

## PROCESS TO BECOME AN AUTHORISED ATHLETES' REPRESENTATIVE

There are three steps:

### 1. Apply for authorisation to a Member Federation

The Application Form (see Appendix 2) can be submitted to any **one** of the following Member Federations:

- The Member Federation of any of the Athletes you intend to represent; **Or**
- The Member Federation of the country of which you are a citizen; **Or**
- The Member Federation of the country you reside in

Please note that, depending on their specific internal regulations, some Member Federations may apply an administration fee.

Once the Application has been accepted by the Member Federation (and appropriate notification given to the IAAF), the candidates undergo the evaluation process.

### 2. Undergo a specific evaluation process

Subject to the acceptance of the Application by the Member Federation, candidates will undergo an evaluation process aimed at establishing their education and knowledge in key areas of the sport of Athletics and of the AR activity in particular.

For the purpose of the evaluation, candidates shall have to write a specific Examination established and organised in accordance with the AR Regulations, which is organised every two years (in even years). Candidates with proven experience in the activity of AR may be exempt from taking the Examination (see Chapter 5.4 of the IAAF Athletes' Representatives Regulations).

The Examination, in English, will consist of 48 multiple answer questions to be completed in 2 hours. The pass mark is 75%.

The questions will consist of general knowledge questions about Athletics and the IAAF and more specific questions on the latest version of the following IAAF Rules and Regulations.

#### 1. Athlete Representatives' Regulations (and Appendices 1-4)

- ✓ <http://www.iaaf.org/about-iaaf/documents/athlete-representatives#ar-regulations>

#### 2. IAAF Permit Meetings:

IAAF Diamond League Meetings

- ✓ <http://www.iaaf.org/competitions/iaaf-diamond-league>

IAAF World Challenge Meetings

- ✓ <http://www.iaaf.org/competitions/iaaf-world-challenge>

IAAF World Indoor Tour

- ✓ <http://www.iaaf.org/competitions/iaaf-world-indoor-tour>

IAAF Hammer Throw Challenge

- ✓ <http://www.iaaf.org/competitions/iaaf-hammer-throw-challenge>

IAAF Combined Events Challenge

- ✓ <http://www.iaaf.org/competitions/iaaf-combined-events-challenge>

IAAF Race Walking Challenge

- ✓ <http://www.iaaf.org/competitions/iaaf-race-walking-challenge>

IAAF Road Race Labels

- ✓ <http://www.iaaf.org/competitions/iaaf-label-road-races>

### 3. IAAF Competition Rules

Chapter 1 (Rules 1-8)

Chapter 2 (Rules 20-23)

Chapter 3 (Rules 32-35 and 40-41)

Chapter 5 (Rules 140-151 and 260-264)

✓ <http://www.iaaf.org/about-iaaf/documents/rules-regulations>

### 4. IAAF World Athletics Series Competitions – Technical Regulations

Chapter 1 - General

Chapter 2 – Events Programme

Chapter 3 – Participation

Chapter 5 – Authority and Duties of the IAAF Council

Chapter 7 – Technical Matters and Requirements

✓ <http://www.iaaf.org/about-iaaf/documents/rules-regulations>

### 5. IAAF Anti-Doping Regulations (Sections 2.9-2.31 and Appendix A)

✓ <http://www.iaaf.org/about-iaaf/documents/anti-doping>

### 6. IAAF Advertising Regulations (Section 4.1)

✓ <http://www.iaaf.org/about-iaaf/documents/rules-regulations>

### 7. IAAF Code of Ethics

✓ <http://www.iaaf.org/about-iaaf/documents/rules-regulations>

If the Member Federation to which you have applied for Authorisation requires you to answer questions relating to its regulations, then you will have to complete these as well and you will have additional time allotted to you to do this. You will be advised individually beforehand if this is the case.

Candidates who pass the Examination may then complete the Application process.

### 3. Complete the application with the Member Federation

The IAAF will notify the Member Federations concerned of the results of the Evaluation process and, for the successful candidates, it will be possible to complete the Application process with:

- the payment to the Member Federation of any applicable administration fee;
- the underwriting of the professional liability insurance / bank guarantee.

At this point, you will be authorised to represent the Athletes of the Member Federation that has issued your Application and, in principle, any Athlete from any other Member Federation.

However, if you intend to represent athletes from other Federations (other than the one that issued your Application Form), you must first check with these Federations whether they have a Recognition Process or not. If they do have such a process, then you must apply according to their criteria and fulfil all their requirements in order to be authorised to represent their athletes.

#### *Timelines*

**31 October 2016**      Deadline for persons applying for Authorisation as an AR to submit Application Form to relevant Member Federation

**7 November 2016**      IAAF publishes final Top-30 List for 2017

- 15 November 2016** Deadline for decisions on Applications by Member Federations
- 15 November 2016** Deadline for Member Federations to submit questions to the IAAF related to the Member's regulations for inclusion in the Examination
- 15 November 2016** Deadline for Member Federations to submit to the IAAF the list of names of Applicants whose Application has been approved

**3 December 2016** Examination to be held

City*	Time
Orlando, FL - USA	08:00 (8am)
London - GBR	14:00 (2pm) <b>NEW TIME</b>

\*other cities (outside USA and EU) may be added based on requirement

**31 December 2016** Deadline for the issue of Authorisations by Member Federations