

## Chapter 2.

# World Para Fencing Organisational Regulations

Version 20241023

Approval authority:	World Abilitysport Governing Board
Responsible:	World Para Fencing Executive Committee
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## 1. History

Previously known as the IWAS Wheelchair Fencing Bylaws 2007, amended July 2017, November 2020, November 2022.

## 2. Name & Authority

2.1. World Abilitysport is the international federation for the sport of fencing for persons with an impairment as that term is used in the International Paralympic Committees (IPC) International Standard for Eligible Impairments - Sept 2024. The sport is referred to as both Para fencing and wheelchair fencing.

2.2. World Para Fencing is governed by World Abilitysport Federation and the Constitution of World Abilitysport Federations (World Abilitysport).

2.3. WPF is the competent authority for the rules and regulations of the sport, as endorsed by the WPF Congress.

2.4. In case of any questions or matters arising, which is not provided for in the present Operational Regulations, such questions or matters shall be dealt with by the WPF Executive Committee (WPFEC) in compliance with World Abilitysport Regulations and WPF Operational Regulations..

2.5. World Abilitysport's internal regulations govern the conduct of the Standing Committee and Sport Congresses, unless otherwise defined in these Operational Regulations. WPF undertakes to ensure compliancy on all occasions.

2.6. WPF has the right to recommend sanctions of fencers, coaches, technicians, supporters, officials, staff and spectators or World Abilitysport member nations to the World Abilitysport Governing Board if they violate the Operational Regulations or any other rules, regulations or policies of WPF or World Abilitysport.

2.7. WPF, on its own discretion, has the right to assert jurisdiction over violations of Chapter 3 and 4 of "WF Rules for Competition – Book 1 Technical Rules" by fencers, coaches, technicians, supporters, officials, staff and spectators during WPF competitions, if the referee and/or the DT failed or were unable to enforce sanctions for the aforementioned violation. (Chapter 3. Penalties and Chapter 4. The penalties and the competent juridical authorities.

### **3. Neutrality**

WPF shall maintain absolute political and religious neutrality and shall not tolerate any form of discrimination.

### **4. Aims & Objects**

World Para Fencing shall:

- 4.1. Promote, supervise, develop, and support the sport of Para fencing worldwide.
- 4.2. Serve as the official body, under the auspices of World Abilitysport, for the scheduling, award and conduct of all international competitions and championships.
- 4.3. Encourage the growth and development of the sport worldwide through an organised programme of education and the dissemination of technical and associated information to World Abilitysport members.
- 4.4. Develop the international calendar of official Para fencing events
- 4.5. Establish friendly and loyal cooperation between all members of World Abilitysport for the benefit of Para fencing between nations throughout the world.
- 4.6. Foster the conditions for collaboration with the International Fencing Federation (FIE) and other international agencies promoting the sport of fencing worldwide.
- 4.7. Collaborate with the International Paralympic Committee (IPC) through World Abilitysport in respect to the sports' participation in the Summer Paralympic Games programme.
- 4.8. Establish the official Para fencing rules and regulations and the specifications for equipment and facilities and ensure that they are enforced on all occasions.
- 4.9. Compile the classification rules and regulations governing international participation of fencers and ensure their application.
- 4.10. Ensure that the World Abilitysport Anti-Doping Code is adhered to under all circumstances.
- 4.11. Establish and maintain programmes to the highest standards for the training, certification and licensing of referees, classifiers, commissioners, and examiners.
- 4.12. Organise and manage the sport to the benefit of the members, including the establishment and maintenance of databases in ranking, classification and results and directories of accredited officials and technicians.
- 4.13. Establish working groups as it deems necessary for the proper conduct of its duties and make appointments thereto.

4.14. Update their organisation structure (commissions and committees) from time to time and present it to the World Abilitysport Governing Board for approval to ensure it follows the governance requirements of World Abilitysport.

4.15. Represent WPF at/in international organisations as is appropriate

4.16. Publish all relevant rules and regulations in a handbook and on its website and maintain archives of the history of the sport.

4.17. Encourage the self-determination of athletes and the active participation of retired fencers in all aspects of sports management.

## 5. Membership

5.1. Nations can participate in the official and sanctioned competitions or programmes of WPF through membership of World Abilitysport.

5.2. **Recognition as an active Para Fencing Nation – definition of a Para Fencing Nation**  
World Abilitysport members that are in good standing and have sent at least one fencer to an official, sanctioned WPF competition in the current and previous season are defined as an active Para Fencing Nation. The season is 1 January to 31 December.

Only these Nations are allowed to nominate candidates for election to committees and commissions, put forward motions and vote in elections and on motions at the WPF Congress in compliance with the Mandate that is submitted.

5.3. All other World Abilitysport members in good standing can take part as non-voting observers at the Congress.

## 6. Organisational Structure

6.1. Clarifications:

- The Standing Committee of World Abilitysport for Para fencing is the “World Para Fencing Executive Committee (WPFEC)”.

- The members of this committee are the “WPF Executive Committee Members” (WPFEC Members)

- The annual meeting of the Para fencing nations is called the “World Para Fencing Congress”.

- \*Congresses can be held in person or can be hybrid

- \*Congresses must be held in last quarter of the year

6.2. The World Abilitysport General Assembly of Nations is the final authority in respect to general policies, practices and management activities.

6.3. The WPF Congress is the technical policy making and ruling organ of international Para fencing and is composed of representations from the member organisations of World Abilitysport participating in the sport of Para fencing, involved in the technical aspects of the sports management. The WPF Congress is entitled to make recommendation outside

of the technical aspects of the sport's management to the World Abilitysport General Assembly through the World Abilitysport Governing Board.

6.4. WPFEC is a Standing Committee of World Abilitysport and established by the General Assembly. WPFEC members are elected on a quadrennial basis by the WPF Sport Congress in accordance with World Abilitysport constitution/standing orders and Assembly and Election procedures to manage the sport of Para fencing.

6.5. World Abilitysport, as the legal and financial entity for the sport, is the ultimate authority and works in partnership with the Treasure of the WPFEC.

## 7. Operational Structure

The WPFEC shall fulfil the duties as defined in point 7.5 and is responsible to the WPF Congress and the World Abilitysport General Assembly.

The objective of World Para Fencing is diversity in representation on the WPFEC.

### 7.1. WPFEC

The management of WPF between Congresses is entrusted to the WPFEC.

### 7.2. Structure of the Executive Committee

The WPFEC will consist of 8 members that are elected every four years by the WPF Congress:

- Chairman
- Vice-Chairman
- 5 Members At Large
  - 1 appointed by the Chairman as Treasurer
  - 3 persons representing each of the Zones:
    - \*America/Africa, Asia/Australia, Europe
  - both genders must be represented
- Chair of the Athletes Committee

The position of WPF Secretary General is a contracted, paid position and is a non-voting member of the WPFEC

7.3. In the event of death or resignation of the Chairman, the Vice-Chairman performs the Chairman's duties provisionally until the next Sport Congress, during which the election of a new Chairman will be organised.

7.4. In the event of a WPFEC members' death or resignation, or not being present at 3 consecutive meetings, even if apologies were presented, a proposal will be made to the WPFEC to replace the member with the candidate who received the highest number of votes at the last Sport Congress, that was not elected - but next in line, to fill the vacancy.

### 7.5. Obligations and duties of WPFEC:

#### 7.5.1. The Chairman

The Chairman drives the executive management of the sport and is answerable to World Abilitysport.

- presides over the Congress and WPFEC meetings
- have a deciding vote in case of a draw in WPFEC meetings
- oversee the administrative and financial management, in accordance with the World Abilitysport rules and regulations, assisted by the WPFEC members, especially the WPF Secretary General.
- Is the liaison person with World Abilitysport and from this source informs all WPFEC members of relevant World Abilitysport policies and principles and changes thereof that could impact WPF management
- Prepares in collaboration with the WPF Secretary General the agenda for all meetings and Congresses.
- Represents WPF at all international meetings or nominates a representative
- Has the responsibility to delegate special tasks to other WPF members or members of WPFEC commissions.
- Prepares and presents the following reports:
  - Annual report to WPF Sport Congress,
  - World Abilitysport Governing Board,
  - World Abilitysport General Assembly,
  - Activity reports at regular intervals to World Abilitysport and WPFEC

7.5.2. The Vice-Chairman is an elected positions and represents the Chairman in case of absence, vacancy or illness, assists the Chairman when needed and carries out his job according to instructions.

#### 7.5.3. Treasurer

The Treasurer is appointed by the Chairman and is one of the elected WPFEC members at large. The appointment is to be approved by the WPFEC.

- Assists the WPF Secretary General to prepare the budgets for approval by World Abilitysport Governing Board
- Assists World Abilitysport with grant applications
- Stays up to date with the income and expenditure of the sport by having regular contact with World Abilitysport Treasurer

#### 7.5.4. Members At Large

The members at large will carry out the tasks given to them by the WPFEC and/or by the Chairman. Each member at large will be designated a role to oversee the functioning of a Commission of WPF.

#### 7.5.5. WPF Secretary General

The WPF Secretary General is responsible for the communication between the WPFEC and with the nations on Para Fencing technical matters.

Duties of the WPF Secretary General are:

- carry out and authorise, with the Chairman's signature, the minutes of the meetings and Sport Congresses.
- facilitate all necessary information to the executive members for them to develop their functions and responsibilities.
- has the responsibility to ensure expenditure is in line with the Budget approved World Abilitysport Governing Board in consultation with the WPFEC.

## 8. Commissions and Councils

8.1. Both genders must be represented in all Commissions and Councils

8.2. The WPF will have the following permanent Commissions and Councils:

- |   |                              |                   |                           |
|---|------------------------------|-------------------|---------------------------|
| ○ | Athletes' Council            | Chair + 5 members | Council to elect Chair    |
| ○ | Promotion Commission         | Chair + 5 Members | Commission to elect Chair |
| ○ | Referee Commission           | Chair + 5 Members | Commission to elect Chair |
| ○ | SEMI Commission              | Chair + 5 Members | Commission to elect Chair |
| ○ | Rules Commission (see 8.5.1) | Chair + 3 members | Commission to elect Chair |

Others

- |   |                        |                   |                           |
|---|------------------------|-------------------|---------------------------|
| ○ | Disciplinary Panel     | Chair + 3 Members | Commission to elect Chair |
| ○ | Coaches Representative | 1 Person          |                           |

8.3. Committees relevant to the sport under the auspices of World Abilitysport to include a representative from WPF

- Gender Equity Committee
- Medical Advisory Committee
- Legal and Ethical Committee

8.4. Tasks part of WPF Staff roles

- Sport
- Development

8.5. Following receipt of nominations from the membership, nominations will be presented to the World Abilitysport Nominations Committee to ensure they were submitted in accordance with the relevant Regulations. A list of the names for each commission/council will be supplied to the WPFEC to make appointments and present the list to the World Abilitysport Governing Board for consultation prior to public disclosure.

8.6. Commissions/Council meeting will take place with the agreement of their members or by request of the WPFEC. Meetings may take place in person or virtually.

8.7. Meetings are only valid if the majority of members are present. If not, the proposals taken will be submitted by correspondence to absent members who must express their opinion within 8 days; if they fail to do this, their silence will be interpreted as an agreement with the submitted proposal.



8.8. If a commission or council member does not attend 3 consecutive meetings, even if apologies were presented, they will be replaced by the WPFEC.

8.9. All commissions must present an annual report on its activities to the WPFEC at a time prescribed within the activity schedule of the WPFEC.

## **9. Terms of reference Commission and Council**

### **9.1. Athletes' Council**

The mission of the Athletes' Council is to examine all issues that concern the athletes and present suggestions or recommendations to the WPFEC or any of the WPF commissions/panels.

When nominations are requested for the Athletes' Council, the process must ensure representation of all active Zones of the sport as well as both genders will be facilitated.

See WPF Regulation 1: Athletes Council Nominations and Election Procedures

### **9.2. Promotion and Publicity Commission**

- responsible for promoting Para fencing.
- propose plans related to the media and publicity for Para fencing to the WPFEC.
- Work closely with the World Abilitysport Communication Manager on all matters relating to Para fencing.
- responsible for providing content, in cooperation with WPFEC, for the WPF website and social media to the World Abilitysport Communication Manager.

### **9.3. Referee Commission**

- develop the training and examination programme of international referees in the various countries.
- ensure good refereeing and that the WPF Rules are applied by referees during the competitions
- propose to the Rules Commission any necessary modifications of the Rules relating to refereeing. To this end, it appoints one of its members, preferably the Chair, to the Rules Commission.
- ensure a database of referees, their categories, dates of their qualification and performance are maintained.
- carry out periodical or when necessary, updating seminars for referees.
- propose to the WPFEC the referees that will be appointed to take part in the official competitions of WPF when these must be designated by the WPF.
- Members of the Referee Commission may not act as referees in official competitions of the WPF, except under exceptional circumstances and agreed by the WPFEC.

#### 9.4. SEMI Commission

- responsible at all times for any studies on the safety of the equipment,
- examine any suggestions or proposals relating to the equipment and present a report on these proposals to the WPFEC,
- presents a report to the Sport Congress on all the proposals submitted to it. The drafting of the Sport Congress decisions, in their final form, must be submitted to the Rules Commission for approval by the WPFEC,
- supervise the control of the fencers' equipment,
- approve all the fencing equipment to be used at official competitions and to lay down the testing procedure for such equipment.
- advise the Rules Commission on the preparation of any texts for proposals which relate to apparatus and equipment. To this end, it appoints one of its members, preferably the Chair, to the Rules Commission.

#### 9.5. Rules Commission

- The Rules Commission will consist of a member of the Referee Commission and a SEMI Commission (preferably the Chair), the Coaches Representative and a staff member of World Abilitysport, Para fencing team.
- To presents a report to the Sport Congress on any proposed rule changes in co-operation with the commission or council it refers to.
- For each change of a regulation, the Chair of the commission must present it to the members of the WPFEC. If the new proposal is approved by the WPFEC the members have the final decision for the application at the next Sport Congress.
- The date of implementation is proposed by the WPFEC.
- Urgent and necessary rule changes (e.g. safety related, clarifications) can be implemented by the WPFEC, but must be ratified by the following Sport Congress.

#### 9.6. Disciplinary Panel

- Those selected as members of the Disciplinary Panel shall take office on the day following their appointment by the WPFEC. Any member already involved in a case when the Panel's mandate ends will complete their duties in regard to that case.
- The chosen candidates shall be members of the Disciplinary Panel until a new WPFEC has been elected and appointments are made to the new Panel.
- The Disciplinary Panel is charged with the handling of all infractions against the Rules (except for anti-doping cases), the discipline or sportsmanship within the World Para Fencing (WPF) pursuant to the disciplinary code subject to the specific provisions regarding discipline taken at the site of the competition appearing in the Rules for Competitions of the WPF.
- Develop a disciplinary ruling that affects athletes, coaches, referees, organisers, and all other entities involved in Para fencing in compliance with those of World Abilitysport.



#### 9.7. Coaches Representative

- The WPFEC can consult the Coaches Representative on any subject it deems appropriate including all technical questions linked to fencing rules, training methods, training of coaches and instructors.
- The Coaches Representative can also propose to the WPFEC all measures, which could contribute towards improving the techniques of fencing. To this end the Coaches Representative will be a member of the Rules Commission.

#### 10. Meeting Rules & Regulations

See World Abilitysport Regulation 6 – Congresses.

##### 10.1. WPF Executive Committee Meetings

The WPFEC will meet at least 4 times a year. Meetings will be agreed in advance at the preceding meeting or when needed can also be called for by the Chairman.

WPFEC meeting must be announced at least 4 weeks before the relevant date to ensure that each member has the possibility to join the meeting.

#### 11. The Election Process for Athlete Council

See WPF Regulation 1: Athletes Council Nominations and Election Procedures

#### 12. The Election for Coach Representative

- Each member federation can nominate one Coach
- The World Abilitysport office will compile a list of candidates.
- Criteria:
  - either be current or have been a past national Team Coach
  - or have participated with their team, as coach, in a senior World Championships or the Paralympics Games.
  - or have fencers ranked in the WPF rankings
- The candidates cannot:
  - \*have received a black card or disciplinary penalty during the four-year period preceding their candidacy.
  - \*referee in WPF competitions during their mandate.

#### 13. General

13.1. All contracts and agreements must be signed off by World Abilitysport CEO or an appointee in accordance with the World Abilitysport Scheme of Delegation.

##### 13.2. Conflicts of Interest

WPF employees, contractors and members of the WPF Executive Committee, Commissions, Councils and Panels shall adopt policies and processes relating to the declaration and management of Conflicts of Interest that are consistent with the Articles of Association of World Abilitysport.

13.3. All elected officers and accredited/appointed/authorised personnel acting on behalf of the WPFEC are bound by the World Abilitysport Constitution (Memorandum & Articles of Associations)

#### **14. Financial Issues**

14.1. The WPFEC is bound by the financial regulations as defined within the World Abilitysport organisation and operational regulations. All financial activities of the WPFEC are subject to annual audit in accordance with the statutory fiscal policies and standard operating practices of an incorporated body registered in law. The financial year runs from January 1st to December 31st.

14.2. The World Abilitysport General Assembly approves an annual budget allocation to the WPF within the World Abilitysport budget, for which the WPFEC is accountable and responsible for justification and reporting for audit to the World Abilitysport in March of the following year.

14.3. The Secretary General in collaboration with the Treasurer of WPFEC must present a detailed financial report to the WPFEC twice a year.

14.4. The Treasurer of WPFEC, in conjunction with the Treasurer of World Abilitysport, will present summary to the financial report to the WPF Sport Congress.

14.5. WPF is entitled to charge a sanction fee for official competitions. The World Abilitysport Governing Board is entitled to prescribe a registration fee for official championship and events in Para fencing, which will be applied and collected by World Abilitysport for the sport of Para fencing.

14.6. In addition, WPF is entitled to raise funds by inviting contributions, fees and honoraria (associated with competitions and officials, classifier training and licensing situations), donations and sponsorship, provided that it shall not undertake any permanent trading activities, and subject to approval/ endorsement of all related contracts/agreements.

#### **15. Other Rules & Regulations**

15.1. The Technical Rules and Regulations of wheelchair fencing, its handling in competitions and technical aspects on equipment are described in the official Wheelchair Fencing Rulebooks.

15.2. The Technical Rules and Regulations for other impairment groups will be developed in line with a defined framework and presented to the WPF Congress for ratification.

15.3. Rules and Regulations for organising competitions and Championships are described in the Rules of Competitions and will be amended as is needed. All amendments will be presented to the WPF Congress.

15.4. Rule book 4 deals with Classification Rules.

15.5. The Regulation for calculating international rankings is described in the Rulebooks for Competitions (Organisation Rules, section Ranking).

15.6. The Regulation for how rules changes must be requested and processed are described in the Organisational Rules, section Rules Changes.

## **16. Relationship**

16.1. WPF, as a Standing Committee of World Abilitysport, will ensure that all rules and regulations of Para fencing are consistent with the rules and regulations of World Abilitysport.

16.2. World Abilitysport is the IF for Para fencing and the member of IPC on behalf of the sport of Para fencing.

16.3. WPF has regular contact with IPC to ensure the quality of wheelchair fencing at the Paralympic Games.

16.4. WPF maintain a strong relationship with the FIE to promote Para fencing.

## **17. Language**

17.1. English is the official language of the WPF. In the case of dispute regarding the interpretation of the Operational Regulations or any other rules and regulations, the English version shall prevail.

17.2. Refereeing at WPF competitions is done in French language (similar to FIE refereeing).

## **18. Amendments & Duration**

18.1. Motions to amend these Operational Regulations must be sent at least 8 weeks before the WPF Congress to the World Abilitysport

18.2. These Operational Regulations become effective when accepted during the WPF Sport Congress and can be amended at following WPF Congresses. Amendments may be made by the WPFEC to ensure the lawfulness and correct interpretation of rules and regulations. These changes must be confirmed by the following WPF Congress.