

Notice



Key Decisions - BWF Council Meetings

Glasgow, Scotland – 26 August 2017

Dear Members and Continental Confederations

The BWF Council met in Glasgow on Saturday 26 August alongside the TOTAL BWF World Championships.

Please find enclosed a summary of the key decisions of the Council.

Key Decisions – BWF Council Meeting 26 August 2017

a) Events Related Decisions

Please find attached a letter from Darren Parks, Events Director which details the amendments to regulations including:

- **General Competition Regulations – immediate effect**

- Section 20 – Players Clothing
- Section 32 – Penalties

- **Youth Olympic Games - Regulations for Badminton Competition – immediate effect**

- **Changes to the New General Competition Regulations – effective 1 January 2018**

- **Fixed Service Height Experiments**

Please see the enclosed letter for more details on each of the above.

b) Decisions Related to Ethics, Governance and Regulations

1. Approval of Amendments to the BWF General Privacy Policy

The Council approved a General Privacy Policy In May which describes the principles behind how BWF collects, stores, processes and uses personal data. This policy has been amended slightly – and the track changes can be read below in the Appendix.

2. Approval of an Integrity Privacy Policy

The Council approved a new Integrity Privacy Policy that covers the principles behind how BWF collects, stores, processes and uses personal data in investigations and the work of the Integrity Unit. This policy can be downloaded from the BWF corporate website ([linked here](#)).

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3. Approval of amendment to **Form 2 – Para-Badminton Player Evaluation Consent Form**

The Council approved amendments to the Form 2 which is used by players who are seeking to be classified for international para-badminton competitions. The amended form includes a statement on privacy and protection of data and this describes the principles behind how BWF collects, stores, processes and uses personal data in the player evaluation process.

This form can be downloaded from the BWF corporate website ([linked here](#)).

4. Approval of amendments to the BWF Anti-Doping Regulations

The Council approved amendments to the BWF Anti-Doping Regulations. The key change is the deletion of 5.3.7 and the requirements that relate to retired players.

5.7 Retired Players Returning to Competition

5.7.1 A Player in BWF's Registered Testing Pool who has given notice of retirement the BWF may not resume competing in International Events or National Events until he/she has given BWF written notice of his/her intent to resume competing and has made him/herself available for Testing for a period of six months before 97 Regulations Anti-Doping Regulations Part III - Section 1A Appendix 3 returning to Competition, including (if requested) complying with the whereabouts requirements of Annex I to the International Standard for Testing and Investigations. WADA, in consultation with BWF and the Player's National Anti-Doping Organization, may grant an exemption to the six-month written notice rule where the strict application of that rule would be manifestly unfair to a Player. This decision may be appealed under Article 13. Any competitive results obtained in violation of this Article 5.7.1 shall be Disqualified.

5.7.2 If a Player retires from sport while subject to a period of Ineligibility, the Player shall not resume competing in International Events or National Events until the Player has given six months prior written notice (or notice equivalent to the period of Ineligibility remaining as of the date the Player retired, if that period was longer than six months) to BWF and to his/her National Anti-Doping Organization of his/her intent to resume competing and has made him/herself available for Testing for that notice period, including (if requested) complying with the whereabouts requirements of Annex I to the International Standard for Testing and Investigations.

~~*5.7.3 A Player who is not in BWF's Registered Testing Pool who has given notice of retirement to BWF may not resume competing unless he/she notifies BWF and his/her National Anti-Doping Organization at least six months before he/she wishes to return to Competition and makes him/herself available for unannounced Out of Competition Testing, including (if requested) complying with the whereabouts requirements of Annex I to the International Standard for Testing and Investigations, during the period before actual return to Competition.*~~

The BWF Anti-Doping Regulations can be downloaded from the BWF corporate website ([linked here](#)) – see Appendix 3 - Appendices – General Competition Regulations (GCRs).

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5. Approval of amendments to the Guidelines for Council, Executive Board and Committees

The Council approved a number of amendments to the Guidelines for Council. The main amendments focused on the election processes for the Athletes Commission Elections and the Para-Badminton Athletes Commission. The amendments improved consistency. These amendments can be seen in the appendix below.

The amended Guidelines for Council, Executive Board and Committees can be downloaded from the BWF corporate website ([linked here](#)).

6. Approval of amendments to the Federation Rules and Procedures

The Council reviewed the terms of reference (TOR) for the various Committees and made a few amendments to the scope of some of these.

The amended Federation Rules and Procedures can be downloaded from the BWF corporate website ([linked here](#)).

7. BWF Commissions – Review of the Terms of Reference (TOR)

The BWF Council reviewed and approved amendments to the various TOR for the Commissions of the BWF. The BWF has the following Commissions:

Athletes' Commission	Sports & Medical Science Commission
Awards Commission	Technical Official Commission
Ethics Commission	Tournament Doctors Commission
HR-Commission	TUE Commission
Medical Commission	Women in Badminton Commission
Para-Badminton Athletes' Commission	World Senior Championships Commission
Para-Badminton Commission	

The TOR for the Commissions can be viewed on the relevant page of the BWF corporate website ([linked here](#)).

8. Approval of the restructure of the BWF Medical Commission

The BWF Council approved the restructuring of the Medical Commission responsibilities. There are now three different commissions that cover all aspects of the former Medical Commission.

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Glasgow, Scotland – 26 August 2017

- ✓ **Tournament Doctors Commission** responsible for the recruitment, training and assignment of Tournament Doctors for BWF Grade 1 tournaments.
 - ✓ **TUE Commission** responsible for oversight and administration of all Therapeutic Use Exemptions.
 - ✓ **Sports & Medical Science Research Commission** – responsible for science and medical research.
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Appendix

Please see below the following:

- ✓ Amendments to the BWF General Privacy Policy
 - ✓ Amendments to the Guidelines for Council, Executive Board and Committees – the sections related to Athletes' Commission elections and Para-Badminton Athletes Commission Elections
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BWF General Privacy Policy



Context and Overview

Introduction

The Badminton World Federation ("BWF") needs to collect, store, and use certain information about individuals. These can include players, their entourage, personnel of Member Associations, the BWF community, and other people the organization has a relationship with or may need to contact.

This policy describes how this personal data must be collected, stored, and used to meet the BWF's data protection standards. As the BWF collects data for a large variety of purposes, this general policy is supplemented by specific privacy policies and procedures that apply to anti-doping, integrity in sports, use of the BWF's IT platforms, and staff.

Why this Policy Exists

This data protection policy ensures BWF:

- Complies with data protection law and follow good practice;
- Protects the rights of players, members of the BWF community and others;
- Is open about how it stores and processes individuals' data;
- Protects itself from the risks of a data breach.

Data Protection Law

The BWF is an international organization established in Malaysia and subject to Malaysian law. While the 2010 Data Protection Act of Malaysia only applies to commercial transactions, the BWF considers that it is bound by its principles and that they apply when it collects, stores, and uses personal information, whether electronically, on paper or on other material.

As such, the BWF considers that personal information must be collected and used fairly, stored safely and not disclosed unlawfully. In particular, the BWF endeavours to follow seven principles. These say that personal data must:

1. Be processed fairly and lawfully.
2. Be obtained only for specific, lawful purposes.
3. Be adequate, relevant and not excessive.
4. Be accurate and kept up to date.
5. Not be held for any longer than necessary.
6. Be processed in accordance with the rights of data subjects.
7. Be protected in appropriate ways.

People, Risks and Responsibilities

Policy Scope

This policy applies generally to any identifiable individual with whom the BWF has a relationship or may need to contact. These include players, their entourage, members of the BWF community and of the public, etc.

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All staff and volunteers of BWF. ¶
Players who compete in international competitions sanctioned by the BWF. ¶
Coaches and team managers participating in international competitions sanctioned by the BWF. ¶
BWF technical officials and technical delegates ¶
Classifiers working in para-badminton and well as members of the Medical Commission. ¶
Elected officials of the BWF., etc (TBC) ¶

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BWF General Privacy Policy



Subject to BWF's more specific privacy policies, [this policy](#) applies to all data that the BWF holds relating to identifiable individuals. [Depending on the person, this data can include:](#)

- Names of individual;
- Contact [and identification](#) information;
- Information related to the use of BWF's online platforms;
- Information voluntarily submitted to us (for example, [by contacting us via email, by sending us a resume, or by creating an account on one of our online platforms](#));
- Information related to BWF's integrity programmes (for example, [doping control results and whereabouts of certain players, intelligence about betting patterns, etc.](#));
- [Medical information \(in relation to Therapeutic Use Exemptions or for the purpose of para-badminton classifiers\)](#).

Data Protection Risks

This policy helps to protect BWF from some real data security risks, including:

- **Breaches of confidentiality.** For instance, information being given out inappropriately;
- **Failing to offer choice.** For instance, all individuals should be free to choose how the [organization](#) uses data relating to them;
- **Reputational damage.** For instance, the [organization](#) could suffer if hackers successfully gained access to sensitive data.

Responsibilities

The BWF, as well as everyone who works for and with BWF, has some responsibility for ensuring data is collected, stored and handled appropriately.

Each [person](#) that handles personal data must ensure that it is handled and processed in line with the BWF's privacy policies and data protection principles. In particular, these people have key areas of responsibility:

- The **BWF Council** is ultimately responsible for ensuring that BWF meets its legal obligations.
- The **Secretary General** is responsible for:
 - Keeping the BWF Council updated about data protection responsibilities, risks and issues;
 - Reviewing all data protection procedures and related policies;
 - Arranging data protection training and advice for the people covered by this policy;
 - Handling data protection questions from staff and anyone else covered by this policy;
 - Dealing with requests from individuals to see the data BWF holds about them (also called "subject access [requests](#)");
 - Checking and approving any contracts or agreements with third parties that may handle the [organization's](#) sensitive data.

Data Access Requests

All individuals who are subject of personal data held by BWF are entitled to:

- Ask **what information** the organization holds about them and why;
- Ask **how to gain access** to it;
- Be informed **how to keep it up to date**.

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BWF General Privacy Policy



- Be informed how the organization is **meeting its data protection obligations**.

If an individual contacts the BWF requesting this information, this is called a subject access request. Such requests should be made by email, addressed to the Secretary General, at privacy@bwfbadminton.org.

Individuals will be charged \$USD 10 per subject access request. The Secretary General will aim to provide the relevant data within 14 days.

The Secretary General will always verify the identity of anyone making a subject access request before handing over any information.

Disclosing Data for Other Reasons

In certain circumstances, personal data may be disclosed to law enforcement agencies without the consent of the data subject.

Under these circumstances, BWF will disclose requested data. However, BWF will ensure the request is legitimate, seeking assistance from the Council and from the organization's legal advisers where necessary.

Providing information

BWF aims to ensure that individuals are aware that their data is being processed, and that they understand:

- How the data is being used
- How to exercise their rights

For further information about how personal data is processed in particular contexts, please consult the following documents:

- **Anti-Doping**
 - [Athlete's Information Notice on ADAMS System](#)
 - [Therapeutic Use Exemption Form](#)
 - [Sample Collection Form](#)
- **Integrity in Badminton**
 - [Integrity Privacy Policy](#)
- **Para-Badminton**
 - [BWF Para-Badminton Classification Privacy Notice \(part of Form 2\)](#)
- **Other:**
 - [BWF Website Privacy Policy](#)
 - [BWF Employee Handbook](#)

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Para-Badminton medical Forms for athletes¶
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Guidelines For Council – Amendments – 26 August 2017

9. ATHLETE REPRESENTATION

Badminton Athletes' Commission

9.1. An Athletes Commission will be formed comprising six members elected by a players' body formally recognised by the Council for the purpose of representing the players. Any Badminton player serving on the IOC Athletes Commission or other such Athletes' body can seek Council's approval to be included in the Athletes Commission. Such a player cannot be appointed Chair of the Athletes Commission.

9.2. To be eligible for election to the Athletes Commission a person must:

- be at least 18 years of age on the day at which voting for the elections opens;
- be in good standing with their Member;
- not have been sanctioned for a doping offence during his or her sports career;
- not be serving a period of ineligibility with the BWF; and
- be an active player as defined by:
 - being in the top 200 of the most recent World Ranking List prior to the election; or
 - such other criteria as may be decided by the Council prior to an election.

9.3. The six Athletes Commission Members are elected the following way:

9.3.1. Three persons are elected for a four-year term by the active players at the time of an election before the end of the second quarter in the year after the Summer Olympic Games.

9.3.2. Three other persons elected for a four-year term by the active players at the time of an election before the end of the second quarter in the year before the Summer Olympic Games.

9.3.3. In each election, at least one male and one female Commission Member must be elected.

9.3.4. The process for election must be approved by the BWF President prior to the election and shall follow the following process:

- The date, venue and process for the election must be announced by the Chair of the Athletes Commission no later than twelve (12) weeks before the election.
- The announcement of the date and venue will be sent to all Members, published on the BWF website and sent to players e-mail addresses (if available).
- Nominations for election to the Athletes Commission must be made in writing by an active player and sent directly to the Secretary General so as to reach the Federation not later than eight (8) weeks before the election date.
- Eligible nominations will be sent to all Members, published on the BWF website and sent to players e-mail addresses (if available) at the latest six (6) weeks before the election date.
- Votes for the election may be cast in person at the competition venue on the announced date of the elections or by email.
- Voting by email shall commence one calendar month before the date of the elections at the competition venue and shall end at the close of the polling station on the election day.
- Those eligible to cast a vote must:
 - be at least 18 years of age on the day at which voting for the elections opens;
 - be in good standing with their Member;
 - not be serving a period of ineligibility with the BWF;
 - be an active player as defined by:
 - being in the top 200 of the most recent World Ranking List prior to the election; or
 - such other criteria as may be decided by the Council prior to an election.

9.3.5. The Chair of the Athletes Commission is appointed for a two-year term after the elections in the year before and after the Summer Olympic Games between and by the elected members of the Athletes Commission. The Chair shall assume office immediately upon the conclusion of the appointment by the Athletes Commission.

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~~9.3.6. If the Athletes Commission Chair does not complete the term of office, a person shall be appointed between and by the elected members of the Athletes Commission.~~

~~9.3.7. Any casual vacancy on the Athletes Commission shall be filled at the next ordinary election of members of the Athletes Commission.~~

~~9.4. If in the view of the Council, a player on the Athletes Commission no longer fulfils the eligibility criteria or is unable to represent the players, Council may terminate the membership and request a fresh election.~~

~~Para-Badminton Athletes' Commission~~

~~9.5. A Para-Badminton Athletes' Commission will be formed comprising five members for the purpose of representing para-badminton players. The make-up of the Commission shall, wherever possible, have both men and women, have representatives from wheelchair Sport Class and have representatives from at least three continental regions. Any badminton player serving on the IPC Athletes Commission or other such athletes' body can seek the Council's approval to be included in the Para-Badminton Athletes' Commission. Such a player cannot be appointed Chair of the Para-Badminton Athletes Commission.~~

~~9.6. The Para-Badminton Commission shall include in its membership, two representatives from the Para-Badminton Athletes' Commission, one shall be the Chair of the Para-Badminton Athletes' Commission and the other shall be appointed by the Council on recommendation of the Para-Badminton Commission to ensure where possible, diversity of representation – Sport Class (standing / wheelchair), gender (male / female) or regional representation.~~

~~9.7. The role of the Para-Badminton Athletes' Commission shall be to:~~

- ~~liaise with players, organise player meetings at tournaments and canvas their views and opinions on rules and regulations, development and direction of para-badminton;~~
- ~~represent the views of para-badminton athletes at Para-Badminton Commission meetings through its representatives;~~
- ~~report back to the players on outcomes of meetings and representations made at the Para-Badminton Commission meetings.~~

~~9.8. The Para-Badminton Athletes' Commission members shall be elected in the year after the Paralympic Games for a four-year term, with no limit of terms. To be eligible for election, the Para-Badminton Athlete Representative shall:~~

- ~~be at least 18 years of age on the day at which voting for the elections opens;~~
- ~~be in good standing with their Member;~~
- ~~not have been sanctioned for any doping offence during his or her playing career;~~
- ~~be an active player, identified by presence on the Para-Badminton World Ranking List at the time of his or her election; and~~
- ~~be from a disability sports organisation recognised by the BWF or a BWF Member in good standing.~~

~~9.9. The BWF President, after consultation with the Chair of the Para-Badminton Committee, shall determine the exact process for election. This shall be determined prior to the election being announced and communicated at the time of the announcement of the election. The election shall follow the processes below:~~

- ~~The outcome of the election, wherever possible, shall include 1) at least one male and one female athlete, 2) at least one person from a wheelchair Sport Class and one person from a standing Sport Class and 3) athletes from at least three continental confederation regions;~~
- ~~The date and venue of the election must be announced by the BWF office no later than 8 weeks before the election. The notice of the election and process shall be sent to all Members and disability sports organisations recognised by the BWF as well as players email addresses where known;~~

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- Nominations for election to the Para-Badminton Athletes' Commission must be made in writing on the nomination form, by either:
 - an active player from a recognised disability sports organisation or BWF Member or
 - a recognised disability sports organisation or a BWF Member
- and be sent directly to the BWF office so as to reach the Federation no later than 3 weeks before the election date.
- The list of eligible candidates for election shall be announced no later than 2 weeks before the election date via email to all Members and disability sports organisations recognised by the BWF and through the BWF website.
 - Elections by postal vote may be acceptable, and the process must be announced together with the announcement of the election date and venue 8 weeks before the election.

9.10. Those eligible to cast a vote must:

- be at least 18 years of age on the day at which voting for the elections opens;
- be in good standing with their Member;
- not be serving a period of ineligibility with the BWF;
- be an active player, identified by presence on the Para-Badminton World Ranking List at the time of his or her election; and
- be from a disability sports organisation recognised by the BWF or a BWF Member in good standing.

9.11. If a Para-Badminton Athletes' Commission member does not complete his/her term, the BWF Council shall appoint an interim Commission member upon the recommendation of the Para-Badminton Commission until the next Para-Badminton World Championships or the Council may in its absolute right call for an election where the timeframe between resignation(s) and the next World Championships is significant.

9.12. If in the view of the Council, a player on the Para-Badminton Athletes' Commission no longer fulfils the eligibility criteria or is unable to represent the players, Council may terminate the membership and request a fresh election.

10. WORKING GROUPS

10.1. The President, the Council or the Chairs of Committees may establish Working Groups who are responsible for assisting the Council or the Committee complete particular tasks.

10.2. The Chair of the Committee is responsible for approving the Terms of Reference and composition of the Working Group and recommending to the Council any budget for their operation.

11. ROLE OF THE PRESIDENT

- The President will be the Chair of Council unless the President chose to delegate such responsibility to another person.
- The President will guide the Council and can, within the constitutions and policies approved by the Council, take decisions in case of urgent matters. Such decisions shall immediately be communicated to the Council and be reported at the next Council meeting.
- The President will represent the Council in matters related to Members, Continental Confederations, IOC, ASOIF, WADA and other internal and external stakeholders. The President will approve recommendations from the relevant Committees and the Secretary General on representatives to represent Federation in different international relations.

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