



IBU

IBU SAFEGUARDING POLICY
Keeping Biathlon safe

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IBU SAFEGUARDING POLICY

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1. INTRODUCTION

1. Policy Statement

The IBU Safeguarding Policy ("Policy") is made under and in extension of the IBU Constitution and the IBU Integrity Code dated 19th October, 2019 and supplements Article B.2, titled "Safeguarding the health and well-being of participants in the sport of Biathlon".

International Biathlon Union ("IBU") is committed to providing a safe, supportive and healthy environment, free from any harm, violence, harassment or abuse, especially for the children as well as everyone in Biathlon. To create, promote and maintain this safe environment, Biathlon Integrity Unit ("BIU") was established, which while protecting the integrity of Biathlon, is dedicated to meet the safeguarding goals of IBU, by raising awareness, improving reporting mechanisms and access to the same, providing education and necessary materials, decreasing stigma related to discussing safeguarding in sports and to support research for creating and maintaining the safe environment in Biathlon for all its athletes and stakeholders.

IBU recognises that every member of the Biathlon family, including the athletes, support personnel, functionaries, staff, volunteers and every other person associated with the sport of Biathlon requires, commands, deserves and has a right to respect, safety, dignity, welfare and protection. The Policy attempts to implement the same and aims to promote good practices in Biathlon and help all stakeholders understand the possible issues involved and at the same time, implement proper safeguarding measures which are necessary to provide children, adults and all athletes and members of Biathlon family with appropriate safety and protection, while being involved in the day-to-day activities of Biathlon.

This Policy provides a foundation for a safe environment in Biathlon for all athletes, officials and staff, and also the volunteers. It also aims to ensure that regardless of age, ability or disability, gender, race, religion or belief, sex or sexual orientation, culture or socio-economic background, every member of Biathlon family has a fun and safe environment, with equal opportunities. The Policy also defines misconduct, creates standards that set boundaries between professional and athlete members, reporting mechanisms, establishes a culture of ensuring suitable responses to safeguarding issues and also a structure for investigation of complaints in their underlying circumstances and promotes greater accountability and compliance.

2. Aims and Objectives

By way of the present Policy, IBU undertakes to:

- promote and prioritise the safety and wellbeing of every member of Biathlon family, especially children;
- ensure robust safeguarding arrangements and procedures are in operation;
- adopt safeguarding best practice through our policies and procedures for athletes, officials/staff and volunteers;
- ensure all stakeholders understand their roles and collective responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns;
- provide effective management for officials/staff and volunteers through supervision, support, training and quality assurance measures so that all athletes, officials/staff and volunteers know about BIU's policies and procedures and follow them confidently and competently;
- ensure appropriate action is taken in the event of incidents or concerns of abuse and support provided to the individual(s) who raise or disclose the concern;
- ensure that confidential, detailed and accurate records of all safeguarding concerns and details of handling of such concerns are maintained and securely stored;
- record and store all relevant information securely, in line with applicable data protection laws;
- prevent the employment or deployment of unsuitable individuals by recruiting and selecting officials/staff and volunteers safely, ensuring all necessary checks are made;
- ensure appointment of safeguarding teams/leads in national and local levels in Biathlon and also during all the Biathlon competitions, for the purpose of dissemination and implementation of the present Policy;
- provide a platform to share information about safeguarding, good practice and reporting mechanisms;
- recognise the role and responsibilities of the statutory agencies in safeguarding children and adults and work with them and make referrals to them where appropriate.

3. Application and Scope

1. This Policy applies to all Covered Persons and National Federation Members ("NF(s)"), Member Organisations ("MO(s)") and all other regional/local organisations/institutions /bodies (including but not limited to all regional/local clubs, teams, associations or leagues, schools, organising committees etc.) working in Biathlon, whether recognised by the IBU or by the NFs.
2. This Policy shall be applicable to all safeguarding violations either after or before the implementation of this Policy, irrespective of the date of occurrence of such violation.
3. Each Covered Person shall have a duty of care to safeguard the welfare of other Covered Person(s), including all the athletes, especially children.
4. Each Covered Person shall be automatically bound by, and be required to comply with, this Policy and all the subsequent policies made under the present Policy, by virtue of such participation, assistance, involvement, or preparation in the sport of Biathlon or any Covered Events.
5. Though BIU shall do its best to promote and educate the Covered Persons about the present Policy, but it shall also be the personal responsibility of every Covered Person to make himself or herself aware of this Policy including, without limitation, what conduct constitutes Forbidden Conduct and to comply with the recommendations and requirements set out in this Policy. Covered Persons should also be aware that Forbidden Conduct may also constitute a criminal offence and/or a breach of other applicable laws and regulations.
6. BIU or the Safeguarding Officer(s) at BIU shall be the responsible contact person(s) for receiving/reporting safeguarding concerns by Covered Person(s) at Covered Event(s) at international level or inter-regional level.
7. Similarly, the NFs or their designated Safeguarding Officer(s) shall be the responsible contact person(s) for receiving/reporting safeguarding concerns by Covered Person(s) at Covered Event(s) at national level. Further, for Covered Event(s) at a local/regional level under a Member Organisation ("MO(s)"), the designated Safeguarding Officer(s) of the MO shall be the responsible contact person(s) for receiving/reporting safeguarding concerns by Covered Person(s) and for assisting them for the same. Such officials at MO level, however, shall thereafter report to the concerned NF or to BIU, as the case may be and for the purpose of assessment, investigation, disciplinary proceedings, sanctioning etc., the concerned NF shall be the relevant authority, unless otherwise stated in the NF's policy or the local regulation.

2. DEFINITIONS

Unless otherwise defined in this Policy, the terms used herein shall have the same meaning as they have been defined in the IBU Integrity Code or the IBU Constitution, as applicable.

2.1. "Child" or "Children" or "Minor" means a person under the age of 18 years or, where applicable, a person who is under the age of majority and meets the definition of a child for the purposes of protection in the relevant country.

2.2. "Claimant" means the Covered Person(s) (or legal guardian in the event the Claimant(s) is a minor or incapacitated) who is alleged to have experienced conduct that constitutes a violation of this Policy.

2.3. "Covered Event" means any competition, event or meeting, organised or sanctioned by IBU or any of the NFs or the MOs.

2.4. "Covered Person" means any natural person(s) who participates in, assists in, is involved in, or prepares an Athlete(s) to participate in a Covered Event, and includes any natural person(s) who have been defined as 'Participants' in Article A.3 titled "Persons bound by this Integrity Code" of the IBU Integrity Code.

2.5. "Forbidden Conduct" means any conduct set out in Clause 3.

2.6. "Event Safeguarding Officer" means the person responsible for ensuring that this Policy is enforced and maintained at the Covered Events. Such a person can be appointed either by IBU or the NF (as the case may be) and are required to act as the first point-of-contact for anyone in need during the Covered Event and provide all necessary support for safeguarding and/or advice for any matter pertaining to the present Policy. The exact roles and responsibilities of such person(s) shall be defined based on the Event and the model qualifications, roles and responsibilities of such Counsel are contained in Appendix C.

2.7. "Safeguarding Officer" means all the person(s) operating independently from the IBU or the NFs officials, for supervising the processes as described in this Policy at international, national or local level. Such Officer(s) shall be appointed by the NFs under the supervision of BIU or by BIU, if necessary, in consultation with the Athletes' Committee and other such bodies to ensure independence of such Officer(s). Such person(s) shall possess the necessary experience and skills and be trained, capable and responsible to receive information or report about any allegation of abuse from any Covered Person, either directly or indirectly. Such Officer(s) shall be responsible for taking necessary steps to appropriately invoke the protocols under this Policy and to safeguard the Covered Persons from the alleged Forbidden Conduct. The identification and contact details of all such Officer(s) may be found on the BIU website.

Such officers shall also be responsible in promoting the good safeguarding practices (See Appendix A for some examples of good practices) and make the Covered Persons aware about the bad practices (See Appendix B for some examples of bad practices) which can give rise to or cause Forbidden Conduct. The model qualifications, roles and responsibilities of such Officer are contained in Appendix C.

2.8. "Parent" or "Guardian" includes parents, carers and guardians who are responsible or represent any child.

2.9. "National Federation Member" refers to any Biathlon National Federation that has been admitted to membership of the IBU and as defined in the IBU Constitution. For the sake of convenience, the same shall be referred to as the

“NF(s)” in the present Policy.

2.10. “Member Organisation” refers to all the regional/local organisations/institutions/bodies, including but not limited to all regional/local clubs, teams, associations or leagues, schools, organising committees etc., working in Biathlon across the world, who are either recognised by the IBU or by the NFs. For the sake of convenience, the same shall be referred to as the “MO(s)” in the present Policy.

3. FORBIDDEN CONDUCT

The following is the non-exhaustive list of Forbidden Conducts (without any hierarchy, in an alphabetical order) which have to be prevented in all situations for creating the ideal safe sports environment in Biathlon.

1. Bullying

Bullying (or cyberbullying 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.

2. Hazing

Any intentional action taken or any situation created that causes embarrassment, harassment or ridicule, and risks emotional, physical, psychological or sexual harm to a Covered Person, regardless of the individual’s willingness to participate. It shall include any organised or unorganised form of bullying, including those involving degrading and hazardous initiation of new team member(s) by the allegedly senior team member(s).

3. Neglect

Any act or omission by a Covered Person that amounts to failure of duty of care towards another Covered Person, thereby leading to either directly or indirectly causing harm, encouraging harm, allowing harm to be caused, or creating imminent danger of harm. It shall include the failure of parents, coaches, Officials and all Covered Person(s) to meet physical/emotional/psychological needs of other Covered Person and/or failure to protect them, especially children from an exposure to danger.

4. Negligence

Any act or omission which affects the safety and health of a Covered Person. It can include (but not limited to) incorrect methods of training, not paying attention to diet and/or recovery of an Athlete, not providing a safe physical training environment, not ensuring quality and standard of equipment being used etc.

5. Psychological Abuse

It refers to any deliberate, prolonged, repeated non-contact behaviours, with or without following a pattern, within or without a power differentiated relationship. It can include any unwelcome act including confinement, isolation, verbal assault, humiliation, intimidation, infantilisation, or any other treatment which may diminish the sense of identity, dignity, and self-worth.

6. Physical Abuse

It refers to any deliberate, non-accidental and unwelcome act, including but not limited to, punching, beating, kicking, biting and burning – that causes physical trauma or injury. Such acts can also consist of forced or inappropri-

ate physical activity (e.g., inappropriate age or physical training loads; when injured or in pain), forced alcohol consumption, or forced doping practices.

7. Sexual Abuse

Any conduct of sexual nature, whether non-contact, contact or penetrative, where consent is coerced/manipulated or is not or cannot be given. It may include, but are not limited to assault by penetration (for example, rape or oral sex) or any other non-penetrative acts such as masturbation, kissing, rubbing and touching, including over the clothing. It may also include non-contact activities, such as involving individuals in looking at, or in the production of, sexual images, watching sexual activities, encouraging to behave in sexually inappropriate ways, or grooming a person in preparation for abuse (including through the internet).

8. Sexual Harassment

Any unwanted and unwelcome conduct of a sexual nature, with or without following a pattern, whether verbal, non-verbal or physical, including but not limited to sexual advances, requests for sexual favours, and other verbal or physical conduct of a sexual nature when such conduct is made either explicitly or implicitly.

4. RESPONSIBILITIES OF NATIONAL FEDERATION MEMBERS AND MEMBER ORGANISATIONS

4.1. IBU acknowledges the responsibilities and recommends that the NFs, the MOs and all other organisations/institutions working in Biathlon for effective implementation of the present Policy to ensure protection, safeguarding and promotion of the safety and welfare of all members of the Biathlon family, including but not limited to athletes, participants, officials/staff and volunteers.

4.2. IBU therefore strongly encourages all the NFs and the MOs to accept and adopt the general principles of Safeguarding and to use the present Policy to define and design their own policies and procedures, with necessary modifications if required, to suit the same with the local or national laws and system.

4.3 BIU shall provide all necessary assistance and materials required by the NFs to develop their own policies and procedures for the purpose of safeguarding.

4.4 The NF(s) and the MO(s) shall be responsible for:

4.4.1. Safeguarding of all Covered Person(s) within their NF/MO, implementing BIU's commitments and aims under this Policy and for all matters pertaining to creating a safe Biathlon environment in their respective jurisdictions.

4.4.2. Having a safe sport policy, in a written form, either adopting the present Policy or any other version (the NF's policy in case of MOs), which is compliant with local law and best practices. Such policy should be accessible to and easily understood by all Covered Persons and actively promoted and effectively implemented. Such local safeguarding/safe sport policy should be approved and endorsed by the relevant management body of the NF(s) and/or MO(s), recorded with BIU and reviewed appropriately.

4.4.3. Identifying, collating, and adhering to applicable national and local laws regarding safeguarding, protection of athletes, especially children, confidentiality/disclosure of information, reporting of suspicion of abuse, requirements and appointment of safeguarding officials etc.

4.4.4. Providing appropriate support to the individual(s) who raise, report

or disclose concerns or incidents of abuse (on an anonymous basis or otherwise).

4.4.5. Appointing necessary safeguarding officials (Protection/Welfare/Safeguarding Officer) recommended under this Policy, for the effective implementation and subsequent management, review and improvement of the safeguarding policies and procedures. Also, providing adequate and regular training (as recommended in Appendix D) to such officials, including the staff and the volunteers handling safeguarding duties

4.4.6. Ensuring that they are aware of what their obligations are in relation to mandatory reporting of safeguarding concerns to public authorities and/or to BIU and all of their duties to warn or take appropriate steps within their country/region in compliance with the present Policy.

4.4.7. Informing about the safeguarding policies and promoting good safeguarding practices, as well as the details of the safeguarding official(s) within the NF or the MO and explaining to all the Covered Person(s) about the roles, responsibilities of such official(s) and the means of contacting them.

4.4.8. Providing appropriate training opportunities to the Covered Person(s) regarding the safeguarding policies and procedure, how to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to the athletes, especially children and all such Covered Person(s).

4.5. If the NF does not have the capacity to implement the recommendations of this Policy, either determined by such NF by contacting BIU, or by BIU itself, then BIU and the concerned safeguarding official(s) shall be the first point of contact for any safeguarding concern arising in the jurisdiction of such NF. Similarly, if the MO does not have the capacity to implement the recommendations of this Policy, then the responsibility for the same shall fall upon the concerned NF.

4.6. The preceding clause shall be subject to any local/national regulations or practice in place, by the National Olympic Committee or any other local/national sports body, which is concerned or authorised to assist/handle safeguarding issues in sports.

5. REPORTING

1.Receiving/Recording Report

5.1.1. Reporting of any violation of safeguarding principles under this Policy may be made anonymously. Anonymity means that BIU (including IBU) or the NF or the MO, receiving the complaint, will not know the personal identifying information of the complainant. However, it has to be understood that an anonymous report may limit the organisation's or authority's ability to investigate and respond to a report.

5.1.2. BIU encourages complainants to provide their name and contact information when reporting. The identity of any complainant may only be disclosed if such disclosure is both necessary for the purposes of any investigation into an alleged violation of this Policy or if required by the governmental/judicial authorities and the consent in writing of the complainant and the person(s) whose identity has been obtained is required to be disclosed.

5.1.3. Any report or complaint regarding a safeguarding concern or an incident which is in violation of the safeguarding principles contained in this policy or a possible violation, shall be received by the designated Officer appointed by BIU, the NF or the MO, as the case may be. In case such an official is not present or incapable of receiving such a report for any reason, the concerned official(s) at the NF (in case of the MO) or at BIU (in case of NFs) shall fulfil the said responsibility.

5.1.4. If the possible violation has been observed or noticed by any other Covered Person, such person should take steps at the earliest to inform the designated Officer, who has been trained to handle such a situation.

5.1.5. It is the responsibility of the designated Officer or the Covered Person who is in receipt of the information regarding safeguarding violation, while reporting it to the designated Officer to:

5.1.5.1. Maintain the confidentiality of the information being shared and also to ensure anyone with whom the information is shared with, understands the need for confidentiality.

5.1.5.2. Every information should be shared only on 'need to know' basis and no information should be shared with media, other staff members or athletes or any other third party.

5.1.5.3. Immediately inform the concerned senior Safeguarding Officer at the higher level (to BIU, if at NF and to NF, if at the MO level), who can provide with more information and also provide guidance for taking next steps, to help decide if the matter be reported to statutory authorities, to take further steps to ensure that other athletes, staff and such Covered Person(s) at the facilities or around the accused person(s) are safe, etc.

5.1.5.4. Report directly to local statutory authorities/police, if the safety of the victim(s) is in immediate danger, depending on the local laws and regulations and the nature of the violation.

5.1.5.5. If necessary, inform the parents or guardians, unless such action may put the victim at further risk.

5.1.6. It is recognised and understandable that some safeguarding violations can lead to outburst of strong emotions, particularly in cases where sexual harassment or sexual abuse is suspected. It is important to understand these feelings, and it is recommended that both the person(s) making or receiving the report/complaint ensure that such emotions do not interfere with the ability to make decisions in such situations and the prescribed process under this Policy and the local/national regulations is duly followed.

5.1.7. It is recommended that any person who becomes aware of a situation or about any Covered Person being involved in a possible bad practice or Forbidden Conduct, should immediately report it to the designated Officer and not to assume that someone else has or will do it. Safety and Welfare of every Covered Person in the Biathlon family is the ultimate priority of every person and the same cannot be left for someone else.

5.1.8. On receipt of a report or complaint by the designated Safeguarding Officer, it should be ensured that all the possible information is recorded accurately, either immediately or as soon as possible, which shall be helpful for taking the appropriate steps and for all the concerned authorities in future. The information recorded should ideally include:

- Details of the victim (name, address, gender, date of birth, home telephone

number);

- Details of the parent or guardian (name, address, telephone number);
- Whether the parents/guardian have been informed;
- Details of the person expressing their concern or making the complaint (unless made anonymously) and if made under request of confidentiality, then such information should be noted accordingly too;
- Details of the nature of the allegation, along with important details like date, time, location, event/activity when the alleged Forbidden Conduct (Clause 3) or a bad practice (Appendix B) took place - preferably in exact words if the complaint/information is oral, along with all possible observations/signs (while ensuring to demarcate both of them clearly in the report);
- Description of any visible bruising or any other injuries;
- Details of the Covered Person alleged to have engaged in the Forbidden Conduct (Clause 3) or a bad practice (Appendix B) or to have caused the incident or injury (name, address, date of birth/approximate age, telephone number). If the information is not available with the complainant or the person informing, then it can also be obtained by the recording Officer indirectly, without causing any suspicion or alarming such alleged person(s);
- Details regarding evidence in possession of the complainant or the victim (irrespective of the complainant or the victim sharing the same with the recording Officer or not);
- Witnesses to the incident and their details;
- Times, dates and other relevant information;
- Provisions of this Policy and/or the applicable policies of the NF/MO which seem to have been breached;
- Signatures of the recording Officer and also the complainant/victim if they are willing to disclose their names/personal identifying information;
- Date and time of recording the report.

2. Responding to a complaint/report

5.1.9. The Safeguarding Officer(s) or any Covered Person(s) who received the information/complaint/ report about any violation of this Policy in terms of either a Forbidden Conduct (Clause 3) or a bad practice (Appendix B), it is necessary for such person receiving the information, disclosure, suspicion or allegation to:

- react calmly, with an open mind, without showing any signs of anger, disgust or disbelief of any manner;
- ensure that the disclosing person is safe and feels safe, more so, when the information involves a child;
- be honest and clear that other person(s) or authorities may be involved to

- provide better help, support or solution;
- listen carefully, and show that the disclosing person(s) is/are being taken seriously;
- keep questions to a minimum, only if necessary to clarify what is being said, to have accurate and clear accounting of the information being provided;
- avoid asking leading questions and ensure that the person disclosing the information is not suggested any words or ideas, which can affect the case in future
- assure the disclosing person that they will be kept included and informed about the next steps;
- immediately call concerned authorities/police/hospital if there is any immediate need of medical or such help for the victim and inform them about the possible safeguarding issue;
- maintain confidentiality;
- not make assumptions or judgments or add any information by own;
- not approach the alleged accused to discuss the safeguarding concern;
- not take any actions to address the safeguarding issue by own.

5.1.10. Once the report/complaint is received, the concerned official shall follow the procedure prescribed by BIU, the NF or the MO, as the case may be, in accordance with the present Policy (particularly Clause 6) and the IBU Integrity Code.

3. Protection of Complainant/Person giving information regarding a Safeguarding concern

In furtherance of IBU's commitment to providing a safe environment in Biathlon for all athletes, staff, volunteers and every other member of the Biathlon family, it is necessary to protect the safety, integrity and well-being of the person making disclosure about any safeguarding concern or violation of this Policy. Accordingly, IBU strongly recommends that:

5.1.11. all athletes, staff, officials and volunteers and members of the Biathlon family should receive full support and protection who, in good faith, report a safeguarding concern by any Covered Person;

5.1.12. any person who in good faith or having reasons to believe it to be true, discloses information relating to a safeguarding concern or a complaint/report shall not be dismissed, penalised, disciplined, retaliated or discriminated against in any manner;

5.1.13. appropriate disciplinary action (under the IBU Integrity Code) shall be taken against any official or staff or such Covered Person who violates the preceding sub-clause, irrespective of the information proves to be true or not or even if unsubstantiated, frivolous, vexatious or not in good faith, in order to remove any deterrence whatsoever to concerned persons from making such disclosures;

5.1.14. provide necessary support regarding the procedure and such other mechanisms, if such disclosing person is required to give evidence in criminal or disciplinary proceedings at any later stage

5.1.15. necessary confidentiality shall be maintained of the information and the identity of the disclosing person, as required under this Policy or the applicable laws;

6. PROCEDURES FOR THE INVESTIGATION AND PROSECUTION OF SAFEGUARDING VIOLATIONS

6.1. It is clarified that any violation of safeguarding principles and the present Policy, any Forbidden Conduct (Clause 3) or any act which amounts to a Bad Practice (under Appendix B) shall amount to violation of the IBU Integrity Code. Thus, all the investigation procedures and prosecution of the safeguarding violations shall be dealt according to the Chapter E of the IBU Code, titled "PROCEDURES FOR THE INVESTIGATION AND PROSECUTION OF VIOLATIONS OF THE IBU INTEGRITY CODE".

6.2. However, IBU recognises that a safeguarding concern creates not only a special situation, but also, requires utmost care and respect to the safety, health, dignity and well-being of the victim(s)/person(s) disclosing such safeguarding concern.

6.3. Therefore, while escalating the report/complaint received, investigating the same, creating the investigation team/committee, conducting the investigation, creating the disciplinary committee/panel, sanctioning and all other procedures envisaged under the Chapter E of IBU Integrity Code, the following recommendations should be complied with, for ensuring a proper handling of the safeguarding concern:

6.3.1. Any allegation of abuse made against a Covered Person should be reported straight away to the concerned Safeguarding Officer of the BIU/NF/MO, as the case may be.

6.3.2. In cases or the event of the Safeguarding Officer being the subject of an allegation, it must be reported to another designated official or to the senior management/officials of the NF/MO.

6.3.3. Every NF/MO shall have a set of designated person(s) who shall constitute required committees/panels for conducting detailed investigation once the designated Safeguarding Officer has submitted the findings on the report/complaint received.

6.3.4. Every report/complaint should be assessed independently and equally by the designated Safeguarding Officer or the committees/panels.

6.3.5. If at any point of time, if information received/investigated appears to be relevant for sharing with the law enforcement or national agencies, the same should be promptly done, following the due process under the IBU Integrity Code.

6.3.6. All the investigation procedures, disciplinary procedures and any other related proceedings shall be independent and confidential in nature and it should be ensured that neither the complainant/victim/disclosing person(s), nor the accused can influence the proceedings under this Chapter.

6.3.7. After the conclusion of investigation by the designated committee/panel, a report shall be prepared containing the findings, conclusions, and recommendations and such report shall be acted upon as per the Chapter

E of IBU Integrity Code.

6.3.8. Such reports shall also be shared with the complainant/victim/disclosing person(s) and the accused person(s).

6.4. It is recommended that every complaint/report should be followed up by a detailed report and necessary recordal be made about the report, the action taken, the remedies granted and the support provided to the victim/complainant.

6.5. In case no action is taken, due to either missing evidence, delayed reporting, lack of witnesses or any other reason, the same shall also be recorded in the report.

6.6 It is recommended that irrespective of the action taken or not taken against the accused in furtherance of a report/complaint due to any reason, appropriate steps should be taken to provide necessary support to the victim/complainant and also the possible teammates/colleagues affected by the allegation of the Forbidden Conduct or a Bad Practice.

7. EDUCATION AND PREVENTION

7.1. BIU shall recommend, develop and make available educational materials, case studies, best practices as well as other practical information related to safeguarding education to further assist the official(s)/staff at the NFs and the MOs, and also the athlete(s) and their guardian(s).

7.2. It shall be the responsibility of the NFs to inform all athletes, their support personnel, coaches, officials as well as other relevant persons about the present Policy, what may constitute harassment and abuse and where they may seek further information, advice and support etc. BIU, in cooperation with the NFs and external bodies, shall organise necessary training and/or make available necessary materials for education and promotion of best safeguarding practices. Some of the recommended resources, weblinks, and training materials are present in the Appendix D, which shall be updated from time to time.

7.3. BIU shall also provide materials and training for appropriate education or rehabilitation programmes pertaining to the further prevention of harassment and abuse to the Covered Person(s), who have been accused of a Forbidden Conduct or a Bad Practice, as part of the sanctions/disciplinary actions.

8. CONTACT PERSONS UNDER THIS POLICY

Details of relevant Contact Persons	
Name	Phone No.: Email:

In addition to contacting the above person(s), a complaint/report can also be filed at the BIU website <insert hyperlink>.

9. POLICY REVIEW HISTORY

This Policy will come into effect from <insert date>. It shall be reviewed and updated by BIU every 1 year and the new version shall come into effect on the date specified by BIU after such review and update if any.

Approved on	
Approved By	
Next review on	

APPENDIX A

(This list shall be reviewed and updated in consultation with the stakeholders periodically)

Model Good Practices

- All athletes are treated equally and with dignity and respect;
- Good practice is promoted, in order to reduce the possibility of abusive situations occurring;
- They always work in an open environment (e.g. avoiding private or unobserved situations and encourage open communication with no secrets);
- They make the experience of biathlon fun and enjoyable and promote fairness;
- They take appropriate steps if they observe/notice an incident or receive any report/complaint of bullying;
- They are excellent role models, including not swearing, smoking or drinking alcohol in the company of young people;
- They always put the welfare of the athlete first, before winning; the athlete's welfare being paramount;
- They build a balanced relationship based on mutual trust, which empowers young people to share in the decision-making process;
- They, along with every coach, volunteer, official and member of staff continually reflect upon their own practice to ensure the safety and wellbeing of athlete at all times;
- They keep up to date with technical skills relative to coaching/other qualifications and insurance;
- They are aware of the power that a coach, volunteer or official develops with participants in biathlon and avoid any inappropriate or intimate interaction;
- They always give enthusiastic and constructive feedback rather than negative criticism;
- They promote good sportsmanship, encouraging athletes to be considerate

of their peers, officials and volunteers and by being modest in victory and gracious in defeat;

- They avoid unnecessary physical contact with athletes, especially children. Where any form of manual/physical support is required, it should be provided openly and with the consent of the athlete. Physical contact can be appropriate where necessary in the sport, so long as it is neither intrusive nor disturbing and the athlete's consent has been given;
- They obtain written parental consent for any significant travel arrangements including overnight arrangements;
- If mixed teams are taken away, athletes, especially children are always accompanied by a male and female member of staff;
- They use social media appropriately and follow the present Policy and guidance for the same;
- They abide by all IBU/BIU Policies and Agreements;
- They take all concerns seriously and report any concerns relating to athlete safeguarding immediately;
- They 'whistle blow' if athlete's welfare or safety is being compromised;
- They help BIU work towards eradicating harassment and abuse of athlete in Biathlon.

APPENDIX B

(This list shall be reviewed and updated in consultation with the stakeholders periodically)

Bad Practices, which should not be allowed and/or reported immediately

- Spend more than necessary amounts of time alone with one athlete, especially in case of children away from others;
- Take athlete, particularly children to your home where they will be alone with you;
- Take any child alone in a car with you (unless it is an emergency or pre-approved by the Parents in advance);
- At an away event, go into an athlete's room, particularly rooms of children without another adult in a position of responsibility (unless it is an emergency), or invite an athlete, especially a child into your room;
- Share a room with an athlete, especially a child;
- Engage in rough, physical or sexually provocative games;
- Allow or engage in inappropriate touching of any form;
- Make sexually suggestive comments to the athletes, especially to children, even in fun;
- Allow athletes, especially children to use inappropriate language unchal-

- lenged;
- Communicating directly with a child without the Parents' knowledge, this includes phoning, texting and emailing;
 - Reduce an athlete to tears as a form of control;
 - Take part in, or tolerate, behaviour that frightens, embarrasses or demoralises an athlete or affects their self-esteem;
 - Fail to act upon any allegations made by an athlete or fail to record it or fail to investigate upon, or not acted upon;
 - Shower with an athlete, especially children;
 - Do things of a personal nature that the athlete can do for themselves;
 - Engage in a sexual relationship with anyone under the age of 18 for whom you have responsibility - this would be a disciplinary offence.
 - Engaging in sexual relationships with anyone under the legal age for a particular country is a criminal offence and should be immediately reported to the Police.

APPENDIX C

Model qualifications, roles and responsibilities of the Safeguarding Officials under this Policy

The Safeguarding Officers and the Event Safeguarding Officers are the first contact points for any safeguarding concern, either in terms of receiving reports or for providing support to the athletes/victims with the safeguarding process, before or after initiation of complaint/proceedings.

It is therefore important that such person(s) is/are well qualified and trained to handle such crucial responsibilities. It is recommended that the person(s) being appointed to these roles, is/has:

- either a senior or former athlete or coach or has medical/legal background or any person who has gained considerable expertise or possesses experience in the field of safeguarding;
- certified by a recognised body with course(s) on safeguarding;
- attended workshops/training sessions on safeguarding from recognised bodies/institutes/universities;
- a known figure, especially when being appointed to local/MO levels and should be ideally involved in the day-to-day activities at such local/MO level;
- approachable by athletes, especially children and other such person(s) for the purpose of reporting a forbidden conduct or violation of this Policy.

In general, the roles and responsibilities of such safeguarding officer(s)/counsel(s) shall be to:

- act as the initial point of contact for any Covered Person to disclose a safe-

- guarding concern;
- hear, listen, and then encourage the victim to submit a report/official statement;
 - provide possible support for the victim (psychological or physical), and other potentially affected individuals (teammates, support personnel etc.) who may have been indirectly impacted by the Forbidden Conduct, irrespective of the final decision/report/sanctioning/action taken against the accused person(s);
 - contribute towards implementation and update of this Policy and the other such policies/procedures of the NF or the MO of which such person is part of;
 - liaising with other clubs, MOs, NFs and also with IBU/BIU for effective implementation of this Policy and safeguarding issues;
 - conducting/assisting with the safeguarding training for the Covered Person(s) including the athletes, staff and officials;
 - diligently following and being aware of the national/local regulations with regard to safeguarding and the requirements in cases where intervention of police/judicial authorities is required like that of physical or sexual misconduct.

APPENDIX D

Template for Reporting a Safeguarding Concern

ABOUT THE REPORTER	
Do you wish to remain anonymous?	Yes / No
If 'Yes', then this section is not mandatory	
Your first name:	
Your last name:	
Date and time of incident	
Telephone:	
Email:	
Nationality:	
Current Location	
DETAILS OF THE ORGANISATION RELATED TO THE INCIDENT	
Provide details of any person or organisation involved in this incident(s)	
Name or organisation: Where the incident occurred or where the concerned person(s) work e.g. international federation, national federation/ member organisation/club/association, local organising committee etc. (please specify)	
City of incident(s):	
Country of incident(s):	
Any contact information (if available, like phone number, email id etc. of the managing official or concerned safeguarding official)	
Provide details of any action taken to date in response to the concern/incident (include by whom and when). For example, has it been reported to anyone else?	
ABOUT THE INCIDENT(s)	
Please provide the name of the individual(s) or entity(ies) you want to report	
What is the incident about? (e.g. relating to which safeguarding issue or violation of which right etc., as per the understanding of the person reporting)	

Date(s) (If exact date not possible, then the relevant period be mentioned)	
Location(s) (e.g. address of club or premises, or other such location)	
What exactly happened? (Provide a description of the incident(s) in as much detail as possible)	
Did you witness the incident(s), or was it reported to you by someone else?	
Is the incident continuing to take place?	
Do you believe that it may happen again?	Yes / No / comments
Do any other people know about the incident(s) and could have additional information about it?	Yes / No / comments
Do you have any evidence of the incident(s) and, if so, what?	Yes / No / comments

APPENDIX E

Background and Basis for the present Policy

International Olympic Committee (IOC)

The IOC Consensus Statement: harassment and abuse (non-accidental violence) in sport ([available here](#))

Safeguarding athletes from harassment and abuse in sport - IOC Toolkit for IFs and NOCs ([available here](#))

UNICEF - Implementation Guide for organisations who work with children (UNICEF)

Eight pillars of safeguarding equally apply to athletes of all ages:

1. Developing your policy
2. Procedures for responding to safeguarding concerns
3. Advice and support
4. Minimising risks to children/athletes
5. Guidelines for behaviour
6. Recruiting, training and communicating
7. Working with partners
8. Monitoring and evaluating

[Available here](#)