

PRESIDENT

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**SECRETARY GENERAL**

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NOTIFICATION

POA-989/GC/550 dated 29 December, 2023

POA CODE OF ETHICS

In pursuance to the decision of the General Council meeting held on 03 July 2023 and confirmed on 01 December 2023, POA Code of Ethics duly adopted and approved by the house are hereby notified on this day of 29 December, 2023 as under:

CODE OF ETHICS & ETHICS COMMISSION (INTEGRITY BOARD)**SECTION 1**

This section outlines the purpose, scope of application, and behavior expectations and standards expected from the covered persons associated with the organization, POA reiterates the commitment to conduct operations and deliver programs with the highest integrity and ethical standards. This Code of Ethics adopts the fundamental principles of the IOC's Code of Ethics and Conduct, including respect for ethical principles, Olympic spirit, universality, political neutrality, human dignity, rejection of discrimination and harassment, and ensuring participants' safety and well-being. POA emphasizes transparency, responsibility, and accountability as conditions for recognition and affiliation and the same are provided in detail in this Article.

INTRODUCTION:

This Code of Ethics serves as a guiding framework for all individuals associated with the Pakistan Olympic Association or other the other Pakistani sports authorities, including but not limited to officials, administrators, athletes, coaches, and support staff. It sets forth the principles, values, and standards that we embrace as we strive to foster a culture of excellence, sportsmanship, and accountability.

As representatives of the nation's sports community, we commit ourselves to the following fundamental principles:

1. **Integrity:** We shall act with honesty, integrity, and transparency in all our endeavors, adhering to the highest moral and ethical standards. We will promote fairness, trust, and respect in our interactions with all stakeholders.
2. **Respect:** We shall treat all individuals, regardless of their background, with dignity, respect, and fairness. We will value diversity, inclusivity, and equality, ensuring that everyone has equal opportunities to participate and succeed in sports.
3. **Good Governance:** We shall promote effective and transparent governance practices, ensuring accountability, responsibility, and sound decision-making. We will work towards creating a culture of professionalism, efficiency, and ethical conduct throughout the organization.
4. **Athlete Welfare:** We shall prioritize the well-being, safety, and development of athletes, placing their physical and mental health as our utmost concern. We will strive to provide a supportive environment that nurtures their growth, while protecting them from any form of abuse, discrimination, or exploitation.

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5. Fair Play: We shall uphold the principles of fair play, honesty, and sportsmanship in all sporting activities. We will enforce and promote adherence to rules and regulations, discouraging any form of cheating, doping, or unethical behavior
6. Anti-Discrimination: We shall actively oppose and prohibit discrimination, harassment, or any form of unfair treatment based on race, gender, religion, disability, or any other protected characteristic. We will ensure equal opportunities and a level playing field for all participants.
7. Transparency and Accountability: We shall maintain transparency in our operations, including financial management, decision-making processes, and selection procedures. We will be accountable to the public, stakeholders, and the sports community at large, ensuring that their trust in our organization remains unwavering.

By embracing these principles and adhering to this Code of Ethics, we pledge our commitment to the highest standards of ethical conduct, promoting the growth, excellence, and integrity of sports in Pakistan. We acknowledge that this Code provides a framework for continuous improvement, and we shall review and update it periodically to ensure its relevance and effectiveness.

1. Purpose

1.1 Pakistan Olympic Association (hereinafter referred as "POA") reiterates its commitment to conduct, the operations of POA and delivery of the program and activities of POA, with highest integrity and ethical standards. In this resolve, Covered Person(s) [as defined in this Code of Ethics] recognize and undertake to uphold fundamental principles of the IOC's Code of Ethics and Conduct which include:

1.1.1 Respect for the universal fundamental ethical principles is the foundation of Olympism

1.1.2 Respect for the Olympic spirit, which requires mutual understanding with a spirit of friendship, solidarity and fair play;

1.1.3 Respect of the principle of the universality and political neutrality of the Olympic Movement;

1.1.4 Maintaining harmonious relations with state authorities, while respecting the principle of autonomy as set out in the Olympic Charter;

1.1.5 Respect for human dignity;

1.1.6 Rejection of discrimination of any kind on whatever grounds, be it race, colour, sex, sexual orientation, language, religion, political or other opinion, national or social origin, property, birth or other status;

1.1.7 Rejection of all forms of harassment and abuse, be it physical, professional or sexual, and any physical or mental injuries;

1.1.8 Ensuring the participants' conditions of safety, well-being and medical care favourable to their physical and mental equilibrium.

1.2 This Code of Ethics warrants Covered Person(s) to implement the Basic Universal Principles of Good Governance of the Olympic and Sports Movement in true spirits. As such this Code will necessitate transparency, responsibility and accountability, as a condition of recognition and affiliation of organization defined in the meaning of Covered Person(s).

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1.3 This Code of Ethics defines and expects behaviors that are conducive for the accomplishment of POA Mission and those which are not permitted so that they are known to Covered Person(s) and, to the extent prohibited behavior does occur, it outlines a duty to report, a clear reporting process and mechanism to address the wrongful conduct. This Ethics Code further ensures that the decisions and actions of Covered Person(s) are consistent with the vision and values of the POA, the IOC Code of Ethics and the Olympic Charter, which the POA is committed to uphold at all times.

1.4 This Code of Ethics will enable Covered Person(s) to realize, adopt and manifest highest ethical standards in accordance with aforementioned principles during their association with the Olympic Movement of Pakistan.

1.5 The Covered Person(s) will work in best of their ability to act in accordance with this Code and enable an environment placing the Olympic Movement of Pakistan at the service of the communities and to build the public confidence in the entities of the Olympic Movement in Pakistan.

Section 2

This section defines the covered persons who are subject to the code, including office bearers, employees, athletes, coaches, medical personnel, and others associated with the organization. The Code extends to elected or non-elected officials or representatives of member units and personnel associated with entities seeking affiliation or recognition; and applies to all activities and events organized or hosted by the organization, both in Pakistan and abroad, and includes various sports competitions and games. This section also outlines the standards to be maintained, derived from the Olympic Charter, IOC-approved POA Constitution, IOC Code of Ethics, POA Code of Ethics, and relevant guidelines. Emphasizes the importance of integrity, impartiality, objectivity, independence, and professionalism in decision-making. Prohibits acts involving fraud, corruption, and conduct that tarnishes the reputation of the organization. Requires clear decision-making processes, independent governance structures, and transparent financial operations. Prohibits conflicts of interest, acceptance of remuneration or concealed benefits, and advocates the prohibition of performance-enhancing drugs. Encourages public disclosure of audit reports, maintaining the integrity of sports competitions, and adhering to relevant policies on gifts, conflicts of interest, anti-doping, and competition manipulation prevention. Acknowledges that conduct prohibited under the code may also violate applicable laws and regulations but doesn't replace them. This section lists the additional policies and guidelines that covered persons must abide by, such as prevention of non-accidental violence, conflict of interest, political neutrality, disclosure of intimate relationships, confidentiality of organizational information, whistleblower policy, financial rules, and any other values or policies determined necessary by the Ethics Commission (Integrity Board) and approved by the General Council of POA. Overall, this code of ethics aims to ensure the highest ethical standards, integrity, and compliance with relevant guidelines and policies within the organization and its associated entities. It sets expectations for behavior and provides a framework for reporting and addressing violations of the code.

2. SCOPE OF APPLICATION

2.1 This Ethics Code applies to Covered Person(s) including:

2.1.1 All persons engaged in any statutory, contractual, paid or volunteer capacity with the POA or otherwise under the jurisdiction of the POA. Without limiting the foregoing, Covered Person(s) include the all those persons who are or would be reasonably perceived as representing the POA and involved in POA Activities:

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2.1.2 POA's office bearers (elected or non-elected), other officers (appointed for activities, programs or projects of POA), members of committee/commission and other volunteers coopted as members of such Commissions and Committees;

2.1.3 POA employees, interns and persons under contract with the POA;

2.1.4 All athletes eligible for nomination to, or forming part of, any team participating in sport competitions over which POA has jurisdiction; and

2.1.5 All persons working with those teams or athletes, including coaches, medical and paramedical personnel, sports federation representatives, and other support persons

2.1.6 All persons associated as elected or non-elected official or representative of the member units of POA or all persons associated as elected or non-elected official or representative of the member units of POA affiliated member units [POA recommends establishment of the Ethics/Integrity Units by Member Units to process matters of ethical conduct as per their mandate of governing their respective Sports]

2.1.7 All the personnel associated with entities established or in the process of establishment as sports related entities seeking affiliation or recognition of the POA

2.1.8 All the personnel associated with entities whose athlete(s) or official(s) request for participation in programs of POA except for established entities who partner with POA in delivery of POA Programs until an agreement is reached to this effect. In such cases POA shall ensure the delivery partner is well acquainted POA Code of Ethics.

2.2 The Covered Person(s) shall inform the Ethics Commission (Integrity Board) or a person in leadership in the strictest confidentiality and by using the appropriate mechanisms, any information related to a violation of this code, with a view to possible referral to the Ethics Commission (Integrity Board). Any disclosure of information must not be for personal gain or benefit, nor be undertaken maliciously to damage the reputation of any person or organisation.

2.3 This Ethics Code applies at all times, wherever the POA work or activities take place, which includes the POA offices as well as external locations in Pakistan and abroad and includes all activities and events over which the POA has jurisdiction, such as the Olympic Games, Asian Games, Youth Olympic Games and any other Games to which the POA send an official delegation (the "Games"), as well as all other events and activities organized or hosted by the POA (collectively, including the Games, the "POA Activities"). Without limiting the foregoing, it is acknowledged that Covered Person(s) may be subject to other policies of recognized National Sports Federations or otherwise, and that this Ethics Code is not intended to replace or repeal such policies but to supplement.

2.4 In cases where a breach pertains to the Organizations defined in the Covered Persons except for the Provincial Olympic Associations, POA Commissions/Committees or the appointed or elected officials of POA, the Ethics Commission (Integrity Board) will forward its decision to the concerned organization for recommendations for implementation by the appropriate authorities. However the Ethics Commission (Integrity Board) may impose the interim or full sanctions, warnings or other measures through President POA. President POA shall be bound to notify such recommendations as an interim or full measures and place the recommendations before the Executive Committee or General Council for approval being the competent authority as the case may be. The Executive

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Committee or the General Council, if it deems so, may adopt measures provided under this Code. The Provincial Olympic Associations, POA Commissions/Committees or the appointed or elected officials of POA shall however be bound to implement the decision of the Ethics Commission (Integrity Board).

2.5 This Ethics Commission (Integrity Board) will not interfere in the decision making process of the Independent Commissions of POA i.e. Arbitration Commission and Election Commission and these Commissions will be independent and shall operate in accordance with their Rules. The Ethics Commission (Integrity Board), if so required, may share relevant information with these Commissions enabling them to make a just and well informed decision.

2.6 POA encourages organizations defined in the meaning of Covered Persons to establish their own Ethics Commission (Integrity Board) on the principles laid down in this Code; and such organizations having their own Ethics Commission (Integrity Board)s will be independent to the extent of determining breaches of Ethical Conduct for themselves. POA shall however be independent to decide whether any breach(s), requires forfeiture of the membership rights of an organization shall remain recognized/affiliated with POA.

3 BEHAVIOR EXPECTATIONS AND STANDARDS

3.1 The standards to be maintained will include the principles laid down in this Code derived from:

3.1.1 Olympic Charter

3.1.2 IOC approved POA Constitution

3.1.3 IOC Code of Ethics

3.1.4 POA Code of Ethics

3.1.5 IOC's guidelines to prevent Non-Accidental Violence in Sports

3.1.6 IOC's guidelines on Prevention of Competition Manipulation

3.1.7 The POA shall from time to time may add more perspectives to the ethical conduct.

3.2 The "Integrity of conduct" of the Covered Person(s) is imperative for the success of the Mission of the POA thus the Covered Person(s) must use due care and diligence in fulfilling their mission. At all times, they must act with the highest degree of integrity, and particularly when taking decisions, they must act with impartiality, objectivity, independence and professionalism. They must refrain from any act involving fraud or corruption. They must not act in a manner likely to tarnish the reputation of the POA and the whole of the Olympic Movement of Pakistan.

3.3 The Covered Person(s) shall ensure that their decision making processes are defined and the decisions taken are through notified process and information is available to all stakeholders. The Covered Person(s) shall be independent in determining their governance structures and establishing rules for operations in accordance with the Olympic Charter however the same must be based on the principles of the Code of Ethics and available to public through websites (accessible all time by public) of their own or that of POA.

3.4 The right to exercise vote is in accordance with the statutes and the process of election is well defined and democratic and transparent. The Covered Person(s) shall be independent in determining their governance structures and establishing rules for operations in accordance with the Olympic Charter however the same must be based on the principles of the Code of Ethics and available to public through websites (accessible all time by public) of their own or that of POA.

3.5 The resources must be used explicitly for the stated purposes in accordance with the IOC Olympic Solidarity guidelines or the guidelines of the International Sports Federations, public authorities or POA. The Covered Person(s) shall ensure that the income and expenditure of the organizations falling

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in the meaning of Covered Person(s) must be recorded in their accounts in accordance with generally accepted accounting principles. An independent auditor will check these accounts. POA shall be entitled to impose as a condition for Covered Person(s) to make public their audit reports at least annually either on their websites (accessible all time by public) or on the POA's website.

3.6 The Covered Person(s) shall formulate their independent Financial Rules enabling financial operations in accordance with the applicable laws and needs. [Transition Clause – till the time of notification of Financial Rules, organizations defined in Covered Person(s) may operate in accordance with the Financial Rules of POA]

3.7 The POA is committed to uphold integrity in the governance and administration of POA and the Olympic Movement as a basic principle of good governance and as a fundamental precept of its autonomous status of the governing body(s) of the Olympic Movement in Pakistan, in the best interests of the POA and its stakeholders as a whole.

3.8 POA expects every person or entity who is involved in the governance, programs and activities of the Olympic Movement in Pakistan, to conduct themselves with integrity and uphold the highest standards of conduct and ethics, in accordance with the values of the Olympic Movement.

3.9 The Covered Person(s) or their representatives must not, directly or indirectly, solicit, accept or offer any form of remuneration or commission, nor any concealed benefit or service of any nature, connected with the operations of POA except for those admissible and decided by under the various Rules of POA.

3.10 Only tokens of consideration or friendship of nominal value, in accordance with prevailing local customs, may be given or accepted by the Covered Person(s) provided that the impartiality and integrity of the Covered Person(s) are not being called into question. Any other form of token, object or benefit constitutes a gift which may not be accepted, but must be passed on to the organisation of which the beneficiary is a member. Covered Person(s) shall abide by the POA's Policy on Exchange of Gifts

3.11 Covered Person(s) are expected to conduct themselves in all matters involving or impacting or having the potential to impact the reputation of the POA/Olympic Movement of Pakistan, and where they may be seen to be representing the POA/Olympic Movement of Pakistan, in a manner that is fully consistent with the highest standards of behavior. At all times, Covered Person's behavior must not compromise the reputation of the POA and the trust of the POA's stakeholders.

3.12 The Covered Person(s) must refrain from placing themselves in any conflict of interests, and must respect the Rules Concerning Conflicts of Interests affecting the behaviour of the Covered Person(s).

3.13 The Covered Person(s) must abide by the World Anti-Doping Code and Anti-Doping Rules of POA; and at all times advocate the prohibition of any form of performance enhancing drugs to safeguard the help of athletes and general public.

3.14 The POA is also committed to uphold the integrity of Sports Competitions by protecting the clean athletes and spirit of fair play in competitions. Covered Person(s) shall abide by the POA's POA Rules on Prevention of Competition Manipulation at all times and any breach of the said Rules will be processed as per Rules.

3.15 POA recognize that conduct prohibited under this Code may also amount to a criminal offence and/or a breach of other applicable laws or regulations, except rules that infringe the autonomy of the Olympic Movement, in national jurisdictions or matters beyond the powers of the POA or its officials. This Code is not intended to replace such laws and regulations, but to supplement them with further rules of professional conduct for those involved in the governance and administration of the Olympic Movement in Pakistan. However the decisions and actions taken in accordance with the statutes of the POA or the affiliated National Sports Federations protecting operational autonomy shall not be

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liable for action or deemed violation of any laws/rules stipulated by the public authorities to control National Sports Organizations of Pakistan.

3.16 All the affiliated member units of POA and POA will make public calendar of their future national and international competitions either on their websites or on the website of POA to enable the stakeholders and public remain aware of the activities.

3.17 All the affiliated member units of POA and POA will make public names of selected athletes and their support personnel at the time of final selection enabling stakeholders and public to become aware of the participants. It will attract support for the competitors and discourage selection not based on merit. The affiliated member units of POA must also share the details of expenditure incurred on the participation not later than 30 days of the conclusion of the activity.

3.18 Covered Person(s) shall abide by the POA's Policy on Prevention of Non-Accidental Violence

3.19 Covered Person(s) shall abide by the POA's Policy on Prevention of Conflict of Interest

3.20 Covered Person(s) shall abide by the POA's Policy on Organizational Political Neutrality

3.21 Covered Person(s) shall abide by the POA's Policy on Disclosure of Intimate Relationship

3.22 Covered Person(s) shall abide by the POA's Policy on Confidentiality of Organizational Information

3.23 Covered Person(s) shall abide by the POA's Whistleblower Policy

3.24 Covered Person(s) shall abide by the POA's Gift Exchange Policy

3.25 Covered Person(s) shall abide by the POA's POA Financial Rules

3.26 Or any other value as determined by the Ethics Commission (Integrity Board) of POA

4 Compliance with Code

4.1 This Code will be mandatory to be adopted and accepted for the attainment and retention of the affiliation of POA by the affiliated National Sports Federations, Provincial Olympic Associations, Departments and Services and by the entities seeking recognition or affiliation of POA.

4.2 The President and the Secretary General of POA shall have an integral role in furthering the purposes of this Ethics Code and in its effective implementation. They will assist the Ethics Commission (Integrity Board) in delivery and implementation of this Code.

4.3 This Code operates without prejudice to such laws and regulations, and vice versa. For the avoidance of doubt, this Code shall not replace or in any way affect or alter the POA's ability to pursue appropriate disciplinary action against an individual determined as under the scope this Code. The POA shall be entitled, at its absolute discretion, to elect only to pursue disciplinary action against Covered Person(s). There shall be no requirement on the POA to have first instituted, or to subsequently institute, any action under this Code.

4.4. The Role of Ethics Commission (Integrity Board) will be to examine and decide upon the cases referred to them by the POA Secretariat or through channels provided in this Code.

4.5 The procedures under this Code shall be conducted with utmost impartiality and to safeguard the interests of the interests of the POA and the Olympic Movement

4.6 For the purpose of this Code, Covered Person(s) as defined in this Code will:

4.6.1 Acquaint and comply with the POA's mission, vision, values, statutes and policies;

4.6.2 Acquaint and comply with the POA's Code of Ethics and Policies;

4.6.3 Not participate in, condone, or engage in dishonesty, fraud, deceit, misrepresentation or illegal activities; and,

4.7 In accordance with purpose of this Code, Covered Person(s) are required to promote POA values and demonstrate highest standards of integrity and to foster a culture of ethics in the work and sport environment ensuring that:

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- 4.7.1 the POA and Olympic values are understood, communicated, championed and lived by all Covered Person(s);
- 4.7.2 there is adherence to all applicable laws, regardless of where the work of the POA is being conducted;
- 4.7.3 the expected standards of ethical behaviour by Covered Person(s) are clear, communicated, championed and lived; and
- 4.7.4 the conduct of Covered Person(s) is ethical, transparent and maintains public confidence in the integrity of the POA.
- 4.8 In furtherance of the purposes of this Ethics Code, all Covered Person(s) are expected to raise any concerns about behavior, to report any prohibited behavior, or any breach, or potential or suspected breach of this Ethics Code, to work together to uphold the highest standards of integrity and to foster a culture of ethics in the work and sport environment. Covered Person(s) are expected to exercise responsible judgment in complying with both the language and the spirit of the Ethics Code.
- 4.9 The decisions taken by the General Council or the Executive Committee cannot be challenged under this Code and if so required the complainant may seek remedies provided under the Constitution of POA until a breach of the standards set-forth in this Code and related policies is determined in which case the General Council or the Executive Committee will be bound to review the matter and issue a report publically.

Section 3

Ethics Commission (Integrity Board)

The Section 3 of the Code of Conduct describes the establishment and responsibilities of the POA Ethics Commission (Integrity Board), also known as the Ethics Commission. The key points in this section include; Establishment and composition of the POA Ethics Commission (Integrity Board) in accordance with Article 12 (2 – p) of the POA Constitution, the Commission will serve as an advisory body and provide guidance and advice on significant ethical dilemmas, the members of the Integrity Board will be individuals known for their integrity and wisdom in advising on ethical issues, the Chair and eight members of the Commission will be nominated by the POA President to the Executive Committee, and the Executive Committee will recommended the nominations to the General Council for ratification, the POA Secretary General will notify the Ethics Commission (Integrity Board) establishment on the organization's website for public information. This section outlines the responsibilities of the Ethics Commission (Integrity Board) by define and update a framework of ethical principles, including a Code of Ethics, based on the organization's ethical values and principles, and by analyzing and processing complaints related to the violation of ethical principles, including breaches of the POA Code of Ethics and policies, and by proposing sanctions or measures to the POA Executive Committee and General Council based on the analysis of ethical violations, and by providing opinions upon request from the POA President, Secretary General, Executive Committee, or the General Council. This section provides information about the rules and responsibilities of the constituents of the Ethics Commission (Integrity Board) as well as the composition of the sub-groups / committees to receive, file and process reports or complaints. The section states the tenure and terms of the Ethics Commission to be four years except for the first Commission term of which will conclude after one month of the conclusion of the Olympic Games in 2028. This section also outlines how the operational costs of the POA will be covered provided the members of the Commission will act on the voluntary basis.

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POA Ethics Commission (Integrity Board)

5 POA Ethics Commission (Integrity Board): The General Council of POA in accordance with Article 12 (2 – p) shall constitute an Ethics Commission (Integrity Board). The Commission will serve in an advisory capacity to provide guidance and advice from time to time in situations that pose significant ethical dilemmas. The Ethics Commission (Integrity Board) shall be formed from amongst individuals who are known to possess integrity, and the wisdom to advise on ethical issues.

6 Responsibility of the Ethics Commission (Integrity Board):

- 6.1 To define and update a framework of ethical principles, including a Code of Ethics, based upon the ethical values and principles
- 6.2 To analyse complaints raised in relation to the non-respect of such ethical principles, including breaches of the POA Code of Ethics and POA policies
- 6.3 To propose sanctions or measures to the POA Executive Committee and General Council;
- 6.4 To answer requests for opinions from the POA President, Secretary General, Executive Committee or the General Council

7 Appointment of the Commission:

7.1 The Chair of the Commission and its eight members (other than the Chair) Commissions will be nominated by the President POA to the Executive Committee for recommendation to the General Council. If approved, the nomination will be placed before the General Council for ratification. Upon such ratification, the Commission shall stand constituted. The Secretary General POA shall notify on the website the Ethics Commission (Integrity Board) for the information of public.

7.2 Criteria for nominating individuals as members of the Ethics Commission for the highest National Sports Authority in Pakistan can include the following:

7.2.1 Integrity and Ethics: Candidates should possess a strong personal and professional reputation for integrity, ethics, and moral character. They should demonstrate a commitment to upholding ethical standards and promoting fair play in sports.

7.2.2 Experience and Expertise: Nominees should have a solid background and experience in areas relevant to ethics, governance, law, or sports administration. This can include legal professionals, sports administrators, former athletes, academics specializing in sports ethics, or individuals with extensive experience in ethical decision-making processes.

7.2.3 Independence and Impartiality: Members of the Ethics Commission should be independent and impartial, capable of making fair and unbiased decisions. They should not have any conflicts of interest that could compromise their objectivity or impartiality in handling ethical matters.

7.2.4 Knowledge of Sports: Candidates should possess a good understanding of the sports industry, its dynamics, and the specific ethical challenges it faces. This includes familiarity with relevant international and national sports regulations, codes of conduct, and anti-doping policies.

7.2.5 Communication and Interpersonal Skills: Members should have effective communication skills to express their opinions, conduct investigations, and interact with stakeholders. They should be able to work collaboratively with other Commission members and stakeholders, such as athletes, coaches, officials, and the public.

7.2.6 Legal and Ethical Expertise: Preferably, nominees should have a sound understanding of legal and ethical principles, including sports governance, anti-corruption, anti-doping, and safeguarding of athletes. This expertise will enable them to interpret and apply ethical guidelines and regulations effectively.

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7.2.7 Conflict Resolution and Problem-Solving Skills: Members should possess strong analytical and problem-solving skills to assess and address complex ethical issues. They should be capable of applying ethical reasoning, investigating complaints, and recommending appropriate actions to resolve conflicts.

7.2.8 Time Commitment and Availability: Nominees should have the necessary time and availability to fulfill their responsibilities effectively. Being a member of the Ethics Commission requires attending meetings, reviewing cases, conducting investigations, and providing timely and fair decisions.

7.2.9 Diversity: It is beneficial to have a diverse Ethics Commission that reflects a wide range of perspectives, experiences, and backgrounds. This diversity can help ensure fair representation and comprehensive decision-making processes.

7.2.10 Confidentiality and Discretion: Members should demonstrate the ability to handle sensitive and confidential information with utmost discretion and maintain strict confidentiality in all matters related to the Ethics Commission.

7.3 The nomination process should involve thorough vetting of candidates based on these criteria, ensuring that the appointed members possess the necessary qualifications and attributes to fulfill their role effectively and maintain the highest standards of ethics and integrity in the National Sports Authority.

7.4 The Ethics Commission (Integrity Board) will elect a Vice Chair of the Commission and a Secretary of the Commission

7.5 The Ethics Commission (Integrity Board) will constitute an Ethics Board consisting of one member and Secretary of the Commission. The Chair may invite any official of POA Secretariat to assist the Ethics Board.

7.6 The Ethics Commission (Integrity Board) will appoint the Secretary of the Commission from amongst the four members of the Ethics Commission (Integrity Board)

7.7 The Ethics Commission (Integrity Board) will appoint an Integrity Officer of POA as a tenure post ratified by the Executive Committee of POA.

8 The Ethics Commission (Integrity Board) may delegate powers and authority to the Ethics Board to take decision where the meeting of the Commission is not possible for instance a sub-committee may be constituted which will be available during POA program or activities in particular during Games period.

9 Tenure of the members of the Ethics Commission (Integrity Board) - The duration of the term of appointment of POA Ethics Commission (Integrity Board) member is four years. This four years term may be renewed no more than twice. [Transition Clause – the tenure of the members of the first Commission will conclude after one month of conclusion of Olympic Games 2028]

10 Operational Cost of the Commission

10.1 The POA shall extend complete financial support to the Ethics Commission (Integrity Board) in accordance with the Financial Rules of POA and as required by the Commission for

10.1.1 Convening Meetings at head office of POA or virtually

10.1.2 Paying salary(s) of Integrity Officer

10.1.3 Stationary and office peripherals for Integrity Officer

10.1.4 No allowances will be given to Ethics Commission (Integrity Board) members except for as provided in the POA Financial Rules

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Section 4

Procedures of the Ethics Commission (Integrity Board)

11 DUTY TO REPORT

11.1 All Covered Person(s) are expected to promptly report any behaviour of which they become aware of that may constitute a breach of this Ethics Code or contravenes the rules, regulations and Codes of POA. This includes situations where the breach is suspected, provided the Covered Person(s) has reasonable grounds to believe such suspicion is true.

11.2 In the event the POA reasonably believes that the reported conduct constitutes criminal activity or behaviour, the POA shall have the right to report such conduct to the law enforcement authorities.

12 REPORTING PROCEDURE:

12.1 Initial Reporting: In furtherance of the purpose of this Ethics Code, the POA expects reporting of a breach and of a potential, or suspected breach of this Ethics Code ("Report"). To this end, a Report of a potential, suspected, or actual breach of this Ethics Code may be reported in writing directly to the Commission via online portal, email or given phone number; or verbally to any person in a leadership position at the POA or the affiliated member unit of POA. A "Person in Leadership" shall mean:

12.1.1 **Member of the Executive Committee of POA**

12.1.2 **POA Secretariat**

12.1.3 **Commission / Committee Member**

12.1.4 **Elected or Appointed officials of National Sports Federations affiliated with POA**

12.2 **The report can be made verbally or in writing through online portal, via email / fax, courier or in person. Under any circumstances, anyone can make a report which will be dealt in accordance with the applicable Codes and / or policies.**

13 Formalizing and Processing the Report

13.1 The Report should include particulars of the alleged breach, including details (as applicable) of the incident or incidents, including dates, times, locations, description of action, account of dialogue, the name of the alleged perpetrator(s) and any witnesses or names of other individuals who may have other relevant information. The Report should detail any corrective action taken to date.

13.2 Once a Report has been made through given channels, the Chair Ethics Commission (Integrity Board) will be provided with a copy or detail of the report. The Integrity Officer will record the report and within 72 hours of the receipt will intimate the Chair of Ethics Commission (Integrity Board).

13.3 The President and the Secretary General of POA shall have an integral role in furthering the purposes of this Ethics Code and in its effective implementation. They will assist the Ethics Commission (Integrity Board) in delivery and implementation of this Code.

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14 Proceedings of the Ethics Commission (Integrity Board)

14.1 The complaint(s) received or act(s) brought to the attention under this Code will be recorded and for initial determination i.e. if the reported instance constitutes a breach of the ethical principles, and to determine the jurisdiction of POA, the Ethics Board will review the matter.

14.2 The proceedings opened through application of this Code of Conduct must be kept confidential. All the members of the Commission and parties to the case undertake not to divulge to third parties any of the facts or other information linked to the proceedings.

14.3 In case, it is determined that POA has jurisdiction to initiate proceedings under POA Codes and Policies, the case will be documented in a register and forwarded to the Committee.

14.4 In case, of lack of jurisdiction, the matter will be referred to authority with jurisdiction that will confirm processing and share a report [explanation – matters related to Election, Arbitration, Selection, appointments, proceedings in the General Council or Executive Committee will be referred to relevant forum for appropriate decision]

14.5 In cases, where the Ethics Board deems the instance(s) is of criminal nature, the Board may at its discretion inform relevant law enforcement authorities

14.6 In case it is determined by the Ethics Board that the reported instance/matter does not constitute a breach, the Board will announce a decision and report it to the Executive Committee of POA.

14.7 A complainant may request that his/her identity not be revealed and that all precautions be taken so that his/her identity is protected. Accordingly retracted copy of decision may be published on the POA's website.

14.8 The Ethics Board will examine the merits of the reports.

14.9 No person in leadership who is the arrayed as party in complaint/report, or a person who has a material personal interest in the matter, shall participate in the review process once there has been a Report (except as may be required as part of the investigation).

14.10 Any matter involving an alleged breach by Covered Person will be made part of the review or determination process except for participation in the investigation as a party.

14.11 Upon receiving the Report, the Ethics Board will review the instance and would only decide not to proceed or further deal with the matter if in their opinion:

14.11.1 The facts alleged in the Report are insufficient to establish a breach under this Ethics Code; or

14.11.2 Further investigation of the Report would not advance the purpose of this Ethics Code in the circumstances, either because of a significant delay between the alleged events and the time of the Report or for any other reasonable reason; or

14.11.3 The Report is frivolous, vexatious or made in bad faith.

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14.12 Once the Ethics Board is satisfied by a majority decision that the report merits further investigation, a formal investigation and proceeding will be initiated. For the purpose of investigation, Integrity Officer in collaboration with Secretary General POA will investigate and file a report to Chair Ethics Committee and President POA.

14.13 All Covered Person(s), including the respondent, must co-operate fully in any investigation under this Ethics Code. Any process or investigation shall adhere to and provide for fairness. Any party shall have the right to retain legal counsel at any stage of a Report or appeal, at such party's own expense.

14.13.1 The POA Secretariat on the advice of Ethics Commission (Integrity Board) shall inform the respondent of the Report and shall provide the respondent a copy of the written Report, and of this Ethics Code.

14.13.2 The respondent(s) shall be given an opportunity to provide a written response to the allegations within a reasonable period of time, having regard to the circumstances, but in no event less than 4 hours and no more than one week. If a respondent declines to do so, or does not respond within the timeframe provided, the investigator's report may nonetheless be issued. A respondent may rely on any legal defenses recognized under the applicable law.

14.13.3 The Secretary General POA, may provide Ethics Board with evidence to review the findings or request clarification from provided that none of the involvement shall be for the purposes of influencing the findings, or compromise the independence of the investigation.

14.13.4 In the event a Report arises during the Games involving conduct at Games by Covered Person(s), the Chef de Mission shall be consulted unless the Report involves conduct of the Chef de Mission.

14.13.5 The POA and the respondent will receive a report on the outcome of the investigation. In the event the Report involves conduct at a Games and the investigation is completed during such Games, the Chef de Mission shall also receive a report on the outcome of the investigation.

14.13.6 The Chair Ethics Commission (Integrity Board), one designated member Ethics Commission (Integrity Board) and one Vice President POA nominated by the Executive Committee shall be the members of the Decision Committee authorized under this Code to impose Interim Measures if so proposed in the investigation or by the decision of the Decision Committee, pending the investigation and disposition of a Report. The interim measures will be:

14.13.6.1 Interim measures are not sanctions, and they may take many forms, including but not limited to:

14.13.6.1.1 the imposition of measures regarding the continued participation in the POA Activities or work of the POA;

14.13.6.1.2 leave of absence from participation in the POA Activities or work of the POA, with pay in the case of employees, or under such other terms as are seen to be appropriate; and/or

14.13.6.1.3 Security arrangements which Ethics Commission deems appropriate

14.13.7 During the period of the Games, The Ethics Board will consult the Chef de Mission before the imposition of interim measures which may have an impact on a Games Participant.

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15 Breach Determination

15.1 The Ethics Commission (Integrity Board) will be responsible for determining whether there has been a breach of the Ethics Code in light of the findings of fact contained in the investigation report and for deciding what disciplinary or corrective action is appropriate, if any. The determination shall be communicated to the respondent and to the Chef de Mission if the Report involves conduct at Games by a Games Participant.

15.2 The Ethics Commission (Integrity Board) shall provide a report to the POA Executive Committee at the next meeting and sooner if circumstances warrant.

15.3 Breaches of Ethics Code will be considered a serious matter and subject to disciplinary action. Once the Ethics Commission (Integrity Board) is satisfied that a breach has been committed, the Commission will advise the President POA to impose sanctions and the President will notify the sanctions within 24 hours of receipt of the notification.

15.4 The respondent shall be given a reasonable opportunity, to be established by the PRESIDENT POA, to make submissions to the PRESIDENT POA prior to the imposition of sanctions.

15.5 The Ethics Commission (Integrity Board) may recommend sanctions in case of breach of this Code of Ethics and Sanctions may include, but are not limited to:

15.5.1 the issuance of a warning and/or reprimand;

15.5.2 the imposition of such temporary or permanent conditions on continued employment or involvement with POA, including without limitation, reimbursement of expenses paid by the POA on such party's behalf or as a result of the breach, or on participation in some or all of the POA Activities;

15.5.3 temporary suspension from involvement, employment or contract with POA (with or without pay), and/or from participation in some or all of the POA Activities, as the PRESIDENT POA may view as appropriate;

15.5.4 a recommendation that membership of Covered Person be revoked in accordance with the by-laws of the POA;

15.5.5 in the case of a POA employee or contractor, termination of employment or contract;

15.5.6 withholding of financial support; or

15.5.7 any other legal remedies available to the POA.

15.6 Should any sanction require a resolution to be passed by the Executive Committee or General Council, the PRESIDENT POA shall take such action to place the advice of Ethics Commission (Integrity Board) before the forum, but the matter will not be considered prior to any appeal or expiration of right to appeal under this Ethics Code.

15.6.1 For clarification, the decisions of the General Council and the Executive Committee will not be reverted through a decision of the Ethics Commission (Integrity Board) however the Ethics Commission (Integrity Board) may advise these forums to consider a breach of Code if it deems breach has taken place.

16 APPEALS

16.1 The Executive Committee and the General Council of POA shall have the right to file an appeal before the Integrity Board against a decision of the Ethics Commission (Integrity Board).

16.2 An appeal under this Ethics Code must be filed as soon as practicable, but in no event later than thirty (14) days from the date of the decision against which an appeal is being filed. None of the persons hearing the Appeal shall have had prior involvement in the matter or shall otherwise have a real or perceived conflict of interest.

16.3 POA's Integrity Unit consisting of three members duly appointed at the time of the appointment/election of Ethics Commission (Integrity Board) by the POA's General Council.

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16.4 Grounds for Appeal: The decision may be appealed on the following grounds only:-

16.4.1 that the investigation was conducted in an unfair or biased manner;

16.4.2 in the case of the respondent, that the findings of fact contained in the investigation report are insufficient to support a determination that a breach has been established; or

16.4.3 a respondent may also appeal the sanction(s) imposed or recommended following a Report. There shall be no appeal from any finding of fact contained in the investigation report.

16.5 Notice of Appeal:

16.5.1 The notice of appeal must be made in writing to the PRESIDENT POA within fourteen days of the appellant receiving notice of the PRESIDENT POA's decision with respect to sanctions and must state the specific grounds for the appeal.

16.5.2 A copy of the notice of appeal shall be promptly provided to the Chef de Mission if the appeal involves conduct at Games by a Games Participant and is being conducted during such Games.

17 Hearings:

17.1 The following persons may appear before the Integrity Unit at its in camera hearing and make representations in the appeal:

17.2 the President and/or Secretary General POA, as applicable:

17.3 the appellant(s);

17.4 the Chef de Mission who may make representations where the appeal involves conduct at the Games by a Games Participant; and

17.5 any other person invited by the Appeal Committee to make representations, or permitted to attend.

18 Disposition of the Appeal

18.1 The Integrity Unit's deliberations shall take place in camera. No other person shall be present during the deliberations.

18.2 The Integrity Unit, by a majority of votes cast, may:

18.2.1 dismiss the appeal;

18.2.2 substitute its own determination for the determination under appeal;

18.2.3 substitute a sanction for the sanction under appeal; or

18.2.4 remit the Report to the PRESIDENT POA for further investigation and/or for re-determination in accordance with its directions.

18.3 The Integrity Unit shall provide written reasons for its disposition. A copy of the written reasons shall be provided to the PRESIDENT POA, the appellant in the appeal, and to the Chef de Mission if the appeal involves conduct at Games by a Games Participant and occurs during such Games.

19 Confidentiality of Report and Materials of Report & Proceedings

19.1 To the extent possible, Reports, witness statements and other documents produced under this Ethics Code or shared in an investigation, shall be held in confidence by the POA, provided that, no guarantees of confidentiality may be made by the POA. Circumstances in which information may be shared include, without limitation:

19.1.1 when criminal conduct may be involved;

19.1.2 when it is felt to be necessary to protect others from any other potential breach of this Ethics Code;

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19.1.3 when required to ensure fairness or natural justice in the procedures contemplated by this Ethics Code;

19.1.4 in the course of an investigation by a law enforcement agency;

19.1.5 to protect the interests of the POA;

19.1.6 And when required by law.

20 Record Keeping: The President or Secretary General POA, or their delegate, shall keep a secure record of every report and Report under this Ethics Code. The record shall contain all relevant documentation including, if such exists:

20.1 details of the report(s) and/or a copy of the Report(s) and response thereto;

20.2 the terms of reference of the investigator;

20.3 the interim measures;

20.4 any witness statements;

20.5 the investigation report;

20.6 the President POA's or his/her delegated person's determinations;

20.7 the sanctions imposed;

20.8 all other correspondence;

20.9 any material filed in an appeal.

POA's Policy to Prevent Non-Accidental Violence in Sports & National Sports Organizations

1. Policy Statement & Purpose

We are committed to creating a safe and positive environment for all athletes and children involved in sports. Our Safeguarding Policy is designed to provide guidance and support to everyone involved in our programs, including athletes, coaches, officials and volunteers. This policy outlines our commitment to safeguarding and promoting the welfare of all children and athletes, and sets out the procedures that we will follow to ensure a safe and inclusive environment.

Pakistan Olympic Association has the right and obligation to ensure that sport(s) is practiced in an environment where spirit of fair play prevails, violence is banned, the health risk of the athletes is positively managed and fundamental ethical principles are upheld. Accordingly POA declares that "All forms of harassment including physical, mental, professional or sexual, are prohibited and the behaviors that are humiliating intimidating, or insulting will not be tolerated. The POA reiterates that "ALL ATHLETES HAVE A RIGHT TO ENGAGE IN SAFE SPORTS DEFINED AS AN ATHLETIC ENVIRONMENT THAT IS RESPECTFUL, EQUITABLE AND FREE FROM ALL FORMS OF NON ACCIDENTAL VIOLENCE".

This Policy operates on these values based principles and provides information on the prohibited forms of Non-accidental violence in sports. We believe that every child and athlete has the right to participate in sports in a safe and inclusive environment, free from harm, abuse, and exploitation. Our Safeguarding Policy is based on the following principles:

- The welfare of the child/athlete is paramount
- All children and athletes, regardless of their background or ability, have the right to participate in sports in a safe and positive environment
- Everyone involved in our programs has a responsibility to protect children and athletes from harm

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2. Scope & Application

The Policy applies to the Covered Persons as defined in the POA Code of Ethics and every Covered Person is under obligation to safeguard Covered Persons in particular Athletes from any act of Non-Accidental Violence. To avoid any doubt, this policy applies to all athletes and children who participate in sports, regardless of their gender, race, ethnicity, religion, culture, disability, or sexual orientation. It also applies to all coaches, officials, and volunteers who work with children and athletes at our organization.

3. Behaviors Expectations and Standards

All covered persons are expected to create or support in creation of and promoting the culture of **dignity, respect, and safety within the sports community leading towards**

- a. All Covered Person(s) in particular “Athletes” are entitled to a live and work in an environment that is free from non-accidental violence leading to positive settings free from embarrassment, discomfort, intimidation or humiliation arising from acts of non-accidental violence and abuse, including those perpetrated knowingly and deliberately (acts of commission) or negligently (acts of omission), that undermine both the mental and physical health of the individual and the integrity of sport.
- b. Accordingly, Non-accidental Violence, including sexual abuse and assault, financial abuse, bullying and emotional abuse, hazing, bullying, online bullying, neglect, physical abuse and child exploitation are violations of human rights, regardless of cultural setting, that damage both individual and organisational health. Every Covered Person is under obligation to
 - i. Identify and prevent non-accidental violence, and to develop a culture of dignity, respect and safety within the Paralympic sport community.
 - ii. Encourages and supports any possible positive action that aims at raising awareness of the negative impact, and at reducing and eliminating non-accidental harms in sport.
 - iii. To exemplify equitable, respectful and ethical leadership, to observe and respect the cultural differences and promote the rights, the well-being and protection of all individuals at all levels of the Olympic Movement in Pakistan and when representing the POA or covered persons abroad.
 - iv. Non-accidental violence is breach of the POA Code of Ethics and shall be investigated and sanctioned accordingly.

4. What constitutes Non-Accidental Violence

a. Non-accidental Violence distinguishes sporting violent behavior like punching in boxing from unwanted behaviors like insulting or humiliating or sexually assaulting athletes. All forms of Non – Accidental Violence mentioned in the “International Olympic Committee’s Consensus Statement on Harassment & Abuse (Non-accidental violence) in sports” [https://stillmed.olympic.org/media/Document%20Library/OlympicOrg/IOC/What-We-Do/Protecting-Clean-Athletes/Safeguarding/IOC-Consensus-Statement_Harassment-and-abuse-in-sport-2016.pdf] and attached with Policy as an integral part of the document, and include but are not limited to:

- Abuse is the act of violence committed by a person having power over an athlete
- Cyber enabled abuse is direct or non-direct online communication that is stated in an aggressive, exploitative, manipulative, threatening or lustful manner and is designed to elicit fear, emotional or psychological upset, distress, alarm or feelings of inferiority

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- Harassment is an unacceptable behavior (single incident or persistent) towards others to ridicule or insult or threaten. It can be both sexual or non-sexual
- Bullying—Bullying (or cyber bullying if conducted online) is unwanted, repeated and intentional, aggressive behaviour usually among peers, and can involve a real or perceived power imbalance. Bullying can include actions such as making threats, spreading rumours or falsehoods, attacking someone physically or verbally and deliberately excluding someone.
- Cyber Bullying are acts of online bullying
- Hazing—An organised, usually team-based, form of bullying in sport, involving degrading and hazardous initiation of new team members by veteran team members.
- Grooming - a process whereby the perpetrator prepares and desensitises their victim and entices them to submit
 - Neglect—The failure of parents or care givers to meet a child's physical and emotional needs or failure to protect a child from exposure to danger.²³ This definition equally applies to coaches and athlete entourages.
 - Negligence—Acts of omission regarding athlete safety. For example, depriving an athlete of food/or drink; insufficient rest and recovery; failure to provide a safe physical training environment; or developmental age-inappropriate or physique-inappropriate training methods.
 - Physical abuse—Non-accidental trauma or physical injury caused by punching, beating, kicking, biting, burning or otherwise harming an athlete. This could include forced or mandated inappropriate physical activity (eg, age-inappropriate or physique-inappropriate training loads; when injured or in pain); forced alcohol consumption; or systematic doping practices.
 - Psychological abuse—A pattern of deliberate, prolonged, repeated non-contact behaviours within a power differentiated relationship. This form of abuse is at the core of all other forms. Some definitions refer to emotional or psychological abuse interchangeably. In this document, we refer to psychological abuse in recognition that the psyche consists of more than emotions. It also consists of cognitions, values and beliefs about oneself, and the world. The behaviours that constitute psychological abuse target a person's inner life in all its profound scope.
 - Sexual abuse—Any conduct of a sexual nature, whether non-contact, contact or penetrative, where consent is coerced/manipulated or is not or cannot be given.
 - Sexual harassment—Any unwanted and unwelcome conduct of a sexual nature, whether verbal, non-verbal or physical.
 - Gender Based Violence (GBV) - GBV is targeted towards gender. Stems from prevailing gender inequality like cultures of male dominance or patriarchy. It can be acts of abuse or harassment or both
 - Child Maltreatment & Harm – any act of abuse and neglect that occurs to children under 18 years of age
 - Athletes with disabilities—Those who have long-term physical, mental, intellectual or sensory impairments that, in interaction with certain barriers, may hinder their full and effective participation in society on an equal basis with others.

Following acts and situations will also be in purview of this Policy

- The mechanism of acts of Non – Accidental Violence or events leading to occurrence of Non-Accidental Violence as it is imperative to be understood and acted upon to be prevented leading to acts of Harassment and Abuse.

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- The Non-accidental violence may occur due to frequent interaction or living together at training camps, touched, grasped, rough handled, trash-talk shouted on, or face bullying. This Policy warrants adequate safeguards are in place to provide a safe environment to athletes and any breach or failure to do so shall be considered as a breach of.

For the purpose of policy, Child and adolescent are every human being below the age of 18 years unless, under the law applicable to the child, majority is attained earlier. Early childhood relates to those below 8 years of age. Juvenile or young person and adolescents are 10–19 years of age.

When to Report

In case of any behavior affecting physical or psychological well-being, if you are going through any of the following conditions:

Reduced ability to concentrate or sleeplessness
Anxiety, depression and physical stress reactions

- Sleeping Disorder
- Poor self-esteem, and self-confidence, for instance in relation to your own sporting achievements
- Poor work/training performance
- Negative impact on other co-athletes and family life
- Problems in trusting others
- Problems in close relationships
- A ruined relationship between coach – athlete
- Quitting sports activities
- A negative effect on social activities
- A feeling of guilt and shame

Reporting Mechanism

There are three ways through which you can report an incidence of Harassment & Abuse to the Special Committee on prevention of non-accidental violence in sports.

Electronic Reporting

A separate Email ID has already been generated for reporting to ensure privacy of the matter. Feel free to email the incidence happened or even if you are anticipating it at HAREPORT@nocpakistan.org. Remember that all data received on this email shall be treated very confidentially and the email or information will not be revealed, so do not be afraid. A simple online form for reporting is available publicly on the POA website, link is also shared on the WhatsApp group of POA Affiliates. Information you will provide through this google form will be sent to the Email ID mentioned above and will be treated with confidentiality.

Telephonic Reporting

In case you desire to speak to someone regarding any issue whether minor or major related to Harassment & Abuse at any point in your sporting career, representative of Women & Sports Commission is just a Call/ Text Message / WhatsApp away from you. For telephonic reporting, please feel free to contact POA Representative at Cell# 0301-4055559.

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Manual Reporting

A handwritten letter/ can be dropped or posted at the below mentioned address. The letter should be addressed to Women Commission of POA then the same shall be only seen by the concerned and dedicated female representative. Address: Pakistan Olympic House, 2-Hameed 23 Nizami (Old Temple) Road, Lahore.

Verbal Reporting

Any victim can report an incident to a person in leadership, management or athlete support personnel whom the athlete trusts. The person receiving the information is under obligation to inform the Special Committee.

Confidentiality

Everyone in the Special Committee or the person reporting on behalf of the victim is under obligation to take reasonable steps to keep all aspects of the complaint confidential unless the Committee authorizes to disclose such Confidential Information, including, once the Covered Person(s) ceases to work, provide services, or volunteer for the POA. "Confidential Information" is all information whether or not marked "confidential".

Processing of Complaints and Reports

The Special Committee on receipt of the complaint shall review the complaint for further action. The appointed member by the Committee shall receive such complaints and process reports and complaints after initial processing. The Commission is empowered to recommend measures to the President POA for sanctions. Apart from the action taken by the POA, the matter can be sent to concerned law enforcement agencies.

False Reporting

In case of complaints and reports are found to be false and filed on malafide, the authority shall be competent to choose any action at its own discretion.

Note for National Sports Federations and National Sports Organizations:

This policy also aims to assist your officials in the development of policies and procedures to safeguard athletes from harassment and abuse in sport. We emphasize on adopting independent policies on or before 30 June, 2024, failing which POA may review affiliation status of such NSF with POA.

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POA Conflict of Interest Policy

Preamble:

The Pakistan Olympic Association (POA) recognizes the importance of maintaining the highest standards of integrity and impartiality within the Olympic Movement of Pakistan. This Conflict of Interest Policy establishes guidelines to prevent conflicts of interest and uphold the interests of the POA and its stakeholders.

The Policy aims to ensure that all Covered Persons, as defined in the Code of Ethics, avoid situations where personal interests or the interests of their Family Members may interfere or conflict with their obligations to the POA. Covered Persons are expected to prioritize the best interests of the POA above any personal or external affiliations.

This Policy outlines the responsibilities of Covered Persons in disclosing and managing conflicts of interest promptly and transparently. It also emphasizes the importance of ethical conduct and the duty of loyalty to the POA while maintaining relationships with other organizations or member units.

By adhering to this Conflict of Interest Policy, the POA and its Covered Persons demonstrate their commitment to upholding integrity, impartiality, and the highest ethical standards within the Olympic Movement of Pakistan.

Policy on Conflict of Interest

The Pakistan Olympic Association (POA) acknowledges the potential risks associated with situations that may lead to conflicts of interest, wherein Covered Persons (as defined in the Code of Ethics) may benefit in any form. This policy provides a framework to prevent "Conflict of Interest" within the Olympic Movement of Pakistan and among Covered Persons.

1. Requirement to Avoid Conflict of Interests:

- a. All Covered Persons are obligated to avoid conflicts of interest and the appearance of such conflicts. Covered Persons must refrain from engaging in situations where their personal interests or those of their Family Members may directly or indirectly interfere with their obligations. Personal interests or interests of Family Members should not take precedence over the interests of the POA.
- b. Covered Persons shall not have any undisclosed direct or indirect interest or relationship with any outside organization or person that may compromise the objectivity or independence of their judgment in carrying out their duties and responsibilities with the POA. Engaging in any activities that could be considered a conflict of interest or unethical conduct, even if done through a third party such as a Family Member or related person/organization, is also deemed a conflict of interest. The term "Family Member" includes but is not limited to a spouse, partner, natural or adoptive parent, child, sibling, individuals in a relationship, and those who permanently reside together. The term "Related Party" includes a Family Member, associates, or a private corporation controlled by any of these individuals.
- c. Covered Persons must promptly disclose to their immediate supervisor any conflict of interest or potential conflict of interest once aware of it and must recuse themselves from any related decision-making. The supervisor shall inform the President, Secretary General, or the designated authority about the reported conflict.

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2. Circumstances Giving Rise to Conflicts of Interest:

Conflicts of interest may arise in situations involving:

- a. Any interest, real or perceived, that benefits the Covered Person or a Related Party.
- b. Outside organizations with which the Covered Person holds an official governing responsibility, is employed, or has Family Members employed.
- c. Financial interests held by the Covered Person in outside organizations.
- d. Real or perceived interests that may compromise the best interests of the POA.

3. Ethical Conduct and Duties of Covered Persons:

a. Covered Persons shall not allow their loyalty to the POA to be compromised by their relationship or involvement with another organization. The duty of loyalty to both the POA and a member unit, where applicable, does not inherently create a conflict of interest. Covered Persons may consider the interests of a member unit when deliberating on a matter, provided that they have disclosed the relationship, maintain an open mind, and are free to exercise their own judgment in the best interests of the POA. The same considerations apply to IOC members in Pakistan who are required by the Olympic Charter and POA statutes to be members of the POA General Council and the Executive Committee.

b. In cases where a conflict of interest is identified, the conflict must either be resolved or approved by any two of the President, Secretary General, or the Chair of the Ethics Commission before proceeding with any affected transaction. In most instances, disclosure of the conflict of interest, withdrawal or abstention from exerting influence, and refraining from participating in decisions related to the matter will suffice to resolve the conflict. The Secretary General shall report on the conflict and its resolution at the next Executive Committee meeting.

c. If an office bearer or staff member has a conflict of interest concerning an issue or matter on the agenda of a meeting, they must make a brief but informative declaration of the conflict before any discussion takes place. They should then withdraw from the meeting during the deliberation unless the Committee/Council determines they may remain present. The declaration and, if applicable, the withdrawal from the meeting should be recorded in the meeting minutes.

d. Covered Persons must refrain from using their official roles to provide preferential treatment to internal or external organizations or individuals in their interactions with the POA or Covered Persons.

4. Reporting Breaches of the Policy:

Upon receiving information regarding a breach of this policy, the Ethics Commission will process the report in accordance with the procedures outlined in the Code of Ethics and in this policy.

POLICY ON ORGANIZATIONAL POLITICAL NEUTRALITY

POA Policy on Organizational Political Neutrality

The Olympic Movement of Pakistan (OMP) is committed to upholding the values of impartiality, integrity, and independence. This policy on Organizational Political Neutrality aims to ensure that all individuals associated with the OMP maintain a politically neutral stance while fulfilling their roles and responsibilities. By fostering an environment free from partisan influence, the OMP can focus on promoting fair competition, inclusivity, and the pursuit of excellence in sports.

1. **Purpose** - The purpose of this policy is to establish and maintain political neutrality within the Olympic Movement of Pakistan (OMP). It aims to ensure that all individuals associated with the OMP uphold the principles of impartiality and separate their political activities from their involvement with the OMP.

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2. **Scope** - This policy applies to all individuals defined as "Covered Persons" in the POA Code of Ethics, including athletes, officials, staff, volunteers, and any other individuals involved with the OMP.

3. Political Neutrality

- Covered Persons are allowed to participate in partisan political activities. However, they must clearly distinguish and separate their political activities from their involvement with the OMP.
- Covered Persons must maintain impartiality and be perceived as impartial in carrying out their duties and responsibilities within the OMP.
- Partisan politics should not be introduced into the work or sport environment of the OMP in a manner that exerts undue or inappropriate influence on other Covered Persons or entities with which the OMP conducts business.
- The use of corporate funds, goods, or services of the OMP as contributions to or in support of political parties, candidates, activities, or campaigns is strictly prohibited.

4. Disclosure

- Covered Persons must promptly disclose any situations that may compromise their political neutrality to the Ethics Commission.
- The Ethics Commission will assess the severity of the situation and take appropriate actions to maintain the apolitical status, independence, and reputation of the OMP.
- The Ethics Commission may consider waiving the restriction on political activities if it is satisfied that sufficient safeguards are in place to prevent compromise of the OMP's interests.

5. Compliance and Consequences

- Any breaches of this policy shall be handled by the Ethics Commission in accordance with the POA Code of Ethics and this policy.

By adhering to this policy on Organizational Political Neutrality, the OMP aims to preserve its integrity, fairness, and independence. This policy ensures that the OMP remains focused on its mission and objectives, free from the influence of partisan politics.

Policy on the Disclosure of Intimate Relation

1. **Preamble** - POA acknowledges that maintaining a professional and ethical work environment is crucial for the well-being of its employees and the success of the organization. In recognizing the potential conflicts of interest and the impact that intimate relationships can have on decision-making, this policy on the Disclosure of Intimate Relationships is established.

The purpose of this policy is to ensure transparency, fairness, and the preservation of professional integrity within the organization. It aims to address situations where a person in a position of authority or power engages in an intimate relationship with an individual over whom they hold authority or where a power imbalance exists. Such relationships, even if consensual, can be perceived as inappropriate behavior and may create conflicts of interest.

This policy outlines the obligations of individuals in positions of authority or power, referred to as "Person(s) in Authority," to promptly disclose the existence of any intimate relationship to the Ethics Commission. The disclosure process is designed to allow the Ethics Board to evaluate the conduct, assess its impact on the individuals involved, others, and the reputation of POA, and determine if a conflict of interest exists.

The policy emphasizes the importance of timely reporting, requiring the Person in Authority to notify the Ethics Commission within 48 hours of receiving the disclosure or making a decision related to the disclosure. The Ethics Commission retains the authority to review the decision or take further action as necessary.

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It is essential that all "Covered Persons" [as defined in the POA Code of Ethics] familiarize themselves with this policy and understand their responsibilities in disclosing intimate relationships. Violations of this policy will be addressed by the Ethics Commission in accordance with the procedures outlined in the Code of Ethics.

By adhering to this policy, POA aims to create a work environment that fosters trust, fairness, and professionalism. It underscores the organization's commitment to upholding the highest ethical standards and ensuring that all decisions are made with integrity and impartiality.

2. Policy Statement - At POA, we acknowledge that intimate relationships have the potential to create conflicts of interest and influence decision-making. To ensure transparency, fairness, and the preservation of professional integrity, this policy establishes guidelines for the disclosure of intimate relationships involving individuals in positions of authority or power ("Person in Authority").

3. Definition of Inappropriate Behavior - Any intimate or sexual relationship between a Person in Authority and an individual with whom they hold a position of authority or where there is a reasonable perception of a power imbalance will be deemed as inappropriate behavior. This classification applies regardless of the consent of all parties involved and can potentially give rise to a conflict of interest.

4. Disclosure Obligation - The Person in Authority involved in an intimate relationship shall promptly disclose the existence of the relationship to the Ethics Commission. The disclosure can be made directly to the Ethics Commission or through a designated person in leadership, as outlined in the Code of Ethics. The Ethics Board will then evaluate whether the conduct has been detrimental to the individuals involved, to others, or to the reputation of POA and if there is a conflict of interest.

5. Determination and Sanctions - Upon reviewing the disclosure, the Ethics Board will assess whether the conduct is detrimental to the individuals involved, to others, or to the reputation of POA, and if it constitutes a conflict of interest. If the Ethics Board determines that the conduct is indeed detrimental or creates a conflict of interest, the provisions outlined in the Code of Ethics shall be applied, and appropriate sanctions may be imposed.

6. Reporting Timeline - The Person in Authority shall communicate the disclosure and any decisions made regarding the disclosure to the Ethics Commission within 48 hours of receipt. The Ethics Commission retains the right to review the decision or take further action as deemed appropriate.

7. Policy Violations - Any breaches of this policy will be handled by the Ethics Commission in accordance with the procedures outlined in the Code of Ethics and this policy. This policy is intended to promote transparency, maintain ethical standards, and prevent potential conflicts of interest arising from intimate relationships. It is the responsibility of all Covered Persons to familiarize themselves with and adhere to this policy.

POA Policy on Confidentiality of Organizational Information

1. Preamble – POA recognizes the significance of safeguarding organizational information to ensure transparency and maintain the integrity of decision-making processes. This policy establishes guidelines for Covered Persons to maintain the confidentiality of sensitive information and prohibits its unauthorized disclosure or misuse. By adhering to this policy, POA aims to protect the organization's interests and maintain trust with stakeholders.

2. Policy Statement – POA recognizes the importance of maintaining confidentiality of organizational information, particularly when it pertains to operational processes and decision-making involving Covered Persons. Unless authorized by the relevant organizational authority, such information must be kept confidential to ensure transparency in the decision-making process.

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3. **Scope** – During their association with POA, individuals, including employees and volunteers (referred to as Covered Persons), may have access to sensitive and confidential information. This policy applies to all Covered Persons and outlines their responsibilities in safeguarding and not disclosing such confidential information.

4. Definitions

4.1 **Confidential Information** – Information known to the Covered Person(s) by virtue of their connection to POA, regardless of whether it is explicitly marked as "confidential."

4.2 **Covered Persons** – Individuals working, providing services, or volunteering for POA and / or all of the Covered Persons defined in the POA Code of Ethics.

5. Responsibilities:

5.1 **Confidentiality Obligation** - During their engagement with POA, Covered Persons must take reasonable steps to secure and maintain the confidentiality of all Confidential Information. This obligation remains in effect even after their association with POA has ended.

5.2 **Non-Disclosure** – Confidential Information received by Covered Persons in their association with POA should not be disclosed to anyone who is not authorized to receive such information. Covered Persons must not use such information to further personal, private, or public interests.

6. **Sanctions for Misuse** – Any intentional or negligent disclosure of Confidential Information to unauthorized individuals or misuse of such information may result in sanctions as per the POA Code of Ethics.

7. Public Disclosures

7.1 **Decision-Making Processes** – Decisions made by the Commissions, Committees, Executive Committee, or the General Council of Covered Persons shall be made public through POA's website or the websites of the relevant organizations defined within the Covered Persons. No individual is authorized to divulge any information prior to the disclosure made by the POA or when the POA authorizes the concerned person/entity to make such disclosure.

7.2 **Financial Reports** – Financial reports of Covered Persons shall be made public through POA's website or the websites of the relevant organizations defined within the Covered Persons.

8. **Enforcement** – In the event of a breach of this policy, the Ethics Commission will review and process reports to determine appropriate sanctions and measures as per the POA Code of Ethics. This policy shall be communicated to all Covered Persons upon their engagement with POA and shall remain in effect until superseded or revoked by the relevant organizational authority.

POA Whistleblowing Policy

Preamble:

The POA Whistleblowing Policy is established to promote transparency, ethics, accountability, and a positive work and sport environment within the Pakistan Olympic Association (POA) and its affiliated member units. It recognizes the importance of encouraging individuals to report any perceived acts that deviate from the established statutes, rules, policies, and codes of the POA.

This Policy aims to provide an additional mechanism for reporting concerns about behavior, prohibited behavior, and any breaches or suspected breaches of the POA Code of Ethics. It emphasizes the need to foster a safe and respectful environment where participants can voice their concerns without fear of reprisal.

The POA acknowledges that some individuals may feel uncomfortable using established channels or may prefer to remain anonymous when reporting. Therefore, this Policy allows for confidential reporting and ensures that appropriate measures are taken to protect the anonymity of whistleblowers, to the extent reasonably possible.

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This Policy applies to all participants of games and/or POA activities, ensuring that individuals governed by the POA Codes, as well as other stakeholders, are aware of their responsibility to promptly report any behavior that may violate the POA's ethical standards and policies.

The POA is committed to conducting thorough and impartial reviews of reported concerns. While making reasonable efforts to maintain confidentiality, it is important to note that there may be circumstances where sharing information is necessary to protect the interests of the individuals involved or ensure compliance with legal requirements.

Any person reporting concerns in good faith will be protected from reprisals or adverse consequences. The POA is dedicated to addressing any retaliatory actions and holding those responsible accountable for their actions.

This Policy outlines the procedure for handling reports, involving the Integrity Officer, Chair of the POA's Ethics Commission, and other relevant parties as needed. It also allows for the involvement of external experts to ensure a fair and unbiased investigation process.

By implementing this Whistleblowing Policy, the POA aims to uphold its commitment to integrity, accountability, and a safe and respectful environment. It serves as a vital tool in maintaining the highest standards of conduct and ensuring that concerns are addressed promptly and appropriately.

1. PURPOSE

1.1 The Pakistan Olympic Association (referred to as "POA") expects that all operations conducted by the POA and its affiliated member units shall be transparent, ethical, democratic, and accountable. If any individual becomes aware of an act that deviates from the statutes, rules, policies, and codes established by the POA, they are encouraged and required to file a report under this policy. It is acknowledged that individuals may feel uncomfortable reporting through established channels or may wish to remain anonymous.

1.2 This Whistleblowing Policy aims to support the POA's commitment to fostering a positive, safe, and respectful work and sport environment. It provides a mechanism for reporting concerns about behavior, prohibited behavior, or any actual or suspected breaches of the POA Code of Ethics. The policy also allows for anonymous reporting if desired.

2. SCOPE & APPLICATION

2.1 This Policy applies to all POA activities and locations, including POA offices, external locations within Pakistan, and abroad. It encompasses all activities and events falling under the jurisdiction of the POA.

2.2 This Policy applies to all participants of games and/or POA activities, collectively referred to as "Covered Persons" in POA Code of Ethics, which includes but is not limited to individuals governed by the POA Codes.

3. REPORTING

3.1 All Covered Persons are expected to promptly report any behavior that may constitute a breach of the POA Code of Ethics or other POA policies. This includes situations where a breach is suspected, provided the reporter has reasonable grounds to believe the suspicion is true.

3.2 Reports can be made using the process outlined in the relevant POA Code or through the online portal of the POA.

3.3 Individuals who are the subject of the report or have a material interest in the matter shall not participate in the initial review and assessment procedure described below, except as a party, if applicable.

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4. CONFIDENTIALITY

4.1 The POA will make reasonable efforts, taking into account the circumstances, to conduct the initial review and assessment in confidence, including protecting the anonymity of the Whistleblower whenever possible. However, it is important to note that the POA cannot guarantee absolute confidentiality. Information may be shared in the following circumstances:

- When criminal conduct may be involved
- When necessary to protect others from harassment, discrimination, violence, or other potential breaches of the POA Codes
- When required to ensure fairness or natural justice in the procedures contemplated by this Policy
- In the course of an investigation by a law enforcement agency
- To protect the interests of the POA
- When required by law

5. REPRISALS

5.1 Any person who reports a concern in good faith will be protected against reprisal or adverse consequences as a result of submitting a report.

5.2 Covered Persons who have reasonable grounds to believe that reprisals have occurred may file a complaint under the applicable POA Code or this Policy. Any Covered Person found to have retaliated against someone who reported a concern in good faith will be subject to sanctions.

5.3 Knowingly making groundless or false allegations, or providing false information, will also be considered a reprisal and may result in sanctions.

6. PROCEDURE

6.1 Upon receiving a report or complaint through the designated channels, the Integrity Officer will forward a copy to the Chair of the POA's Ethics Commission for initial review and assessment. The Chair will involve at least one of the President or Secretary General of the POA in the initial review and assessment, unless deemed inappropriate by the Chair in consultation with the President/Secretary General.

6.2 If the matter being reported involves any member of the POA's Ethics Commission, the matter may be reported to the Vice Chair of the relevant committee, who will assume the responsibilities of the Chair for the purposes of this matter under the Policy.

6.3 Following the initial review and assessment, if it is determined that the matter warrants further review and action, the Chair or Vice Chair, in the absence of the Chair, will advise the President/Secretary General of the POA (if they are not the subject of or personally interested in the matter) to handle the issue in accordance with the applicable POA Code, if applicable.

6.4 The Chair may choose to involve an external expert for the purpose of investigation.

6.4.1 Unless the report is anonymous, the Whistleblower will be informed of the outcome of both the initial and final decisions.

6.4.2 Each year, a summary of concerns reported and actions taken under this Policy will be provided to the Executive Committee.

6.4.3 The record of the proceedings under this policy will be retained separately by the POA Secretariat. In the event of any inconsistency between this Policy and an applicable POA Code, the applicable POA Code will prevail.

Policy on Gift Exchange

Preamble – POA recognizes the potential for gift exchanges involving its officials during the course of organizational activities. This policy establishes guidelines to ensure that such exchanges do not

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compromise the organization's interests. It outlines the conditions for soliciting, accepting, and giving gifts, provides procedures for handling improper gifts, and emphasizes the importance of maintaining integrity and avoiding conflicts of interest. The policy aims to promote transparency, accountability, and adherence to ethical standards within POA.

1. Policy Statement - At POA, we acknowledge that individuals associated with the organization may receive or give gifts in the course of their official duties. However, it is crucial to ensure that such gift exchanges do not compromise the organizational interests. Therefore, the following guidelines have been established to govern the gift exchange practices:

2. Solicitation and Acceptance of Gifts - Covered Persons (as defined in the Code of Ethics) must not solicit or accept benefits, entertainment, or gifts (referred to collectively as "Gifts") as a condition of carrying out their duties, or as an inducement for performing acts associated with their responsibilities at POA.

3. Acceptance of Unsolicited Gifts – Covered Persons may accept unsolicited gifts related to their official duties and responsibilities, provided that such gifts meet the following criteria:

- The gift is within the bounds of propriety, serving as a normal expression of courtesy and hospitality.
 - Accepting the gift would not raise suspicions regarding the Covered Person's objectivity, impartiality, or integrity.
 - The acceptance of the gift does not compromise the integrity of POA.
- Any gift that fails to meet these criteria will be considered improper.

4. Handling of Improper Gifts:

If a gift is deemed improper, it must be returned as soon as possible. In exceptional cases where returning the gift is not feasible or there is a valid reason for not doing so, the Covered Person must disclose the gift to the POA Secretariat. The Secretariat will determine the appropriate course of action in line with the principles outlined in this Ethics Code. The POA Secretariat must promptly report all such instances to the Ethics Commission within three working days.

4. Waiver for Exceptional Circumstances - The President of POA may recommend a waiver from compliance with the gift exchange restrictions in exceptional circumstances. However, any waiver granted must not compromise the integrity of POA or the objectives of this Ethics Code. The recommendations for waivers will be reviewed by the Ethics Board, which will decide the appropriate action. The President of POA will submit an annual report on all granted waivers to the POA Executive Committee.

5. Prohibition on Gifts Given on Behalf of POA - Covered Persons are prohibited from giving away gifts on behalf of POA in exchange for personal benefits or benefits for the organization. However, Covered Persons may give gifts provided that:

- The gift is within the bounds of propriety, courtesy, or hospitality.
- The act of giving the gift does not cast doubt on the Covered Person's objectivity, impartiality, or integrity.
- The act of giving the gift does not compromise the integrity of POA.

6. Verification of Gift Appropriateness - It is the responsibility of Covered Persons to ensure that any gifts received or given are appropriate. If there is any uncertainty, Covered Persons should consult with the individuals to whom they report for guidance.

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7. **Future Employment or Services** – Covered Persons must not allow the prospects of future employment, appointment, or investment to create real or perceived conflicts of interest during their tenure at POA.

8. **Recordkeeping** – The POA Secretariat will maintain a comprehensive list of all gifts given on behalf of POA to delegates, organizations, and others.

9. **Policy Violations** - Any breaches of this policy will be addressed by the Ethics Commission in accordance with the Code of Ethics and this policy.

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Secretary General
Pakistan Olympic Association

**Distribution:**

- Lt Gen (R) Syed Arif Hasan, HI(M), President POA.
- Syed Shahid Ali, Member IOC.
- Mr. Ali Raza, Senior Legal Advisor, POA.
- Secretaries General of National Sports Federations.
- Secretaries /Directors of Services and Departmental Organizations.
- Secretaries General of Provincial Olympic & Other Associations.
- Chairman, POA Athletes Commission.
- Individual Members, POA.
- Master File.