



## **APPLICATION BY A MEMBER FEDERATION**

### **PROCEDURE**

#### **Eligibility Rules and Transfer of Allegiance Regulations**

An application to World Athletics must contain the following:

- Member Application Form;
- Athlete sworn statement; and
- Supporting documents.

The Nationality Review Panel (NRP) and the NRP Secretariat will keep all information submitted under this application confidential and in accordance with the privacy policy below.

Only complete applications will be submitted for review by the NRP. You must complete each section. Any incomplete sections will mean the application is not complete and cannot be processed. Once the application is complete, the NRP Secretariat will then contact the applicant Member Federation concerning the application and payment of the application fee (US\$100.00).

If you have any questions or queries concerning the Eligibility Rules, Transfer of Allegiance Regulations or this form please email [nrp.secretariat@worldathletics.org](mailto:nrp.secretariat@worldathletics.org)

## MEMBER FEDERATION APPLICATION FORM NATIONALITY REVIEW PANEL

Defined terms used in this application form have the meanings given to them in the Rules and Regulations.

Name of the Athlete:	<p>[FIRST NAME]</p> <p>[SURNAME]</p>
Athlete Profile Link:	<p>[insert website link to athlete's profile]</p> <p>Athlete profiles can be found on the following link:  <a href="https://www.worldathletics.org/athletes">https://www.worldathletics.org/athletes</a> </p>
Athlete's Contact Details	[Residential Address; Phone; Email]
Applicant Member Federation:	<p>[insert three letter country code]</p> <p>Country codes can be found on the following link:  <a href="https://www.worldathletics.org/about-iaaf/structure/member-federations">https://www.worldathletics.org/about-iaaf/structure/member-federations</a> </p>
Area Association(s) covered by the application:	<p>Tick Area Association where the applicant Member Federation is from and, if applicable, the Area Association covering the Athlete's current Member Federation:</p> <p> <input type="checkbox"/> Asian Athletics Association  <input type="checkbox"/> Atletismo Sudamericano  <input type="checkbox"/> Confederation of African Athletics  <input type="checkbox"/> European Athletics  <input type="checkbox"/> North American, Central American and Caribbean Athletics Association  <input type="checkbox"/> Oceania Athletics Association         </p>
Has the Athlete ever represented a Member Federation in a National Representative Competition;	<p>['Yes' or 'No']</p> <p>If 'yes', state the full name of the last National Representative Competition or Other Relevant Competition the Athlete competed at and the date of the competition</p>
Member Federation that the Athlete is currently affiliated with and confirmation they have been notified by the Applicant Member Federation prior to the application of the proposed transfer:	<p>[insert three letter country code]</p> <p>Country codes can be found on the following link:  <a href="https://www.worldathletics.org/about-iaaf/structure/member-federations">https://www.worldathletics.org/about-iaaf/structure/member-federations</a> </p> <p>and</p> <p> <input type="checkbox"/> Confirm Member Federation has been notified that an application is to be submitted to the NRP. You must submit a copy of the written notification to the Member Federation the athlete is currently affiliated with         </p>

Current Citizenship(s)/ Nationality(ies) of Athlete:	<p>[insert three letter country code (s) that the athlete is a National (i.e. a citizen) of]</p> <p>Country codes can be found on the following link:  <a href="https://www.worldathletics.org/about-iaaf/structure/member-federations">https://www.worldathletics.org/about-iaaf/structure/member-federations</a></p>
Is the Citizenship status of the Athlete in the Member Federation's Country or Territory – temporary or permanent?	<p><input type="checkbox"/> Temporary</p> <p><input type="checkbox"/> Permanent</p>
Is the Athlete a refugee, asylum seeker or has other legal status in the Country or Territory?	<p>[Insert text and continue on a separate sheet, if necessary]</p>
Payments or other financial consideration or value in kind (if any) offered by the Applicant Member Federation, athletics club or other person to the Current Member Federation to induce it to agree to the transfer:	<p>[insert amount USD and insert text providing further information. Continue on a separate sheet, if necessary. If none or not applicable state this here.]</p>
Payments (i.e. salary; performance bonuses; commercial rights fees; or other value in kind (house; car;	<p>[insert amount USD for salary]</p> <p>[insert amount USD for performance bonus]</p> <p>[insert amount USD for commercial / sponsorship / image rights fee;]</p>

<p>cryptocurrency; company shares; jewellery etc.) offered by the Applicant Member Federation, athletics club or other person or entity to the Athlete or Athlete's family to induce them to agree to the transfer or choose the Applicant Member Federation:</p>	<p>[Insert text if other value in kind (i.e. cars, home, cryptocurrency, company shares, jewellery etc.) are offered to the Athlete or their family]</p> <p>If none or not applicable state this here.]</p>
<p>To whom will any payments (i.e. salary, performance bonus, commercial rights fees) be made?</p>	<p> <input type="checkbox"/> Directly to the athlete  <input type="checkbox"/> To an Athletes' Representative  <input type="checkbox"/> To a family member (i.e. parents; brother, sister etc.)  <input type="checkbox"/> 'Other' person or entity         </p> <p>If selected 'other' please provide further information below, continue on a separate sheet if necessary.</p>
<p>What additional benefits will be provided to the Athlete by the Applicant Member Federation?</p>	<p> <input type="checkbox"/> Holiday Pay  <input type="checkbox"/> Accommodation  <input type="checkbox"/> Private Health Care &amp; Insurance  <input type="checkbox"/> Private Pension Scheme  <input type="checkbox"/> Maternity / Paternity Pay and Leave  <input type="checkbox"/> Personal Accident / Injury Protection Insurance  <input type="checkbox"/> Access to Free Treatment if Injured  <input type="checkbox"/> Other benefits         </p> <p>If selected 'other' please provide further information below, continue on a separate sheet if necessary.</p> <p>If none or not applicable state this here.]</p>
<p>List the rights and benefits associated with the Athlete's citizenship status in Applicant Member Federation's Territory / Country</p>	<p> <input type="checkbox"/> right to freedom of movement  <input type="checkbox"/> right to vote  <input type="checkbox"/> right to freedom of opinion and expression  <input type="checkbox"/> right to freedom of thought, conscience and religion  <input type="checkbox"/> right to equal treatment and protection  <input type="checkbox"/> right to own property  <input type="checkbox"/> right to have a family  <input type="checkbox"/> right to privacy  <input type="checkbox"/> right to access to seek remedy before national courts  <input type="checkbox"/> right to access consular and embassy services when overseas  <input type="checkbox"/> right to access state financial support (i.e. state pension; income support; state benefits)  <input type="checkbox"/> right to access state health care  <input type="checkbox"/> right to access state education  <input type="checkbox"/> other rights         </p> <p>If selected 'other' please provide further information below, continue on a separate sheet, if necessary.</p>

	If none or not applicable state this here.]
Has an Athletes' Representative been involved in the process of identifying and/or recruiting the athlete for the Applicant Member Federation?	<input type="checkbox"/> Yes <input type="checkbox"/> No  [If selected 'yes', insert directory link of the Athlete Representative concerned. Directory links can be found: <a href="https://www.worldathletics.org/athletes/athlete-representatives/directory">https://www.worldathletics.org/athletes/athlete-representatives/directory</a>  and upload a copy of correspondence from the Athlete Representative confirming their work in the process and what fees or bonuses they have been paid for that work].

Grounds for the decision requested:

[Insert text here, continue on a separate sheet, if necessary]

Tick the documents provided  
in support of the application:

- ☐ Athlete Declaration\*
- ☐ Passport(s);
- ☐ Athlete Birth Certificate;
- ☐ Athlete National Identification/ Residence Card;
- ☐ Athlete Certificate of Nationality;
- ☐ Athletics Club Contract;
- ☐ Registration with Local/Municipal Authorities;
- ☐ Property Documents (Rental or Ownership);
- ☐ Registration with Tax Authorities; Bills (Utilities; Phone; etc.);
- ☐ Correspondence with outgoing Member Federation\*;
- ☐ Athletes Representative Letter\*;
  
- ☐ If any other documents are provided please list the name of the document (s)

MF Contact Email Addresses

Please provide email addresses and mobile/cell number  
of person(s) managing this application

If not sending emails from the official World Athletics  
Member Federation email address please ensure to cc it  
in all email correspondence with the NRP Secretariat]

---

**THIS IS A TEMPLATE SIGNATURE DOCUMENT FOR THE APPLICANT MEMBER  
FEDERATION TO COMPLETE AND SUBMIT**

**[Insert Name of Person Completing the Application]**

**[Insert Position at the Applicant Member Federation]**

I am duly authorised to submit this application by my Member Federation and that the President and General Secretary/Chief Executive Officer have approved submission of the application to World Athletics.

I confirm that the information provided in this application form and any supporting documents are true, valid, authentic, accurate and complete.

I understand and acknowledge that it is a breach of the Rules and Regulations to provide false, invalid, inaccurate or misleading or not include information in an application and/or supporting documentation in support of an application to World Athletics and that sanctions set out in the Rules and Regulations and the full investigative powers of the Athletics Integrity Unit under the Integrity Code of Conduct apply.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**[INSERT NAME OF SIGNATORY]**

FOR AN BEHALF OF **[INSERT NAME OF THE APPLICANT MEMBER FEDERATION & IF  
AVAILABLE ITS OFFICIAL STAMP]**

**THIS IS A TEMPLATE SIGNATURE DOCUMENT FOR THE ATHLETE TO COMPLETE  
AND FOR THE MEMBER FEDERATION TO SUBMIT**

**TEMPLATE FORM ATHLETE SWORN STATEMENT**

[NOTE: This template form Athlete sworn statement (e.g., declaration, affidavit or affirmation) should be provided by the athlete pursuant to Regulation 2.10.10 of the Regulations, each athlete should obtain legal advice in the country in which they make the sworn statement to ensure that the declaration is effective under local law.]

**ATHLETE [SWORN STATEMENT: "DECLARATION" OR "AFFIDAVIT" OR  
"AFFIRMATION"]**

I, [FULL NAME OF ATHLETE], do solemnly and sincerely declare that:

1. I have been provided with and have read the Eligibility Rules and the Transfer of Allegiance Regulations.
2. I have reviewed, and I support, the Application submitted by [NAME OF MEMBER] on my behalf and I confirm that its contents are true, valid, authentic accurate, not misleading and complete.
3. I have been provided with all relevant information and documentation concerning the following rights, privileges and benefits:
  - a. payments or value in kind;
  - b. additional benefits;
  - c. rights associated with my citizenship of my new Country or Territory;

that have been offered to me to agree to the transfer or choose the Member Federation as referenced in the application form and it is complete and nothing that has been offered to me is missing.

4. I understand and acknowledge that, if I provide false, invalid, inaccurate, misleading or do not include information to World Athletics, I may be subject to disciplinary proceedings which could result in a sanction being imposed on me under the Rules & Regulations and the Integrity Code of Conduct and/or result in World Athletics referring my case to the applicable criminal or regulatory authority for further action.
5. I consider that [set out the basis for the athlete's claim to be eligible to compete on behalf of particular Member in National Representative Competitions and/or (if applicable) the reasons for their proposed representation of a Member based on Citizenship acquired after birth, or for their proposed transfer of allegiance to a Second Member, including a description of the athlete's ties to the Country or Territory represented by the Member.]
6. I understand that I may complain to World Athletics and/or the Athletics Integrity Unit if the rights, privileges and benefits that have been offered to me have not been provided, met, upheld or respected.



7. That by completing and submitting this declaration I agree to the processing of my personal data as set out in the attached Personal Data Notice.

and I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the [insert name of statute under local law].

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

[NAME OF ATHLETE]

Declared at [FULL ADDRESS]

on [DATE]

Before me:

Signed \_\_\_\_\_

[CERTIFIED BY A NOTARY, COMMISSIONER FOR OATHS, LAWYER AS APPROPRIATE]

## Nationality Review Panel

### Athlete Personal Data Notice

1. Your personal information is being processed by **World Athletics**. World Athletics is located in Monaco and its principal office is at 6-8, Quai Antoine 1er, BP 359, MC 98007 Monaco Cedex. As an association recognised under the laws of Monaco, World Athletics is subject to law 1,165 dated December 23, 1993 on data protection (as amended) and also complies with the EU General Data Protection Regulations 2016.
2. World Athletics respects your privacy and is committed to protecting your personal information. This policy relates to our use of any personal information submitted through the application process under the Eligibility Rules and Transfer of Allegiance Regulations.
3. This policy explains the following:
  - (a) the type of information we collect;
  - (b) how the information is used;
  - (c) where the information is stored;
  - (d) whether we will disclose your details to anyone else; and
  - (e) how to find out what personal information is stored.
4. In the table below, we set out what personal information we process, the business purpose it covers, the legal basis upon which we process the data and retention period for that data. Please note we will retain personal information beyond of the retention period where we have brought or are defending a legal claim which runs beyond the retention period.

Type of Personal Information	Business Purpose	Legal Basis upon which it is used	Retention Period
Name; Date of Birth; Nationality; Passport; Birth Certificate; Citizenship Certificate; Visas; Contracts (including payments); rental agreements;	For the purposes of administering its competitions, enforcing the Transfer of Allegiance Regulations and its Eligibility Rules to maintain the integrity of the sport. To review and assess the application to be declared eligible for or transfer allegiance to a new Member Federation	Consent. Necessary for the performance of a contract based in Transfer of Allegiance Regulations and Eligibility Rules (i.e. your participation in National Representative Competitions or Other Relevant Competitions.)	From date of your application plus 5 years

5. By submitting your personal information, you agree to the transfer, storing or processing of your personal information. We will always take all reasonable precautions to make sure that your data remains secure, handled in accordance with this policy and has the same legal protection as it would have if it remained in Monaco.

6. You are advised however that the transmission of data via the internet is not completely secure and therefore we cannot guarantee the security of data sent to us electronically. Any transmission of such data is therefore entirely at your own risk and in this respect, we recommend that you take all necessary measures, for instance by sending your data in encrypted format.

### **Will my information be shared with anyone else?**

7. In the table below, we set out the entities that may have access to your personal information and the reason for such access.

Who	Why?
Members of the Nationality Review Panel	To assess your application
World Athletics Appointed Ombudsman	To assist the athlete to understand and address the requirements of the Regulations and to assist in the decision-making process or follow-up to a decision.
World Athletics Appointed Representatives (External Counsel)	To assist in the assessment of your application and/or if you challenge a decision
Appeal Body / Court of Arbitration for Sport	If you decide to challenge a decision of the Nationality Review Panel

### **Your rights in respect of personal information**

8. World Athletics has a number of obligations in relation to how it handles your personal data. World Athletics is committed to the key principles of transparency, consent (where applicable), security and data minimisation. Alongside relying on World Athletics meeting its obligations, you have several rights that you are entitled to exercise.

(a) The right to object

One key right is the right to stop processing (right to object): This allows you to do three things:

- You object to the disclosure of your information to the third parties listed above, but we must inform you that it will be difficult to process your application and provide a decision of the Nationality Review Panel the purposes of providing the basis on which you participate in the sport of athletics without that information being disclosed.
- You have the right to object to World Athletics processing information about you where we process on the basis of 'legitimate interest'. If you believe this to be the case, you should contact us and provide an explanation of your particular situation so that we be able to appreciate the interests at stake.
- You have the right to ask World Athletics not to process personal data for purposes of sending you direct marketing. World Athletics does not use your personal data from this application for such purposes.

(b) The other rights are:

- Right of access: In accordance with the provisions of the data protection laws, you have certain rights to request a copy of your own personal data held by World Athletics. You can request to receive a copy of your personal

information in a readily understandable format within a reasonable timeframe (one month from the date of the request).

- Right to rectification: You have the right to ask for rectification of inaccurate or incomplete personal data which it has about you after you have been registered for accreditation. Where World Athletics positively knows that the personal information that it is processing is inaccurate or incomplete, World Athletics shall, as appropriate, rectify, amend, complete or update the relevant personal information as soon as possible. Where appropriate, if the personal information in question has been disclosed to a third party that is known or believed to continue to process the personal information, the third party shall be informed of the change as soon as possible.
- Right to erasure: you have the right to ask to erase your personal data in some circumstances, including where the information held by World Athletics is no longer necessary for the purposes for which it is processed, you withdraw your consent to its use, or we can no longer lawfully process the data. However, if you do exercise this right during the application process then it will make it difficult to assess your application and make a decision about whether or not your transfer application is granted or not.
- Right to restriction of processing: you can restrict our processing of your data in some circumstances. This applies where, for example, if you contest the accuracy of the personal data we use or object to us using the information on the basis of a 'legitimate interest' (see part a above (the right to object)). Please note that where you ask us to restrict processing, we can still store it subject to the retention period, and use it to establish or defend legal claims, which may run beyond the retention period stated.
- Right to data portability: This permits you to receive from World Athletics a copy of your personal data in an electronic file or format that commonly be used on different devices and machines, and to transfer your personal data from World Athletics to another data controller or have the data transmitted directly between two data controllers.
- Right to object to automatic processing: you have the right not to be subject to decisions based solely on automated processing which significantly affect them. The application process does not make decisions based on automatic processing as all information is submitted to the Nationality Review Panel (as such this right is not applicable).

## **Changes to the Policy**

9. This policy may be updated/amended at any time with or without notice, including complying with new practices or regulations.

## **Contacting us**

10. If you wish to exercise your rights, have any questions or comments concerning the privacy of your information, you can write to the Department of Legal & Business Affairs, Data Protection, World Athletics 6/8 Quai Antoine 1er, BP 359, MC 98007, Monaco, Cedex or email: [dataprotection@worldathletics.org](mailto:dataprotection@worldathletics.org)

## **CCIN (Commission de Contrôle des Informations Nominatives)**

11. World Athletics have declared the processing of personal data submitted by you to the Commission de Contrôle des Informations Nominatives, Monaco: <https://www.ccin.mc/en/> who you may wish to contact should you have any questions or queries that you would like to raise with them.