powers of the President

(10) To act as Chair to temporary Working Groups set up together with the relevant Discipline Committee(s) to manage Marketing and other Commercial Opportunities, Multi-Sport events such as the World Air Games, other special projects deemed necessary by the ISC Plenary. This may be delegated to a Vice President. See comments above.

5.1.3 Representation

The ISC President shall no longer represent the FAI Member who appointed him Delegate and for the term of his Presidency, that Member may appoint another Delegate in his place.

The ISC President may not be the Chair (or a member of a Committee) but may be Chair or member of a temporary Working Group ~~or Working Group other than the ISC World Air Games/World Games Working Group~~ and may not be elected or appointed to any other ISC Officer position.

5.3 VICE PRESIDENTS

5.3.2 Duties

The Senior Vice President of the two shall perform the Presidential duties in the absence of the President and First Vice President. Seniority will be based on the length of time as an ISC Delegate.

The Vice Presidents will contribute according to needs:

To verify all competition bids received in liaison with the Committee concerned and make recommendations to the Bureau.

To Chair Temporary Working Groups as requested by the President and confirmed by the Plenary.

The Vice Presidents shall continue to represent the FAI Member who appointed them Delegate unless called upon to act as President for the remainder of a term.

~~5.6 WORLD AIR GAMES LIAISON OFFICER~~

~~The WAG Liaison Officer shall be appointed by the Bureau, subject to approval by the Plenary Meeting. The position may be held by the Chair of an ISC Competition Committee.~~

This role is no longer necessary, should World Air Games or other Multi-Sport events be re-initiated, they will be handled within a Working Group Chaired by the ISC President and an officer, if required, designated by the Group (see 5.1.2(10))

~~5.8 MEDIA LIAISON OFFICER~~

~~The Media Liaison Officer shall be appointed by the Bureau, subject to approval by the Plenary Meeting.~~

This role is obsolete. The matter will be handled by the Chair of the IPC Media Working Group

6 ISC Committees

6.2 COMPOSITION

6.2.1 Eligibility

The Chair must be a current Delegate or Alternate Delegate to the ISC. The Deputy Chair may be a current Delegate, Alternate Delegate or an Appointed Observer. If the Deputy Chair is an Appointed Observer, NAC approval (in writing) is required. The President ~~and the First Vice President~~ may not serve as an ISC Committee Chair ~~nor may the President be a member of an ISC Committee~~. See 5.1.3

6.6 REPORTING

The Chair of each Commission will present an Annual Report, which will give details of the Committee's work during the previous year. The report must contain all proposals and recommendations for changes (i.e., to the Competition Rules, Sporting Code, etc.) which will be discussed in the Committee working sessions held immediately prior to the Plenary meeting. The report must be submitted to the ISC Recording Secretary in accordance with paragraph 3.7.1, so that it can be distributed with the Agenda and Notice of Meeting that is sent out in accordance with 3.7.2.

The Committee Chair will also produce an interim report to the ISC President at least 30 days before the FAI General Conference to facilitate reporting to the same. This is because the President has to report to the General Conference and needs to know what is happening within the Committees to do that properly. This exists in other Commissions.

The Committee Chair will share relevant information of interest with the ISC Media Working Group for distribution to a wider audience through Facebook, Instagram or other means. It is important that all the Committees contribute to the information we put out to the public. With their networks, etc.. they should be able to help find material.

7 ISC Working Groups

7.2 COMPOSITION

- (1) Each ISC Working Group, ~~other than the ISC Media and Promotion Working Group and the ISC World Air Games/World Games Working Group~~, consists of a Chair and up to five other individuals. Members, who are not Delegates or Alternate Delegates, are required to obtain approval for their appointment either from the Delegate representing their FAI Member or from their FAI Member. This approval must be given in writing no later than the end of the Plenary Meeting at which the appointment is made (6.4.2)
- ~~(2) The ISC Media and Promotion Working Group consists of a Chair and up to five other members. The ISC Media Liaison Officer must be a member of this Working Group.~~
- ~~(3) The ISC World Air Games/World Games Working Group consists of a Chair, the Chair of each of the ISC Competition Committees that will participate in the WAG and/or World Games, together with the Chair of the Judges Committee, the WAG Liaison Officer, the World Games Liaison Officer and the Media Liaison Officer. The position of WAG Liaison Officer and the World Games Liaison Officer may each be held by the Chair of an ISC Competition Committee.~~

7.2.1 Eligibility

The Chair of an ISC Working Group, other than the Chair of the ISC Finance Working Group ~~and the Chair of the ISC World Air Games/World Games Working Group~~, must be chosen from the Delegates and Alternate Delegates to the ISC or the ISC President as per 5.1.2 (10).

In order to be elected for the first time, a Committee Chair must either be present at the ISC meeting where the decision takes place or be the Deputy Chair of that Committee.

7.3 CHAIR

7.3.1 Term of Office

In accordance with FAI By-Law 3.5.1, the term of office for the Chair of an ISC Working Group, will be two years, concurrent with the term of office of the Bureau. The Chair of an ISC Working Group may be re-appointed an unlimited number of times.

- (1) The ISC Finance Secretary will be the ex-officio Chair of the ISC Finance Working Group.
- ~~(2) The ISC President will be the ex-officio Chair of the ISC World Air Games/World Games Working Group. Delete see 5.1.2. (10)~~
- ~~(3) The Chair of any other ISC Working Group will be appointed by the Plenary Meeting on advice from the ISC Bureau. Delete due to suggestion 5.1.2 (9)?~~

Nominations shall be carried out in the same manner as for ISC Committees.

7.6 PERMANENT ISC WORKING GROUPS

The permanent ISC Working Groups are as follows:

- (1) ISC Media ~~and Promotion~~ Working Group.
- (2) ISC Finance Working Group.
- ~~(3) ——— ISC World Air Games/World Games Working Group.~~

9 ISC Web Site

The ISC part of the FAI Website will be administered by a person (Webadmin) appointed by the ISC Bureau.

~~9.2 — FAI and Webadmin will enter into a Web Page Management Agreement, which will be signed by Webadmin, the FAI Secretary General and the ISC President.~~

~~9.3 — A draft of the Agreement is in Annex 7.~~

The ~~Agreement specifies the content for which~~ Webadmin is responsible. ~~This content is:~~

- (1) News and pictures.
- (2) Safety pages.
- (3) ~~Competition results from the site of each FCE. No longer necessary~~
- (4) Reports on urgent matters.
- (5) Information on events that are not in the FAI calendar and that are not commercial in nature – the ISC ~~Bureau~~ must be consulted in case of doubt about the latter.

ANNEX 1 THE FAI GOLD PARACHUTING MEDAL

The nomination and the resume must be sent to the ISC and to the FAI in accordance with 3.7.3 so as to be included in the published Agenda for the Plenary Meeting. The resume must not exceed 250 words (See FAI Statutes 9.1.3.3) **This is to align with the By-Laws.**

~~ANNEX 2 — FAUST VRANCIC MEDAL~~

ANNEX 4 TERMS OF REFERENCE FOR ISC COMMITTEES & WORKING GROUPS/TERMS OF REFERENCE FOR ISC COMPETITION COMMITTEES

5 MEETINGS

Each ISC Competition Committee shall hold meetings as follows, **they may be held electronically where necessary or preferable:**

- (1) An Open Meeting at the site of and during an FCE;
- (2) A Closed Meeting ~~immediately~~ **as soon as possible** after an FCE **and which may be held electronical;**
- (3) An Open Meeting ~~immediately~~ prior to the annual Plenary Meeting;
- (4) A Closed Meeting following the Open Meeting prior to the Plenary Meeting;
- (5) A Closed Meeting immediately after the annual Plenary Meeting. The Closed Meeting after the Plenary is intended only for an exchange of contact addresses, phone numbers and the assignment of tasks and/or projects.
- (6) The Committee may meet at any other time if the Chair deems it necessary.

6 REPORTS

~~Each year, the Chair of each ISC Competition Committee shall present to the Plenary Meeting, a written Annual Report, which will give details of the Committee's work during the previous year. The report must contain all proposals and recommendations for changes (i.e. to Competition Rules, Sporting Code etc.) which will be discussed in the committee working session held immediately prior to the Plenary Meeting. The report must be submitted to the ISC Recording Secretary in accordance with paragraph 3.7.1, so that it can be distributed with the Agenda and Notice of Meeting that is sent out in accordance with 3.7.2.~~

The Chair of each ISC Committee and Working Group will ensure that reporting is carried out in accordance with paragraph 6.5 of the Internal Regulations and will also ensure that all relevant information is communicated to the ISC Media Working Group for publication.

TERMS OF REFERENCE FOR THE ISC JUDGES COMMITTEE

2 OBJECTIVES

The objectives of the ISC Judges Committee are:

- (1) To establish the Judging Procedures for each discipline in accordance with the requirements of the competition rules for that event **together with the Competition Committee concerned.**

3.2 AUTHORITY

The ISC Judges Committee has the authority to collect, store and process information relevant to its Areas of Work. All ISC Members **directly or through** their Delegates are obliged, **within the specified deadlines**, to provide all the **relevant** information requested by the ISC Judges Committee.

4 AREAS OF WORK

The Judges Committee shall engage in and be responsible for:

Ensuring that the performances at FAI ~~parachuting and indoor~~ skydiving events and record attempts are assessed in accordance with the FAI Sporting Code General Section, FAI Sporting Code Section 5 and the relevant ISC Competition Rules.

...

- (4) Recommending to ISC Plenary Meetings, persons eligible for approval to conduct ISC Judge Training and/or Evaluation Courses and to formulate the methods and procedures of so doing. **Maintain an up-to-date list of such persons available in the Judges section of the ISC/FAI web site.**
- (5) The maintenance and administration of the list of FAI **Parachuting Skydiving** Judges.
- (6) The organisation of ISC Judge Training Courses **which may be either physical on-site courses or carried out via an electronic meeting tool**, including establishing and/or maintaining syllabi and online training tools for ISC Judge Training Courses. **All such ISC Judge Training Courses must be announced through the ISC/FAI web site and, if appropriate, through the ISC Facebook page.**
- (7) The evaluation and approval of Electronic Scoring Systems, and maintaining ~~the~~ **an up-to-date list of the approved Electronic Scoring Systems which must be made available to potential FAI competition organisers upon request.**

5 MEETINGS

The ISC Judges Committee shall hold meetings as necessary but is required to meet at least twice **immediately** prior to a Plenary Meeting. The first meeting will be an Open Meeting and the second meeting will be a Closed Meeting. Any work or communications needed during the intervening year will be handled by ~~letter, fax or~~ **email or other** electronic means **including electronic meeting tools.**

6 REPORTS

~~Each year, the Chair of the Judges Committee shall present to the plenary meeting an Annual Report, which will give details of the Committee's work during the previous year. The report must contain all proposals and recommendations for changes (i.e. to the Competition Rules, Sporting Code, etc.) which will be discussed in the Committee working session held immediately prior to the Plenary meeting. The report must be submitted to the ISC Recording Secretary in accordance with paragraph 3.7.1, so that it can be distributed with the Agenda and Notice of Meeting that is sent out in accordance with 3.7.2.~~

The Chair of the Judges Committee will ensure that reporting is carried out in accordance with paragraph 6.5. of the Internal Regulations and will also ensure that all relevant information is communicated to the ISC Media Working Group for publication.

TERMS OF REFERENCE FOR THE ISC TECHNICAL AND SAFETY COMMITTEE

6 MEETINGS

The ISC Technical and Safety Committee shall hold meetings as necessary, but is required to meet at least twice ~~immediately~~ prior to a Plenary Meeting. The first meeting will be an Open Meeting and the second Meeting will be a Closed Meeting. Any work or communication needed during the intervening year will be handled by ~~letter, fax or email or other~~ electronic means ~~including electronic meeting tools~~.

TERMS OF REFERENCE FOR THE ISC RULES AND REGULATIONS COMMITTEE

6 MEETINGS

The ISC Rules and Regulations Committee is required to meet at least twice immediately prior to a Plenary Meeting. The first meeting will be an Open Meeting and the second meeting will be a Closed Meeting. Any work or communication needed during the intervening year will be handled by ~~letter, fax or email or other~~ electronic means ~~including electronic meeting tools~~.

~~TERMS OF REFERENCE FOR THE ISC MEDIA & PROMOTION WORKING GROUP~~

~~TERMS OF REFERENCE FOR THE ISC WORLD AIR GAMES / WORLD GAMES WORKING GROUP~~

TERMS OF REFERENCE FOR THE ISC FINANCE WORKING GROUP

4 OBJECTIVES

The objectives of the ISC Finance Working Group are to:

...

- (3) Assist the ISC Finance Secretary in the preparation of budgets, ~~and accounts~~ and forecasts. Includes necessary practices in current environment to "forecast" future trends.

6 AREAS OF WORK

The areas of work within which the ISC Finance Working Group shall engage itself, comprise the following subjects:

- (1) Development of the financial aims and objectives of the ISC.
- ~~(2) Liaison with the ISC Development Working Group in an effort to realise the aim of funding ISC activities from outside sources. Obsolete DWG~~
- (2) Development of alternative plans and strategies to achieve ISC financial aims and objectives. Renumbered

7 MEETINGS

The ISC Finance Working Group is required to meet at least twice immediately prior to the Plenary Meeting. The first meeting will be an Open Meeting and the second meeting will be a Closed Meeting. Any work or communication needed during the intervening year may be handled by ~~letter, fax or email or other~~ electronic means ~~including electronic meeting tools~~. Updated. Letters and faxes no longer used by many.

8 REPORTS

(1) Each year, the Chair of the ISC Finance Working Group shall present to the Plenary Meeting a written Annual Report that will include the Financial Statements including (~~Balance Sheet and Income Statement~~ Budget Performance and Cash Flow) (these are more accurate descriptions for what we need and do) for the preceding calendar year, the proposed Budgets for the current and subsequent calendar years (housekeeping) and details of the Working Group's activity during the previous year along with any other financial analyses that may contribute to decision-making.

...

(4) Each year, at least 30 days prior to the FAI General Conference, the Chair of the ISC Finance Working Group will prepare a financial report on ISC's status, achievements and issues for the ISC President the content of which will be included (partially or completely) in the ISC Report to the General Conference. This is to keep the President informed of ISC's financial position before he attends the FAI General Conference. Same clause added to other TORs where needed.

Addendum 2 – Expenditures:

...

(4) If the proposal is for an amount in excess of €1.000 it must be formally submitted in writing using the guidelines suggested in the *Budget Request Template* document available from the Finance Secretary. (describes current practice)