



OLYMPIC COUNCIL OF ASIA

THE OCA ATHLETES' COMMITTEE TERMS OF REFERENCE

Approved by the OCA Executive Board on 07 July 2023
and in force as of the same date

PREMISE

The OCA Athletes' Committee is regulated by the article 24 - 2 of the OCA Constitution and Rules.

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DEFINITIONS

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| AC | means Athletes' Committee |
| ANOC | means Association of National Olympic Committees |
| OCA | means Olympic Council of Asia |
| OCA AC | means OCA Athletes' Committee |
| IOC | means International Olympic Committee |
| NAC | means National Athletes' Committees |
| NOC | means National Olympic Committee of a particular country |
| Olympiad | <p>in accordance with Bye-Law to Rule 6 of the Olympic Charter an Olympiad is defined as follows.</p> <p>An Olympiad is a period of four consecutive calendar years, beginning on 1 January of the first year and ending on 31 December of the fourth year.</p> <p>The Olympiads are numbered consecutively from the first Games of the Olympiad celebrated in Athens in 1896. The XXIX Olympiad began on 1 January 2008.</p> |
| Olympic Games | includes the summer and winter editions |
| WADA | means World Anti-Doping Agency |

1. PURPOSE, MISSION AND CORE OBJECTIVES

- 1.1 The main mission of the OCA AC is to bring the voice of the Athletes of Asia to the highest level in the Olympic Movement of Asia and ensure their voice is heard and made to count.
- 1.2 In order to achieve this mission, the main purpose of the OCA AC is to ensure that the opinions of the Athletes are successfully gathered through the network of NACs of the NOCs that are the Members of the OCA, which must not simply exist on paper but be active.
- 1.3 Where there may not be a NAC in an NOC, the OCA AC undertakes to use its best endeavour to ensure that it is created and be put in a condition so that it can be active.
- 1.4 The OCA AC is the sole voice of the Athletes of Asia recognised within the OCA that can make recommendations and give advice to the OCA Executive Board.
- 1.5 The core objectives of the OCA AC are to:
- (a) ensure that the athletes' perspective is taken into account in all decisions of the OCA;
 - (b) ensure the respect of the rights of athletes within the Olympic Movement, and propose recommendations to that effect;
 - (c) act as a resource of best practice, information and support for all NACs;
 - (d) support and work with the ANOC AC and IOC AC for the benefit of all NACs and athletes; and represent the OCA at forums and meetings on athlete-related matters as approved by the Director General, including for example forums related to anti-doping matters and integrity.
- 1.6 It puts forward nominations for representatives to sit on other OCA commissions and working groups and thus expresses the athletes "point of view" within such bodies.
- 1.7 A delegation of two (2) OCA AC members shall represent the OCA AC at the Asian Games, Asian Winter Games, Asian Indoor & Martial Arts Games and Asian Beach Games and Asian Youth Games.
- 1.8 The OCA Executive Board may entrust the OCA AC with matters related to athletes.

2. COMPOSITION

- 2.1 The OCA AC shall consist of the following members.
- (a) Ten (10) elected members
Including the below:
 - 1. One (1) Male and One (1) Female from each of the Five (5) zones (East, South, South East, Central and West Asia) as per the following

| Zone | OCA AC Members |
|-----------------|---------------------------------|
| East Asia | One (1) Male and One (1) Female |
| South Asia | One (1) Male and One (1) Female |
| South East Asia | One (1) Male and One (1) Female |
| Central Asia | One (1) Male and One (1) Female |

| | |
|-----------|---------------------------------|
| West Asia | One (1) Male and One (1) Female |
|-----------|---------------------------------|

(b) Up to Four (4) members appointed by the OCA Executive Board, taking into account the need for the range of athletes from different regions, gender, sports, competencies, and continuity and transition planning including the following

1. One (1) Male and One (1) Female representatives from Asian Winter Games (**Winter Games representatives will be elected in the upcoming Winter Games as soon as the host city is selected**)
- 2.2 The following are the ex-officio members of the OCA AC and have the right to attend and vote at the meetings of the OCA AC:
 - (a) the IOC AC Chair or Vice-Chair or a Member, whichever is from Asia;
 - 2.3 Both genders must be represented on the OCA AC, and nominations should reflect the IOC recommendations regarding Gender Equality.
 - 2.4 There must be no more than one elected member on the OCA AC from each NOC.
 - 2.5 There must be no more than one elected member on the OCA AC from each Sport.
 - 2.6 The Chairperson, Vice Chairperson who must be elected members of the Athletes' Committee, are elected by the members of the OCA AC.
 - 2.7 Only the elected members of the AC that competed or still competing in a sport that is part of the Olympic sports programme are eligible to run for the election of the Chair.
 - 2.8 In compliance with Article 23 of the OCA Constitution and Rules, the Chairperson of the OCA AC automatically becomes a member ex-officio of the OCA Executive Board. He/she shall have the right to attend and vote at all meetings of the OCA Executive Board and in decisions of it.
 - 2.9 The Chairperson of the OCA AC will also be an ex-officio member of the ANOC AC, in accordance with the ANOC Constitution and ANOC AC Terms of Reference.

3. ELIGIBILITY

- 3.1 Candidates for election must:
 - (a) Have competed for an NOC that is a member of OCA.
 - (b) Be an active athlete at the 19th Hangzhou Asian Games at the time of the elections or has participated in the previous two (2) editions of the Asian Games (as an F athlete) which are 18th Jakarta Asian Games and 17th Incheon Asian Games.
 - (c) be at least eighteen (18) years of age; and
 - (d) have never received any sanction in relation to the World Anti-Doping Code.
 - (e) Be nominated by the NOC and with the approval of the respective NOC AC

(f) Be able to communicate effectively in English.

3.2 Candidates for appointment must:

- (a) be a national of a country of an NOC that is a member of the OCA;
- (b) be at least eighteen (18) years of age.
- (c) have never received any sanction in relation to the World Anti-Doping Code; and commit to be of value to the AC.

4. TERMS OF OFFICE

4.1 The terms of office for the 10 elected members is four year term and all elected members may be reelected for a further four year term up to a cumulative maximum of 8 years.

4.2 Appointed members hold office for a period of four (4) years from the date of their appointment, and may be re-appointed for another four (4) year term at a time up to the maximum eight (8) years of service.

4.3 The term of office for the Chairperson and Vice Chairperson is four (4) years from the date of election,

OR

sooner if their term of office as a member of the OCA AC expires prior to that time. The other conditions being valid, the Chairperson and Vice Chairperson may stand for a second term up to a maximum eight (8) years of service.

4.4 Any Commission member may resign upon written notice to the OCA Executive Board.

5. ELECTION PROCESS AND CANDIDATURES

5.1 Elections for the elected members of the OCA AC every four (4) years at the Asian Games based on the “**Olympic Council of Asia (OCA) Athletes’ Committee Election Procedure**” guidelines.

6. VOTING CONDITIONS

6.1 Each athlete holding an “F” accreditation at the Asian Games during which the election takes place will have the right to vote.

6.2 The 2 athletes One (1) male and One (1) Female) from each zone who obtain the highest number votes shall be elected as members of the OCA AC. (There must be no more than one elected member on the OCA AC from each Sport.) as per the following

OCA AC Winner Candidates

| Zone | OCA AC Members |
|------------------------|---|
| East Asia | The 2 athletes (One 1 Male and One 1 Female) who obtain the highest number of votes |
| South Asia | The 2 athletes (One 1 Male and One 1 Female) who obtain the highest number of votes |
| South East Asia | The 2 athletes (One 1 Male and One 1 Female) who obtain the highest number of votes |
| Central Asia | The 2 athletes (One 1 Male and One 1 Female) who obtain the highest number of votes |
| West Asia | The 2 athletes (One 1 Male and One 1 Female) who obtain the highest number of votes |

6.3 In the event of a tie, the candidate who is older in age will win.

7. MEETINGS

7.1 Meetings (in person) take place at least once a year.

7.2 Between meetings, discussions and decisions may be made by electronic communication or via online meetings.

7.3 The meetings are organized with the support of OCA Headquarters at the request of the OCA AC Chairperson having consulted the OCA Director General.

7.4 The Meetings will preferably be held in conjunction with the OCA's annual General Assembly, the annual OCA Seminar, the athletes' forum or the Asian Games, with the minutes and actions being submitted to the Director General of the OCA for follow up and action, and made available to all members of the OCA AC and the OCA Executive Board.

7.5 The OCA AC may establish a web space on the OCA's website solely for the use of the OCA AC members and if so, the OCA will be responsible for maintaining it.

7.6 The OCA is responsible for ensuring, within its means, that the OCA AC is able to meet in person, and comply with these terms of reference.

7.7 The Calling for OCA AC meetings, which must include the agenda and programme, will be issued by OCA Headquarters in accordance with the instructions received from the Chairperson, and must be issued at least 60 days before the date of the meeting.

7.8 In the event of a member's death, resignation, impediment or any cause of inability to perform his/ her function as a member of the OCA AC, any such:

- (a) Elected member shall be replaced for the duration of his/her remaining term of office, by the unsuccessful athlete who had the next highest number of votes in the election in which the members to be replaced was elected; or
 - (b) Appointed member shall be replaced by another person appointed by the OCA Executive Board.
- 7.9 If a member fails to attend 2 (two) consecutive OCA AC activities in which his attendance is expected, such member is required to submit a letter to the OCA AC within two (2) weeks from the last meeting they did not attend, specifying and explaining the reasons for failure to attend the meetings.
- 7.10 After receiving such letter, and having consulted the OCA Executive Board, the OCA AC shall decide by email vote whether to replace the member who failed to attend the meetings.
- 7.11 The member shall be replaced in compliance with 7.9 above provided that more than half of the members of the OCA AC, excluding the member who failed to attend the meetings, vote in favour of such decision.
- 7.12 Where an OCA AC member has failed to attend 3 (three) consecutive OCA activities in which his attendance is expected, or where an athlete who had failed to attend 2 (two) consecutive OCA activities in which his attendance is requested and fails to submit the letter referred to above within the specified term, the member concerned shall be replaced in compliance with 7.9 above.

8. BUDGET

The OCA Executive Board may allocate the OCA AC a budget.

9. OLYMPIC SOLIDARITY SUBSIDY FOR CONTINENTAL ATHLETES' COMMISSIONS

9.1 As part of its policy for athlete engagement, the IOC has stipulated that Continental Associations must provide their Athletes' Commissions with the annual budget decided by Olympic Solidarity.

9.2 This amount is put at the disposal of the Athletes' Commission on condition that it is spent on furthering its mission and that how it is spent is duly reported to Olympic Solidarity year by year through the designated channels. OCA Headquarter will assist the Athletes' Commission with the practicalities related to any activity it may want to use the subsidy for.

10. REPORT TO THE OCA ANNUAL GENERAL ASSEMBLY

The OCA AC shall report annually to the OCA's General Assembly through its Chairperson. He/she will attend the OCA's General Assembly.

11. ATHLETES' RIGHTS AND RESPONSIBILITIES DECLARATION

The OCA has adopted the Athletes' Rights and Responsibilities Declaration and will develop mechanisms for effective remedies related to these rights and responsibilities as well as to encourage athletes to make use of these mechanisms.

12. INTERPRETATION OF TERMS OF REFERENCE

- 12.1 These Terms of Reference must be approved by the OCA Executive Board and shall only become valid from the date of said approval.
- 12.2 Any content in these Terms of Reference is in contrast or conflict with the OCA Constitutions and Rules shall be deemed invalid.
- 12.3 The sole authority for the interpretation or clarification of these terms of reference shall be vested in the OCA Executive Board.
- 12.4 Any amendment or addition to these terms of reference shall be vested in the OCA Executive Board, on recommendation from the OCA AC.
- 12.5 The OCA AC may submit proposals to amend this text at any time.