



SAUDI SURFING
الإتحاد السعودي لركوب الأمواج

TECHNICAL COMMITTEE

GENERAL GUIDELINES



Composition:

- Maximum 5 committee members
- Representation from different sports and areas of expertise within the federation
- Strive for diversity and inclusion of surfers, coaches, officials, and other stakeholders

Attendance:

- Minimum 3 members present for active meeting
- Fixed 200 SR attendance fee per member per meeting to cover expenses and demonstrate commitment
- Attendance fee policy must be clearly communicated

Meeting Schedule:

- Maximum 4 meetings per year based on workload and priorities
- Establish fixed schedule in advance for member planning
- Provide timely notifications and agendas for each meeting

Decision-Making:

- Either voting procedures or consensus-based decisions depending on issue
- Collective decisions considering all expertise and opinions
- Maintain accurate records of all decisions

Roles and Responsibilities:

- Define roles and responsibilities for each member and any subcommittees
- Assign tasks and projects based on expertise and interests
- Regularly review and evaluate member performance

Communication:

- Establish channels for information sharing like email, online platforms, meetings
- Require regular progress reports from members on tasks
- Promote open and transparent discussions

Review and Evaluation:

- Regular evaluations of committee performance and achievements
- Seek feedback from members to improve engagement
- Continuously assess goals and objectives to align with federation

Code of Conduct

Expected Behavior:

- Treat other members with respect and consideration
- Allow others to speak and express opinions without interruption
- Refrain from harassing or discriminatory behavior
- Be punctual and prepared for meetings
- Adhere to attendance and participation policies

Professionalism:

- Carry out duties in a responsible and professional manner
- Disclose and avoid any conflicts of interest
- Maintain confidentiality of sensitive information
- Represent the committee and federation appropriately
- Follow proper protocols and procedures

Ethics:

- Act with honesty, integrity, and accountability
- Make decisions based on merit and facts
- Refuse gifts or favors that may create bias
- Disclose and recuse from decisions involving personal interests
- Abide by laws, regulations, and federation policies