



Note:

*This detailed presentation strives at generating self-explanatory reading-material for those that did not attend the meeting, also **for the minutes as an annexe.***

*The presentation during the plenary meeting will focus on few slides only.*

*Questions encouraged.*

# FAI Rotorcraft Commission (CIG)

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Plenary Meetings 10 – 11 March 2023  
Lausanne SUI (in person)

**Report of FAI Secretary General  
Markus Haggene**



## MAIN TOPICS

### 1. FAI General Conference 2022

1. See the annexe 5 „FAI SG report as per General Conference“
2. Update: Elections
3. Update: Financial Year 2021 (audited results – summary)
4. Update: Statistics (events / records)

### 2. Insurance for Officials

### 3. Statutes, By-Laws, Organiser Agreement

### 4. CIG finances (budgeted/audited: FAI report)



**(1)**

**FAI GENERAL  
CONFERENCE  
2022**



# PRESIDENT & EXECUTIVE BOARD (2022-2024)



David MONKS  
GBR  
(President)

## Elected into Executive Board

David MONKS (2020)

Andy CHAU (2022)

Agust GUDMUNDSSON (2016)

Eric MOZER (2020)

Patrick NAEGELI (2020)

Marina VIGORITO (2018)

Graeme WINDSOR (2020)

Markus HAGGENEY (FAI SecGen, non-voting member)



Andy CHAU  
HKG



Agust  
GUDMUNDSSON  
ISL  
(Finance)



Eric MOZER  
USA  
(Deputy President)



Patrick NAEGELI  
GBR



Marina VIGORITO  
ITA



Graeme WINDSOR  
AUS



Markus  
HAGGENEY



## GENERAL CONFERENCE 2022 **FINANCE ANNEXES**

- All documents in dedicated FAI GC 2022 cloud
  - Access credentials via Commission President or NAC
  - Please strictly observe confidentiality
  - For FAI stakeholders. No sharing, no publication through other channels.
- GC-presentations (finance focus)
  - Report Secretary General [GC 2022 cloud]
  - Financial Year 2021 (results) [GC 2022 cloud]
  - Financial Year 2022 (YTD and YEE) [GC 2022 cloud]
  - Financial Year 2023 (budget proposal) [GC 2022 cloud]



2021

# FAI SPECIAL RESERVES (2013-2021) FAI TOTAL

CHF currency	YE 2013	YE 2014	YE 2015	YE 2016	YE 2017	YE 2018	YE 2019	YE 2020	YE 2021	2021 vs 2020
CASI (General Air Sports)	2,000	1,501	1,501	1,501	1,501	1,501	1,501	1,501	1,501	0
CIA (Ballooning)	116,314	120,492	143,355	173,120	192,290	209,058	210,427	188,009	177,654	-10,355
CIACA (Amateur-built & experimental aircraft)	-2,846	-5,776	-8,328	-5,379	-7,422	-8,636	-8,655	-8,655	-8,655	0
CIAM (Aeromodelling)	63,825	77,018	79,977	86,954	95,481	102,075	114,423	107,709	113,171	5,462
CIG (Rotorcraft)	18,380	15,829	24,786	22,034	20,099	18,945	15,752	15,537	16,337	800
CIMA (Microlight and Paramotor)	44,216	55,875	54,629	66,657	67,964	60,566	55,414	54,022	55,039	1,017
CIVA (Aerobatics)	67,677	83,027	96,763	102,847	92,182	81,218	66,404	62,178	64,477	2,299
CIVL (Hang Gliding and Paragliding)	217,406	215,530	231,912	264,555	275,428	273,846	270,372	212,327	203,884	-8,443
GAC (General Aviation)	55,207	60,105	57,293	58,539	64,495	67,234	74,233	74,293	74,402	109
IGC (Gliding)	169,096	159,675	140,021	131,079	140,433	152,537	126,177	106,871	76,185	-30,686
ISC (Skydiving)	212,123	211,178	194,505	216,460	220,136	171,228	157,200	176,922	177,749	827
<b>Air Sport Commissions</b>	<b>963,398</b>	<b>994,454</b>	<b>1,016,414</b>	<b>1,118,367</b>	<b>1,162,587</b>	<b>1,129,572</b>	<b>1,083,248</b>	<b>990,714</b>	<b>951,744</b>	<b>-38,970</b>
CIMP (Medico-psychological)	-9,179	-12,606	-14,143	-15,168	-17,822	-20,628	-20,628	-20,558	-20,558	0
EnvC (Environment)						-795	-795	-795	-795	0
EduC (Education)	-1,816									
<b>Technical Commissions</b>	<b>-10,995</b>	<b>-12,606</b>	<b>-14,143</b>	<b>-15,168</b>	<b>-17,822</b>	<b>-21,423</b>	<b>-21,423</b>	<b>-21,353</b>	<b>-21,353</b>	<b>0</b>
<b>All Commissions</b>	<b>952,403</b>	<b>981,848</b>	<b>1,002,271</b>	<b>1,103,199</b>	<b>1,144,765</b>	<b>1,108,149</b>	<b>1,061,825</b>	<b>969,361</b>	<b>930,391</b>	<b>-38,970</b>
Alvaro de Orleans Borbon Fund					297,865	277,777	277,777	277,777	277,777	0
World Air Games	236,665	301,665	156,016	22,016	22,016	22,016	22,016	22,016	22,016	0
Olympic Movement Fund	151,548	129,579	129,579	104,579	42,579	17,579	17,579	17,579	17,579	0
World Grand Prix of Aviation (WGPA)	100,931	100,931	100,931	100,931	100,931	100,931	100,931	100,931	100,931	0
<b>Other</b>	<b>489,144</b>	<b>532,175</b>	<b>386,526</b>	<b>227,526</b>	<b>463,391</b>	<b>418,303</b>	<b>418,303</b>	<b>418,303</b>	<b>418,303</b>	<b>0</b>
<b>Grand Total</b>	<b>1,441,547</b>	<b>1,514,023</b>	<b>1,388,797</b>	<b>1,330,725</b>	<b>1,608,155</b>	<b>1,526,452</b>	<b>1,480,128</b>	<b>1,387,663</b>	<b>1,348,693</b>	<b>-38,970</b>


Numbers as audited and reported to the FAI General Conference



2023

## SUN & SHADOW 2019-2022

Achievements & Challenges

- Financial Governance re-established ✓
  - Monthly management reporting on finances (EB & CPG)
  - Strict management receivables/payables/cash at banks
- Cost Reductions ✓
  - General & Administration **reduced by CHF 1'500'000 in 3 years**
  - Further projects (IT & workflows) in progress (budget 2022, budget proposal 2023)
- Membership Fees must increase to support current objectives 
  - Past class changes build up to continuing lower income
  - Members continue to ask for class changes
  - Consistent declining income last two decades (this century)
  - *“Members class-changes to a lower membership-class continue to radicate the fee-increase of 10% decided by the 2019 GC from 01 Jan 2020 onwards.” (narrative)*

# INCIDENTAL FACTS (GC DECISIONS) CAUSE AN EFFECT 2023

Year	2015 audited	2016 audited	2017 audited	2018 audited	2019 audited	2020 audited	2021 audited	2022 corr. Budget
<b>Income</b>	1'062'183	1'031'232	990'219	983'321	983'219	1'006'663	903'197	918'692

Members & Income	GC approved class changes	2020	2021	2022	2023
GC decision 2019	USA, BEL	-48'246	-48'246	-48'246	-48'246
GC decision 2020	AUS, CAN, GER, ISR, ITA, TUR		-76'296	-76'296	-76'296
GC decision 2021	BLR, RSA, SWE			-19'074	-19'074
GC decision 2022	GRE				<u>-1'122</u>
	Simulation: negative impact w/o increase	<b>-48'246</b>	<b>-124'542</b>	<b>-143'616</b>	<b>-144'738</b>

The increase of 10% (GC 2019) from 01 Jan 2020 onwards (+ca 95'000) is offset since 2021.

The membership fee model is not sustainable. Reported to 2021 GC.






2023

## ITEM 17.1 FAI MEMBERSHIP FEES 2023

**The General Conference will be invited to approve the scale of Membership Fees for 2023.**

- Proposal is: 
- Increase of 6% per class for 2023
- Increase of a further 6% per class plus Consumer Price Index (CPI) Switzerland for 2024
- Increase of a further 6% per class plus CPI SUI for 2025



# Commission budgets approved as submitted 2023

## FAI COMMISSIONS BUDGET 2023 (BREAKDOWN PER ASC)

Legal Account	Description	BUDGET 2023	CIA BUDGET 2023	CIAM BUDGET 2023	CIG BUDGET 2023	CIMA BUDGET 2023	CIVA BUDGET 2023	CIVL BUDGET 2023	GAC BUDGET 2023	IGC BUDGET 2023	ISC BUDGET 2023
	INCOME	337,169	13,800	34,500	800	2,200	17,131	91,625	5,196	65,850	106,068
30	INCOME FROM MEMBERS	0	0	0	0	0	0	0	0	0	0
32	COMMERCIAL REVENUES	0	0	0	0	0	0	0	0	0	0
33	COMPETITIONS REVENUES	318,669	13,800	29,500	800	2,200	17,131	81,625	5,196	62,350	106,068
34	OTHER REVENUES	18,500	0	5,000	0	0	0	10,000	0	3,500	0
340	Revenue from Services (non event-related)	11,000	0	0	0	0	0	10,000	0	1,000	0
360	Records & Other FAI Recognitions	0	0	0	0	0	0	0	0	0	0
361	MSI Rental Incomes	0	0	0	0	0	0	0	0	0	0
362	Sponsoring & Partnerships	7,500	0	5,000	0	0	0	0	0	2,500	0
363	Sports Subsidies	0	0	0	0	0	0	0	0	0	0
366	Other Income	0	0	0	0	0	0	0	0	0	0
38	REDUCTION IN EARNINGS	0	0	0	0	0	0	0	0	0	0
	OPERATING EXPENSES & NON-OPERATING RESULTS	-447,371	-35,000	-38,200	-800	-550	-20,283	-142,340	-4,975	-73,050	-132,174
4	DIRECT EXPENSES	-224,395	0	-13,500	0	-550	-15,663	-57,790	-2,212	-32,650	-102,030
40	EXPENSES FOR PRODUCTION	0	0	0	0	0	0	0	0	0	0
42	Expenses Merchandising & Other	-1,000	0	0	0	0	0	0	0	-1,000	0
46	Expenses for Services	-68,195	0	-13,500	0	-550	-3,753	-42,940	-2,212	-3,150	-2,090
47	Competition expenses	-155,200	0	0	0	0	-11,910	-14,850	0	-28,500	-99,940
48	INVENTORY CHANGE LOSS OF MATERIAL	0	0	0	0	0	0	0	0	0	0
5	PERSONNEL COSTS	-500	0	0	0	0	0	-500	0	0	0
54	Wage Costs	0	0	0	0	0	0	0	0	0	0
57	SOCIAL INSURANCE COSTS	0	0	0	0	0	0	0	0	0	0
58	OTHER PERSONNEL COSTS	0	0	0	0	0	0	0	0	0	0
59	EXTERNAL SERVICES	-500	0	0	0	0	0	-500	0	0	0
6	OTHER OPERATING EXPENSES, DEPRECIATION, FINANCIAL RESULTS	-221,976	-35,000	-24,200	-800	0	-4,620	-84,050	-2,763	-40,400	-30,144
60	HOUSING COSTS	0	0	0	0	0	0	0	0	0	0
61	MAINTENANCE, REPAIR, REPLACEMENT AND LEASING OF TANGIBLE ASSETS	0	0	0	0	0	0	0	0	0	0
62	VEHICLE AND TRANSPORTATION EXPENSES	0	0	0	0	0	0	0	0	0	0
63	INSURANCE	-6,100	0	-2,000	-200	0	0	-1,800	-100	-2,000	0
64	ENERGY, WASTE	0	0	0	0	0	0	0	0	0	0
65	ADMINISTRATION AND INFORMATION TECHNOLOGY EXPENSES	-140,214	-21,000	-22,200	-500	0	-4,523	-36,050	-2,163	-35,300	-18,478
66	MARKETING AND PR EXPENSES	-23,600	-10,000	0	0	0	0	-6,000	0	0	-7,600
67	OTHER OPERATING EXPENSES	-51,384	-4,000	0	-100	0	-96	-40,200	-500	-1,500	-4,988
68	DEPRECIATION AND AMORTISATION ON FIXED ASSETS	0	0	0	0	0	0	0	0	0	0
69	FINANCIAL EXPENSES AND FINANCIAL INCOMES	-679	0	0	0	0	0	0	0	-1,600	922
8	EXTRAORDINARY AND NON-OPERATING RESULTS, TAX	-500	0	-500	0	0	0	0	0	0	0
	PROFIT / (LOSS)	-110,201	-21,200	-3,700	0	1,650	-3,152	-50,715	222	-7,200	-26,106

Agenda item 17: FAI Budget 2023



Update YE 2022

# # 7 Events / Records



# CATEGORY 1 EVENTS

Update YE 2022



CIA  
GAC  
IGC  
CIAM  
IPC  
CIVA  
CIVL HG  
CIVL PG  
CIMA  
CIG  
CIACA

2022			2021			2020			2019			2018			2017		
World	Continental	Others	World	Continental	Others	World	Continental	Others	World	Continental	Others	World	Continental	Others	World	Continental	Others
1	0	1	1	1	1	0	0	0	0	1	3	4	0	2	0	2	1
2	1	0	0	0	0	0	0	0	6	0	0	8	0	0	10	0	0
4	0	0	2	1	0	1	0	0	3	3	0	3	0	0	4	3	0
8	5	1	1	0	0	0	0	0	11	5	0	9	5	0	8	5	0
9	0	1	1	0	1	0	0	0	3	3	7	11	1	1	2	6	8
4	1	0	3	1	0	0	0	0	4	1	0	3	1	0	4	1	1
1	1	0	0	0	0	0	0	0	1	0	0	1	1	0	2	0	0
0	4	0	3	0	0	0	1	0	2	0	0	0	4	0	2	0	0
3	0	0	0	0	1	0	0	0	0	1	0	3	0	0	0	3	1
0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
32	12	3	11	3	3	1	1	0	30	14	10	43	12	3	32	20	11
47			17			2			54			58			63		

Total



# CAT-1 AND CAT-2 EVENTS

Update YE 2022



	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000
CIA	4	3	0	6	8	7	6	7	7	7	8	6	9	7	7	8	9	8	10	9	8	10	12
GAC	5	1	1	8	9	11	12	10	9	3	4	2	9	13	8	5	5	6	5	3	2	6	4
IGC	54	31	51	69	31	47	26	33	58	42	84	59	55	50	44	41	36	24	19	9	3	9	5
CIAM	320	221	72	378	359	351	331	328	330	315	318	290	272	252	267	247	229	231	185	165	201	180	142
ISC / IPC	18	4	5	23	27	25	15	31	20	15	13	13	13	10	16	16	12	18	17	12	14	17	14
CIVA	5	4	0	5	4	6	5	5	8	5	5	6	4	6	6	5	5	7	4	4	5	6	7
CIVL HG	60	57	51	66	69	68	70	75	73	79	65	62	60	63	61	50	54	42	46	46	49	34	28
CIVL PG	259	219	215	259	239	226	218	221	222	223	218	227	230	215	208	190	180	126	133	96	76	60	45
CIMA	8	5	3	3	3	5	3	5	8	6	10	4	1	3	2	2	3	3	2	4	2	4	4
CIG	0	2	1	4	5	7	3	2	0	1	1	1	2	2	2	3	2	1	4	2	1	1	2
CIACA	0	0	0	0	0	0	0	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0
	733	547	399	821	754	753	689	718	735	697	726	670	655	622	621	567	535	466	425	350	361	327	263



## RECORDS (2022 FINAL, ALL FAI)

CIG = 0

Update YE 2022

year	preliminary record claims	record dossiers received	records ratified	refused FAI	refused NAC	withdraw by claimant
2022	222	198	176	4	4	8
2021	180	132	153	8	2	7
2020	173	167	187	5	6	9
2019	403	380	344	15	9	7
2018	310	333	284	14	9	2
2017	246	202	262	6	15	39
2016	300	219	211	37	10	9
2015	391	302	314	41	5	13
2014	256	255	219	17	10	9
2013	270	228	207	1	12	8
2012	216	143	123	11	8	1
2011	163	128	102	15	8	3



(2)

## INSURANCE FOR OFFICIALS





# TRAVEL INSURANCE

- Travel & Repatriation coverage
  - In place for Executive Board, Commission Presidents, elected Bureau Members, Secretariat staff since years
  - Extended to „event officials“ since 01 April 2022 (test phase 1 yr)
- Mechanism „self-registration via survey“
  - <http://surveys.fai.org/index.php?sid=56876&lang=en>
  - Not mandatory but recommended (to count the travel days, not personal data)
  - Data will support policy renegotiation in Q1 2023
- Cost
  - Budgeted in FAI and no extra charge applied for travellers
  - Note: FAI travel days April to Dec 2022 approx 1'500

Travel Insurance for FAI Officials and Elected Office Holders

Personal Accident and Travel Insurance including Medical Expenses Cover

FAI have decided to entrust Marsh, a legally authorised broker to transact insurance business to procure an open travel insurance policy to FAI, which the latter makes available the benefit of said policy. There is no obligation to use the policy.

Such insurance covers "Elected Office Holders" (Commission Presidents, Bureau Members, Executive Board members, Staff while they are travelling on duty for FAI since several years. This existing policy has been extended to also cover officials (judges, juries, event director and team etc).

Until 31 Mar 2023, this scheme is in place for all sanctioned FAI category 1 events, and it includes pre-event/post-event if one mentions the "main sanctioned event" in the survey. A renewal of the policy will be renegotiated prior to 01 Apr 2023.

The following survey supports a self-registration-scheme which one must fill in prior to leaving home.

The survey is self-explanatory. Important: For those travelling more than once during a year, you must declare your travel intentions each time you travel. Each event (meeting, sanctioned event etc) is treated individually.

There are some covid- and age-related limitations as follows:

- Max age limit 65 years including covid risks and even if not vaccinated at all.
- People between the ages of 65 and 81 are covered for all other non COVID aspects of the policy.
- Max age limit 81 years even if double vaccinated. Covid is not covered between 65 and 81 years of age.
- no coverage for anyone over the age of 81 (contact FAI secretariat if so needed).

More details of the insurance coverage can be found from [here](#).

A support document explaining procedures to follow in case of a claim can be found from [here](#).

The data entered through the survey are stored on FAI servers and the privacy requirements (GDPR) are fully observed. The insurance broker will only see accumulated numbers of travel days on request, mainly for evaluation and potential adjustments in insured travel days.

**2023-01-09 COVID update provided by the insurance broker (valid until 31 Mar 2023)**

There is a COVID exclusion across the policy for any individual above the age of 65. This restriction may be removed at the renewal of the policy as of 01 April 2023, but remains in place until 31 Mar 2023.

For anyone below the age of 65, any medical expense costs or personal accident benefits would be covered. Therefore if they are taken to hospital etc those costs would be covered.

There is also a separate COVID exclusion on the Cancellation section of the policy for insured persons of all ages. This means if flights/hotels are cancelled because an individual has COVID, costs will not be covered. This restriction may be removed at the renewal of the policy as of 01 April 2023, but remains in place until 31 Mar 2023.

Personal Information

\* Firstname

\* Lastname

Link provides details and downloads





## TRAVEL INSURANCE (ESTIMATE NOV 2021 ./ X-CHARGE 2022)

### 1. For 'so-called officials'

- Nov 2021 (initial quote) = 12'500 p.a. (based on 3'247 travel days p.a.)
- Nov 2022 (renegotiated) = 10'106.25 CHF p.a.

### 2. ASC-shares (percentages estimated Nov 2021)

- CIAM 25%
- CIVL, IGC, ISC each 15%
- CIVA 10%
- CIA, GAC 7.5%
- **CIG, CIMA 2.5%**

**CIG Actuals**

### 3. ASC cost (based on estimated percentage)

- 2022: For **CIG = 2.5%** of total = **253 CHF** (charged against 2022 budget)
- 2023: CIG budget = 200 CHF

### 4. ADMIN for elected office holders (bureaus) 2'400 CHF p.a.



**(3)**

**STATUTES**

**BY-LAWS**

**ORGANISER  
AGREEMENT**



## DETAILED RULES COVER BIDDING, SANCTIONING, OA

- Statute 1.6.2: ASC specific bid-processes
  - FAI Commissions are authorised to prepare, approve and publish internal rules to cover their own procedures within the parameters of the FAI Statutes, By-Laws and Sporting Code.
- By-Law 1.2: **Transfer of Rights**
  - 1.2.1 ...rights may be transferred by the FAI to an event organiser, subject to the restrictions indicated below
  - 1.2.2 ...shall seek prior agreement with FAI, in the form of an “**Organiser Agreement**”. The FAI Secretariat shall maintain a **standard format** for such agreements and make this available on request to FAI Members or event organisers.
- By-Law 1.2.6: Legal
  - ...Any such agreement or waiver shall be signed by FAI Officers in accordance with Statute 6.1.2.1.3
- Statute 6.1.2.1.3 President's duties
  - ...signing contracts and financial instruments, where necessary jointly with other Executive Board Members, as prescribed in Statute 7.3 and in By-Laws



## BY-LAWS CHANGES: ORGANISER AGREEMENT (CAT1 ONLY)

### 1.2.7 new

*A bid for an FAI category-1 event must provide information on the financing to run the sanctioned event.*

*Under Statute 1.6.2, FAI Commissions set-up bidding guidelines within the parameters of the FAI Statutes, By-Laws, and Sporting Code.*

*To produce the Organiser Agreement the following information is required:*

- *Written statement by the NAC agreeing to the bid, also in case the Sporting Powers have been delegated by the NAC, and that parties will sign the OA within the Commission-stipulated period,*
- *Written statement to stage the event in accordance with applicable FAI Rules, Regulations, Guidelines, and all applicable legal regulations in the country (including without limitation, air traffic regulations, employments and health and safety work regulations),*
- *Organisational structure and contact details of the local organising committee,*
- *Event Venue(s), competition area and relevant details,*
- *Dates of opening and closing ceremony*

**Objective: Confirm and strengthen ASC bid-process / shorten OA-text**



## Organiser Agreement - Request (First Category Event)

For additional information: [www.fai.org/event-organisers-space](http://www.fai.org/event-organisers-space)

The 'standard OA form' (template) will be provided on request ([competitions@fai.org](mailto:competitions@fai.org))

NAC, Holder Sporting Power, Organiser		
<b>Air Sport Commission</b>	<a href="http://www.fai.org/commissions">www.fai.org/commissions</a>	
<b>Event</b>	Name of event (according to FAI Naming Policy, see <a href="http://www.fai.org/event-organisers-space">www.fai.org/event-organisers-space</a> )	
	Category (e.g., Junior, Women)	
	Event venue, competition area	
	Opening Ceremony (yyyy-mm-dd)	Closing Ceremony (yyyy-mm-dd)
	Website (if known)	
<b>FAI member (NAC)</b> <a href="http://www.fai.org/members">www.fai.org/members</a>	Name Email	
<b>Holder Sporting Powers</b> if delegated sporting powers	Name Email	
<b>Statement NAC</b> NAC/Holder of Sporting Power	As NAC (respectively the Holder of the Sporting Power, and as assigned by the NAC), we express consent to the presented bid (By-Law 1.2.7).  In case the bid is accepted, and the sanction is granted, we will sign the OA with the Commission-stipulated period (By-Law 1.2.7.1).  _____ Date, location, name of person signing the OA	
<b>Organiser</b> (if NAC = Organiser state here)	Name/Entity	
	Person signing the OA (Name / email)	
	Organiser email	Organiser Phone (with country code)
	Full postal address for shipments (no post-box)	
<b>Statement Organiser</b>	As Organiser we confirm to stage the event as submitted through the bid, and in accordance with applicable FAI Rules, Regulations, Guidelines, and applicable legal regulations in the country (including without limitation, air traffic regulations, employments and health and safety work regulations) (By-Law 1.2.7).  We also confirm that we understand that the execution of the OA is an essential condition of the appointment as organiser and the sanction will become moot if the OA is not executed.  We accept that Swiss Law is governing this process. In the unlikely event of a dispute, the Court of Arbitration for Sport, acting through a sole arbitrator, will have exclusive jurisdiction to issue a final and binding decision.  _____ Date, location, name of organiser representative signing the OA	



## Organiser Agreement - Request (First Category Event)

For additional information: [www.fai.org/event-organisers-space](http://www.fai.org/event-organisers-space)

The 'standard OA form' (template) will be provided on request ([competitions@fai.org](mailto:competitions@fai.org))

Air Sport Commission instructions for OA & accounting details		
<b>Air Sport Commission</b>	<a href="http://www.fai.org/commissions">www.fai.org/commissions</a>	
<b>ASC Person of Contact</b> (OA 3.3)	Name / function	Email
<b>Accounting Details</b> Please confirm the fees that apply to be invoiced and specify the amount. By-Law 1.2.9: Invoices are issued in CHF by Secretariat or by using electronic workflows that are approved by Secretariat.		
<input type="checkbox"/> Sanction Fee amount _____		<input type="checkbox"/> Performance Bond amount _____
<input type="checkbox"/> Deposit amount _____		<input type="checkbox"/> Other amount _____
Additional instructions:		
Invoice recipient (Name)		Invoice recipient (Address)
Date for invoice to be issued (yyyy-mm-dd)		Latest date for amount to be paid (yyyy-mm-dd)
<b>Return, surcharge, corrections</b>	Conditions and dates by which a return of deposits/performance bonds must be initiated are to be shared in writing by the Air Sport Commission providing the recipient's name and bank details with <a href="mailto:finance@fai.org">finance@fai.org</a> If invoiced amounts must be adjusted after the event (example: higher/lower number of attendees than invoiced) info must be provided to <a href="mailto:finance@fai.org">finance@fai.org</a>	
<b>Signature Date</b> (By-Law 1.2.7.1)	Date requested by ASC by which OA must be signed by NAC and/or Holder of Sporting Powers (yyyy-mm-dd)	
For information (workflow)		
FAI Commissions set-up bidding guidelines within the parameters of the FAI Statutes, By-Laws, and Sporting Code (FAI Statute 1.6.2).		
According to By-Law 1.2.1/1.2.2, rights are transferred under restrictions and based on a signed OA.	OA consists of three parts: 1. OA request form (this 2-page document) 2. FAI standard OA template including ASC-specific annexes 3. Bid (sanction application) approved by FAI Commission	
Secretariat will issue the OA via emails and using secure cloud service (adobesign.com) for electronic signature in this sequence:		
1. Organiser 2. FAI Member (NAC) respectively the Holder of the Sporting Powers 3. FAI Air Sport Commission President 4. FAI Secretary General		
Secretariat can monitor the signature-status of all parties.		
The electronic signature-system shares the signed document with all signatories automatically via email once all parties signed.		
Invoicing, reminding, and dunning of overdue payments are functions of FAI Secretariat. ASCs will be informed.		
<b>Completed document (both pages) must be sent by the Air Sport Commission to</b> <a href="mailto:competitions@fai.org">competitions@fai.org</a> OA will be issued by FAI Secretariat usually within 10 working days of receipt of this document.		

Supporting workflows  
Introducing Standards



## BY-LAWS CHANGES: CALENDAR, CHF, PRICELIST

### 1.2.8 new

*An event will not be added to the FAI calendar before the Organiser Agreement has been signed.*

### 1.2.9 new

*Any decision with a financial implication must be communicated by Commissions to Secretariat without delay, latest within 28 days of the decision.*

*Any invoice is to be issued in FAI currency, that is Swiss Francs.*

*All invoices are issued by Secretariat or by using electronic workflows that are approved by Secretariat.*

*Any exception needs prior, written agreement by FAI Secretary General.*

### 1.2.10 new

*All activities, fees, goods, and services which FAI is charging are listed in a separate document outside Sporting Codes or supporting guidelines.*

*Secretariat maintains and publishes the consolidated list of such cost elements. ("schedule of fees")*

**Objectives: Improved workflows, correct invoicing, no duplication of data (invoicing), secretariat to execute and follow-up on ASC decisions**



## BY-LAWS CHANGES

**An excursion into currency matters**



# **FAI Currency Costs**

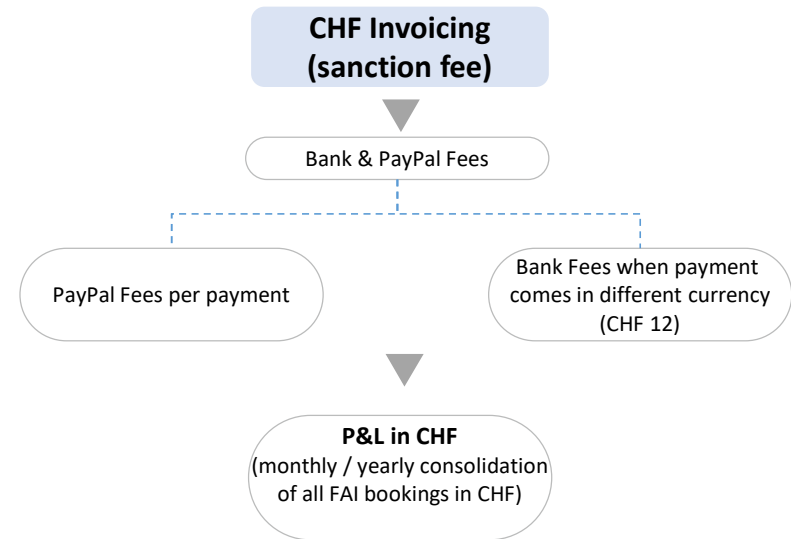
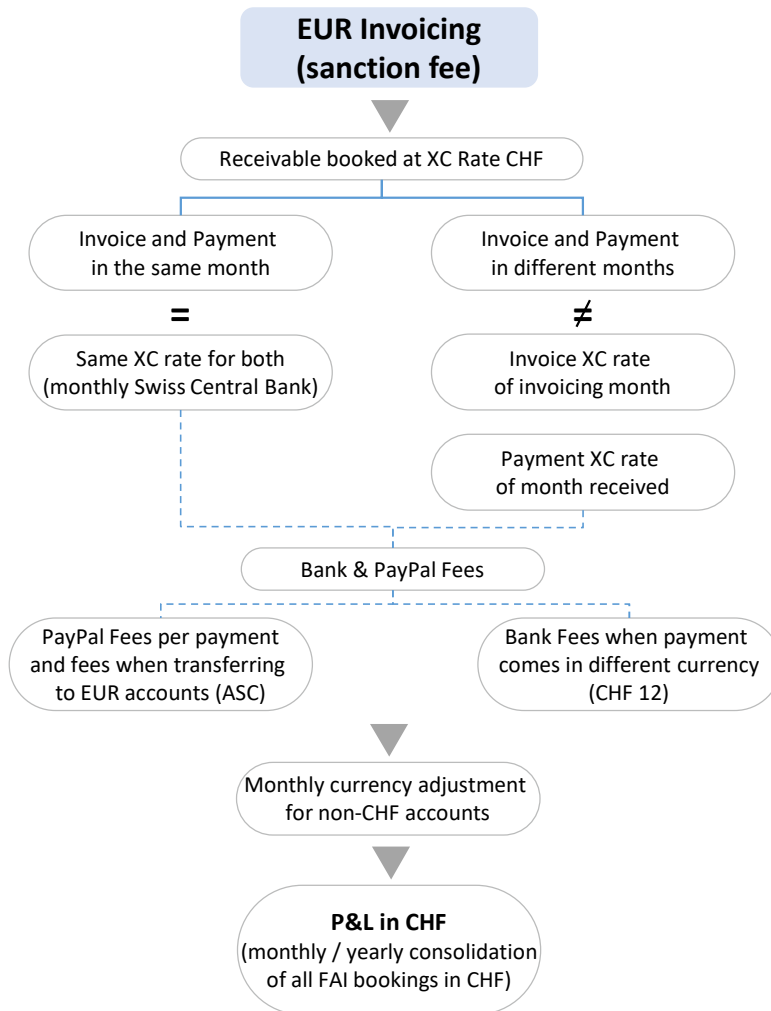
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01 Mar 2023

(available as a stand-alone ppt)



# CURRENCY COSTS: EUR / CHF SCENARIOS



*Objective: Run as much in FAI currency as possible to lower complexity and cost*

**Two different effects (P&L and B/S are connected but not the same)**

1. Receivable (SF) vs Payable (Cost) -> P & L statement
2. "Cash" position @ bank -> Balance Sheet



# CURRENCY COSTS: EXAMPLE EURO INVOICE

AMS-11271 Polish Accuracy Open 2022 €60.00 Paid 07.09.2022 23:01  
Created 23.08.2022 08:05

Customer \* Aeroklub Ziemi Lubuskiej Kucharski Sawomir, Zielona Góra/Przylep (AMS-505) ? Add Customer  
Zielona Góra/Przylep Wybierz województwo Poland  
Credit Limit0 Remaining 0

Record in 1101--Accounts Receivable - abroad - CHF

Currency EUR Exchange Rate \* 1.004 •XC rate on invoice date

Shipping Point  
Ship via  
Waybill  
☐ On Hold

DCN  
Description Polish Accuracy Open 2022

Department CIVL  
Salesperson Run my Accounts AG  
Invoice Number AMS-11271  
Order Number  
Invoice Date \* 23/08/2022  
Due Date 22/10/2022  
TermsNet days  
PO Number

Item	Number	Description	Qty	Unit	Price	%	Extended
1	CIVL-CAT2	CIVL Category 2 Event	1		60.00		60.00
2							

Notes Internal Notes

Payments

Date	Source	Memo	Amount	Exch *	Account
06/09/2022	CS CH310483504	Pawel Blaszyk ul t	60.00	0.9815	1024--CS EUR CH31 0483 5045 7968 3200 0 (1024)
					1024--CS EUR CH31 0483 5045 7968 3200 0 (1024)

VAT Services Abroad 0% (Ziff. 221)  
Subtotal 60.00  
Total 60.00

• Invoice issued in August  
• Paid in September

•XC rate on payment date



# CURRENCY COSTS: EXAMPLE CHF INVOICE

AMS-11654 Tribalj open 2023 CHF 112.50 Paid 05.02.2023 00:01  
Created 31.01.2023 12:18

Customer \* LK Parafreek Osmann Josip, Zagreb (AMS-1415) ? Add Customer  
Zagreb Zagreb  
Credit Limit 0 Remaining 0  
Record in 1101--Accounts Receivable - abroad - CHF  
Currency CHF  
Shipping Point  
Ship via  
Waybill  
☐ On Hold  
DCN Description Tribalj open 2023

Department CIVL  
Salesperson Run my Accounts AG  
Invoice Number AMS-11654  
Order Number  
Invoice Date \* 31/01/2023  
Due Date 01/04/2023  
TermsNet days  
PO Number

Item	Number	Description	Qty	Unit	Price	%	Extended
1	CIVL-CAT2	CIVL Category 2 Event	1		112.50		112.50
2							

Notes Internal Notes

Payments

Date	Source	Memo	Amount	Account
03/02/2023	CS CH650483504	Banktransaktion -	112.50	1022--CS CHF CH65 0483 5045 7968 3100 0 (1022)
				1022--CS CHF CH65 0483 5045 7968 3100 0 (1022)

VAT Services Abroad 0% (Ziff. 221)  
Subtotal 112.50  
Total 112.50

• Invoice issued in January  
• Paid in August  
• NO XC rate  
• Payment received in full

# COMPLEXITY => COST, FEES AND FINANCIAL RISK

CHF	2019a	2020a	2021a	2022 yee	2023 plan
Bank Accounts (CS, BCV plus WU, PP) (EUR, CHF, USD, mortgage, shares, FAME)	7 BCV (3 CHF, 2 USD, 2 EUR) 17 CS (5 CHF, 9 EUR, 3 USD)	6 BCV 17 CS	6 BCV 12 CS	5 BCV 5 CS	5 BCV 3 CS
Accounting Cost (RmA Run my Accounts)	97'980	30'476 (SmartFidu Jan-Sep) 61'625 (RmA Apr-Dec)	66'388	41'575	37'200
Auditing Cost (BDO = auditor)		43'470 (Incl additional review of new accounting system)	23'400	19'090 (Incl additional review VAT)	16'000
Accounts Table	Over 600 different account codes		Less than 100 (additionally: Cost Centres + Projects) Identical set-up: Commissions, Admin -> common guidelines/timelines		
<b>Total cost (external suppliers)</b>	<b>97'980</b>	<b>135'572</b>	<b>89'788</b>	<b>60'665</b>	<b>53'200</b>
Exchange Gains	2'577	16'797	24'582	Closing in progress	Extract from audited financial reports
Exchange Losses	-33'003	-32'152	-49'006	Closing in progress	
Bank charges	-6'720	-4'943	-8'609	Closing in progress	
Mortgage (FAI @ MSI)	-36'851	-36'517	-21'891	-18'000	



## BY-LAWS CHANGES

**...continued**

## BY-LAWS CHANGES – CHANGES (EXTENDED 3.4.1)

### 3.4.1

#### unchanged

*A Commission shall meet when convened by its President or, in his or her absence, the senior ranking Vice-President available.*

#### 3.4.1 additional/new

*The regular annual Plenary Meeting of an Air Sport Commission shall take place no later than March 31 each year.*

*Under exceptional circumstances and in agreement with the Executive Board, such date may be waived.*

**Objectives: Support decisions of ASC after GC, between 01 Jan - 31 Mar („payment deadline“), before the financial audit (identification of risk provisions), prior to budgeting phase**

# CONCEPT: PROPOSED REVISED TIMETABLE

EB & Commissions  
21.06. – 28.07.2022

Q1 Jan – March	Q2 Apr – Jun	Q3 Jul – Sep	Q4 Oct – Dec
<ul style="list-style-type: none"> <li>Provisional actuals <ul style="list-style-type: none"> <li>Previous year</li> <li>Deadline 15 Jan</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Financial Audit <ul style="list-style-type: none"> <li>Results prv year</li> <li>Target 31 May</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Budget Preparation <ul style="list-style-type: none"> <li>G &amp; A</li> <li>Commissions</li> <li>Target 30 Aug</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>General Conference <ul style="list-style-type: none"> <li>Approve Finances</li> <li>Discharge EB</li> <li>Budget next year</li> <li>Elections</li> </ul> </li> </ul>
<b>2</b> ASC Plenaries <ul style="list-style-type: none"> <li>Jan – March</li> </ul>	<b>3</b> Publish Financial Results to stakeholders <ul style="list-style-type: none"> <li>Target 30 June</li> </ul>	<ul style="list-style-type: none"> <li>Consolidation Process <ul style="list-style-type: none"> <li>Admin / CPG</li> <li>GC submission</li> <li>Target 30 Sep</li> </ul> </li> </ul>	<b>1</b> GC Default: <ul style="list-style-type: none"> <li>Lausanne</li> <li>Mid Nov</li> </ul>
	<ul style="list-style-type: none"> <li>Admin &amp; CPG <ul style="list-style-type: none"> <li>Update YEE</li> <li>Target 30 May</li> </ul> </li> </ul>		<ul style="list-style-type: none"> <li>Approved Budget <ul style="list-style-type: none"> <li>Inform CPG</li> <li>Target 30 Nov</li> </ul> </li> </ul>

- ⇒ Period 01 Jan – 31 Mar (Q1) establishes a clear „rights/obligations position“ of members
- ⇒ After decisions of GC (mainly on suspension, expulsion, members rights)
- ⇒ Prior to payment deadline of Membership Fees (31 Mar) according to Statute 7.2.3

⇒ Supports discussions on proposals to more strictly follow-up on obligations (rights) of FAI members.



## BY-LAWS CHANGES: **PLENARY DATES**

- Discussions in EB meeting of 21 June 2022
  - Financial Audit and final results 2021
  - Invoicing EUR vs CHF
    - CHF-currency: CASI, CIA, CIACA, CIG, CIMP, EduC, EnvC, ICARE // Commissions in EUR-currency: CIAM, CIMA, CIVA, CIVL, GAC, IGC, ISC
  - Financial timeline for the Financial Year
  - FAI “pricelist”
  - Filename: 2022-06-22-FAI-Finances-and-CPG-v02 (shared with all Commissions)

### 22 Jun-28 Jul 2022: 5 (five) Meetings Commission Presidents and/or Commission Treasurers

- Detailed feedback on the Financial Results/Audit and considerations/presentation shared with all Commission Presidents

- **FAI By-Laws changes effective 20 Aug 2022**
- **Appraisal by FAI Statutes and By-Laws Working Group**
- **FAI By-Laws changes effective 01 Jan 2023**

- Status 2023
  - GAC Feb 2023, CIAM 01 Apr 2023, CIVA Nov 2023, CIMA Feb 2024
  - ASCs: CIVL, ISC, IGC, CIA, CIG always had plenaries in Q1 (even before the By-Laws changes)





## BY-LAWS CHANGES: DISTRIBUTION OF REVENUE

### 5.2 Distribution of Revenue

Old text 5.2.1 (removed)

*The distribution of revenue from sporting events shall be specified in the Organizer Agreement for the event.*

New text 5.2.1

*The distribution of revenue from business activities shall be specified in the Organizer Agreement.*

Because of the 'new text' the following chapter 7.1 in the OA can now be shortened/removed.

The distribution of revenues (according to FAI By-laws 5.2.1) must be specified in the bid document. Upon specific request, the FAI shall be entitled to receive a share of the commercial rights revenues. If the FAI exercises the right to receive such share, this shall be communicated and the conditions notified to the ORGANISER as part of the bid conditions.

**Objective: Address long-standing negative remarks from ASCs and LOCs**



## STATUTES CHANGES: GC 2022 DECISIONS

7.2.3. **Membership subscriptions** shall be invoiced by FAI and **paid by March 31** of each year. However, in case of need, **other terms of settlement** may be authorised at the discretion of the Executive Board. Such terms shall be reported to the General Conference at its next meeting thereafter.

**New 7.4.2.** *Subject to Paragraph 7.2.3., a member whose dues not paid by March 31st will lose all rights listed in Paragraph 2.4.2.1. except for 2.4.2.2.5 which will remain valid for any event already on the FAI calendar for that year. **Any valid sporting licence issued by the Member will be suspended.***

**Changed 7.4.3.** *Subject to Paragraph 7.2.3., a Member whose dues are not paid at the latest 14 calendar days prior to the date of the General Conference shall not be admitted to the Conference except as an observer.*

**Remove By-Law 2.4 / 2.4.1** *Members who have not paid their membership fees by March 31 are not in good standing. Payments have to be received on the FAI bank accounts two weeks before the opening of the General Conference.*

## STATUTES 7.4.2: MITIGATION MEASURES

CIVL request (23 Jan 2023) “90 days grace period”

SecGen reply (26 Jan 2023)

- Long-standing/ existing Statute 7.2.3 “other terms of settlement may be authorised”
- Secretariat cannot by-pass a recent GC-decision (Nov 2022)
- Describing mitigation measures by secretariat:
  - **2023-01-10/11**      **invoices for 2023 membership fees sent to all NACs + info on new 7.2.3**
  - **2023, 1st half of Feb**      **Mail to FAI Members with more information on Statute 7.4.2**
  - **2023, week 1 March**      **Info to Commissions about the Members that did not yet pay**
  - **2023-03-20 (+/-)**      **Financial reminder to all NACs on the upcoming deadline, as done in 2022**
  - **2023, week 1 April**      **Info to Commissions about the Members that did not yet pay**
- Recognising vacation periods:
  - “that might potentially influence payments and accounting workflows”:
    - Ramadan (21 Mar-20 Apr)
    - Easter (07-10 Apr)
    - Orthodox Easter (16 Apr)



**(4)  
FINANCES**

**2022  
ACTUALS  
(PRE AUDIT)**

**2023 BUDGET**



**FAI  
SECRETARIAT  
LAUSANNE SUI**



FAI Secretariat Staff  
Lausanne SUI  
(Jan 2023)  
5.6 FTE

