



SCOUTS[®]
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CODE OF CONDUCT BIDDERS FOR WORLD SCOUT EVENTS





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Preamble

Purpose

- To ensure an honest, transparent, and fair procedure for all Member Organizations considering bidding for World Scout Events
- To ensure equal conditions and opportunities for all Member Organizations in relation to bids for World Scout Events

Summary

- World Scouting expects the highest ethical standards from all Member Organizations bidding for World Scout Events. This Code of Conduct (Code) was developed to ensure such standards are maintained, and to ensure there are no misunderstandings about the actions expected of bidders. The process is based on the principles of fairness, equal treatment, non-discrimination, and transparency.
- In general, bidding Member Organizations, their representatives or partners (including governmental representatives) should not undertake any action which may be perceived as not adhering to the highest ethical standards in the global and multicultural context in which the World Organization of the Scout Movement (WOSM) operates. Bidders should recognise that this process is not a business transaction and therefore, actions which may be acceptable in a business environment may conflict with Scouting's values. As a basic principle, bidders and their partners should avoid any action that could be seen as bringing undue influence to bear on any Member Organization of WOSM.

Key documents

- Bidders should particularly note the contents of World Scout Conference resolution 2017-14 [Bidding for future events – Code of Conduct](#) which calls upon all bidders to ensure a fair, sustainable, and ethical process, free from undue diplomatic or governmental pressure.

Effective date

- This Code becomes effective from the date the Scoutpak is issued announcing the Open Call for bids. However, Member Organizations considering bids should make their representatives and partners aware of this Code before this date, and ensure they avoid any action which may appear to contravene the Code.

World Scout Bureau support

- Bidders and Member Organizations which are considering bids are advised to seek the advice of the Director of World Scout Events if they are in any doubt that an action may appear to contravene this Code.
- The World Scout Bureau (WSB) has put in place a system for monitoring and addressing concerns about contravention and this is detailed later in the document.

The Code is added as an appendix to the guidelines for each World Scout Event and the Code has been agreed by the World Scout Committee.





Rules of Conduct

1. Statement of Support

- 1.1. Member Organizations which are considering bids shall provide the WSB with a list of all the agreements with partners (such as sponsors and donors) existing on the date of publication of the Open Call. This list must be provided before the deadline of the Open Call. See also Section 7 on page 11.
- 1.2. Any non-compliance with these texts by a partner may result in the application of a measure or sanction against the Member Organization, as specified in this Code of Conduct.
- 1.3. The list of partners related to the bid will be made public. The bidding Member Organization must check, on a six-monthly basis, whether the list of partners involved in their bid is accurate, and inform the WSB's Director of World Scout Events of any change to the information on the list.
- 1.4. Throughout the whole process, the promotion of a bid by a Member Organization shall take place with dignity and moderation. The Member Organization is entirely responsible for all forms of promotion of their bid. Any promotional activity must respect the provisions of this Code.
- 1.5. Bidders are obliged to agree with those organising Regional and national events the size of delegations attending and their exhibition stands. Bidders must accept that organisers may place strong restrictions on or decline their presence in order to maintain the balance and focus of the event.

- 1.6. Bidders will be limited to one reception or promotional event in the period prior to voting at the World Scout Conference. Embassy/consulate premises may not be used as the venue for reception or promotional event.
- 1.7. After consultation, an agreement will be reached with bidders to limit the size of delegations and exhibition stands at World and Regional events during the bidding period, including the World Scout Conference. It is recognised that delegations may be quite large given the high level of support and interest from stakeholders in the bidding process.

2. Relations with sponsors, donors, and partners

- 2.1. In order to preserve the integrity and neutrality of the process, WOSM sponsors and marketing partners shall refrain from supporting or promoting any bids. Consequently, bidding Member Organizations may not solicit or accept any such support or promotion from WOSM sponsors and marketing partners during the bidding process.
- 2.2. Throughout the bidding process, until the election of the host Member Organization by the World Scout Conference, the bidding NSO's sponsors, donors or partners may not conclude or offer any new contract for any kind of support with any other Member Organization recognised by WOSM, without first consulting the Director of World Scout Events to avoid the impression of a conflict of interest.



3. Relations with Member Organizations

- 3.1. All expenses paid trips to the potential venues or countries will not be offered to Member Organizations, their representatives or Members of the World or Regional Scout Committees. However, if representatives of Member Organizations visit the bidding countries at their own cost, then hospitality and internal travel could be offered and would be welcomed.
- 3.2. Direct payment of fees and flights for specific Member Organization delegations to World or Regional Scout events will not be offered during the bidding period. If the bidding country wishes to contribute to the solidarity fund for these events, the donations would be welcomed and publicly acknowledged. However, supported Member Organizations would not be made aware of which bidder supported them.
- 3.3. Direct payment of Member Organization WOSM fees will not be offered. If the bidder wishes to contribute to the fees or fee arrears of Member Organizations, this would be welcomed and publicly acknowledged. However, supported Member Organizations would not be made aware of which bidder supported them.

4. Gifts

- 4.1. Bidding countries will limit the volume and value of the gifts and presents given away during the bidding period and at the World Scout Conference to recognise the environmental impact of such activity and the perceived cost. It is recognised that it is not possible to put a volume limit on such activity but the perception of sustainability and cost is very important. Gifts should not exceed USD 50 in value.

5. Communications

- 5.1. Bidding Member Organizations must ensure communications are clear about the status of their bid. They must be clear that until a proposed bid is accepted by the World Scout Committee, they are not a candidate. Member Organizations must ensure that communications, artwork, and other communications accurately reflect the status of their bid.
- 5.2. Bidding Member Organizations are required to send a copy of all press releases connected with their bidding activity to the Director of World Scout Events.

6. All Member Organizations of WOSM shall:

- immediately disclose to the Director of World Scout Events any activities by bidding Member Organizations, their representatives or partners, which appear to breach this Code of Conduct
- reject any attempt to be influenced in relation to the bidding procedure
- reject any gifts offered by bidders or their representatives, unless such a gift is of symbolic or trivial value
- refrain from collaborating or colluding with any bidders with a view to influence the outcome of the bidding procedure
- refrain from accepting any kind of support which may affect the integrity of the bidding procedure

7. Bidding countries shall:

- refrain from making any written or oral statements of any kind, whether adverse or otherwise, in relation to the bids of other Member Organizations that express their interest in submitting a bid
- on the date of submission of the intention to bid, provide the WSB with a list of all support and cooperation agreements with other Member Organizations in effect at the time of the intention to bid
- refrain from using the name, logo or representative of any other Member Organization/National Scout Association in promoting or supporting their bid without the express written permission of the relevant Member Organization





Code of Conduct Compliance

World Scout Bureau's mechanism for monitoring and reporting contravention

Purpose

This mechanism outlines how the WSB monitors the implementation of the Code and inquires into any allegations of breaches of the Code for bidders of World Scout Events. It also describes the escalation procedure including warnings and potential sanctions which may be imposed should a breach be proven.

Monitoring

- The Director of World Scout Events will be the focal point within the WSB to receive formal complaints or allegations of breaches of the Code.
- WSB will put in place internal procedures to monitor the implementation of the Code and to discuss any alleged violations.
- For the purposes of transparency all bidders are required to submit a statement of account showing the full costs of the bid process not less than one month after the conclusion of the vote at a World Scout Conference. This statement should include the costs incurred by third parties supporting the bid.

Reporting breaches and allegations

- Formal allegations of non-compliance with the Code by Member Organizations bidding to host a World Event should be reported to the WSB and addressed to the Director of World Scout Events.
- Anonymous or unsupported allegations will not be considered. Nor will complaints considered as vexatious (for definition see the [WOSM complaints policy](#)). The WSB will not normally consider complaints submitted more than six months after the vote at the World Scout Conference.
- The WSB will acknowledge the allegation and will seek any clarification necessary, including from third parties, to corroborate the allegation.
- Once allegations of non-compliance are clarified and found to merit further examination, they will, after internal review, be taken up with the respective bidder.
- Bidders are expected to respond fully and completely in writing to any non-compliance allegations within one week of being informed by the WSB.
- The WSB reserves the right to undertake any further measures as may be necessary to complete the inquiry into the allegation.
- Feedback to the person or party making the allegation will be provided as soon as possible after the conclusion of the inquiry process.
- The WSB will provide to each meeting of the World Scout Committee a summary of allegations reported under this mechanism along with information on any measures taken by the WSB.

Responses and escalations

- If a breach of the Code is proven to the satisfaction of the Secretary General (SG), the SG will issue a suitable warning to the Member Organization, and will regularly report to the Steering Committee when such a warning has been issued.
- Depending on the severity or persistence of the contraventions, the SG may decide to formally report such incidents to the World Scout Committee for consideration.
- The register of allegations/complaints will be forwarded to the World Scout Committee as part of the consideration of the bid discussion.
- The World Scout Committee has the authority to take any action it sees fit including excluding a Member Organization from the bidding process and withdrawing an invitation to host an event (WOSM Constitution Article XIV, sections a and y).

**World Scout Committee
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