



EQUESTRIAN AUSTRALIA

NATIONAL INTEGRITY FRAMEWORK

Commencement date: 17 December 2021



**SPORT INTEGRITY
AUSTRALIA**

Document Review

This National Integrity Framework will be reviewed on a regular basis by Sport Integrity Australia and Equestrian Australia with the next review scheduled between September - December 2022.

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1. Background

1.1 Introduction

- (a) Equestrian Australia's National Integrity Framework applies to all Activities organised or authorised by Equestrian Australia or an Equestrian Organisation and will be adopted in full by each Equestrian Organisation.
- (b) Sports integrity means the manifestation of the ethics and values that promote community confidence in sport. Threats to the integrity of sport includes the:
 - (i) manipulation of sporting competitions;
 - (ii) improper use of drugs and medicine in sport;
 - (iii) abuse of children and other persons in a sporting environment; and
 - (iv) failure to protect Members and other persons in a sporting environment, from bullying, intimidation, discrimination, or harassment.
- (c) Equestrian Australia seeks to take a proactive approach to mitigate the integrity threats to Equestrian in Australia and to provide a safe, fair, and trustworthy environment for all Participants at all levels of Equestrian.
- (d) The National Integrity Framework is one of Equestrian Australia's responses to the threats to the integrity of Equestrian and sets out the broad expectations for the conduct of all Participants in Equestrian, including procedures for managing, reporting, investigating and determining potential breaches of Equestrian Australia's Integrity Policies.

1.2 Definitions

In the National Integrity Framework, the following words have the corresponding meaning:

Activity means an equestrian competition, event, or activity (including training), whether on a one-off basis or as part of a series, and is sanctioned or organised by Equestrian Australia or a Equestrian Organisation.

Administrators – see 'Participant'.

Athletes – see 'Participant'.

Authorised Provider – see 'Relevant Organisation'.

Board means the board of Equestrian Australia.

CEO means the chief executive officer of Equestrian Australia.

Child or **Children** means a child or young person, or two or more children or young persons, who is or are under the age of 18 years.

Club – see 'Relevant Organisation'.

Coaches – see 'Participant'.

Complaints, Disputes and Discipline Policy (CDDP) means the policy adopted by Equestrian Australia under this Framework, for the handling and resolution of Complaints regarding Prohibited Conduct.

Contractor means any person or organisation engaged to provide services for or on behalf of Equestrian Australia or an Equestrian Organisation, and includes agents, advisers, and

subcontractors of Equestrian Australia or an Equestrian Organisation and employees, officers, volunteers, and agents of a contractor or subcontractor.

Disciplinary Measures means any Provisional Action taken or Sanction imposed under the Complaints, Disputes and Discipline Policy, as defined in that policy.

Employee means a person employed by Equestrian Australia or an Equestrian Organisation.

Equestrian means all disciplines within the sport of Equestrian as governed by Equestrian Australia.

Equestrian Australia means the national governing body for Equestrian Sport in Australia.

Equestrian Organisation – see ‘**Relevant Organisation**’.

Framework - means this National Integrity Framework document, including any schedules and annexures

Integrity Policies means the following Equestrian Australia sports integrity-related policies adopted under this Framework:

- (a) This Framework document;
- (b) Child Safeguarding Policy;
- (c) Competition Manipulation and Sport Wagering Policy;
- (d) Improper Use of Drugs and Medicine Policy;
- (e) Member Protection Policy; and
- (f) Complaints, Disputes and Discipline Policy.

Individual Member – see ‘**Member**’.

Integrity Unit means Equestrian Australia's national integrity unit, as established under clause 5.1.

Member means a member of Equestrian Australia or an Equestrian Organisation under its constitution, including:

- (a) **Member Organisations**, which means each company or incorporated association that is a member of including each:
 - (i) State, territory, and
 - (ii) Club Member; and
 - (iii) affiliate that is a member of a State and Territory Member.
- (b) **Individual Members**, which means individuals who are individuals registered with a Member Organisation.

Member Organisations – see ‘**Member**’.

National Integrity Framework means the National Integrity Framework document, including any schedules and annexures and includes the Equestrian Australia integrity policies adopted under this Framework.

National Integrity Manager means the person responsible for Equestrian Australia's Integrity Unit and for the implementation, management, reporting and review of this Framework.

Officials – see ‘Participant’.

Participant means:

- (a) Athletes/Riders who are registered with or entitled to participate in an Equestrian Organisation or an Equestrian Australia Activity
- (b) Coaches appointed to train an Athlete or Team in an Equestrian Organisation or Equestrian Australia Activity
- (c) Administrators who have a role in the administration or operation of an Equestrian Organisation or Equestrian Australia, including owners, directors, committee members or other persons
- (d) Officials including referees, judges, marshals, technical officials, or other officials appointed by an Equestrian Organisation, Equestrian Australia or any Club or Team sanctioned by Equestrian Australia
- (e) Support Personnel who are appointed in a professional or voluntary capacity by an Equestrian Organisation, Equestrian Australia or any Club or Team sanctioned by Equestrian Australia including sports science sports medicine personnel, team managers, agents, selectors, and team staff members.

Prohibited Conduct means the conduct proscribed by this Framework and the Integrity Policies.

Provisional Action has the meaning outlined in the Complaints, Disputes and Discipline Policy.

Relevant Organisation means any of the following organisations:

- (a) **Equestrian Australia**
- (b) **Member Organisation – see ‘Member’.**
- (c) **Equestrian Organisation**, which means and includes:
 - (i) **Member Organisations** - see ‘Member’;
 - (ii) **Clubs**, which means any club that enters a Team to participate in an Activity; and
 - (iii) **Authorised Providers**, which means any non-Member organisations authorised to conduct Activities sanctioned by Equestrian Australia or a Member Organisation;
- (d) **Team**, which means a collection or squad of athletes who compete and/or train in Equestrian and/or the Activity; and
- (e) Any other organisation who has agreed to be bound by this Framework/the Integrity Policies.

Relevant Person means any of the following persons:

- (a) **Contractor;**
- (b) **Employee;**
- (c) **Individual Member – see ‘Member’;**
- (d) **Participant;**
- (e) **Volunteer**, which means any person engaged by Equestrian Australia or an Equestrian Organisation in any capacity who is not otherwise an Employee or Contractor, including directors and office holders, coaches, officials, administrators and team and support personnel; and

(f) Any other individual who has agreed to be bound by this Framework/the Integrity Policies.

Sanction has the meaning outlined in the Complaints Disputes and Discipline Policy.

Support Personnel – see ‘Participant’.

Team – see ‘Relevant Organisation’.

Volunteer – see ‘Relevant Person’.

2. Jurisdiction

2.1 Who the Framework applies to

- (a) This Framework applies to and binds all Relevant Persons and Relevant Organisations as set out in the Integrity Policies.
- (b) Employees are expected to abide by the terms of this Framework as a reasonable and lawful direction of Equestrian Australia or the Equestrian Organisation they are employed by (as relevant) as their employer.
- (c) Equestrian Australia and Equestrian Organisations must ensure that all Contractors and Volunteers are contractually bound to abide by the terms of this Framework.
- (d) By participating in an Activity, a Participant is deemed to have agreed to be bound by the Framework.
- (e) Any person or organisation who:
 - (i) has had a complaint made against them under the Complaints, Disputes and Discipline Policy; and
 - (ii) was bound by the Framework at the time the complaint was made or when they became aware that a complaint may be made;
 - (iii) would, for any reason, otherwise have ceased to be bound by this Framework at any time after the complaint was made or when they became aware that the complaint may be made,

remains bound by the Framework in respect of the complaint and any related complaint until the complaints process has been finalised in accordance with the Complaints, Disputes and Discipline Policy.

3. Scope

3.1 Scope

- (a) The National Integrity Framework comprises this Framework document and the Integrity Policies.
- (b) Nothing in this Framework limits the rights or obligations of any person under any other Equestrian Australia policy, code of conduct or other relevant agreement.
- (c) This Framework does not override or limit the application of any laws of Australia or a state/territory.

- (d) The 'Summary' at the start of each Integrity Policy is not intended to be and should not be construed in any way as a complete and comprehensive overview of the relevant Integrity Policy. To the extent of any inconsistency, the operative provisions of the relevant Integrity Policy prevail.

4. Prohibited Conduct

4.1 Prohibited Conduct

In addition to the Prohibited Conduct proscribed by the Integrity Policies, a Relevant Person or Relevant Organisation commits a breach of this Framework when they:

- (a) fail to report any Prohibited Conduct, as defined under this Framework or an Integrity Policy, to Sport Integrity Australia (or otherwise in accordance with the requirements of the relevant Integrity Policy) as soon as reasonably practicable;
- (b) deliberately or wilfully withhold information in relation to any possible Prohibited Conduct;
- (c) fail to provide further information or documentation as requested as part of a Complaint Process under this Framework, including a failure to fully and in good faith participate in an interview;
- (d) fail to comply with or enforce Disciplinary Measures imposed under the Complaints, Disputes and Discipline Policy; or
- (e) knowingly provide any inaccurate and/or misleading information during the course of any investigation or proceedings under this Framework.

4.2 Additional matters

- (a) Where conduct may constitute 'Prohibited Conduct' under this Framework or any Integrity Policy but is a Protected Disclosure with respect to Equestrian Australia, it must be dealt with under Equestrian Australia's whistleblower policy (if applicable).
- (b) The Australian National Anti-Doping Policy will prevail to the extent of any inconsistency with this Framework in all instances. Any allegation relating to a breach or possible breach of Australian National Anti-Doping Policy will be dealt with under that policy.
- (c) Nothing in this Framework or the Integrity Policies prevents the Equestrian Australia Board from referring any alleged Prohibited Conduct or criminal conduct to a relevant law enforcement agency.

5. Equestrian Australia's Responsibility to Manage Framework

5.1 Responsibility for the management of the Framework

- (a) Equestrian Australia will ensure that it has an Integrity Unit¹, headed by a National Integrity Manager who shall report, directly or indirectly, to the CEO.

¹ The size of the Integrity Unit is to be determined by Equestrian Australia based on the volume, nature, and seriousness of integrity issues within its sport and available financial resources. For the avoidance of doubt, the Integrity Unit may, if appropriate, solely comprise the National Integrity Manager.

- (b) The National Integrity Manager is responsible for the implementation, management, reporting and review of this Framework within Equestrian Australia
- (c) Equestrian Australia will ensure that it appoints a Complaints Manager² for the purposes of the Complaints, Disputes and Discipline Policy.

5.2 National Integrity Manager

The National Integrity Manager will:

- (a) be responsible for the supervision and administration of this Framework, the Integrity Policies and the associated education programs;
- (b) monitor the compliance of any Sanctions;
- (c) act in a professional, discreet, and confidential manner in undertaking the obligations of their role under this Framework;
- (d) be responsible for ensuring that this Framework and the Integrity Policies are regularly reviewed, and any required amendments are approved by the Equestrian Australia Board; and
- (e) will provide the Equestrian Australia Board with regular reports of:
 - (i) information relating to Alleged Breaches and Prohibited Conduct under the Integrity Policies;
 - (ii) the operation of and overall compliance with the Integrity Policies; and
 - (iii) any education programs that Participants have been required to undertake.

5.3 Complaints Manager

The Complaints Manager will be the point of contact between Equestrian Australia and Sport Integrity Australia in relation to the functions of the Complaints, Disputes and Discipline Policy and will have such responsibilities as set out in that policy.

5.4 Reporting to Sport Integrity Australia

Equestrian Australia must ensure that they report all matters to Sport Integrity Australia as required by the Integrity Policies, which includes:

- (a) any alleged Prohibited Conduct or criminal conduct that Equestrian Australia has referred/reported to a relevant law enforcement agency;
- (b) any information required to be reported or notified to Sport Integrity Australia under the Competition Manipulation and Sports Wagering Policy; and
- (c) the outcome of any Resolution Process under the Complaints, Disputes and Discipline Policy.

² Equestrian Australia may appoint the same person to be both the Complaints Manager and the National Integrity Manager.

5.5 Education

- (a) With the support of Sport Integrity Australia, Equestrian Australia will plan, implement, and maintain an education strategy that incorporates material addressing the matters covered by each Integrity Policy.
- (b) The National Integrity Manager will, from time to time, direct certain Participants to undertake education programs, which will be relevant and proportionate to their level of participation in Equestrian and the associated integrity risks.

5.6 Recruitment of Employees, Contractors and Volunteers

- (a) Equestrian Australia and Equestrian Organisations should conduct any appropriate background checks required by an Integrity Policy for prospective Employees, Contractors and Volunteers to screen for prior conduct that would constitute a breach of this Framework or the Integrity Policies.
- (b) Equestrian Australia and Equestrian Organisations should undertake induction processes for Employees, Contractors and Volunteers that incorporate familiarisation with this Framework and the Integrity Policies, and other sports integrity education and training as determined by Equestrian Australia from time to time.

6. Additional Responsibilities

6.1 Relevant Organisation responsibilities

In addition to that required under the Integrity Policies, Equestrian Australia and Member Organisations shall:

- (a) implement and comply with this Framework;
- (b) ensure that all other policies, rules, and programs that apply to Relevant Persons and Relevant Organisations are consistent with this Framework;
- (c) use its best efforts to assist Relevant Persons and Relevant Organisations to fulfil their responsibilities under this Framework;
- (d) publish, distribute, and promote this Framework and the Integrity Policies (and any updates from time to time) and shall be responsible for making such documents available and accessible to Relevant Persons and Relevant Organisations; and
- (e) ensure its Employees and contractors act in a discreet and confidential manner in discharging their obligations under this Framework.
- (f) recognise any Sanction imposed under this Framework;
- (g) take all necessary steps to enforce any Sanction imposed under this Framework;
- (h) assist in any investigation or proceedings regarding any Prohibited Conduct and ensure that they do not knowingly provide any inaccurate and/or misleading information during the course of any investigation or proceedings.

6.2 Relevant Person responsibilities

In addition to that required under the Integrity Policies, Relevant Persons shall:

- (a) make themselves aware of the contents of this Framework;
- (b) comply with all relevant provisions of the Framework;

- (c) comply with any decisions and/or Sanctions imposed under the Framework.
- (d) undertake sports integrity education as directed by the National Integrity Manager;
- (e) assist in any investigation or proceedings regarding any Prohibited Conduct and ensure that they do not knowingly provide any inaccurate and/or misleading information during the course of any investigation or proceedings.

7. Complaints, Disputes and Discipline Policy

The Complaints, Disputes and Discipline Policy applies to any alleged Prohibited Conduct, including reports of breaches, of this Framework or any Integrity Policy.

8. Interpretation and Other Information

8.1 Application and Commencement

- (a) This Framework is approved by the Equestrian Australia Board.
- (b) This Framework:
 - (i) commences on the date outlined on the front cover (**Commencement Date**);
 - (ii) is subject to Equestrian Australia's constitution and if there is any inconsistency, the constitution will prevail; and
 - (iii) when in force, is binding on all those listed in clause 2.1.

8.2 Amendment

- (a) The Board may amend this Framework and the Integrity Policies from time to time at the direction of Sport Integrity Australia and such amendments will be effective on the date specified by the Board.
- (b) Member Organisations must adopt this Framework, including any amendments, in full and without amendment, as a policy under their constitution, within three (3) months of the date it is adopted by Equestrian Australia.

8.3 Inconsistency

This Framework applies to each Integrity Policy. When interpreting an Integrity Policy, any provisions of that Integrity Policy inconsistent with this Framework apply to the extent of that inconsistency.

8.4 Interpretation

The following rules of interpretation apply to the Framework and each Integrity Policy:

- (a) Headings are for convenience only and shall not be deemed part of the substance of the document or to affect in any way the language of the provisions to which they refer.
- (b) Words in the singular include the plural and vice versa.
- (c) Reference to 'including' and similar words are not words of limitation.
- (d) Words importing a gender include any other gender.
- (e) A reference to a clause is a reference to a clause or subclause of this Framework.

- (f) Where a word or phrase is given a particular meaning, other parts of speech and grammatical forms of that word or phrase have corresponding meanings.
- (g) In the event any provision of this Framework is determined invalid or unenforceable, the remaining provisions shall not be affected, and the document shall not fail because any part of it is held invalid.
- (h) Except as otherwise stated herein, failure to exercise or enforce any right conferred by this Framework shall not be deemed to be a waiver of any such right nor operate to bar the exercise or enforcement thereof or of any other right on any other occasion;
- (i) Defined terms are Capitalised and consistent across the Framework and Integrity Policies.