



FIL ETHICS CODE

2025 Edition

Approved at the 73rd FIL Congress in Tampere /FIN

www.fil-luge.org

FIL Ethics Code

I FIL Ethical Principles

The FIL is the highest authority in all matters concerning the sport of luge. It is the only representative of the international sport of luge and represents the interests of the sport of luge worldwide, so far as the luge sports are recognized. The FIL recognizes the Artificial Track sport and ~~the Natural Track sport Alpine Luge~~.

The FIL allows no discrimination against its members or other persons or institutions associated with the FIL for political, racial, religious, or any other reasons protects the personal rights of all parties.

| The FIL, whose activity is not for profit, ha~~ve~~^{ves} the following aims:

- to develop, oversee, promote, and direct the sport of luge worldwide;
- to lead the sport of luge within the framework and spirit of the Olympic Sports Movement and the Olympic Charter;
- to support the objectives of the National Federations in the form of help in theory and practice;
- collaboration with other international sport and sports science organizations;
- the organization and promotion of the sports movement;
- the organization of World Championships, Continental Championships, World and Continental Cups, as well as others from Congress or from Executive Board approved competitions;
- the establishment and maintenance of a highest court of appeal for protests and other legal issues from international competitions, as well as all matters concerning the FIL Statutes and FIL Regulations;
- the promotion of the exchange of experience and insight for the development of the sport of luge on an international level;
- the implementation of binding rules for all luge disciplines;
- the recognition that international luge competitions will be executed in accordance with the FIL Statutes and Regulations;
- the implementation of necessary measures to ensure that the current Statutes and Regulations will be observed at FIL recognized competitions;
- the implementation, if possible, of effective measures for accident prevention and sufficient medical treatment;

- the consideration of the environment;
- the guarantee of “Fair Play” – principles as well as rules – and law abidance;
- to maintain a Safe Sport environment, that is to ensure that all athletes, staff, officials and volunteers can participate and develop in sport in a safe and inclusive environment, free from all forms of discrimination, abuse, violence, neglect and exploitation;
- the transparency of the federation’s leadership, and the awarding and execution of sporting events;
- the comprehensive documentation of the sport of luge, in particular through the retention and protection of film, photographic, and audio material;
- the advertising for and with the sport of luge.

II Specification of the Guidelines for Action

1. Addressed audience of the FIL Ethics Code

The FIL Ethics Code is aimed at all Members of the FIL (NFs), bodies of the FIL including their members and representatives (for example coaches and judges), all athletes and other parties involved in FIL competitions and training events as well as all other persons who are under the membership of or are contractually under the control of the Statutes, resolutions or orders of the FIL, including all persons who establish and support artificial and ~~natural~~ Alpine luge tracks for the sport of luge, as well as those who deliver or install equipment or facilities for these tracks.

2. The Concrete Guidelines for Action

All actions carried out by the FIL, or in the interest of the FIL, including those carried out by associated federations, clubs, institutions, and athletes must satisfy the ethical principles laid out in Section I as well as the following ethically required guidelines for action:

- 2.1** Equal opportunities for athletes in training and competitions (sporting events) must be maintained.
- 2.2** The sanitary integrity of all parties at a sporting competition must be maintained.
- 2.3** The privacy, as well as the personal and sexual integrity, of all parties at a sporting competition must be maintained, including in the execution of doping tests and in the provision of changing room facilities and toilets.

- 2.4** The personal dignity and honor, mutual respect, and appreciation of personal rights must be guaranteed.
- 2.5** The Safe Sport environment must be provided through raising awareness, improving reporting mechanisms and establishing ways and means to prevent Forbidden Conduct.
- 2.52.6** Help and protection must be given to the disabled and incident victims, also with regard to the media and public opinion.
- 2.62.7** The physical integrity and safety of the athletes and all other parties at a sporting event must be protected by means of the equipment, sleds, and sports facilities.
- 2.72.8** The integrity of the sporting competitions must be guaranteed in every respect, in particular:
- 2.8.12.8.1** Transparency of the bidding procedure and the awarding procedure as well as the uniformity of the invitation to bid for all competitions,
- 2.7.32.8.2** The independence of awarding decisions from unfair influence through financial or other measures,
- 2.7.32.8.3** The guarantee of uniform training opportunities in the spirit of "Fair Play",
- 2.7.42.8.4** The guarantee of the neutrality and rule compliance of all official parties at a sporting competition, including the Jury and judges,
- 2.7.52.8.5** The regular execution of doping controls both within and outside of the sporting competitions on the basis of the FIL Anti-Doping Codes,
- 2.7.62.8.6** Transparency of the inspections of athletes' equipment and their sleds in accordance with the rules of the IRO,
- 2.7.72.8.7** The fight against the manipulation of sporting competitions and their results and the execution of all sporting competitions according to the principle of "Fair Play".
- 2.7.82.8.8** The monitoring and enforcement of prohibitions in Article 1 and Article 2 and the rules of Article 6 of the "Olympic Movement Code on the Prevention of the Manipulation of Competitions" (supplement enclosed).
- 2.82.9** The principles of environmental protection and sustainability are observed when constructing and operating sports venues.
- 2.92.10** The right of all member federations (NFs) to equal treatment within sporting competitions is observed.
- 2.102.11** Conflicts of interest must be disclosed and, where possible, strictly avoided.

~~2-112.12~~ The leadership of federations and all administrative bodies is neutral in respect of religious, racial, and sexual aspects and carried out without any discrimination.

~~2-122.13~~ The sporting performance of all athletes in sporting competitions is encouraged, also accordingly through the FIL development program.

~~2-132.14~~ With regards to hiring decisions; the transparency and neutrality of choices is ensured and internationality is guaranteed.

~~2-142.15~~ The combination of private interests with the FIL's interests and / or the interests of the National Federations is to be strictly avoided and can at best be accepted after the disclosure of which through the responsible body.

~~2-152.16~~ The acceptance and / or promise of financial or non-material benefits in connection with the planning, handling, or closing of business for the FIL or National Federations is forbidden.

~~2-162.17~~ All financial transactions for the benefit of or at the expense of the FIL must be made transparent to and disclosed to the Congress as a FIL institution and to the relevant auditing bodies.

~~2-172.18~~ The transparency of all payments to members of FIL bodies, FIL representatives and business partners is guaranteed.

~~2-182.19~~ Suspected corruption must be disclosed to the responsible FIL bodies with concrete, substantiated facts.

~~2-192.20~~ All actions which could risk the loss of non-profit status and tax integrity must be avoided.

~~2-202.21~~ If any noticeable competition is present on the relevant purchasing market, applicable to the purchase of goods or services in the value of at least €50,000, there is an obligation to obtain at least three competing offers. If according to any mandatory, statutory regulations there exists an obligation to tender, these regulations must be observed.

~~2-202.22~~ The management of the Federation budget must satisfy the principles of the economy.

~~2-212.23~~ The management of the Federation should, if possible, affordable, and practical, endeavor to implement reasonable insurance cover to protect the risks from sporting competitions, and the activity of institutions and representatives of the FIL.

III Procedure for suspicion of violations of the FIL Ethics Code

1. Responsible Investigative Bodies

1.1 The responsible investigative bodies of the FIL are the FIL Ethics Authority and the three member FIL Ethics Commission. Both bodies are to be elected

through Congress. At the request of the Executive Board, all members of the Legal Committee can also be members of the FIL Ethics Commission.

1.2 The FIL Ethics Authority and the FIL Ethics Commission will each be elected at the Congress that is held in the same year as the next Winter Olympic Games.

1.3 The FIL Ethics Authority and the FIL Ethics Commission are independent and neutral and are not subject to instructions. The FIL Ethics Authority is not a member of the Executive Board and may not belong to any other body of the FIL. The FIL Ethics Commission are not members of the Executive Board and also may not belong to any other body of the FIL, with the exception of the Legal Committee.

2. Notification of violations against the FIL Ethics Code and Initial Investigation

A notification of a violation of the FIL Ethics Code can be submitted by any FIL body, any national Federation, any athlete or any third party who feels that they have been affected by the alleged violation. A notification can also be made anonymously. Notifications of violations of the FIL Ethics Code must be submitted to the FIL Ethics Authority, either directly or via the Safe Sport Integrity Reporting Platform on the FIL website.

The FIL Ethics Authority will conduct the Initial Investigation. When the FIL Ethics Authority believes there could be a violation of the FIL Ethics Code, in the case of a minor violation they will speak with the parties concerned to request that they voluntarily cease the prohibited behavior. If the request is refused, or in the case of a more serious violation, the FIL Ethics Authority will request that the FIL Ethics Commission conduct further ~~begin~~ investigation proceedings, unless the court of arbitration ~~are~~ is deemed to be the responsible body. If the FIL Ethics Authority believes that the initial suspicion is unfounded they can discontinue the proceedings.

In Safe Sport matters, the FIL Ethics Authority or the FIL Ethics Commission may delegate the Initial Investigation or further investigation proceedings all or in part to a Delegated Third Party, which can be a FIL appointed Safe Sport Officer, an independent knowledgeable Safe Sport professional or a Safe Sport Institution. However, the Delegated Third Party shall be required to conduct its investigation in accordance with the provisions of the FIL Ethics Code. If the Delegated Third Party comes to the conclusion that a Forbidden Conduct, as defined in **Appendix A** hereto, has occurred, it will submit a written report on its findings to the FIL Ethics Authority or the FIL Ethics Commission, as the case may be.

3. Conduct of Investigations

At the request of the FIL Ethics Authority, the Chairman of the FIL Ethics Commission leads the preliminary proceedings and carries out a hearing ~~from~~ of the parties concerned and a clarification of the violation of the FIL Ethics Code. If required, the Chairman of the FIL Ethics Commission can consult with the other members of the FIL Ethics Commission. The FIL Ethics Commission can also call in or question third parties in connection with the investigation.

In Safe Sport matters, the FIL Ethics Authority, the FIL Ethics Commission or its Chairman, as the case may be, or any Delegated Third Party shall conduct any investigation in accordance with the Rules on Investigation in Safe Sport Matters as set forth in **Appendix B** hereto.

4. Conclusion by the FIL Ethics Commission

If after the assessment the FIL Ethics Commission have a sufficient suspicion regarding a violation of the FIL Ethics Code, they can at their discretion, according to the seriousness of the offence, impose suitable provisional sanctions, without anticipating the outcome of the overall investigation. In particular, the FIL Ethics Commission can provisionally suspend the parties concerned from their position and duties for a maximum period of 90 days and/or prohibit them from other activities. In urgent cases of suspected contest manipulation, or a serious violation of the FIL Ethics Code, athletes can be provisionally banned for a maximum period of 90 days.

In addition, the FIL Ethics Commission applies for the execution of proceedings by the court of arbitration.

The FIL Ethics Commission end the proceedings if as a result of their investigation no sufficient suspicion is found, if the violation is classified as minor, or if the matter can be settled with the payment of a fine.

5. Sanctioning of Violations of the FIL Ethics Code

The court of arbitration has to punish proven violations of the FIL Ethics Code with the sanctions that are specified for this purpose in the FIL Statutes. The court of arbitration also decides upon the costs of the investigations and the arbitration proceedings. In the case of a termination of proceedings, the court of arbitration can, upon application to the FIL Ethics Commission, impose the cost of the investigation either in full or in part onto the complainant whose claim is considered an abuse of law.

6. Conduct of Proceedings

The arbitration process is led under the exclusion of the public. The results of these arbitration proceedings may be published by the FIL Ethics Commission in an appropriate manner and with the protection of the personal rights of the parties involved.

7. Other Applicable Rules and Commencement

In addition, the Statutes, Legal Order, Rules of Procedure of the FIL as well as the IOC Code of Ethics are applied.

The "Olympic Movement Code on the Prevention of the Manipulation of Competitions" applies to the following versions of Article 1 and Article 2, and Article 6:

Article 1 - Definitions

- 1.1 "Benefit" means the direct or indirect receipt or provision of money or the equivalent such as, but not limited to, bribes, gains, gifts and other advantages including, without limitation, winnings and/or potential winnings as a result of a wager; the foregoing shall not include official prize money, appearance fees or payments to be made under sponsorship or other contracts;
- 1.2 "Competition" means any sports competition, tournament, match or event, organized in accordance with the rules of a Sports Organization or its affiliated organizations, or, where appropriate, in accordance with the rules of any other competent sports organization;
- 1.3 "Inside Information" means information relating to any competition that a person possesses by virtue of his or her position in relation to a sport or competition, excluding any information already published or common knowledge, easily accessible to interested members of the public or disclosed in accordance with the rules and regulations governing the relevant Competition;
- 1.4 "Participant" means any natural or legal person belonging to one of the following categories:
 - a. "athlete" means any person or group of persons, participating in sports competitions;
 - b. "athlete support personnel" means any coach, trainer, manager, agent, team staff, team official, medical or paramedical personnel working with or treating athletes participating in or preparing for sports competitions, and all other persons working with the athletes;
 - c. "official" means any person who is the owner of, a shareholder in, an executive or a staff member of the entities which organize and/or promote sports competitions, as well as referees, jury members and any other accredited or engaged persons. The term also covers the executives and staff of the sports organization, or where appropriate, other competent sports organization or club that recognizes the competition.
- 1.5 "Sports Betting, Bet or Betting" means any wager of a stake of monetary value in the expectation of a prize of monetary value, subject to a future and uncertain occurrence related to a sports competition

Article 2 – Violations

The following conduct as defined in this Article constitutes a violation of this Code:

2.1 Betting

Betting ~~in relation either:~~ transactions in every respect relating to the Participant's sport.

2.2 Manipulation of sports competitions

An intentional arrangement, act or omission aimed at an improper alteration of the result or the course of a sports competition in order to remove all or

part of the unpredictable nature of the sports competition with a view to obtaining an undue Benefit for oneself or for others.

2.3 **Corrupt conduct**

Providing, requesting, receiving, seeking, or accepting a Benefit related to the manipulation of a competition or any other form of corruption.

2.4 **Inside information**

2.4.1. Using Inside Information for the purposes of Betting, any form of manipulation of sports competitions or any other corrupt purposes whether by the Participant or via another person and/or entity.

2.4.2. Disclosing Inside Information to any person and/or entity, with or without Benefit, where the Participant knew or should have known that such disclosure might lead to the information being used for the purposes of Betting, any form of manipulation of competitions or any other corrupt purposes.

2.4.3 Giving and/or receiving a Benefit for the provision of Inside Information regardless of whether any Inside Information is actually provided.

2.5 **Failure to report**

2.5.1 Failing to report to the **FIL** concerned or a relevant disclosure/reporting mechanism or authority, at the first available opportunity, full details of any approaches or invitations received by the Participant to engage in conduct or incidents that could amount to a violation of this Code.

2.5.2 Failing to report to the **FIL** concerned or a relevant disclosure/reporting mechanism or authority, at the first available opportunity, full details of any incident, fact or matter that comes to the attention of the Participant (or of which they ought to have been reasonably aware) including approaches or invitations that have been received by another Participant to engage in conduct that could amount to a violation of this Code.

2.6 **Failure to cooperate**

2.6.1 Failing to cooperate with any investigation carried out by the **FIL** in relation to a possible breach of this Code, including, without limitation, failing to provide accurately, completely and without undue delay any information and/or documentation and/or access or assistance requested by the **FIL** as part of such investigation.

2.6.2 Obstructing or delaying any investigation that may be carried out by the **FIL** in relation to a possible violation of this Code, including without limitation concealing, tampering with or destroying any documentation or other information that may be relevant to the investigation.

2.7 **Application of Articles 2.1 to 2.6**

2.7.1 For the determination of whether a violation has been committed, the following are not relevant:

- a. Whether or not the Participant is participating in the Competition concerned;
- b. Whether or not the outcome of the Competition on which the Bet was made or intended to be made;

- c. Whether or not any Benefit or other consideration was actually given or received;
 - d. The nature or outcome of the Bet;
 - e. Whether or not the Participant's effort or performance in the Competition concerned were (or could be expected to be) affected by the acts or omission in question;
 - f. Whether or not the result of the Competition concerned was (or could be expected to be) affected by the acts or omission in question;
 - g. Whether or not the manipulation included a violation of a technical rule of the **FIL**;
 - h. Whether or not the competition was attended by the competent national or international representative of the **FIL**.
- 2.7.2 Any form of aid, abetment or attempt by a Participant that could culminate in a violation of this Code shall be treated as if a violation had been committed, whether or not such an act in fact resulted in a violation and/or whether that violation was committed deliberately or negligently.

Article 6 – Mutual recognition

6.1 Subject to the right of appeal, any decision in compliance with this Code by a Sporting Organizations must be recognized and respected by all other Sporting Organizations.

6.2 All Sporting Organizations must recognize and respect the decision(s) made by any other sporting body or court of competent jurisdiction which is not Sporting Organization as defined under this Code.

Otherwise, the rules of procedure and sanctions of FIL Statutes, the FIL Law and Procedure Regulations, and the FIL Ethics Code apply.

~~The~~ This FIL Ethics Code comes into force with the passing of a resolution during the 73rd FIL Congress 2025.

Amended on June 18, 2025.

Appendix A to the FIL Ethics Code

The FIL is committed to the inalienable principles of Safe Sport in the sport of luge. These principles are binding for the Presidium, the Executive Board and all bodies of the FIL and its national federations as well as all institutions and persons affiliated to the FIL by membership or contract (Covered Persons).

The following principles define - not exhaustively – Forbidden Conduct for which zero tolerance applies:

a) Aiding and Abetting:

occurs when someone aides, facilitates, promotes or encourages the commission of Forbidden Conduct;

b) Boundary Transgressions:

an act or communication which, taking into account all the circumstances, is to be qualified as inappropriate, e.g. disregarding red flags and first signs of grooming, whereby the view of a reasonable observer is decisive. This can happen, for example, if a Covered Person establishes communication through atypical channels, when choosing inappropriate travel or means of transportation, by giving private gifts, through private conversations with a minor on social media or with text messages, when presenting private photos or by encounters in secluded surroundings;

c) Bullying:

Bullying is unwanted, repeated, intentional and aggressive behavior among peers and can lead to a perceived power imbalance. This can include actions such as threats, spreading rumors or falsehoods, attacking someone physically or verbally or deliberately excluding someone;

d) Failing to report:

if an adult fails to report actual or suspected sexual abuse behavior to the FIL or law enforcement agencies, which may also give rise to disciplinary proceedings by the FIL Ethics Committee or local authorities;

e) False reporting:

Making a false allegation, which may also violate local law and civil law prohibiting defamation;

f) Hazing:

any intentional conduct that provokes harassment, embarrassment, mockery or ridicule and may cause emotional, physical, psychological or sexual harm to an affected person, regardless of the person's willingness to participate. This includes any organized or unorganized form of harassment or demotion of new team members by older team members;

g) Neglect:

any act or omission that proves to be a breach of duty of care towards another person and thereby directly or indirectly causes harm or the risk of harm, including the failure of parents, coaches, officials and other Covered Persons to meet the physical, emotional, psychological needs and provide the necessary protection, especially when children are exposed to danger;

h) Carelessness:

any act or omission that adversely affects the safety and health of an individual, including incorrect training methods, failure to observe an athlete's diet and/or recovery periods, failure to provide a physically safe training environment, and failure to provide qualitatively appropriate and standardized equipment;

i) Online Cyber Abuse:

the use of images, rumors or false statements to damage the reputation of someone by means of electronic communication, social media or other technologies for the purpose of harassment, intimidation, frightening, humiliation with the aim of excluding a person or inciting other persons to commit such acts;

j) Psychological abuse:

includes any unwanted act including confinement, isolation, verbal assault, humiliation, intimidation, infantilization or any other treatment that diminishes a person's sense of identity, dignity or self-worth;

k) Physical abuse:

includes any intentional and unwanted act, including punching, beating, kicking, biting, and burning, that causes discomfort or injury. This action may also consist of forced or inappropriate activities or training (e.g. age or physically inappropriate training methods when injured or in pain, forced alcohol consumption or forced doping practices;

l) Sexual abuse:

any conduct of a sexual nature, with or without contact or penetration, where consent is coerced or manipulated or where consent is not or cannot be given.

m) Sexual harassment:

any unwanted conduct of a sexual nature, whether verbal, non-verbal or physical. Sexual harassment can take the form of sexual abuse. Some people engage in sports activities specifically to gain access to athletes. Grooming may occur for several months or years before someone resorts to sexual harassment or even abuse.

n) Willful Tolerance:

Persons are in breach of their duty if they knowingly witness or tolerate any form of Forbidden Conduct where there is a power imbalance between a Covered Person and another person who is subjected to Forbidden Conduct.

Forbidden Conduct must be refrained from at all times and in all places. It will be sanctioned by applying the provisions of the FIL Ethics Code.

Appendix B to the FIL Ethics Code

Rules on Investigation in Safe Sport Matters

1. Receiving & Recording of a Report

- 1.1 Reporting of any violation of safeguarding principles may be made anonymously. Anonymity means that the FIL or the person, receiving the complaint, will not know the personal identifying information of the complainant. IMPORTANT: It has to be understood that an anonymous report may limit the FIL or other authorities in their ability to investigate and respond to a report. The concern or complaint can be freely made by any means, however, for FIL related complaints, the FIL strongly recommends that the complainant submit any safe sport or sport integrity complaint utilizing the FIL Sport Integrity Reporting platform on the FIL website (www.fil-luge.org/sport-integrity) providing the required base information so that the FIL or any authorized third party can properly respond and investigate the complaint.
- 1.2 The FIL encourages complainants to provide their name and contact information when reporting. The identity of any complainant may only be disclosed if such disclosure is necessary for the purposes of any investigation into an alleged violation of the FIL Ethics Code or, if it is required to be disclosed by any governmental and/or judicial authorities, and the consent in writing of the complainant and any person whose identity is to be disclosed has been obtained..
- 1.3 Any complaint or report regarding a safeguarding concern or an incident which constitutes a potential Forbidden Conduct or which is in violation of the safeguarding principles contained in the FIL Ethics Code, shall be received by the FIL Ethics Authority, as set forth in Part III, Section 2 of the FIL Ethics Code.
- 1.4 If the alleged Forbidden Conduct has been observed or noticed by another Covered Person, such person should take steps at the earliest to inform and/or report what was witnessed to the FIL Ethics Authority or through the Safe Sport reporting platform
- 1.5 It is the responsibility of the FIL Ethics Authority, the FIL Ethics Commission, or any Delegated Third Party or the Covered Person who is in receipt of the information regarding the safeguarding violation, to
 - 1.5.1 maintain the confidentiality of the information being shared and also to impose on anyone with whom the information needs to be shared with, the obligation to maintain confidentiality;
 - 1.5.2 share any information or report only on a 'need to know' basis, and no information shall be shared with the media, other staff members, athletes, entourage, or any other third party;
 - 1.5.3 report directly to local statutory authorities/police, if the incident

involves any form of child abuse or has been identified as a criminal offense within the said jurisdiction, or if the safety of the victim(s) is in immediate danger, depending on the local laws and regulations and the nature of the violation;

- 1.5.4 at first opportunity, inform the parent(s) or guardian(s) in any case involving a minor, unless such action may put the victim(s) at further risk.
- 1.6 It is recognized and understandable that some safeguarding violations can lead to outburst of strong emotions, particularly in cases where sexual harassment or sexual abuse is suspected. It is important to understand these feelings, and it is recommended that both the person(s) making or receiving the report/complaint ensure that such emotions do not interfere with the ability to make decisions in such situations and the prescribed process under the FIL Ethics Code and the local/national regulations is duly followed.
- 1.7 Upon receipt of a complaint or report, the FIL Ethics Authority, the FIL Ethics Commission or any Delegated Third Party shall ensure that all available information is accurately recorded, either immediately or as soon as practicable, which will be critical for taking the appropriate steps and for any concerned authorities that may become involved. The information recorded should ideally include
 - 1.7.1 details of the victim (name, address, gender, date of birth, home telephone);
 - 1.7.2 details of the parent(s) or guardian(s) - (name, address, telephone number);
 - 1.7.3 whether the parent(s)/guardian(s) have been informed in the case of a minor;
 - 1.7.4 details of the person expressing their concern or making the complaint (unless made anonymously) and if made under request of confidentiality, then such information should be noted accordingly too;
 - 1.7.5 details of the nature of the allegation, along with important details like date, time, location, event/activity when the alleged Forbidden Conduct took place. It is important to ensure that no leading questions are asked, but that the complainant or witness describes everything in their own words. If follow-up questions are needed, they shall be kept open. Child interviews shall only be conducted by persons who have special training in interviewing children. Any interviews should be audio or video recorded to ensure accuracy and transparency;
 - 1.7.6 description of any visible bruising or any other injuries;
 - 1.7.7 details of the Covered Person alleged to have engaged in the Forbidden Conduct or to have caused the incident or injury (name, address, date of birth/approximate age, telephone number);
 - 1.7.8 details regarding evidence in possession of the complainant or the

victim;

- 1.7.9 witnesses to the incident and their contact details;
- 1.7.10 times, dates and other relevant information;
- 1.7.11 provisions of the FIL Ethics Code which seem to have been breached;
- 1.7.12 signatures of the FIL Ethics Authority, the FIL Ethics Commission or any Delegated Third Party for proper documentation and also of the complainant(s)/victim(s) if they are willing to disclose their names or personal identifying information;
- 1.7.13 date and time of the intake and recording of all reports, statements, evidence gathering, etc.

2. Responding and Communications with Complainant(s) or Victim(s)

- 2.1 For the FIL Ethics Authority, the FIL Ethics Commission, or any Delegated Third Party or any Covered Person who received the complaint, concern, or report about any Forbidden Conduct, it is necessary for such person receiving such information, witness information, disclosure or an allegation to:
 - 2.1.1 react calmly, with an open mind, without showing any signs of anger, disgust or disbelief of any manner,
 - 2.1.2 ensure that the disclosing person is safe and feels safe, more so, when the information involves a child,
 - 2.1.3 be honest and clear that other person(s) or authorities may be involved to provide better help, support, or solution, especially with criminal offenses,
 - 2.1.4 listen carefully, and show that the disclosing person(s) is/are being taken seriously and listened to,
 - 2.1.5 keep questions to a minimum, only if necessary to clarify what is being said and follow-up questions only to obtain accurate and clear accounting of the information being provided,
 - 2.1.6 avoid asking leading questions and ensure that the person disclosing the information is not suggested any words or ideas, which can affect the account, facts and overall case moving forward,
 - 2.1.7 assure the disclosing person that they will be kept included to the extent necessary and in a due manner and at due times be informed about their complaint, about next steps and the overall process,
 - 2.1.8 immediately contact concerned authorities/police/hospital if the allegations involve a criminal offense, or if there is any immediate need of medical assistance or such help for the victim and inform them about the potential safeguarding issue,
 - 2.1.9 maintain confidentiality,
 - 2.1.10 not make assumptions or judgments or add any information of your own,
 - 2.1.11 not approach the alleged offender to discuss the safeguarding

concern,

2.1.12 not take any actions to address the safeguarding issue on your own but let the competent persons and/or authorities handle the complaint.

3. Protection of Complainant or Person giving Information in a Safeguarding Matter

3.1 In furtherance of the FIL's commitment to providing a safe, positive, and trusted sport environment across all levels of Luge for all athletes, coaches, entourage, staff, board, officials, volunteers and every other member of the Luge family, it is necessary to protect the safety, integrity and well-being of the person(s) making disclosures about any safeguarding or sport integrity matter in violation of the FIL Ethics Code. Accordingly,

3.1.1 any person who in good faith or having reasons to believe it to be true, discloses information relating to a safeguarding concern or a complaint or report shall not be dismissed, penalized, disciplined, retaliated against or discriminated against in any manner;

3.1.2 appropriate disciplinary action (under the FIL Statutes and Regulations) shall be taken against any official or staff or such Covered Person who violates the preceding Sub-section 3.1.1, irrespective of whether the information proves to be true or not, or even if unsubstantiated, in order to remove any deterrence whatsoever to concerned persons from making such disclosures;

3.1.3 absolute confidentiality shall be maintained of the information and the identity of the disclosing person, as required under the Fil Ethics Code or any applicable laws.

4. Procedures for investigating complaints

4.1 The objective for each investigation will be to gather complete and accurate information necessary to determine whether the alleged offender has a case to answer for violation of the FIL Ethics Code. This will include gathering and recording of all relevant information, developing that information into reliable and admissible evidence, and identifying and pursuing further lines of enquiry that may lead to the discovery of such evidence.

4.2 The FIL Ethics Authority, the FIL Ethics Commission or any Delegated Third Party will conduct each investigation fairly, objectively, and impartially. It will be open to and consider all possible outcomes at each key stage of the investigation, and will seek to gather not only any available evidence of a violation but also any available evidence indicating that there is no case to answer. It will fully document its conduct of investigations, the evaluation of information and evidence identified in the course of investigations, and the outcome of investigations.

4.3 Where it deems to be appropriate and applicable given the authorities and/or judiciary involved, the FIL Ethics Authority, the FIL Ethics Commission or any Delegated Third Party may coordinate, stay, or pause its

own investigation pending the outcome of investigations and/or prosecutions by other competent bodies, including law enforcement and/or other regulatory or disciplinary bodies.