

RWANDA AQUATICS FEDERATION (RAF) INTEGRITY CODE 2024-2028





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INTRODUCTION

1. DEFINITIONS

1.1. Words and phrases capitalized in this Integrity Code, shall have the meaning for them

set out in the Rwanda Aquatics Federation's Constitution.

1.2. These terms have the following definitions:

Aquatics: All sport disciplines governed by the Rwanda Aquatics Federation inclusive

of Swimming, Open Water Swimming, Diving, High Diving, Water Polo, Artistic

Swimming, Masters, and any other discipline that may be governed by Rwanda

Aguatics Federation from time to time.

Athlete: A person who is taking part in aquatics competitions and events at national

or international level, organized in accordance with Rwanda Aquatics Federation

Constitution, Rules and Regulations or affiliated entities who are registered by

Rwanda Aquatics Federation.

Benefit: ANY direct or indirect receipt by a covered person for themselves which are

not limited to bribes, gains, gifts and other advantages including winnings and/or

potential winnings as a result of a wager; the foregoing shall not include official prize

money, appearance fees or payments made or to be made under sponsorship or other

similar contracts.

Betting Organization: Any person or company that has an interest in betting in any

form whatsoever.

Governing Body: The Rwanda Aquatics Federation Executive Committee as defined in

the Rwanda Aquatics Federation Constitution.

CAS: The Court of Arbitration for Sport in Lausanne, Switzerland.

Claimant: The Covered Person(s) (or legal guardian in the event the Claimant(s) is

a minor or incapacitated) who is alleged to have committed conduct that constitutes

a violation of this Integrity Code.

Covered Person: Covered Persons are:



- a) persons who are, or who are seeking to become (whether by election or appointment or otherwise) Rwanda Aquatics Federation's Officials, Leaders, or other Officials;
- b) any Athlete;
- c) any Athlete Support Person;
- d) any team or other entity participating in any Event;
- e) Rwanda Aquatics Federation Members and clubs.

Decision: A decision rendered by the Rwanda Aquatics Federation Integrity Unit.

Demand: A written demand to a Covered Person to provide any information, record, article or thing in their possession or control that the Rwanda Aquatics Federation Ethics Officer reasonably believes may lead to the discovery of evidence of an Integrity Code Violation.

Event: Any member of the Rwanda Aquatics Federation who wishes to participate in an event or Championship or events and tournaments sanctioned by Rwanda Aquatics Federation for and on behalf of members, and in respect of international events within Rwanda Aquatics Federation in any of the Aquatics disciplines (not those organized by World Aquatics).

Gift: Any item given for use or advantage by a Covered Person or a Related Party.

Integrity Code Violation: Where a Covered Person:

- Fails to comply with any of the requirements set out in this Integrity Code, or any integrity requirements of the Rwanda Aquatics Federation Constitution; or
- attempts or agrees with any other person to engage in conduct (whether by act or omission) that would culminate in a breach of any requirement of this Integrity Code (unless the Covered Person renounces their attempt or agreement prior to it being discovered by a third party not involved in the attempt or agreement);
- solicits, induces, instructs, pursuades or encourages any person to engage in conduct (whether by act or omission) that would amount to a breach of any provision of this Integrity Code if committed by the Covered Person themselves; and/or whether they
- authorizes, causes, or knowingly assists, encourages, aids and abets, covers up or attempts to cover up, or is otherwise complicit in, any act or omission by any person that would amount to a breach of any requirement of this Integrity Code if committed by the Covered Person themselves.

AFRICA AQUATICS, the sole and exclusive body for the sport of Aquatics within the African continent.



National Federation Member: National Federation recognized to be a member of AFRICA AQUATICS as well as World Aquatics.

Rwanda Aquatics Federation Ethics Officer: The members of the Rwanda Aquatics Federation Integrity Unit will elect a chairperson from among themselves who will be responsible for conducting the meetings of the Rwanda Aquatics Federation Integrity Unit and who will also hold the position of Rwanda Aquatics Federation Ethics Officer.

Rwanda Aquatics Federation Integrity Unit: The independent RAF Integrity Unit/Ethics Committee established under the RAF Constitution as Conflict Resolution committee and comprised of at least three persons that do not hold any other position within Rwanda Aquatics Federation and which, in matters of Integrity, also operates as Adjudicatory Body and Investigatory Body.

Rwanda Aquatics Federation Officials: Any person elected or appointed to any position within Rwanda Aquatics Federation or a RAF Member, including but not limited to:

- The President, Vice-Presidents, Governing Body members, Honorary Life
 Presidents, Immediate Past President, Treasurer, and any candidates for election to
 the Governing Body; and
- Each person serving as a member of (or candidate for) a committee, working group, unit (including, without limitation, the RAF Integrity Unit), or advisory board of Rwanda Aquatics Federation, and each person appointed to represent Rwanda Aquatics Federation on any committee or working group or in any similar role.

Rwanda Aquatics Federation Rules and Regulations: the Rwanda Aquatics Federation Rules and Regulations as defined in the RAF Constitution.

Minor: Person under the age of 18 years or, where applicable, a person who is under the age of majority and meets the definition of a child for the purposes of protection in the country where the predominant nature of the alleged misconduct occurred.

Other officials are:

Each person appointed/selected to work/volunteer at an Event and/or attending an
Event on behalf of Rwanda Aquatics Federation or Rwanda Aquatics Federation
Member including (without limitation) any technical official, technical committee
member, specialized committee members delegate, and any other person who
receives accreditation to an Event as a representative of AFRICAN AQUATICS,
World Aquatics or a National Federation Member;



Party(ies): Rwanda Aquatics Federation and the RAF Integrity Unit on one side and the Covered Person on the other side.

Related Party: Immediate family member, being a partner/spouse, parent, sibling, child or dependent and in all cases whether natural, adoptive or step.

Reports: All reports of any potential Integrity Code Violation, including any approaches or requests to engage in conduct that may constitute an Integrity Code Violation.

Respondent: The Respondent shall be the Covered Person subject to the filing.

Staff Member: Each person employed (whether full-time, part-time, permanently, for a fixed-term or temporarily) or engaged as an agent, consultant or contractor functioning as a member of the staff of Rwanda Aquatics Federation or a National Federation Member.

Substantial Assistance: means (a) the Covered Person's provision to Rwanda Aquatics Federation (or RAF Integrity Unit) of truthful, accurate and complete information about any potential Integrity Code Violations and/or other similar laws or regulations of which the Covered Person has knowledge; and (b) full cooperation with the investigation and prosecution (whether by RAF Integrity Unit or by another body, including a criminal or regulatory body) of such violations, including (without limitation) by testifying at a hearing if required to do so.

World Aquatics: The sole and exclusive world governing body for all Aquatics, formerly known as the Fédération Internationale de Natation (FINA),

2. PURPOSE AND SCOPE

- 2.1. Rwanda Aquatics Federation (RAF) has adopted this Integrity Code to establish clear and direct standards for all persons involved in Aquatics, in order to protect the health, safety and well-being of Athletes and officials, and to prohibit any conduct that might undermine public confidence in the Federation, as well as to establish a mechanism to enforce this Code and to apply sanctions for any proven violation.
- 2.2. RAF is committed to the principles of good governance and autonomy in the interest of Aquatics, and stakeholders.



- 2.3. RAF is committed to ensuring that athletes and teams are able to compete honestly without manipulation, interference or any action which would bring the Federation into disrepute.
- 2.4. In order to avoid any doubt, the Rwanda Aquatics Federation's Integrity Code shall not be in conflict with any Olympic body or that of AFRICA AQUATICS and WORLD AQUATICS's integrity codes. Any conflict between the provisions of the Federations Doping Control Rules on the one side, and that of either AFRICA AQUATICS' Doping Rules or WORLD AQUATICS' Doping rules, then in such event the Doping Rules of WORLD AQUATICS shall prevail.
- 2.5. Conduct prohibited under this Integrity Code may also amount to violation of any other Rwanda Aquatics Federation's rules. This Integrity Code is not intended to replace these regulations, but to supplement them with further rules of professional conduct. It operates without prejudice to these regulations, and vice versa. In particular, any rule of a disciplinary nature applicable to a certain discipline and/or a certain event, such as the disciplinary rules in Water Polo that apply to offensive and violent conduct during water polo matches, remain reserved and are not set aside by the present Integrity Code.

GENERAL DUTIES

3. DUTIES OF GOOD CONDUCT

Covered Persons are required to always act honestly, fairly, and impartially in accordance with the highest ethical standards of integrity and transparency, and to avoid any conduct which would undermine the objectives of this Integrity Code and as such, such persons must avoid acts or omissions which could be perceived as bringing Aquatics into disrepute. Such acts include offensive, violent or disrespectful behaviour towards any persons or groups involved in Aquatics as well as avoiding any acts of discrimination on the basis of race, skin colour, gender, religion, sexual orientation, language, political disability or any act which can be construed as discrimination.



4. DUTY TO REPORT AND COLLABORATE

4.1. Every Covered Person is obliged to report to the NATIONAL ASSOCIATION's Integrity Unit any approach to engage in conduct in violation of the Integrity Code, and to report same immediately as well as to co-operate with any investigation carried out by the Rwanda Aquatics Federation's Integrity Unit.

5. CONFIDENTIALITY

5.1. Covered Persons must not disclose to any third party any information disclosed to them in confidence as a result of their activities IN DEALING with the federation.

6. DUTY TO AVOID CONFLICTS OF INTEREST

- 6.1. RAF Officials owe a duty of undivided loyalty to the FEDERATION. They must make decisions based solely on their independent and objective judgement, made in good faith, of what is in the best interests of Rwanda Aquatics Federation and the sport of Aquatics as a whole. They must not allow themselves to be influenced by and they must not seek to advance any conflicting interests.
- 6.2. Where there is an actual, apparent, or potential conflict between the interests of Rwanda Aquatics Federation and personal interests of an Rwanda Aquatics Federation Official or of the relatives, friends or acquaintances of a Rwanda Aquatics Federation Official, RAF Official must disclose all relevant information about that conflict promptly, accurately, and fully to the RAF's Integrity Ethics Officer.
- 6.3. Each RAF Official (except legal persons) shall file a disclosure statement with the Rwanda Aquatics Federation Integrity Unit in the form prescribed by RAF Integrity Unit, listing any actual, apparent or potential conflicts known to RAF Official at all times.
- 6.4. If a conflict arises during a meeting, the RAF Official concerned must disclose the conflict to the Rwanda Aquatics Federation to the chair of the relevant meeting, the Rwanda Aquatics Federation Chair of the relevant meeting will advise the meeting of the conflict and cause the conflict to be recorded.
- 6.5. In every case, unless otherwise specified by the Rwanda Aquatics Federation Chair of the meeting, the RAF Official who is the subject of the conflict must:
- a) excuse themselves from any discussions relating to the conflict;



- b) abstain from voting and/or from seeking to influence the vote on any matter impacted by the conflict; and
- c) refrain from taking any other part in the handling of the conflict or of the matter impacted by the conflict.

7. FALSIFICATION AND MISUSE OF FUNDS

7.1. Covered Persons must not forge a document or falsify an authentic document, or knowingly use false or forged documents in any manner whatsoever by giving false information including official results, nationality, or date of birth. Neither shall they misappropriate or misuse funds directly or indirectly through a third party. Such covered person may only claim reimbursement for expense properly and regularly incurred in the course of their activities provided same have been approved and signed off by the Executive Committee.

8. OFFERING AND ACCEPTING GIFTS AND HOSPITALITY

- 8.1. Covered Persons may never offer or accept:
- a) any Gift, Hospitality or other benefit in their capacity as Covered Person that is given secretly, or creates an actual, apparent or potential conflict of interest, or gives rise to the appearance of impropriety or impartiality. Any gifts given shall not exceed the sum of US200 (two hundred USD) in value.

9. BIDDING FOR EVENTS

- 9.1. Candidate and host cities seeking to host an Event organized by Rwanda Aquatics Federation and its local organising committee(s), and any of its officials, employees, volunteers and/or other persons entitled to act or attend an Event on its behalf must conduct their candidacies with honesty, dignity, transparency, with applicable law and any applicable RAF Rules and Regulations and/or guidelines:
- a) Respect the bidding process established by the Rwanda Aquatics Federation.
 - 9.2. Covered Persons must:
- a) respect the integrity of the bid process, allowing equal conditions and opportunities for each candidate and potential candidate, treating each candidate and potential candidate in a fair and equal manner;
- b) not directly or indirectly solicit or accept any form of advantage from the process;



- c) not use the resources of RWANDA AQUATICS FEDERATION to back any candidate; and
- d) be neutral in respect of bids for the grant of hosting rights, commercial rights and/or other rights, including refraining from making any public declaration appearing to give an opinion on one or more candidates.

10. ELECTIONS

- 10.1. Candidates for elected in Rwanda Aquatics Federation positions must conduct their candidacies) with honesty and transparency in accordance with applicable law and any applicable Rwanda Aquatics Federation Regulations and/or guidelines,
- 10.2. Covered Persons and in particular voting delegates must:
- a) respect the integrity of the candidacy process, allowing equal conditions and opportunities for each candidate and potential candidate, treating them in a fair and equal manner, and avoiding any risk of conflict of interest;
- b) not accept Gifts or Hospitality from any candidate, unless permitted under this Integrity Code;
- c) not directly or indirectly solicit or accept any form of undue advantage from the process; and
- d) not use the resources of RWANDA AQUATICS FEDERATION to assist or back any candidate.

PREVENTING THE MANIPULATION OF AQUATICS COMPETITIONS

11. ANTI-CORRUPTION RULES

- 11.1. Committing any act not otherwise prohibited under this Integrity Code that amounts to a violation of any applicable criminal or other law or regulation where such violation could undermine public confidence in the integrity of an Event or the sport of Aquatics generally.
- 11.2.The following matters are not relevant to the determination of a violation of this Chapter:
- a) whether or not the Covered Person actually participated, or was assisting an Athlete who participated, in the specific Event in question;
- b) The outcome of the Event on which the Bet was made;
- c) Whether or not any Benefit or other consideration was actually given or received;
- d) The nature or outcome of any Bet in issue



- e) Whether or not the Covered Person's efforts or performance (if any) in any Event in issue were (or could be expected to be) affected by the act(s) or omission(s) in question;
- f) Whether or not the result or any other aspect of the Event in issue was (or could have been expected to be) affected by the act(s) or omission(s) in question;
- g) Whether or not the manipulation of any Event or other corrupt conduct included a violation of a technical rule of World Aquatics or any Continental Organisation or World Aquatics Member; and
- h) Whether or not the Event was attended by a representative of World Aquatics or any Continental Organisation, World Aquatics Member or other competent Sports

12. RELATIONSHIPS WITH BETTING ORGANISATIONS

12.1. A Covered Person may not have a business association or enter into any business arrangement (whether formal or informal) with any Betting Organisation that involves the payment of any monies to or by, or the conferring of any benefit(s) or advantage(s) upon or by, the Covered Person, either directly or indirectly, as a result of such association or arrangement.

SAFEGUARDING RULES

13. FORBIDDEN CONDUCT

The following Forbidden Conduct shall constitute an Integrity Code Violation, and shall be interpreted in the widest possible interpretation:

13.1. Harassment of any kind including Hazing, Negligence, Physical Abuse, Psychological Abuse, Sexual Harassment and any other conduct which could be construed as bringing the Sport of Aquatics into disrepute.

ENFORCMENT OF THE INTEGRITY CODE

14. THE INTEGRITY UNIT RULES

- 14.1.The RAF Integrity Unit is responsible for the enforcement of this Code, including assessment, investigation, adjudication and sanctioning of potential Integrity Code Violations.
- 14.2. The RAF Integrity Unit shall be responsible for enforcing this Code insofar as it relates to Integrity Code Violations in respect only of a Rwanda Aquatics Federation Event or NATIONAL FEDERATON Member Events. To the extent that an Integrity Code Violation



also amounts to a breach of the World Aquatics Integrity Code or the integrity code of AFRICA AQUATICS, the RAF Integrity Unit shall liaise with those parties to ensure that the matter is dealt with by the responsible body.

15. MONITORING

The RAF Integrity Unit may take all practical steps within its power to investigate potential Integrity Code Violations, including:

- a) Monitoring Betting,
- b) Operating and reporting the whistleblower hotline;
- c) Establishing effective channels for cooperation between AFRICA AQUATICS, the AQIU and World Aquatics in relation to the investigation and prosecution of conduct that is prohibited under this Integrity Code.
- d) Exchanging information with other relevant sporting organizations.
- e) Introducing education programmes.

16. REPORTING

- 16.1. Any person may report an alleged Integrity Code Violation to the RAF Integrity Unit via the official channels described on the Rwanda Aquatics Federation website.
- 16.2. The Rwanda Aquatics Federation Integrity Unit shall acknowledge receipt of the report.
- 16.3. Reporting under this Integrity Code may be made anonymously.
- 16.4. The transfer of a potential Integrity Code Violation reported directly to the Rwanda Aquatics Federation shall be deemed to be a report under this Integrity Code.

17. RESPONSIBILY FOR CASE MANAGEMENT

17.1. Where the conduct is reported to the RAF Integrity Unit, the RAF Integrity Unit shall decide whether to pursue the matter under this Integrity Code, the RAF Integrity Unit may (at its absolute discretion) pursue the matter under this Integrity Code.



18. PROVISIONAL MEASURES

- 18.1.The RAF Integrity Unit may impose provisional measures on the Covered Person pending completion of the investigation and a decision if they consider that the safety or well-being of a person, and/ or public confidence in the integrity of the sport of Aquatics is at risk pending the outcome of the investigation. The Covered Person may not be given an opportunity to submit their position before provisional measures are imposed. Any provisional measures imposed will take effect from the date of receipt of notice of provisional measures from RAF Integrity Unit's decision. A copy of the decision to impose provisional measures on the Covered Person shall be notified to the Covered Person, as well as his/her/its Rwanda Aquatics Federation Member.
- 18.2. There shall be no appeal against a decision to impose provisional measures.
- 18.3. During the period of any provisional suspension, a Covered Person will be subject to the same restrictions that apply during a period of ineligibility, as set out in the Integrity Code.
- 18.4. A Covered Person may at any time accept a voluntary provisional suspension pending determination of the charge(s) against him/her/it. Such voluntary provisional suspension will come into effect only upon receipt by the RWANDA AQUATICS FEDERATION Integrity Unit of written confirmation of the Covered Person's acceptance of the provisional suspension.
- 18.5. No admission may be inferred, or other adverse inference drawn, from a Covered Person's acceptance of voluntary provisional suspension.
- 18.6. Any period of provisional suspension served and complied with (whether voluntarily or otherwise) shall be credited against any period of suspension subsequently imposed on the Covered Person.

19. INVESTIGATING POTENTIAL INTEGRITY CODE VIOLATIONS

- 19.1. The RAF Integrity Unit may make a written Demand to a Covered Person to provide any document, information, or item that it reasonably believes may evidence or lead to the discovery of evidence of an Integrity Code Violation.
- 19.2. It shall have the power to call any Covered Person or other person as a witness to participate in an interview. Any Covered Person shall be obliged to cooperate with such interview and may be accompanied by a legal representative.



19.3. A refusal or failure by a Covered Person to comply immediately with a request for interview shall constitute a separate violation of this Integrity Code. Any attempted or actual damage, alteration, destruction or hiding of any documents, information, or item relevant to the investigation, whether before or after a Demand is issued, shall constitute a further separate violation of this Integrity Code.

20. DECISION PROCESS

20.1. Once the accused person has been given due process, the RWANDA AQUATICS FEDERATION Integrity unit shall determine whether an Integrity Code violation has been committed. Where it determines that a violation has been committed, it shall also determine, in its discretion, the appropriate sanction(s), in accordance with the Code.

21. SANCTIONS

- 21.1. Any one or more of the following sanctions may be imposed for an Integrity Code Violation:
- a) a warning as to future conduct;
- b) a reprimand;
- c) a fine in an amount proportionate to the seriousness of the violation;
- d) an order of reimbursement or restitution;
- e) a suspension from carrying out specific activities on behalf of Rwanda Aquatics Federation and/or RAF Member for a specified period;
- f) a period of ineligibility.
- g) other loss of privileges.
- h) any other sanction deemed appropriate, including, but not limited to disqualification of results, annulment of results of any Event, removal from office, forfeiture of points and/or of quota places and/or of hosting rights, other loss of privileges, no contact directives, requirement to complete educational or other programs, and return of Rwanda Aquatics Federation awards.

The sanction(s) to be imposed in a particular case shall be determined by reference to all the relevant circumstances of the case, including an assessment of the seriousness of the violation, and any mitigating or aggravating factors that may be present.



- 21.2. Aggravating factors may include (without limitation):
- a) age, position of trust, previous disciplinary record, previous violation of the Integrity Code, receipt of a benefit, coercion, deception, obstructive behavior, lack of remorse
- 21.3. Mitigating factors may include (without limitation):
- a) Youth, inexperience, previous disciplinary record, benefits given or received, admission of violation, cooperative behavior, substantial assistance, remorse,
- 21.4. Where more than one violation has been committed, the sanction will be based on the most serious violation and increased as appropriate depending on the specific circumstances.
- 21.5. Any period of ineligibility imposed under the Code will commence on the date it is imposed, or otherwise accepted by the Covered Person, with credit given for any period of provisional suspension served and complied with.
- 21.6. During any period of ineligibility or provisional suspension, a Covered Person may
 - (i) participate in any Event;
 - (ii) attend any other Aquatics-related activity organized by or on behalf of Rwanda Aquatics Federation World Aquatics or any other Continental Organization or RAF Member, save that at AFRICAN AQUATIC's invitation the attendance is allowed in an educational capacity as part of an integrity programme organized by; and (iii) hold or be a candidate for any position (or have any dealings) as a RAF Official or Other Official. Any potential violation of the period of ineligibility shall be considered an Integrity Code Violation and shall be pursued in accordance with ENFORCMENT OF THE INTEGRITY CODE Chapter of this Integrity Code.
- 21.7. If a Covered Person is found to have violated this Integrity Code, the period of ineligibility originally imposed in accordance with this Integrity Code shall recommence from the date of such violation (disregarding the period of ineligibility served prior to such violation) and (where applicable) the Covered Person shall be immediately disqualified from the relevant Event.
 - 21.8. This Integrity Code shall continue to apply to any ineligible Covered Person and separate proceedings may be brought against the Covered Person under this Integrity Code for any violation committed during the period of ineligibility.



21.9. As part of an informal or formal resolution of any matter, a Covered Person may be required to complete an appropriate education or rehabilitation programme pertaining to the prevention of harassment and C as a condition of eligibility or as an independent sanction.

22. RIGHT OF APPEAL

- 22.1. Decisions determining that an Integrity Code Violation has been committed may be appealed by any Party to the proceedings in question and shall be filed exclusively to the CAS.
- 22.2. To be admissible, an appeal to CAS must be filed with the CAS within twenty-one
- 22.3. (21) calendar days of the appealing Party's receipt of the written reasoned decision in question by email. A copy of the appeal shall be served at the same time on the other Party(ies). Only the notification by email of the full Decision is relevant for the purposes of calculating the time limit to appeal in CAS. The appeal shall comply with the applicable rules and requirements of the CAS Code of Sports-related Arbitration.
- 22.4. An appeal to CAS shall not have any suspensive effect. Accordingly, pending the resolution of the appeal by the CAS, the decision being appealed (including any sanction(s) imposed) will remain in full force and effect (unless the CAS orders

23. RECOGNITION OF DECISIONS AND PROVISIONAL MEASURES

- 23.1. Decisions taken under this Integrity Code, including decisions on provisional measures and decisions of CAS on appeals submitted to CAS, are applicable worldwide and must be recognized, respected and given effect by AFRICAN AQUATICS, and all Rwanda Aquatics Federation Members, without the need for any further formality.
- 23.2. AFRICAN AQUATICS, World Aquatics, and all Rwanda Aquatics Federation Members shall recognize and take all necessary and reasonable steps within their powers to enforce and give effect to all decisions in accordance with this Integrity Code.
- 23.3. The RAF Integrity Unit shall be able to consult with the AQIU, subject to confidentiality arrangements, when it becomes aware of a case being investigated by a RWANDA AQUATICS FEDERATION Member.



24. STATUTE OF LIMITATIONS

- 24.1. Except in the case of Sexual Abuse, which is not subject to any statute of limitations, the statute of limitation period for claims filed under this Code is ten
- 24.2. (10) years from the last date when the Forbidden Conduct or Integrity Code Violation is alleged to have occurred.
- 24.3. In the case of Forbidden Conduct, if the Forbidden Conduct is alleged to have occurred while the Claimant was a Minor, the statute of limitation period is ten
- 24.4. (10) years from the date upon which the Claimant turns the age of majority in the country where the alleged Forbidden Conduct mainly occurred.