Fédération Internationale des Échecs World Chess Federation

# CONSTITUTIONAL COMMISSION

# INTERNAL RULES

## PREAMBLE – LEGAL BASIS AND PURPOSE

The Constitutional Commission (the "Commission" or "CC"), acting pursuant to Articles 7.10, 16.7 and 27 of the FIDE Charter, and with reference to Articles 3.7, 3.8, 3.9, 27.3 of the FIDE Electoral Rules;

having regard to the hierarchy of FIDE rules under Article 7.1 of the Charter and to the principle that Internal Rules may regulate only matters not expressly provided for by higher-ranking rules;

recalling the Commission's functions of constitutional review, supervision of the structure and updating of the FIDE Handbook, reporting of violations concerning proposals of new rules, determination of Member Federations' voting rights in non electoral General Assembly meetings, and delivery of advisory opinions;

considering the need for transparent registration, fair procedure, timely decision-making, institutional continuity and effective cooperation with other FIDE organs and offices;

adopts the following Internal Rules.

## ARTICLE 1 – SCOPE, HIERARCHY AND INTERPRETATION

**1.1** These Internal Rules govern the internal organisation, case management, meetings, deliberations, opinions, decisions and reporting of the Commission.

**1.2** They shall be interpreted consistently with the FIDE Charter, in particular Articles 7, 8, 13, 16, 20, 24 and 27, and with the Electoral Rules where the Commission exercises voting-list functions.

**1.3** In case of inconsistency, the higher-ranking FIDE rule shall prevail. The Commission shall not apply, and promptly propose correction of, any provision of these Rules that cannot be reconciled with such rule.

**1.4** "Day" and "Working Day" have the meanings assigned by the FIDE Charter. Time limits expire at 18:00 Central European Time unless the Chairperson directs otherwise for reasons stated in writing.

## ARTICLE 2 – COMPOSITION, INDEPENDENCE, CONFLICTS OF INTEREST, RECUSALS AND CHALLENGES

**2.1** The composition, qualifications and election of the Chairperson and members are governed by Article 27.1, 27.2 of the Charter and Part VI of the Electoral Rules.

**2.2** Members act in their individual capacity, exclusively in the best interests of FIDE, and shall not seek or accept instructions from any Federation, Continent, FIDE organ, FIDE official, candidate or third party, in accordance with Art. 16.9 of the FIDE Charter.

**2.3** A member shall promptly disclose any financial, personal, professional or institutional interest and shall withdraw from discussion and voting where required by Article 16.10 of the FIDE Charter. In any case where CC members believe they would not be able to render a totally independent and impartial decision, they shall recuse him/herself. If a challenge is made against a CC member in a particular case and the challenge is well-founded, the CC member shall recuse him/herself. In all instances where a recusal is contemplated, CC members are advised to resolve ambiguous or close calls in favour of avoiding even an appearance of a conflict. The remaining members shall decide any disputed recusal question without the member concerned.

**2.4** Confidential information received in the exercise of office shall be used only for Commission purposes and handled in accordance with applicable FIDE data-protection rules.

## ARTICLE 3 – THE CHAIRPERSON AND DEPUTY

**3.1** The Chairperson shall represent the Constitutional Commission within FIDE and shall ensure the proper, independent and efficient functioning of the Commission, in accordance with the FIDE Charter, these Internal Rules and any other applicable FIDE rules.

**3.2** In particular, the Chairperson shall:

a) convene and chair the meetings of the Commission, approve the draft agenda and direct its proceedings;
b) ensure that the Commission meets whenever required for the proper performance of its functions and, in any event, at least once a year;
c) receive, through the FIDE Offices and with the assistance of the Secretary, requests, complaints, referrals and other matters addressed to the Commission, and ensure their prompt registration and circulation to the members;

d) carry out, with the assistance of the Secretary, a preliminary examination of each matter submitted to the Commission, in order to identify the legal basis of the request, the competence of the Commission, the standing of the requesting person or body, any apparent issue of admissibility, any conflict of interest and the appropriate procedure to be followed;
e) propose to the Commission the classification, joinder, separation, prioritisation or, where appropriate, staying of cases and requests;
f) determine, subject to these Internal Rules and to any decision of the Commission, the procedural timetable applicable to each matter, including time limits for written submissions, observations and replies;
g) decide whether a matter requires an expedited procedure and, where justified by urgency, shorten the ordinary procedural time limits, while ensuring a reasonable opportunity for the persons or bodies directly concerned to present their observations;
h) designate, for each case or request where considered appropriate, a Rapporteur and a Second Reader, establish the respective deadlines for the preparation and review of the draft, and determine the date by which the relevant working documents shall be circulated to the members of the Commission for deliberation;
i) request, on behalf of the Commission, with the assistance of the Secretary, documents, information, clarifications or observations from FIDE organs, FIDE Offices, FIDE officials, Member Federations or other persons or bodies whose contribution may assist the Commission in the performance of its functions;
j) invite, where appropriate, persons with relevant expertise or representatives of interested FIDE bodies to provide information or observations to the Commission, without conferring upon them membership or voting rights;
k) organise and conduct written and online deliberations, formulate questions to be submitted to the members, set reasonable deadlines for their responses and ascertain and record the outcome of the deliberations and votes;
l) promote, whenever possible, the adoption of opinions and decisions by consensus, without prejudice to the voting rules provided for in these Internal Rules;
m) coordinate the preparation of draft opinions, decisions, reports and other documents of the Commission and ensure that the final text accurately reflects the deliberations and conclusions adopted by the Commission;
n) sign, transmit, or authorise the Secretary to transmit, the opinions, decisions, reports and official communications duly adopted by the Commission;
o) ensure the timely communication and, where applicable, publication of the Commission’s opinions, decisions and reports;

p) supervise the preparation of the Commission's annual report to the General Assembly and of any other report or communication to the Council;
q) coordinate, on behalf of the Commission, with the assistance of the Secretary, relations with FIDE Offices concerning the structure, classification, updating and publication of the FIDE Handbook;
r) monitor the implementation of decisions taken by the Commission concerning its internal functioning and the follow-up given by the competent FIDE bodies to the Commission's recommendations, where appropriate;
s) supervise and coordinate the activities of the Secretary, without prejudice to the Secretary's duty to serve the Commission as a whole;
t) ensure compliance by the members and the Secretary with the applicable rules concerning confidentiality, independence and conflicts of interest;
u) bring to the attention of the Commission any circumstances that may amount to prolonged inactivity of a member for the purposes of Article 25.2 of the Electoral Rules and initiate the procedure provided for in these Internal Rules;
v) take any other organisational or procedural measure necessary for the proper functioning of the Commission, provided that such measure does not fall within a competence reserved by the FIDE Charter, these Internal Rules or another applicable FIDE rule to the Commission acting collectively.

**3.3** The Chairperson shall exercise the functions referred to in this Article in a manner consistent with the collegial nature and independence of the Commission.

**3.4** Where an urgent procedural measure is required before the Commission can reasonably be consulted, the Chairperson may adopt such interim organisational measures as are strictly necessary to preserve the effectiveness of the proceedings. Any such measure shall be promptly communicated to the other members and may be reviewed or modified by the Commission.

**3.6** The Chairperson shall attend the meetings of the FIDE Council in accordance with Article 20.10 of the FIDE Charter, in order to assist the Council within the competence of the Constitutional Commission and to provide advisory opinions. The Chairperson shall report to the Commission any alleged violation of existing FIDE rules brought to the Chairperson's attention in that capacity.

**3.7** The CC will elect a Deputy Chairperson from the ranks of CC members. The Deputy Chairperson shall serve through the remainder of the term. The Deputy Chairperson will be elected by *consensus* or by secret ballot. The CC Chairperson will specify the procedures for collecting the votes and announcing the results. A majority vote is necessary to be elected as Deputy Chairperson. Where both the Chairperson and the Deputy Chairperson are temporarily unable to act, or recused themselves, or fails to

respond to an urgent request, the longest-serving Commission member shall act, and then the eldest member.

**3.8** Temporary substitution does not create a vacancy and shall cease automatically when the impediment ends. Permanent vacancy is governed by Articles 16.13 of the Charter and 25.1 of the Electoral Rules. An incapacity to act for a period longer of six months may be considered as permanent.

## ARTICLE 4 – SECRETARY OF THE COMMISSION

**4.1** The Commission shall be assisted by a Secretary, who shall not be a member and shall have no vote.

**4.2** The Secretary shall have appropriate legal training and demonstrated organisational experience, command of written and spoken English, and sufficient independence to support an elected FIDE organ impartially.

**4.3** The Chairperson and the Commission shall jointly nominate the Secretary. A nomination requires the support of the Chairperson and a majority of all Commission members. The FIDE President, with a decision ratified by the FIDE Council, shall appoint the nominee and determine the administrative terms of the appointment.

**4.4** During electoral years, the same person should serve as non-voting Secretary to the Electoral Commission and/or of the scrutineers, at the same time continuing to serve as Secretary of the CC, subject to confirmation by both Commissions and to absence of conflict of interest.

**4.5** The Secretary shall maintain the register and files; acknowledge submissions; cooperate with the Chairperson to prepare draft agendas, chronologies, minutes, reports and non-binding working drafts; monitor time limits; transmit adopted acts; and liaise with FIDE Offices. The Secretary shall not determine admissibility, express the Commission's institutional position, or exercise a vote.

**4.6** The Secretary shall assist the Chairperson in monitoring the assignments and deadlines of Rapporteurs and Second Readers, transmit the relevant documents between them and ensure the timely circulation to all members of the Rapporteur's draft, the Second Reader's observations and any revised draft or other document required for the Commission's deliberation.

**4.7** The Secretary shall, under the direction of the Chairperson and subject to the general supervision of the Commission, supervise and monitor the updating of the FIDE Handbook in cooperation with the competent FIDE Offices. For this purpose, the Secretary shall maintain an updated record of the amendments adopted by the competent FIDE bodies, their dates of approval and entry into force, the provisions or documents affected, their publication *status* and any outstanding action required for their correct incorporation into the FIDE Handbook.

**4.8** In performing the functions referred to in Article 4.7, the Secretary shall exercise administrative, coordinating and monitoring responsibilities only. Any determination concerning the correct classification of a rule, its position within the hierarchy of FIDE rules, its interpretation, its conformity with higher-ranking rules or the text to be regarded as authoritative shall remain within the competence of the Commission.

**4.9** The Secretary shall sign a declaration of confidentiality, independence and absence of conflicts and shall recuse from any matter in which such conflict arises.

## ARTICLE 5 – PERSONS AND BODIES ENTITLED TO MAKE REQUESTS

**5.1** Requests for advisory opinions under Article 27.3(f) of the Charter may be submitted only by a FIDE organ, namely the General Assembly, President, Council, Management Board, Zonal Council, Verification Commission, Ethics and Disciplinary Commission, Electoral Commission, or another organ listed in Article 16.1 of the Charter.

**5.2** A Member Federation, Affiliated Organisation, FIDE Continent, Zone, FIDE official or FIDE Office may ask the Chairperson to place an issue before a competent FIDE organ for referral and to express an advisory opinion, but has no autonomous standing under Article 27.3(f) of the FIDE Charter, unless a higher-ranking FIDE rule expressly provides otherwise.

**5.3** The Commission may act *ex officio* only within competences expressly framed as review, checking, reporting or supervision under Articles 7.14 and 27.3(a), (b), (c), (d) of the Charter, and not to create a general complaints jurisdiction.

**5.4** Mandatory opinions under Articles 13.3 and 13.7 of the Charter and 27.3 of the Electoral Rules shall be requested by the organ competent to adopt the contemplated measure. The Commission may require the affected Member Federation or Continent to be given notice and an opportunity to submit observations.

**5.5** Complaints regarding voting rights in a non-electoral General Assembly are admissible only under Articles 3.7–3.9 of the Electoral Rules and within the prescribed time limits. Electoral-year matters remain within the Electoral Commission's competence.

## ARTICLE 6 – FORM AND CONTENT OF REQUESTS

**6.1** A request shall be submitted in English through the official channel designated by FIDE Offices and shall identify the requesting body, the legal basis, the precise questions, relevant facts, urgency, persons directly affected, pending parallel proceedings and requested confidentiality.

**6.2** The request shall include all relevant rules, decisions and documents. The Commission may invite correction or completion within a specified period.

**6.3** The Commission may reformulate questions to clarify their legal scope, after consulting the requesting body, but shall not decide issues unnecessary to answer the request.

## ARTICLE 7 – REGISTRATION AND CASE FILES

**7.1** The Secretary shall register each matter promptly and assign a unique reference in the format CC/YYYY/number, recording the date and time of receipt, requesting body, subject, competence invoked, confidentiality status and procedural deadlines.

**7.2** The register shall distinguish: (a) rule-review matters; (b) advisory opinions; (c) mandatory opinions concerning Member Federations; (d) Handbook matters; (e) non-electoral voting-list complaints; and (f) institutional reports of violations.

**7.3** The requesting body shall receive an acknowledgement and case reference. Registration does not imply admissibility or acceptance of competence.

**7.4** The register identifies the reference, general subject, procedural stage and date of disposition. The register can be made public throughout the FIDE website. Personal data, confidential material, electoral security information and legally privileged information shall not be published.

**7.5** The complete file shall be retained in the official FIDE archive in a secure and accessible format. Access shall be limited according to role and applicable data-protection requirements.

## ARTICLE 8 – PRELIMINARY REVIEW AND ADMISSIBILITY

**8.1** The Chairperson, after consulting the Secretary and, where appropriate, a designated member, shall submit to the Commission a preliminary note on competence, standing, completeness, urgency, conflict of interest and any parallel proceedings.

**8.2** The Commission may declare a request inadmissible where it: (a) falls outside Article 27 or another express competence; (b) is submitted by a person lacking standing; (c) is manifestly abstract, hypothetical or abusive; (d) seeks reconsideration of a final decision by a body whose decisions are final; or (e) concerns facts that cannot be responsibly assessed without an investigative mandate.

**8.3** Before rejecting a request, the Commission shall normally allow a reasonable period for correction. Any inadmissibility decision shall be reasoned and communicated in writing.

**8.4** The Commission may separate issues, join related matters or stay a matter where another competent body is addressing a logically prior question.

**8.5** The Chairperson can directly reject the requests that are manifestly outside competence or unsigned, subject to review by the full Commission on a reasoned application.

## ARTICLE 9 – RAPPORTEUR AND SECOND READER

**9.1** Upon the registration of a new case or request, the Chairperson may designate one member of the Commission as Rapporteur, having regard, where appropriate, to the nature and complexity of the matter, the members' expertise and workload, and any applicable conflict-of-interest requirements.

**9.2** The Rapporteur shall examine the case file and prepare a draft opinion, decision or other proposed act, as appropriate. The Chairperson shall determine a deadline for submission of the draft, taking into account the complexity and urgency of the matter and any institutional deadline applicable to the case.

**9.3** The Rapporteur may, through the Chairperson or the Secretary, request any clarification, document or information considered necessary for the preparation of the draft.

**9.4** At the same time as, or as soon as practicable after, the designation of the Rapporteur, the Chairperson may designate another member of the Commission as Second Reader.

**9.5** The Rapporteur shall transmit the draft to the Chairperson and the Secretary by the deadline established pursuant to paragraph 9.2. The Secretary shall promptly forward the draft to the Second Reader.

**9.6** The Second Reader shall independently review the draft, with particular regard to:

a) the identification and formulation of the issues to be decided;

b) the applicable provisions of the FIDE Charter, the FIDE Handbook and any other relevant FIDE rules;

c) the completeness and accuracy of the legal reasoning;

d) the consistency of the proposed conclusions with the applicable rules and, where relevant, with previous opinions or decisions of the Commission; and

e) the clarity and coherence of the proposed text.

**9.7** Within the deadline fixed by the Chairperson, the Second Reader shall submit written observations indicating whether the draft may be circulated as submitted or suggesting any amendments, additions or alternative conclusions considered appropriate.

**9.8** The observations of the Second Reader shall be transmitted to the Rapporteur. Where appropriate, the Chairperson may allow the Rapporteur a short period to prepare a revised draft taking those observations into account. The Rapporteur shall not be required to accept the Second Reader's observations but, where a material disagreement remains, the different positions shall be clearly identified for consideration by the Commission.

**9.9** Unless the Chairperson determines a different timetable because of the urgency or complexity of the matter, the Secretary shall circulate to all members, at least three Working Days before the date fixed for deliberation:

a) the Rapporteur's draft, or the revised draft where one has been prepared;

b) the written observations of the Second Reader;

c) any material alternative formulation proposed by the Rapporteur or the Second Reader; and

d) any other document identified by the Chairperson as necessary for the deliberation.

**9.10** Following such circulation, all members shall be entitled to submit comments or propose amendments within the time limit established by the Chairperson. The draft prepared by the Rapporteur and the observations of the Second Reader shall constitute working documents only and shall not bind the Commission.

**9.11** The opinion, decision or other act shall remain the collective act of the Commission and shall be adopted in accordance with the rules governing deliberation and voting, irrespective of the position expressed by the Rapporteur or the Second Reader.

**9.12** In urgent cases, the Chairperson may shorten any of the time limits provided for in this Article and may direct that the review by the Second Reader take place simultaneously with the circulation of the draft to the other members. The Second Reader shall nevertheless be afforded a reasonable opportunity to submit observations before the Commission takes its final decision.

**9.13** In designating Rapporteurs and Second Readers, the Chairperson shall seek, so far as reasonably practicable, an appropriate and balanced distribution of assignments among the members of the Commission.

## ARTICLE 10 – WRITTEN PROCEDURE AND PARTICIPATION

**10.1** Proceedings shall ordinarily be written. The Commission shall ensure procedural fairness proportionate to the nature and effects of the matter.

**10.2** Where an opinion or decision may directly affect a Member Federation, candidate, official or other identifiable person, that person shall normally receive the material allegations and a reasonable opportunity to submit observations, subject to lawful confidentiality restrictions.

**10.3** The Commission may invite observations from FIDE organs, Member Federations, FIDE Offices, experts or other persons able to assist. Participation does not confer party status or a right to determine the scope of the proceedings.

**10.4** The Commission may request factual verification or a neutral fact-finding report from the competent FIDE organ. It shall not itself conduct coercive investigations unless

authorised by a higher-ranking rule or by a decision of the FIDE President ratified by the FIDE Council.

## ARTICLE 11 – DIFFERENT CATEGORIES OF COMPETENCE

**11.1** For proposed rule changes under Article 27.3(a)–(b), the Commission shall examine competence, hierarchy, required procedure, internal coherence, clarity, enforceability and consistency with FIDE principles, without replacing the policy judgment of the competent legislating body.

**11.2** For Handbook matters under Articles 7.14 and 27.3(c), the Commission shall verify classification, correct hierarchical placement, version control, approval authority, effective date and faithful publication.

**11.3** For reports of violations under Article 27.3(d), the Commission shall identify the relevant rule, the apparent inconsistency and the competent body able to rectify it. Such a report is not a disciplinary finding.

**11.4** For mandatory opinions under Articles 13.3 and 13.7, the Commission shall address legal basis, proportionality, procedural fairness, available alternatives and compatibility with Member Federation rights and duties. The Commission, in some specific cases, may also indicate that one of its members can act as FIDE special envoy, component of a fact-finding commission, FIDE reverse delegate.

**11.5** For interpretative opinions under Article 27.3(f), the Commission shall apply the textual, systematic and teleological methods and, where those are insufficient, general principles of law, in accordance with Article 8 of the Charter.

**11.6** For non-electoral voting-list matters, the Commission shall apply strictly Articles 3.7–3.9 of the Electoral Rules, including deadlines, official communication channels and finality within the General Assembly process.

## ARTICLE 12 – PRIORITY AND URGENT PROCEDURE

**12.1** The requesting organ may seek priority treatment and shall state the objective reasons and the date by which an opinion is required.

**12.2** The Chairperson may adopt an expedited timetable after considering complexity, procedural fairness, pending institutional deadlines and the possibility of meaningful deliberation.

**12.3** As a target, an urgent opinion should be adopted within twenty calendar days after the file is complete. This target does not authorise omission of essential notice, recusal or deliberation safeguards.

**12.4** If the Commission cannot complete an opinion in time, it may issue a short preliminary procedural communication identifying the issues and anticipated timetable.

**12.5** The Chairperson is allowed to issue a provisional view valid for no more than fourteen days where immediate guidance is indispensable. It would have to be expressly labelled provisional and placed before the Commission for confirmation.

## ARTICLE 13 – MEETINGS, NOTICE, AGENDA AND MINUTES

**13.1** In accordance with Article 27.4 of the FIDE Charter, the Commission shall meet at least once a year. As a matter of ordinary practice, the Commission shall normally meet once every three months.

**13.2** The Chairperson shall establish, after consultation with the members, an indicative annual schedule of the Commission's ordinary meetings. The schedule may be adjusted where necessary, having regard to the Commission's workload, institutional deadlines and the availability of its members.

**13.3** In addition to its ordinary meetings, the Commission may hold extraordinary or urgent meetings whenever required for the timely exercise of its functions. Such meetings may be convened by the Chairperson on the Chairperson's own initiative or at the reasoned request of at least two members of the Commission.

**13.4** Ordinary, extraordinary and urgent meetings may be held in person, online or in hybrid form, as determined by the Chairperson after taking into account the nature and urgency of the matters to be considered.

**13.5** An extraordinary or urgent meeting may be convened at shorter notice than an ordinary meeting, provided that the members are given, so far as reasonably practicable, sufficient notice and access to the relevant documents to participate effectively in the deliberations.

**13.6** Notice and the draft agenda should be circulated at least seven calendar days before an ordinary meeting and, where practicable, forty-eight hours before an urgent meeting. Relevant documents should accompany the notice.

**13.7** Any member may propose an agenda item. A majority of all members may require that an item be included. No final decision shall normally be taken on a substantial item not circulated in advance, unless all non-recused members agree that urgency justifies it.

**13.8** The Secretary shall prepare minutes recording attendance, recusals, issues considered, operative decisions, voting results and action points. Draft minutes shall be circulated for comments by the members and approved by the Commission.

## ARTICLE 14 – ONLINE DELIBERATIONS, RESPONSE PERIODS AND SILENCE

**14.1** The Chairperson may open a written or online deliberation by circulating a proposal, the relevant documents and a deadline for observations and votes.

**14.2** The ordinary response period shall be five Working Days. It may be reduced to forty-eight hours for duly reasoned urgency or extended where the matter is complex.

**14.3** A member who cannot respond within the period shall notify the Chairperson and may request a short extension. The Chairperson shall decide the request consistently with the institutional deadline.

**14.4** Silence shall never be counted as a vote in favour or against, nor as participation for *quorum* purposes. If a member fails to respond, the record shall state "no response".

**14.5** A proposal raising no objection may be recorded as adopted by *consensus*.

## ARTICLE 15 – QUORUM, VOTING AND ADOPTION

**15.1** The *quorum* shall be three non-recused members. No proxy voting is permitted, consistently with Article 16.6 of the Charter.

**15.2** The Commission shall seek unanimity or *consensus*. Where unanimity or *consensus* cannot be reached, a decision shall be adopted by a majority of the non-recused members participating, provided that the *quorum* is met.

**15.3** In the event of a tie, the Chairperson shall have a casting vote on procedural matters. On a substantive opinion or decision, the Chairperson shall have a casting vote as well, but all differing positions shall be reported.

**15.4** Votes may be taken during a meeting or by secure written procedure. The record shall identify the number voting for, against, abstaining and not responding, without attributing individual votes unless a member requests attribution or issues an individual opinion.

## ARTICLE 16 – OPINIONS, DECISIONS AND INDIVIDUAL VIEWS

**16.1** Every final act shall identify the legal basis, procedural aspects, questions presented, relevant facts, applicable rules, reasons and operative conclusion. It shall distinguish clearly between an advisory opinion, a decision, a report of violation and an administrative communication.

**16.2** Advisory opinions are not binding unless a higher-ranking FIDE rule expressly provides otherwise. Their authoritative weight derives from the Commission's assigned competence and reasoned analysis.

**16.3** A member who agrees with the outcome but not all reasoning may append a separate opinion. A member who disagrees with the outcome may append a dissenting opinion. Individual and dissenting opinions shall be concise, respectful and transmitted with the majority act and within the same time limits.

**16.4** Before publication, each member shall have a reasonable opportunity to review the final text and any individual opinions. Editorial corrections that do not alter substance may be approved by the Chairperson and reported to the members.

**16.5** Individual opinions should be used with restraint, particularly where a unified institutional answer is important.

## ARTICLE 17 – PUBLICATION, CONFIDENTIALITY AND REPORTING

**17.1** The Commission shall submit its annual report to the General Assembly under Article 27.5 of the Charter and shall provide reports or assistance to the Council consistently with Articles 20.9–20.10.

**17.2** The annual report should summarise activities, categories of cases, institutional recommendations, Handbook work, adopted opinions and implementation status, while protecting confidential and personal data.

**17.3** Final opinions and decisions should be published in the FIDE Handbook or another official section of the FIDE website unless confidentiality, electoral integrity, legal privilege, personal-data protection or the rights of affected persons require withholding or redaction.

**17.4** Where publication is restricted, the Commission should publish a non-confidential summary whenever this can be done without defeating the protected interest.

**17.5** All reports and decisions, in their final version, are signed by the Chairperson, who communicate them to the FIDE Offices, asking FIDE Offices to proceed to the other necessary communications. The Chairperson can request the Secretary to communicate them.

**17.6** The reports shall include separate and dissenting opinions, where attached to a published act, and may identify recurring non-compliance with requests for information or implementation recommendations.

## ARTICLE 18 – CO-OPERATION WITH FIDE OFFICES AND THE FIDE HANDBOOK

**18.1** FIDE Offices receive and send official communications under Article 24.3 of the Charter and shall provide the Commission with reasonable administrative, archival, publication and technical support.

**18.2** For each proposed or adopted FIDE rule, the competent Office should transmit to the Secretary the final approved text, approving authority, decision reference, approval date, publication date, effective date and prior version affected.

**18.3** The Commission shall maintain or approve a Handbook classification protocol reflecting the hierarchy in Article 7.1 and the content requirements in Articles 7.13–7.14 of the Charter.

**18.4** Before instructions for publication, the Commission may require confirmation that the text corresponds to the adopted decision and that amendments, cross-references, effective dates and superseded versions are correctly identified.

**18.5** FIDE Offices shall notify the Commission of any discrepancy, missing approval data or technical obstacle. Urgent publication may proceed with a clearly marked provisional notice only where authorised by the competent organ and provided that the authoritative adopted text is not altered.

**18.6** The Secretary shall supervise and monitor, in cooperation with the competent FIDE Offices, the timely and accurate updating of the FIDE Handbook following the adoption, amendment, repeal, suspension or replacement of any FIDE rule or other document required to be included therein.

**18.7** The Secretary shall verify, for monitoring purposes, that the information necessary for each update has been duly recorded, including:

a) the title and subject matter of the relevant rule or document;

b) the FIDE body that adopted or approved it;

c) the date and reference of the relevant decision;

d) the date of approval and the date of entry into force;

e) the provisions, documents or previous versions amended, repealed, replaced or otherwise affected;

f) the correct section of the FIDE Handbook in which the text is to be incorporated;

g) the date on which the update was published; and

h) any incomplete, delayed or outstanding action.

**18.8** The competent FIDE Offices shall provide the Secretary, upon request and within a reasonable period, with the documents and information necessary for the performance of these functions.

**18.9** Where the Secretary identifies an apparent omission, delay, inconsistency, duplication, incorrect cross-reference, discrepancy between an adopted text and its published version, or uncertainty concerning the classification or status of a rule, the Secretary shall promptly bring the matter to the attention of the competent FIDE Office and request clarification or appropriate action.

**18.10** If the matter is not resolved within a reasonable period, or if it raises a question concerning the hierarchy, interpretation, validity or compatibility of FIDE rules, the Secretary shall report it to the Chairperson. The Chairperson may refer the matter to the Commission for consideration and, where appropriate, for the exercise of its functions under the FIDE Charter.

**18.11** The Secretary shall submit to the Chairperson, at least twice a year and whenever a significant or urgent issue arises, a written report on the status of the FIDE Handbook, after conducting a structured review of the Handbook index, broken links,

duplicated or obsolete texts, missing effective dates and pending updates. The report shall identify the amendments incorporated since the previous report, those awaiting publication or incorporation, any delayed, incomplete or disputed update, any apparent discrepancy between an adopted text and its published version, and any recommendation for improving the accuracy, accessibility, structure or updating process of the FIDE Handbook.

**18.12** The Chairperson shall circulate the Secretary's report to the members of the Commission, together with any observations considered appropriate. The Commission shall examine the report periodically and may adopt recommendations, request further information, or bring any relevant matter to the attention of the Council, the General Assembly or another competent FIDE body.

**18.13** The Secretary's monitoring activity and reports shall not constitute approval, interpretation or authentication of the relevant FIDE rules and shall not replace the powers or responsibilities of the FIDE body that adopted them, the competent FIDE Offices or the Constitutional Commission.

## ARTICLE 19 – INACTIVITY FOR SIX MONTHS OR LONGER

**19.1** For the purposes of Article 25.2 of the Electoral Rules, a member is "inactive for a period of six months or longer" where, during a continuous six-month period and without due justification, the member substantially fails to perform the essential duties of office.

**19.2** Inactivity may be established by a combination of objective indicators, including: (a) failure to attend three consecutive duly convened meetings; (b) failure to respond to at least three formal deliberations or voting requests; (c) failure to complete an expressly accepted assignment after reminders; or (d) no meaningful participation in any Commission activity during the period.

**19.3** No lapse procedure shall be initiated solely because the Commission had no matter requiring action, because a member abstained or dissented, or because of approved leave, illness, family emergency, professional obligations, technical failure or another reasonable justification.

**19.4** The Chairperson shall give the member written notice of the factual concerns and at least fifteen calendar days to respond and resume participation.

**19.5** After considering the response, the other members may determine inactivity by a reasoned decision adopted by at least three votes. The member concerned shall not vote. The decision shall be transmitted to the Council for ratification as required by Article 25.2 of the Electoral Rules.

**19.6** The member shall remain in office until Council ratification. The decision and ratification shall be archived, and a non-confidential notice may be published.

## ARTICLE 20 – FINAL PROVISIONS AND AMENDMENT

**20.1** These Rules shall be adopted by a majority of all Commission members in accordance with Article 7.10 of the Charter.

**20.2** Any amendment shall follow the same adoption procedure, shall identify its effective date and shall be published in accordance with Article 7.13 of the Charter.

**20.3** The Commission may seek the preliminary views of the FIDE President, the Council and General Assembly before final adoption of any amendment, without treating such consultation as a transfer of the Commission's power to approve its own Internal Rules.

**20.4** These Rules enter into force fifteen days after publication on the FIDE website, unless the Commission lawfully provides a different date pursuant to Article 7.13 of the Charter.

**20.5** The Commission shall review these Rules after the first full year of operation and thereafter when required by amendments to the Charter, Electoral Rules or relevant institutional practice.