

WORLD OCR
Fédération Internationale de Sport d'Obstacles
NATIONAL FEDERATION JOINING KIT

Inclusions:

1. How to set up a National Federation
2. Application for Membership
3. Affidavit of Legal Status form
4. NOC Recognition form
5. NF Executive Committee Code of Conduct
6. FISO NF Constitution and Bye-Laws Template

Please send all forms and your Constitution once complete to governance@worldocr.org. We will notify you of next steps and add your organisation to your Continental Confederation.

For questions please contact us and we will happy to assist you. Thank you for your interest in forming a National Federation.

HOW TO SET UP A NATIONAL SPORTING FEDERATION

1. Talk to athletes in your country to see if they want to form a National Federation (NF). It can be very helpful if you include obstacle athletes who have experience in sports governance in recognized Olympic sports at the national or international level.
2. Discuss forming a federation with your National Olympic Committee (NOC) and its Athletes Commission, and/or your National Sporting Association
3. Form a Legal Entity similar to the NOC such as a non-profit corporation, club, association, or other entity appropriate in your country. Ask your NOC for help with this or any part of the process if you need it.
4. Notify athletes in your country of a General Assembly meeting by sending them an email, letter or notification on social media, including an agenda listing the following topics:
 - o Roll call
 - o Forming an Association
 - o Agreeing a Constitution
 - o Elections to the Executive Committee
 - o Projects to run
 - o Any other matters you or they wish to discuss
5. Use the FISO Sample Constitution or create your own and send this draft to your country's athletes prior to the meeting. The sample Constitution we have sent you is a starting point. Include your country name in the federation name. You may change any part of the Sample Constitution.
6. Select a Chairperson to chair the meeting. You may use Roberts Rules of Order as a system to run your meetings, www.robertsrules.com. It is not necessary to run your meetings using Roberts Rules.
7. During the meeting discuss and pass the Constitution including any changes as voted by the meeting. Then elect whatever Executive Committee Members your constitution calls for.
8. Record the decisions of the meeting, the names of those present and elected as Members of the Association and those elected as members of the Executive Committee as official Minutes which you should keep in a safe place (and ideally in a cloud storage service).

Please fill in and return the following to FISO as a PDF document:

1. **NF Application for Membership form**
2. **Affidavit of Legal Status form**
3. **Executive Committee Members Form**
4. **Your Constitution and Bye-Laws**
5. **Recognition by NOC or NSA form**
6. **Completed Constitution**

Send to governance@worldocr.org. We will notify you of next steps in due course. Any questions please get in touch and we will help. Thank you for your interest in forming a National Federation and becoming a member of World OCR.

NATIONAL FEDERATION
Application for Membership
to
Fédération Internationale de Sports d'Obstacles
Applicable Continental Confederation of World OCR

Continental Confederation (**Mark one box**):

- OCR Africa OCR Americas OCR Asia OCR Europe OCR Oceania

On behalf of the obstacle sports athletes of our country we hereby apply for membership to World OCR, the Fédération Internationale de Sports d'Obstacles (FISO), recognition as the sole organisation authorised to represent FISO in our country and the relevant continental confederation marked above.

We agree to fulfil the eligibility criteria of FISO. We support the mission and purpose of FISO. We will comply with the FISO Constitution and Bye-Laws and the decisions of the FISO General Assembly and Executive Committee. We will abide by the Olympic Charter, the IOC Code of Ethics, the FISO Code of Ethics and the FISO Code of Conduct. We certify that our Constitution, rules and regulations are consistent with the Statutes and Bye-laws of FISO and the International Olympic Committee and that we have the support of our National Olympic Committee and / or National Sporting Association.

Name of your National Federation*	
Mailing Address	
Country	
Website (URL) address	www.
Contact person (full name)	
Contact phone number (including country code)	
Email address	
President / Chairman Secretary Treasurer First Vice President	

If your executive board is incomplete, please list only those officials in place at this time.

** Names commonly used by national federations & associations include Obstacle Course Racing (OCR), Obstacle Course Racing Association (OCRA) and Obstacle Sports Federation (OSF).*

IMPORTANT NOTICE: If you do not demonstrate adequate progress toward recognition in your country or fail to maintain FISO and Continental membership requirements your membership may be withdrawn.

As the official representative of the abovenamed National Federation, I hereby agree that our constitutions will include clauses that:

- a) refer all unresolved disputes between the NF and FISO to the Court of Arbitration for Sport (CAS);
- b) NF will have Anti-Doping Rules that comply with the WADA Code and World OCR Anti-Doping Rules;
- c) NF will have SafeSport rules that comply with the World OCR SafeSport guidelines
- d) NF will have Safety policies that follow World OCR Safety Guidelines

We agree to pursue recognition as the official governing body for the sport in our country. The National Olympic Committee (NOC) and/or National Government Sports Agency (NGSA) must confirm this status.

Please return the completed form to governance@WorldOCR.org

Name

Date

Title

Signature

NATIONAL FEDERATION
Affidavit of Legal Status
to
Fédération Internationale de Sports d'Obstacles
Applicable Continental Confederation of World OCR

Name of National Federation:

Country:

Continent:

I hereby attach a copy of the Legal Entity documents we have created and filed or intend to file for our National Federation as applicable in my country. (For example: Non- Profit Company, Non-Profit Club, Association, etc.)

I certify this is a true and accurate copy of the Legal Entity documentation for the National Federation named above.

Signature:

Name:

Title:

Date:

Email:

NATIONAL FEDERATION
NOC / NSA Recognition
(if approved at this time)

Name of National Federation:

Country:

This is to certify that the National Olympic Committee or National Sporting Association named below hereby recognises the National Federation named above and attests that the organisations work in cooperation to support and promote Obstacle Sports and the fundamental values which are enshrined in the Olympic Charter.

Name of NOC or NSA:

Signature of NOC or NSA Official:

Name of NOC or NSA Official:

Title of NOC or NSA Official:

Date:

Email:

National Federation Executive Committee CODE OF CONDUCT

By signing this Code of Conduct I, _____ hereby agree, on behalf of the Executive Committee, at all times:

- i. To act in the best interests of my National Federation (NF) and World OCR, Fédération Internationale de Sports d'Obstacles (FISO) and to take all steps to assist my NF and FISO in achieving their objectives and the effective implementation of their policies.
- ii. To abide by the IOC Code of Ethics.
- iii. To act with honesty and integrity.
- iv. To conduct myself in a manner commensurate with my position within my NF's structure.
- v. To act with due diligence in the discharge of my functions for and on behalf of my NF.
- vi. Not to use my position and/or any knowledge or information gained from my position for personal gain or benefit as outlined in the NF Constitution and Bye-Laws.
- vii. To represent my NF in a positive and supportive manner.
- viii. To observe and adhere to the NF Constitution, Bye-Laws and all NF policies and procedures adopted by the NF Executive Committee and/or the NF General Assembly.
- ix. To support actions taken by decision of the Executive Committee.
- x. To avoid acting in a way that represents a conflict of interest between my position as an Executive Committee member and my personal or professional life. If, however, such a conflict does arise, I will declare that conflict to the Executive Committee and refrain from voting on matters in which I have conflict.
- xi. To allow management to carry out its responsibilities effectively.
- xii. Not to engage in any behaviour which is prejudicial to the interests of my NF, FISO or any of its member National Federations and Associations including its non-profit status or its commercial relationships.
- xiii. Not to disclose information entrusted to me in confidence or obtained because of my position within my NF.
- xiv. Not to commit or be responsible for and/or party to any form of discrimination including, without limitation, based on race, sex, ethnic origin, religion, philosophical or political opinion or other grounds.
- xv. Not to give or receive gifts or favours of any kind where this might appear designed to improperly influence my duties and obligations to my NF.

Signature: _____

Print Name:

National Federation:

Position:

Date: