

Annex No.1

to the FIDE Corporate Social Responsibility Guidelines

FIDE Guidelines for Avoidance of the Conflict of Interest in Employment and Appointments

1) PURPOSE

The purpose of these **Guidelines** is to avoid conflicts of interest and loyalty associated with **Employment and Appointments**, and to make sure that all employment decisions and other business decisions are taken in best interests of FIDE, and are solely based on individual qualifications, skills, abilities and performance.

2) DEFINITIONS

Employment Decisions: the full spectrum of employment actions, including but not limited to decisions related to hiring, supervision, direction of work, promotion, compensation, work hours, performance evaluation, and termination.

Business Decisions: decisions related to the full spectrum of FIDE activities (both related to chess competitions and to commercial decisions, such as buying, selling, contracting, licensing, leasing, etc.) or otherwise involving the expenditure of FIDE funds or the use of FIDE resources.

Relative: husband, wife, father, mother, brother, sister, son, daughter, uncle, aunt, nephew, niece, grandfather, grandmother, grandson or granddaughter. This definition applies whether the relationship is by blood, adoption or is created by the marriage of a parent, child or sibling.

Conflict of Interest in Employment and Appointments: favoritism in the workplace based on kinship, which ordinarily consists of making Employment and/or Business decisions based on a family relationship.

3) GUIDELINES

While these **Guidelines** do not prohibit FIDE from simultaneously employing Relatives or engaging in commercial activities with Relatives of FIDE officials and employees, no FIDE official or employee may make, participate in, or attempt to influence Employment Decisions or Business Decisions involving a Relative, or pressure or cause others to do so.

There can be no direct reporting relationship between Relatives, and all Employment Decisions must be made by others.

FIDE officials and employees may tell Relatives about a public listing for a job but may not otherwise help them obtain the job. Job applicants are required to disclose their relationship to FIDE officials or employees in writing to the Head of Human Resources during the application process.

No Relative of any FIDE official or employee may serve in auditing function, either in FIDE internal audit body (Verification Commission) or as a member of external auditing team.

4) DISCLOSURES:

All FIDE officials and employees must disclose in writing to the Head of Human Resources any Relative who is either employed by FIDE or is otherwise engaged in any commercial activity involving FIDE.

Shall two persons become Relatives during their employment by FIDE, they must immediately declare this fact to the Head of Human Resources who shall conduct a comprehensive review to ensure adherence to these Guidelines.

These **Guidelines** apply to instances of **Conflict of Interest in Employment and Appointments** that existed before the enactment of these Guidelines. Any existing relationships must be disclosed, evaluated, and managed as provided in these Guidelines.

5) VIOLATIONS OF THE GUIDELINES

Concerns or complaints about possible violations of these Guidelines should be submitted to FIDE President. All such complaints will be treated confidentially and will be addressed by the President or his/her designee.

Violations of these Guidelines shall be treated as breaches of FIDE Ethics Code, in particular paragraph 2.2.2 “Office bearers who through their behavior no longer inspire the necessary confidence or have in other ways become unworthy of trust”.

Violations of these Guidelines may result in disciplinary actions with resulting penalties up to and including dismissal. Sanctions prescribed by Chapter 3 of FIDE Ethics Code may be additionally imposed.