



BOTSWANA NATIONAL OLYMPIC COMMITTEE



## **MINIMUM GOVERNANCE STANDARDS FOR BNO MEMBERS**

### **A. Preamble**

As National Federations (NFs) that are Members of the Botswana National Olympic Committee (BNO), we **RECOGNISE** that in order for us to be able to:

- a. fully afford Botswana and residents of Botswana their basic right of freedom to participate in sport;
- b. make possible the attainment of true potential by Botswana athletes;
- c. position sport in Botswana to be able to maximise its potential towards economic diversification and contribution to the country's GDP;
- d. order to make possible the full exploitation of sport for its tourism potential in Botswana;
- e. fully position sport as a vehicle through which Government and other organisations can achieve their health, social, economic and other goals;
- f. earn the respect we think we deserve;
- g. in order to attract the attention of the private sector; amongst other things.

We need to, in the discharge of our mandates, uphold the highest levels of good corporate governance.

We **ACCEPT** that as elected representatives, it is expected of us to act in the best interests of the stakeholders that we represent, amongst them our clubs, National Sport Governing Bodies (NSGBs), the Government of Botswana and the Botswana public at large.

We **CONCEDE** that only through effective leadership, integrity, accountability, good judgement and transparency, amongst other things can we attain effectiveness in sport governance.

### **B. Minimum Governance Standards**

**NOW THEREFORE**, we **UNDERTAKE** that as the barest minimum, we shall ensure that:

- 1.0 In the discharge of our duties, the primary source of reference shall be the last **Approved Copy of Our constitution**; understanding that on occasion it has to be read with and/or in the context of the statutes of our Regional, Continental and/or International Federations, NSGBs ("Botswana National Olympic Committee" or "BNO" and/or "Botswana National Sport Commission" of "BNSC") and/or national laws.

- 2.0 Boards/**Executive Committees** “Boards” of our National Federations shall be elected as per the procedures set out in our constitutions or relevant bye laws and that the Boards’ tenure would not exceed the periods prescribed in the constitutions.
- 3.0 Our Boards will have minimum of four (4) **properly convened and constituted meetings**, whose record will be kept in writing.
- 4.0 There is convened at least one **Annual General Meeting (AGM)** for each twelve month period, within the prescribed period and by following the prescribed procedure for convention thereof.
- 5.0 Except with the express exemption of the BNOC and/or the BNSC, **Audited Financial Statements** are produced no later than six (6) months following the end of each financial year.
- 6.0 We shall establish as per our unique needs, **Board Committees** and/or Commissions, with clear Terms of reference.
- 7.0 At the very least, we will have in place and in force, **Policies/Procedures/Regulations/Bye Laws/Guidelines/Code** in the following areas:
- 7.1 Finance
  - 7.2 Team Selection
  - 7.3 Conduct
  - 7.4 Election
  - 7.5 Conflict of Interest
- 8.0 In order to retain our membership, we will pay **Subscription Fees** to BNOC and BNSC and/or our International bodies within the stipulated time periods.
- 9.0 Comply with all other conditions to remain in **good standing** with NSGBs and relevant Continental & International Bodies.
- 10.0 As a minimum we will have no less than five (5) **Active and Properly registered Clubs** as members.
- 11.0 At any given point in time, we will have a long term **Strategic Plan** that is still current in place and endeavour to ensure that on an annual basis, we develop business and/or operational plans.
- 12.0 We shall host at least one **National Championship** per year.
- 13.0 Submit **Annual Returns** to Registrar of Societies within the stipulated time frames. In turn, we endeavour to do our best to ensure that members also comply.
- 14.0 Ensure that our Constitutions prohibit taking of **Sport Disputes** to ordinary Courts of Law.

15.0 **Evaluate** the performance of each Board member at least once a year.

16.0 Commit to adhering to the World Anti- Doping Code, and ensuring that at all material times, our constitutions have an article on **anti-doping**; including commitment to established local & international requirements thereto.

17.0 Our Board shall have one athlete representative

**SIGNED BY:**

1. ....  
Name of Federation

Represented by: ..... on .....

.....  
Signature

2. ....

Represented by: ..... on .....

.....  
Signature

3. ....

Represented by: ..... on .....

.....  
Signature