STATUTORY POSITION
MEMBER OF THE FEI TRIBUNAL

1. TERM

The term will begin at the close of the General Assembly at which the Committee Member (the "Member") has been elected and remain in office for a period of four years, unless the Member resigns, are dismissed by the General Assembly or cease to act as Member for any other reason. Any member who leaves the FEI Tribunal further to an election may remain on the Tribunal for a maximum of three months from the election for the sole purpose of finalising the decisions in cases being heard by panels on which he or she sits.

2. PRIMARY POLICY RESPONSIBILITY

To decide cases submitted to it through the Tribunal Chair via the clerk.

3. KEY SUCCESS FACTORS

The Applicant should be able to show:

3.1. Proven Legal education and expertise;
3.2. Appropriate knowledge and experience of equestrian sport preferable;
3.3. Fluency in English (written and spoken);
3.4. Strong problem solving skills;
3.5. Commitment to ethics, fair play and honesty;
3.6. Open-minded, innovative and "forward-thinking;
3.7. Understanding of the goals and mandate of the FEI and the FEI Tribunal and willingness to work towards promotion of transparency and accountability in the organisation, with no personal or national agenda;
3.8. Ability to work flexible hours and travel – on occasion - to Lausanne (or other locations) for hearings and similar, and FEI Tribunal annual meetings;
3.9. Working knowledge of computer skills and proficiency in the use of in particular email, PowerPoint and Word.

In addition, the Applicant should indicate in their application if they have any prior experience of safeguarding (harassment/abuse) cases and/or criminal proceedings.

4. ADMINISTRATIVE DETAILS

In order to support the Member in the delivery of his/her duties, an annual fixed indemnity as per the FEI Policy (available here https://inside.fei.org/fei/about-fei/structure/fei-board/fixed-indemnity-policy) will be provided, and an annual travel and subsistence budget will be proposed by the Secretary General for approval by the Board.

5. KEY RESPONSIBILITIES

5.1. To attend and actively participate at Tribunal meeting(s) taking place in person on an annual basis; participate in teleconferences as requested;
5.2. To adjudicate each case when appointed as member of the Panel;
5.3. To liaise with the clerk for the dealing and management of cases submitted to the FEI Tribunal;
5.4. To maintain contact throughout the year with the Legal Director and the Legal Department on Tribunal matters within a reasonable time-frame;
5.5. To maintain up-to-date knowledge of the FEI Rules and Regulations and all issues related to legal affairs, anti-doping and controlled medication cases, as well administrative procedures and policies related to the latter.
6. **KEY FEI TRIBUNAL RESPONSIBILITIES**

6.1. To study cases assigned with due diligence and to impartially and professionally decide FEI cases according to the applicable rules, including internationally recognised legal principles of sporting disputes and in accordance with Swiss law;

6.2. To comply with all obligations, duties and responsibilities assigned in particular under the FEI Statutes and the Internal Regulations of the FEI Tribunal;

6.3. To assist in establishing Internal Regulations of the FEI Tribunal as foreseen under the FEI Statutes;

6.4. To be bound by and promote the importance of the FEI Code of Conduct and Code of Ethics.

7. **POSITIONS CONSTRAINTS**

7.1. To sign a responsibility and acceptance document which includes key responsibilities following appointment as well as a conflict of interest disclosure statement.

7.2. Membership in the Tribunal (and of panels convened from amongst the members of the Tribunal) is personal and no delegation of functions may be accepted;

7.3. Timely disclosure of any actual or potential conflict by submitting the appropriate form to the Secretary General; refraining from dealing with or voting on matters in which their own interests or the interests of persons or bodies (e.g. NFs) related to them are involved;

7.4. Adherence to non-disclosure obligation as stipulated in the Internal Regulations of the FEI Tribunal;

7.5. As an FEI elected official to undertake to respect all FEI Rules and Regulations, as well as the FEI Code of Ethics and Conflict of Interest Policy (see Appendix 3 – Internal Regulations of the FEI). Particularly to commit to avoid any actual or perceived conflict of interest. To maintain a neutral, independent and fair position towards all FEI constituents. Financial and/or personal interests shall never influence the Member’s duties as Member and the Member shall take all reasonable efforts to avoid any such perception. In this sense to update the Conflict of Interest Statement annually or as necessary;

7.6. To refrain at all times from making any statements either written or oral, including but not limited to the media or in social media, or behaving in any way or taking any actions or omitting to take any action, that might cause harm to the FEI or to equestrian sport in general. This includes statements that might create a perception of bias.

7.7. To remain neutral when performing his/her duties as member and may not represent the interest of any specific stakeholder;

7.8. To acknowledge that the Curriculum Vitae (without contact details information) of appointed/elected bodies are published on Inside.fei.org and available to the public.

7.9. To acknowledge that the Board provides policy and Headquarters provides the day to day management of FEI business;

7.10. In addition to the foregoing and notwithstanding any other provision of the FEI Rules and Regulations, the FEI reserves the right to take appropriate measures in relation to the Member in the case of any non-compliance by the Member with the terms of this Responsibility Acceptance. Such measures include, but are not limited to:

   - removal;
   - the imposition of a Provisional Suspension;
   - the imposition of a Final Suspension.

7.11. Cannot serve on more than 1 Standing Committee at the same time;

7.12. Cannot serve more than 2 consecutive full terms;

7.13. This position is honorary and carries no remuneration (apart from the annual fixed indemnity mentioned above). Reasonable expenses incurred while fulfilling the functions of a member of the Committee shall be met by the FEI;

7.14. To not exceed travel and subsistence budget, unless authorised by the Board.