



FEDERATION ROYALE BELGE DE NATATION ROYAL BELGIAN SWIMMING ASSOCIATION



ASSOCIATION SANS BUT LUCRATIF
NONPROFIT ASSOCIATION FONDEE EN
1902 - FOUNDED IN 1902

AFFILIEE à " World Aquatics " - " European Aquatics " et C.O.I.B.
AFFILIATED at World Aquatics - European Aquatics AND B.O.I.C.
COMPANY NO. 0409.395.428 N°D'ENTREPRISE

GENERAL ASSOCIATION REGULATIONS

**(29 /04
2021)**

CHAPTER I - GENERAL REGULATIONS

General - Vision - Mission - Values of the Royal Belgian Swimming Federation

Article AR 01 - Cooperation with international and regional federations Article AR 02

- Decision-making bodies

Article AR 03 - Meetings.

Article AR 04 - Absence of mandate holders

Article AR 05 - Vacancies

Article AR 06 - Suspension of mandate holders

Article AR 07 - President

Article AR 08 - Secretary

Article AR 09 - Inquiries / Payments Article AR 10

- Incompatibilities

Article AR 11 - Protection of members of decision-making bodies

Article AR 12 - National regulations

Article AR 13 - Official representation Article AR

14 - Official notices

Article AR 15 - Official mail

Article AR 16 - Travel expenses

Article AR 17 - Notice Article AR

18 - Federal free pass

Article AR 19 - Honorary and Merit Members.

CHAPTER II - GOVERNING BODY

Article BO 01 - Composition and duration of
mandate Article BO 02 - Powers and duties

Article BO 03 - Meetings

Article BO 04 - Decisions.

Article BO 05 - Cells International Operation & Committees National Operation

Article BO 06 - Special Powers

Article BO 07 - Executive Committee.

CHAPTER III - CELL INTERNATIONAL OPERATION

Article CIW 01 - Establishment and composition

Article CIW 02 - Powers and duties



FEDERATION ROYALE BELGE DE NATATION ROYAL BELGIAN SWIMMING ASSOCIATION



ASSOCIATION SANS BUT LUCRATIF
NONPROFIT ASSOCIATION FONDEE EN
1902 - FOUNDED IN 1902

AFFILIEE à " World Aquatics " - " European Aquatics " et C.O.I.B.
AFFILIATED at World Aquatics - European Aquatics AND B.O.I.C.
COMPANY NO. 0409.395.428 N°D'ENTREPRISE

Article CIW 03 - Meetings.
Article CIW 04 - Decisions.

CHAPTER IV - NATIONAL OPERATION COMMITTEE

Article CNW 01 - Constitution and composition
Article CNW 02 - Powers and duties Article
CNW 03 - Meetings
Article CNW 04 - Decisions.

CHAPTER V - RACI MATRIX OF THE KBZB

Article RM 01 - Raci Matrix



FEDERATION ROYALE BELGE DE NATATION ROYAL BELGIAN SWIMMING ASSOCIATION



ASSOCIATION SANS BUT LUCRATIF
NONPROFIT ASSOCIATION FONDEE EN
1902 - FOUNDED IN 1902

AFFILIATED to " World Aquatics " - " European Aquatics " et C.O.I.B.
APPROVED to World Aquatics - European Aquatics AND C.O.I.C.
COMPANY NO. 0409.395.428 N°D'ENTREPRISE

CHAPTER I - GENERAL REGULATIONS

Vision: " The Royal Belgian Swimming Federation, as an organization that primarily serves the competitive swimming disciplines (swimming, water polo, artistic swimming, open water, show jumping, masters and possible future disciplines) at home and abroad represents, has a mission to maximize and sustainably advance all disciplines of the sport of swimming in all their facets. develop."

Mission: "The mission of the Royal Belgian Swimming Federation is to create an inclusive and supportive environment in which athletes, coaches, officials and all stakeholders work together to develop the sport and provide young people and adults with the opportunity to always practice their sport in a stimulating and safe environment. It is also the intention to make our disciplines perform at the highest possible level internationally. Integrity, cooperation, innovation and fair play are key concepts here." **Values:**

1. **Integrity:** We act honestly, ethically and with respect for others, and we strive to maintain the highest standards of integrity in our sports community.
2. **Inclusiveness:** We welcome and respect diversity in all its forms and strive to create an inclusive environment where everyone feels valued and included.
3. **Collaboration:** We believe in the power of cooperation and teamwork. Collaboration between swimmers, coaches, officials and all stakeholders is essential to achieving success at all levels.
4. **Development and Innovation:** We are committed to continuous development of individuals and the sport of swimming as a whole. We invest in education, training and programs that contribute to the growth and improvement of our swimming community.
5. **Passion:** We share a deep passion for swimming and strive to spread and share this passion with others. We believe in the joy and satisfaction that comes from practicing our sport.
6. **Fairplay:** Adherence to ethical principles, rules and standards to promote fairness, respect and equality during games and practices.

The leaders and stakeholders of the national swimming federation and regional federations commit to always live out the vision, mission & values in all circumstances.

Swimming, Water Polo, Artistic Swimming, Open Water, Clean Jumping, Masters and possible future disciplines add to the diversity and richness of the sport of swimming, and they provide various opportunities for athletes to actively engage based on their interests and abilities.

Article AR 01 - Cooperation with international and regional federations.

AR 01.1. The Royal Belgian Swimming Federation (KBZB) is a member of the International Swimming Federation (World Aquatics) and of the European Swimming Federation (European Aquatics). The KBZB undertakes, subject to the general principles of law, to the provisions of public policy and to the relevant national, regional and Community legislation:

- Comply with the regulations (statutes, regulations, decisions) of World Aquatics and European Aquatics;
- comply with the statutes, regulations and decisions of World Aquatics and European Aquatics
- observe the principles of loyalty, integrity and sporting spirit as a sign of fair play;



FEDERATION ROYALE BELGE DE NATATION ROYAL BELGIAN SWIMMING ASSOCIATION



ASSOCIATION SANS BUT LUCRATIF
NONPROFIT ASSOCIATION FONDEE EN
1902 - FOUNDED IN 1902

AFFILIEE à " World Aquatics " - " European Aquatics " et C.O.I.B.
AFFILIATED at World Aquatics - European Aquatics AND B.O.I.C.
COMPANY NO. 0409.395.428 N°D'ENTREPRISE

- the jurisdiction of the "Tribunal Arbitral du Sport" (TAS) in Lausanne, Switzerland, as provided by the corresponding provisions of the Statutes of World Aquatics and European Aquatics, to be recognized.

AR 01.2. The KBZB has the plenitude of authority in sporting, regulatory, disciplinary, administrative and jurisdictional **NATIONAL** matters, including national championships, national organizations, national selection criteria and national selections....

All members of the KBZB (being the two regional swimming federations including their clubs and affiliates) accept this authority. They are all deemed to be familiar with the federation regulations as well as the reasoned decisions which supplement these regulations and are published on the website.

The Regional Federations undertake to comply with the statutes, regulations, guidelines and decisions of KBZB, of World Aquatics and European Aquatics, insofar as they relate to the powers of KBZB described in Article AR 01.2 first paragraph.

The regional federations also undertake to observe the principles of loyalty, integrity and of sportsmanship as an expression of fair play.

AR 01.3. KBZB undertakes to align and conduct its general policies in synergy with short- and longer-term regional policy options.

AR 01.4. KBZB **encourages** optimal coordination & cooperation between the two regional federations.

AR 01.5. The Flemish Swimming Federation (ZWEMFED) and the Fédération Francophone Belge de Natation (FFBN) are further cited in these Federal Regulations as Regional Federations.

Article AR 02 - Decision-making bodies.

AR 02.1. The Governing Body, the Executive Committee, the International Functioning Cells, the National Functioning Committees, the Water Polo Disciplinary Committee and the Central Referee Committee are considered decision-making bodies, for which they have exclusive authority based on internal regulations. All other decisions and proposals require the approval of the governing body.

AR 02.2. All non-professional members of the decision-making bodies must have attained the age of 18 years, must have been licensed for at least two years with the exception of the Secretary General, the governing body members and the legal advisor of the KBZB, and all must have their civil and political rights.

AR 02.3. The maximum term of office provided for in the bylaws applies to all decision-making bodies except the Executive Committee.

Article AR 03 - Meetings.

AR 03.1. Each decision-making body shall have its own fixed frequency to meet annually. Exceptional meetings shall occur at the express request of the chair of the decision-making body.

5

Article AR 04 - Absence of mandate holders.

AR 04.1. A mandatory absent from three consecutive meetings shall be considered resigning unless force majeure can be demonstrated. The Secretary of the decision-making body shall notify the Secretary General of the KBZB of the situation that has arisen. The governing body ratifies the resignation and transmits the decision to the person concerned.

AR 04.2. Members of decision-making bodies unable to attend meetings must notify their **substitute** at least 24 hours before the meeting if this is provided for in the operating regulations of the decision-making body in question.

Article AR 05 - Vacancies

AR 05.1. If a member of a decision-making body resigns, the Regional Federation or Governing Body concerned will provide for his replacement.

Article AR 06 - Suspension of mandate holders.

AR 06.1. The suspension of a member of a decision-making body shall relate to all official functions the member performs within the KBZB.

Article AR 07 - President.

AR 07.1. The chairperson shall preside over the meetings of the decision-making body. In the absence of the chairperson, the vice chairperson or e and member will substitute for him.

Article AR 08 - Secretary

AR 08.1. The secretary shall call the members according to the meeting agenda prepared by the directors of the body at the beginning of the season.

AR 08.2. No later than 48 hours before the meeting date, the secretary sends the proposed minutes of the previous meeting and the agenda of the upcoming meeting to the members.

AR 08.3. He/she is in charge of preparing reports, correspondence and maintaining records.

Article AR 09 - Requests for information / Payments.

AR 09.1. Clubs shall promptly respond to requests addressed to them by the KBZB.

AR 09.2. A regulatory administrative cost in favor of the KBZB, as stipulated in Appendix 1 - Entry Fees and Fees Table of the Federal Regulations and Sports Regulations, may be imposed on the club that has not complied with the requests of the decision-making bodies or of the General Secretariat within ten calendar days or within a specified period, or in the event that the club has not taken into account the official notices of the KBZB.

AR 09.3. Clubs are required to clearly state the reason for payment when making payments.

AR 09.4. *If a club does not pay the invoices or does not comply with the payment terms imposed by the General Secretariat, the following procedure will be applied:*

- *Any invoice received by the club must be paid within 30 calendar days.*
- *If the relevant invoice has not been paid within this period, the club will receive a first payment reminder. If after receipt of this the invoice has not been settled within ten calendar days, the club must pay an administrative fee of €50.*
- *If the invoice is still unpaid after three months, a second payment reminder will follow by email message with acknowledgment of receipt (or other written notification).*
- *If after receiving this, the invoice was not settled within ten calendar days, the club must pay a lump-sum pay damages of € 126.00 as well as 10% default interest.*
- *If four months after the invoice date no payment has been made, the club concerned, including all its affiliated members, will be suspended and consequently excluded from participation in all national activities (championships and competitions).*

Article AR 10 - Incompatibilities.

AR 10.1. Each decision-making body, except the Governing Body as far as national mandates are concerned, may not have more than one member from the same club.

AR 10.2. In principle, a member can be part of only one decision-making body, subject to the exceptions decided by the Governing Body.

AR 10.3. Any member of a decision-making body may not remain in the seat and must temporarily leave the meeting when matters are being investigated involving a licensee of his own club, or his club itself.

AR 10.4. Any member of a decision-making body cannot represent a licensee of his own club, or his club itself, at a other decision-making body.

AR 10.5. In reviewing any matter that may give rise to a decision against a licensee or a club, only the voting members may remain seated as well as the secretary and legal counsel of the KBZB.

Article AR 11 - Protection of members of decision-making bodies.

AR 11.1. Any allegation, act or conduct punishable by criminal or disciplinary sanctions, emanating from a person subject to the regulations of the KBZB, directed against the KBZB, against a regional federation, against a decision-making body, against a member of a decision-making body, against any official and against an opponent may be punished by the competent disciplinary body.

Article AR 12 - National Regulations.

AR 12.1. The national and international sports rules for swimming, show jumping, water polo, masters, open water and artistic swimming are general and uniform for the entire country.

AR 12.2 They must comply with the rules of World Aquatics.

Article AR 13 - Official Representation.

AR 13.1. The co-chairs and the general manager are charged with representing the KBZB.

AR 13.2 If they are unable to attend, the Governing Body shall provide for their replacement.

Article AR 14 - Official notices.

AR 14.1. The KBZB decides the form of publication of its own notices.

Article AR 15 - Official mail.

AR. 15.1. All mail addressed to the KBZB or its organs must be addressed exclusively to the General Secretariat, otherwise it will be considered inadmissible.

AR 15.2. The KBZB only recognizes mail signed by the President and/or Secretary of clubs affiliated with the Regional Federations.

Article AR 16 - Relocation Costs.

AR 16.1 The travel expenses of the members of the General Assembly, of the Governing Body, of the Cells International Operation and of the Committees National Operation shall be borne by the regional federation on which they depend.

AR 16.2. The travel expenses of the Managing Director shall be borne by the KBZB.

AR 16.3. The travel expenses of a jury, designated for national and international organizations in Belgium, will be borne by the KBZB.

AR 16.4 The travel expenses of the members of the Central Referee Committee and of the Water Polo Disciplinary Committee shall be borne by the KBZB.

Article AR 17 - Disclosure.

AR 17.1. All decisions of the Governing Body, of the Cells International Operation and of the National Operation Committees are announced by the official spokespersons of the KBZB, namely the Co-Presidents, the Secretary General or any person mandated by the Governing Body to do so.

Article AR 18 - Federal free pass

AR 18.1. Each member of the Governing Body, of the Executive Committee, of the Cells International Operation and the National Operation Committees, of the Water Polo Disciplinary Committee, the Central Referee Committee, Honorary Members and Members of Merit, shall obtain, at his/her request, a free card indicating their identity and their capacity.

AR 18.2. This card gives free access to all sports events organized by the KBZB or by a club affiliated with one of the regional federations.

Article AR 19 - Honorary and Merit Members.

AR 19.1. The title of Honorary Member or Member of Merit shall be awarded according to the criteria defined in the Article 8 of the Statutes

AR 19.2. Athletes may become Members of Merit.

AR 19.3. Each application must be submitted and justified in writing by a regional federation and will be examined separately by the Governing Body of the KBZB.

AR 19.4 Nominations shall be made by the governing body of KBZB and ratified by the next General Meeting.

CHAPTER II - GOVERNING BODY

Article BO 01 - Composition and duration of mandate.

BO 01.1. The Governing Body must be composed of eight members who are proportional representatives of the Governing Bodies of the Regional Federations (4 FFBN and 4 ZWEMFED). It will automatically include the respective presidents of the Fédération Francophone Belge de Natation (FFBN) and the Vlaamse Zwemfederatie (ZWEMFED).

The Governing Body may be assisted by the two General Directors of the regional federations (FFBN and SWEMFED). They have no voting rights.

It is co-chaired by the respective presidents of the Fédération Francophone Belge de Natation (FFBN) and the Flemish Swimming Federation (ZWEMFED). They are the co-chairs.

BO 01.2. The term of office of the permanent representatives of the regional federations is four years, renewable a maximum of two times (max 12 years). Their mandate is not remunerated.

BO 01.3. In the event of a vacancy during the course of a term of office, the replacement director shall complete the term of office of the person he replaces.

BO 01.4. Directors are appointed and dismissed by the General Assembly. Directors are nominated to the General Assembly by the regional federations FFBN and SWEMFED.

Article BO 02 - Powers and duties.

BO 02.1. The powers of the Governing Body are as follows:

1. **Function:**
 - The governing body is the highest decision-making body within the federation.
 - It is responsible for short- and long-term strategic direction and goal setting.
2. **Rol e:**
 - Leadership: The governing body provides leadership and direction to the sports federation.
 - Representation: The governing body or one of its members represents the federation nationally and internationally to external parties, such as international federations, government agencies, other sports organizations, sponsors and any other possible stakeholders.
3. **Duties and powers:**

- Policies: The governing body discusses and evaluates, the policies, proposed by the executive committee (based on a four-year policy plan and successive annual plans) that form the basis for the federation's activities. The policy plan and annual plans must converge with those of the regional federations. Supervision of the overall functioning of the federation: All activities should be consistent with the mission and objectives of the federation.
 - Accountability: It is accountable to the general assembly.
 - Decision-making: The governing body takes decisions on all matters relating to the proper functioning of KBZB as an organization, including daily management, finances and strategy. Decisions are taken collegially and with strict confidentiality.
 - Risk Management: It primarily identifies and manages the financial and ethical risks that may affect the organization.
 - Representation: It has the power to represent the federation in official matters and negotiations. It may also mandate one member or several members (usually the co-chairs) to do so.
 - Financial oversight: It oversees the financial aspects of the union, such as budgeting, accounting and systematic financial reporting (two forecasts per year).
 - Appointment of staff : It appoints and evaluates performance as of the general manager.
 - Review/approve proposals for appointments to key positions such as all International Representatives, National Operations Committees members, International Operations Cells members, Water Polo Disciplinary Committee members and Water Polo Referee Committee members.
 - Review/approve proposals for changes or amendments to statutes (obviously these must be approved by the GA at a later stage) and regulations of the KBZB.
 - Follow up on the daily operation of the federation: peruse reports of the various committees and cells.
 - Review/approve proposals for selection for international competitions: written procedure.
 - Determine strategy around the organization of national and possible international competitions, including determining possible tenders, approving proposals around selection criteria for participation in national championships, limit times, etc.
 - Complaints and reports: If a complaint or report is formally made known to the BO it refers that complaint or report to the appropriate reporting point or disciplinary body. If the BO considers that a complaint contains a criminal component, she advises the petitioner to file the complaint with the police. When a complaint or report has no interregional link, the complaint or report is referred to the competent regional body for further handling. The PA has the authority to suspend the person against whom a complaint has been filed from the activities he/she does for the KBZB with immediate effect (provisional and protective measures).
4. **Communication:**
- Internal communication: The governing body communicates effectively with all stakeholders within the federation, including members and staff.
 - External communications: It maintains communication with external partners, such as government agencies, other sports federations, and sponsors.

5. **Oversight of ethics and integrity:**

- The governing body organizes the (neutral) supervision of compliance with ethical standards and integrity within the federation.
- The governing body enforces and promotes federation values such as fair play and respect in sports.

Article BO 03 - Meetings.

BO 03.1. The Governing Body shall meet once per quarter.

BO 03.2. The Governing Body may also meet at the request of the Co-Chairs.

Article BO 04 - Decisions.

BO 04.1. Decisions are made by a simple majority of the votes cast, excluding abstentions. In case of equal votes, decisions are made by the co-chairs. Initially, they should try to reach a compromise. If that fails (no agreement between them), the decision may be submitted to the Belgian Court of Arbitration for Sport (BAS).

BO 04.2. Voting shall be by an equal number of voting mandataries per regional federation.

BO 04.3. Directors may meet physically or online.

BO 04.4. Decisions shall be recorded in the minutes of the meeting.

BO 04.5. Any decision made by the Governing Body related to the interpretation and scope of the Federal Regulations shall take effect immediately.

Decisions shall take effect from their publication on the KBZB website or from a date determined by the Governing Body; in urgent cases, decisions may be transmitted by email (with acknowledgement of receipt) to the athlete or club concerned. In this case, the decisions are effective five calendar days after sending the email with acknowledgment of receipt, unless otherwise stated in the minutes of the meeting of the Governing Body.

Article BO 05 - Cells International Operation & Committees National Operation.

BO 05.1. For KBZB policy, the Governing Body will be assisted by the following Cells International Operation & Committees National Operation:

- Cell International Working Swimming & Open Water (CIWZW&OW).
- Committee on National Working Swimming (CNWZW).

- Committee on National Working Open Water (CNWOW).
- Cell International Working Water Polo (CIWWP).
- National Working Water Polo Committee (CNWWP).
- Water Polo Disciplinary Committee (TCWP).
- Central Referee Committee Water Polo (CSCWP).
- Cell International Working Artistic Swimming (CIWAZ).
- Committee on National Working Artistic Swimming (CNWAZ).
- Cell International Operation Clean Jump (CIWSS).
- National Working Committee on Clean Jumping (CNWSS).
- Committee on National Working Masters (CNWMAS).

Article BO 06 - Special powers.

BO 06.1. The Governing Body may establish working groups for a specific mission.
The individuals proposed for those working groups must be ratified by the BO in that position.

BO 06.2. These working groups shall formulate their findings within a reasonable time through a formal report.

Article BO 07 - Executive Committee.

BO 07.1. The Executive Committee has primarily a policy preparation and policy follow-up role. This includes:

- Preparing a 4-year policy plan taking into account the policy plans of the regional federations
- Drawing up an annual plan taking into account the annual plans of the regional federations
- Preparation of the evaluation of the previous operating year (annual plan) or Olympiad (policy plan)
- The establishment or updating of a national covenant by discipline, to the extent that far-reaching national cooperation is opted for between the two regional federations for the respective discipline
- Formulate proposals regarding national competitions or of "coordinated" competitions in the two regions
- Formulate proposals on national initiatives to promote the various disciplines of swimming sport
- Formulate opinions regarding proposed changes to competition programs, competition formulas, guidelines and sport regulations at national competitions (all disciplines) taking into account the financial consequences for the KBZB and possibly the regional federations

CHAPTER III - CELL INTERNATIONAL OPERATION

Article CIW 01 - Establishment and composition.

CIW 01.1. A Cell of International Operation (CIW) shall be established for each discipline when necessary for optimal operation of a national selection or team.

CIW 01.2. Composition of a CIW, see organizational chart.

CIW 01.3. The members of the CIW are all mandated by their regional federation and possess decision-making authority.

Article CIW 02 - Powers and duties.

CIW 02.1. The powers of the International Operations Unit are as follows:

- a) Defining an overall vision of the discipline's sporting policy at the national and international levels;
- b) implementation of this vision and conversion into concrete policy measures in accordance with the national covenant;
- c) Reasoned proposal for the national selections* within the framework of the international competitions and formulate proposals regarding the administrative and logistical framework, designate supervisors and staff and define their tasks;
- d) reasoned and transparent proposal for national selection criteria based on the generic guidelines laid down in the national covenant;**

** A proposal of the CIW can only be revoked by the BO when the selection procedure was not followed, the selection proposal is insufficiently motivated or for budgetary reasons (invoked by one of the two regional federations).*

*** a proposal by the CIW for national selection criteria can only be revoked by the BO when generic guidelines established in the national covenant were not followed.*

- e) mandatory prior consultation with the CNW of the national sports calendar (timing must be predetermined);
- f) thorough evaluation of international competitions: evaluation report for BO and executive committee;
- g) annually formulate an evaluation proposal for the BO and Executive Committee on the performance of the national coach and/or national coordinator for a discipline with national operation;
- h) Advise on the possible adjustments to sports regulations;
- i) discuss and follow up on sports technical matters, insofar as they impact the operation of national selections and teams;

Article CIW 03 - Meetings.

CIW 3.1. The various Cells International Operation meet **at least**:

- a) swimming & open water - four times a year;
- b) water polo - twice a year;
- c) artistic swimming - twice a year;
- d) clean jump - once a year;
- e) masters - once a year;

CIW 3.2. The International Operation Cell may also meet at the request of the co-chairs.

Article CIW 04 - Decisions.

CIW 04.1. Decisions shall preferably be made by consensus, if not by majority vote. Abstentions and blank votes will not be considered.

CIW 04.2. Where appropriate, a vote shall always be taken by parity.

CIW 04.3. In case of a tie vote, then the matter is referred to the Executive Committee and secondarily to the BO.

CIW 04.4. All decisions of the International Operation Cell are legally valid subject to the approval of the Governing Body (see also CIW 02.1. c & d)

CHAPTER IV - NATIONAL OPERATION COMMITTEE

Article CNW 01 - Formation and Composition.

CNW 01.1. A National Operation Committee (CNW) shall be established for each discipline when necessary for the optimal functioning of the national sporting operation.

CNW 01.2. Composition of a CNW, see organizational chart.

CNW 01.3. The members of the National Operation Committee are all mandated by their regional federation and possess decision-making authority.

Article CNW 02 - Powers and duties.

CNW 02.1. The powers of the National Operation Committee are as follows:

- Sports organization and management of national competitions: championships, challenge trophies and others. Sports organization means:

→ Implementing uniform transparent, non-interpretable regulations based on World Aquatics regulations.

→ Designating a competition jury (from jury table to timekeepers)

→ Be responsible for the sporting direction and management of the national championships in cooperation with the organizing club or federation. This includes the sporting conduct of the competition, compliance with the specifications regarding the sporting technical conditions, checking the entries, assigning the starting places of the series and finals of the competitions, etc....

→...

- Other powers:

- Homologation of Belgian records

- Establish limit times of the young sharks and limit times of the Belgian championships based on the proposals of the sports managers or technical director of the regional federations ;

- Evaluating the national championships

- Keep the sport regulations and exclusion codes up to date (in accordance with World Aquatics rules, formulated transparently and not open to interpretation) Once a year the CIW is informed about possible changes or adjustments;

- Oversee the proper application of the World Aquatics exclusion codes;

- Presenting the officials who will/will accompany the national selection (restated on World Aquatics lists) to the BO

- Formulate national sports calendar proposal to CIW and Executive Committee;

- Organization of in-service training at the national level in function of uniform regulations and their application in the organization of national competitions;

Article CNW 03 - Meetings.

CNW 3.1. The various National Working Committees meet **at least**:

a) swimming & open water - four times a year;

b) water polo - four times a year;

c) artistic swimming - four times a year;

d) clean jump - twice a year;

e) masters - twice a year;

CNW 3.2. The National Working Committee may also meet at the request of the co-chairs.



FEDERATION ROYALE BELGE DE NATATION ROYAL BELGIAN SWIMMING ASSOCIATION



ASSOCIATION SANS BUT LUCRATIF
NONPROFIT ASSOCIATION FONDEE EN
1902 - FOUNDED IN 1902

AFFILIEE à " World Aquatics " - " European Aquatics " et C.O.I.B.
AFFILIATED at World Aquatics - European Aquatics AND B.O.I.C.
COMPANY NO. 0409.395.428 N°D'ENTREPRISE

Article CNW 04 - Decisions.

CNW04.1. Decisions shall preferably be made by consensus, if not by a majority of votes. Abstentions and blank votes will not be considered.

CNW 04.2. Where appropriate, a vote shall always be taken jointly.

CNW 04.3. In case of a tie vote, then the matter is referred to the Executive Committee and secondarily to the BO.

CNW 04.4. All decisions of the National Operation Committee shall be valid subject to the approval of the Governing Body.

16

CHAPTER V - RACI MATRIX OF THE KBZB

Article RM 01 - Raci Matrix

RM 01.1. Raci model is attached as an appendix (pdf). R=Responsible, A=Accountable, C=Consulting, I=Informing