

Annex 1 Code of Ethics and Conduct

I. Introduction

The following code of ethics and conduct is based on the code of conduct of the ICU which CSN abides by.

CSN assumes the responsibility of promoting and enabling the very highest values and ethical standards in all aspects of the sport. The present document shall establish the standards and guidelines to conduct all aspects of its related business and sports activities. Involvement, participation and membership in CSN may be withdrawn or taken away by CSN at any time when CSN so determines that a member's conduct is inconsistent with CSN's values and conduct established hereafter.

The purpose of the code is to establish basic guidelines of conduct and the right and ability to evaluate such conduct of all CSN affiliated parties, be it members, officials, judges, administrators, coaches, staff and also employees, contracted agents and third party associates, anytime and everytime there are ethical issues at stake.

While the code cannot make a person or group increase their honesty or personal ethics, it can set forth the guidelines and character requirements to make sure that the sport and its federation is doing all it possibly can to protect itself from any wrongdoing. This helps to ensure that the experiences associated with one's participation and association with all Cheersport activities are positive, worthwhile and valuable.

II. Scope of applicability

This Code shall apply to all CSN members, CSN staff and employees, consultants and advisors, persons elected or appointed to any position within the organization and the organs of CSN or the Affiliated Organizations, Officials, associates, and any other individuals engaged in CSN activities. It shall also apply to all "third-party" and contractually connected persons/firms representing or serving CSN in any specific or formal capacity.

III. Definitions

Words used in this Code of Ethics shall have the same meaning as set out in the CSN Statutes and CSN Internal regulations, unless specified otherwise.

IV. Principles of Ethics in the Sport of Cheer

A. Equality

No discrimination on the basis of gender, race, age, religion, sexual orientation, physical or mental disability or political opinion shall be tolerated nor allowed.

B. Ethics and dignity

All forms of harassment, be they physical, psychological, professional or sexual, are strictly prohibited.

C. Honesty and fairness

- Fair play is the basic guiding principle in the sport of Cheer.
- Any form of influence or manipulation in the judging, scoring or interpretation thereof, and other corrupt practices relating to the sport of Cheer, including improperly influencing the outcomes and results of an event or competition (including but not limited to betting), by any person being subject to this Code, are strictly prohibited. Any person subject to this Code is forbidden from having stakes, either actively or passively, in any entity or organization that promotes, brokers, arranges or conducts such activities or transactions.
- Any person being subject to this Code shall exercise due care and diligence in fulfilling their roles for, or on behalf of CSN and not disclose information received if such disclosure is made maliciously in order to damage the interests of CSN.
- No CSN member, staff, employee, associate or contracted party staff shall make any negative or adverse comments on a policy approved and adopted by CSN Board or Assembly General of Members once CSN Board or General Assembly has made such a policy or rule incorporated into its rules, regulations or Statutes.

D. Integrity

- No official, employee, coach, administrator or CSN Board Member shall, directly or indirectly, solicit, accept or offer any concealed remuneration, commission, benefit or service of any nature connected with their participation in Cheerleading or with their function as an official, judge or any other elected or appointed position of responsibility.
- No official or administrator shall solicit or accept benefits, entertainment or gifts in exchange for, or as a condition of, the exercise of their dues, or as an inducement for performing any specific assignment or any act associated with their dues or responsibilities except that gifts, hospitality or other benefits associated with their official duties and responsibilities may be accepted if such gifts, hospitality or other benefits:
 - a) are within the bounds of propriety, a normal expression of courtesy, or within the normal standards of hospitality;
 - b) would not bring suspicion on the official's objectivity and impartiality,
 - c) would not compromise the integrity of CSN and
 - d) would be deemed standard and customary in the sport and what is usually provided or offered at similar or like events, competitions, meetings or exchanges
- No official may be involved with any company, association, firm or person whose activity is inconsistent with the objectives or interests of CSN. Additionally, no judge or official may have any direct association with a sponsor or partner of any CSN event, that such judge or officials has a specific responsibility or obligation to perform services or assignments for. If it is unclear whether this kind of a connection exists in any given situation, the matter shall be submitted to the Board of CSN for a decision.

E. Neutrality

All officials shall remain politically neutral, in accordance with the principles and objectives of CSN, and generally act in a manner compatible with their function and integrity.

F. Conflicts of interest

- In discharging their duties to CSN, all officials shall act for the benefit of CSN when making decisions that affect, or may affect, CSN and any aspect of the sport of Cheer and do so without reference to their own personal interests, either financial or otherwise.
- When performing an activity for CSN or before being elected or appointed, the candidate or official shall disclose to the Board of CSN any personal interests that could be linked with their prospective CSN involvement and activities. The Board may draw the attention of the candidate or official to potential conflicts of interest that it so identifies.
- Officials shall avoid any situation that could lead to conflicts of interest. Potential conflicts of interest arise from the following, and other situations, such as:
 - a) if officials have, or appear to have, private or personal interests that detract from their ability to perform their duties with integrity in an independent and purposeful manner. Private or personal interests include gaining any possible advantage for the persons bound by this Code themselves, their family, relatives, friends, business associates and/or acquaintances,
 - b) if the opinion or decision of an official, acting alone or within an organization, is influenced by, or may be reasonably considered as liable to be influenced by relations that such official has, has had or is on the point of having, with another person or organization that would be affected by the person's opinion or decision;
 - c) if an official is also involved in the business or executive day to day running of a club or any Cheerleading activity or business or any similar activity or organizations associated with the sport of Cheerleading.
 - d) in the following non-exhaustive list of examples, the circumstances in which a conflict of interests could arise are personal and/or material involvement (salary, payment, incentives, shareholding, and any other various benefits) with:
 - i) suppliers of the party concerned;
 - ii) sponsors, broadcasters, and or various contracting parties,

- iii) organizations that have a direct association with the event as suppliers or partners or vendors or that have other contracted or business related association,
 - iv) organizations liable to benefit from the assistance of the party concerned (in manners including subsidy, approval clause or election).
- Officials shall not perform their duties in matters with an existing or potential conflict of interest. Should a conflict of interest, or the appearance of a conflict of interest, arise, or if there is a danger of such conflict arising, the individual concerned must refrain from taking any further part in the handling of the matter. If it is unclear whether such a conflict is likely to happen, the matter shall be submitted to the Board for a decision
- If an objection is made concerning an existing or potential conflict of interest of an official, it shall be reported immediately to the Board for appropriate measures.

G. Information and resources

Any contribution made by sponsors, partners and other supporters of sports events must be consistent with the principles set out in this Code of Ethics. By virtue of their position, they must not be allowed to interfere with the running and the conduct of CSN.

H. Confidentiality

- Officials shall not disclose improper information entrusted to them in confidence by CSN. The obligation to respect confidentiality shall survive past the termination of any relationship, which makes a person subject to this Code.

V. Implementation and duty of reporting and cooperation

- Persons bound by this Code shall immediately report any potential violation of this Code to the Board.
- At the request of the Board, persons bound by this Code are obliged to contribute to clarifying the facts of the matter or clarifying possible violations or providing valued information to accomplish the same objectives.

- The Board may make recommendations to the CSN General Assembly for the modification, amendment or deletion of provisions in this Code of Ethics.

VI. CSN Ethics Committee

- The matters are dealt with by the CSN Board. In the event a matter concerns a board member, this matter shall be transferred to the Board confidential advisor by one of the other members of the board.
- CSN Board shall have the power to hear and decide on any violation of this Code of Ethics, including the power to impose sanction(s) as set forth in this Code of Ethics, unless stated otherwise in this Code of Ethics.
- CSN shall act in accordance with the principles of natural justice and shall determine its own procedures.
- For any violations of this Code of Ethics, the Board may impose, but not be limited to, any one or more of the following sanctions: a) a warning or reprimand; b) a suspension for a fixed period of up to four (4) years from a board position, or other position held by an official and/or until a specified set of conditions have been met to CSN satisfaction, c) a return of any CSN award or form or recognition; d) a ban for a fixed period of up to a lifetime from taking part in any Cheer related activity (this includes athletes), e) if warranted and appropriate, a recommendation of the matter to the appropriate law enforcement authorities.
- CSN may take no action with respect to violations of this Code unless such action is taken within 10 years of the event to which it relates. Sexual misconduct, bribery and corruption are not subject to such a statute of limitation period. The limitation period, when applicable, shall be prolonged if proceedings are opened and/or suspended.
- Sanctions shall be in force immediately upon the decision being made unless the deciding body rules otherwise.
- Such decisions made by CSN are subject to Due Process and the basic rules of CSN contained within its Statutes and governance documents
- Decisions taken by CSN are not subject to appeals.

VII. Personal or Member Misconduct

- Any individual or group may be evaluated and reviewed by the board of CSN or other assigned party for what may be considered inappropriate or damaging behavior or actions that could affect the image or reputation of CSN, the sport of Cheer or any direct association with Cheer, be it coaches, administrators, officials, judges, athletes or other Cheer personnel, or any individual involved in the sport of cheer. Inappropriate or damaging behavior may include actions such as the following:
 - a) Direct violation of CSN Statutes, Internal Regulation and protocols established or approved by the Board of CSN or General Assembly.
 - b) Disparaging or damaging remarks about CSN, its members and representatives or the sport of Cheer, in general.
 - c) Misrepresentations, inaccuracies or fundamentally dishonest statements about CSN, its members and representatives or the sport of Cheer, in general.
 - d) Other actions deemed damaging or inappropriate by CSN.
- Such a review or evaluation may lead and determine a specific course of action that may be required, pending the interpretation of the results. Actions taken by the respective body against an individual may include, but not be limited to, the following:
 - a) Warning or reprimand,
 - b) Prohibitions of participation in CSN events, programs, activities, meetings or other CSN programs,
 - c) Restrictions as to participation in CSN associated activities and other events,
 - d) Suspensions, Sanctions and Bans of the individual and/or group in question,

Annex 2 Safeguarding policy

CSN is committed to creating a safe and inclusive environment for all members, participants, coaches, volunteers and stakeholders.

A. Principles

CSN will prioritize the wellbeing and safety of all relevant parties as well as promote an open and transparent culture where concerns can be raised and addressed through a clear channel.

CSN shall provide appropriate training for all staff, coaches and volunteers to ensure their awareness.

B. Training

CSN will facilitate a form of training or workshop, to be held regularly, to increase awareness and understanding of safeguarding principles within the sport of cheerleading across the Netherlands. This workshop aims to ensure the safety, well-being, and protection of all participants, with a particular focus on children and vulnerable adults involved in cheerleading.

Key topics covered in the workshop will include an introduction to safeguarding, highlighting its importance in cheerleading and outlining the responsibilities of individuals and organizations. Participants will learn to recognize the signs of various forms of abuse—physical, emotional, sexual, and neglect—and how to respond appropriately. The training will also focus on creating a safe environment within clubs by implementing best practices and safe recruitment procedures for coaches and volunteers.

Additionally, CSN will help address the proper procedures for responding to safeguarding concerns, including how to report issues and the importance of handling disclosures with confidentiality.

C. Application

- CSN requires all active coaches of member clubs and national team staff members to undergo a thorough background check. This process involves evaluating an individual's criminal history and other relevant information to determine their suitability for working with vulnerable populations such as young athletes. This will be conducted through the trusted Verklaring Omtrent het Gedrag (VOG) process, a criminal record declaration provided by the Dutch Ministry of Justice and Security.

- Anyone seeking a coaching position or a role within the national team staff must submit a VOG application as part of their application process. This requirement will apply to both new hires and individuals seeking to renew their involvement with CSN.
- To facilitate this process, CSN is working on partnering with the Dutch Olympic Committee-Dutch Sports Federation (NOC*NSF), an organization known for its dedication to promoting safe and ethical practices in sports across the nation.
- Coaches and national team staff members will be required to submit their VOG applications through the designated channels provided by NOC*NSF, once these become available.
- VOG background checks will not be a one-time requirement. Instead, they will be subject to periodic renewal based on the guidelines set forth by NOC*NSF and by the Dutch Ministry. This ensures that coaches and staff members continue to meet the established standards of safety and professionalism throughout their involvement with CSN.

D. Reporting concerns

- All members, coaches, volunteers, and associated individuals within the cheerleading community are required to report any concerns related to safeguarding, including suspected abuse, misconduct, or any breach of safeguarding guidelines. Reports should be made as soon as possible to ensure timely and appropriate action.
- Concerns should first be reported to any designated safeguarding/confidential person within the respective cheerleading club. If there is no such person, the board of the member club is the first point of contact. These persons are responsible for handling safeguarding issues with confidentiality and sensitivity, ensuring compliance with CSN's safeguarding policies. In instances where a club does not have designated safeguarding personnel or where the individual reporting feels uncomfortable raising the concern within the club, the issue may be reported directly to CSN's confidential advisor. If there is no available confidential advisor, the board of CSN is to be contacted directly.
- When reporting a safeguarding concern, the report should include all relevant details, including the nature of the concern, the names of individuals involved, and specific incidents that led to the concern. It is not the responsibility of the individual reporting to investigate

the matter further; factual information should be provided to the safeguarding representatives of the member club or CSN as it is known.

- All reports will be treated with the highest level of confidentiality. The identity of the individual reporting the concern will be protected to the fullest extent possible, and no retaliatory action will be tolerated against individuals who report safeguarding issues in good faith.
- CSN may reach out to third-party organizations, including legal professionals, child protection agencies, and law enforcement, to assist in handling breaches of safeguarding.

Annex 3 Complaint Mechanism

A. Introduction

Individuals under CSN membership and any individuals participating in CSN related events are expected to fulfill certain responsibilities and obligations including, but not limited to, complying with CSN's policies, bye-laws, rules and regulations, and Codes of Conduct. Non-compliance may result in sanctions pursuant to this policy. The board reserves the right to forward any situation to ISR.

B. Application

The Code of Ethics and Conduct applies to all individuals associated with CSN, including, but not limited to, board members, coaches, athletes, volunteers, officials, staff, and any other representatives or affiliates of the organization. This code governs behavior not only during official CSN activities, events, and competitions but also extends to actions and conduct outside of these contexts, including personal conduct that may impact the reputation and integrity of CSN.

All individuals under this code are expected to uphold the highest standards of integrity, respect, and professionalism at all times. This includes conduct in social settings, online behavior, and any interactions that may reflect upon the values and mission of CSN.

Violations may result in a warning, reprimand, restrictions, suspension or other disciplinary actions up to and including termination of position.

C. Reporting a Complaint

- Any individual who witnesses or becomes aware of a potential breach of the Code of Ethics and Conduct is required to report the incident as soon as possible. Reports should be submitted in writing and must include a clear and detailed account of the alleged violation, including the identities of those involved, the specific conduct in question, and any supporting evidence.

- Reports of breaches should be directed to the CSN Ethics Committee. This committee is tasked with receiving, reviewing, and investigating all complaints related to the Code of Ethics and Conduct. In the case where there are no persons within this committee, the board of CSN is to be contacted directly to facilitate the report.
- In addition to reporting to the Ethics Committee, the individual making the report should also notify the relevant club about the incident. The club leadership must be informed to ensure that they are aware of potential issues within their organization and can cooperate with the Ethics Committee during the investigation process. If the reporter feels uncomfortable notifying the club directly, the Ethics Committee can facilitate this communication.
- Upon receiving a report, the Ethics Committee will acknowledge receipt within a reasonable timeframe and conduct an initial review to determine the validity of the complaint. If the complaint lacks sufficient detail or requires further clarification, the committee may request additional information from the complainant.
- The Ethics Committee will undertake a comprehensive investigation of the reported breach, which may include interviewing witnesses, reviewing relevant documents, and consulting with legal or ethical expert groups such as the Instituut Sportrechtspraak (ISR) if deemed necessary. All investigations will be conducted with strict confidentiality to protect the privacy of all individuals involved.
- After completing the investigation, the Ethics Committee will determine whether a breach of the Code of Ethics and Conduct has occurred. If a violation is confirmed, the committee will recommend appropriate disciplinary actions, which may range from a formal warning to suspension, dismissal, or other sanctions depending on the severity of the breach.
- The Ethics Committee will communicate the outcome of the investigation to the board of CSN. After approval from the board, the complainant and the individual(s) involved in the breach will be informed. If disciplinary action is taken, the affected individual(s) will be informed of the decision and any subsequent steps required.
- Any decision supported by the board of CSN is final and binding.
- The reporting process will be handled with the highest level of confidentiality to safeguard the rights and reputations of all parties involved. CSN strictly prohibits any form of

retaliation against individuals who report breaches in good faith. Such retaliatory actions will be treated as separate violations of the Code of Ethics and Conduct and will be subject to disciplinary measures.

- CSN reserves the right to suspend any individual from participating in club activities during the investigation and proceedings of a complaint.

Annex 4 Data Protection Compliance

1. Introduction

CSN is committed to protecting the privacy of its athletes and ensuring the security of their personal information. This privacy policy outlines how we collect, use, disclose, and protect the personal information of our athletes, coaches, officials, and other individuals associated with our federation. We are dedicated to complying with the General Data Protection Regulation (GDPR).

2. Information collected

By becoming a member of CSN, a member agrees that CSN may collect and process the following types of personal information:

- Athlete and participant information: Name, date of birth, email address, emergency contact information, club affiliation, and other relevant information required for participation in competitions, workshops, and events.
- Photographs and videos: Images captured during competitions, workshops, and events, which may be used for promotional purposes, social media, and documentation.
- Coaches and team Netherlands staff: Name, email address, certifications, certificate of background safety (VOG), and other relevant event-specific information.
- Judges and officials: Name, email address, certifications, and other relevant event-specific information.

3. Purpose of Processing Personal Information

CSN may process personal information for the following purposes:

- Event registration and participation: To manage athlete registrations, communicate event details, and facilitate participation in competitions and workshops.
- Communication: To provide updates, announcements, and important information with regard to CSN activities, events, and developments.
- Safety and well-being: To ensure the safety and well-being of athletes by maintaining emergency contact information.

- Promotional and marketing activities: To use photographs and videos for promotional materials, social media, and our website, while respecting individual privacy rights.
- Statistical analysis: To generate anonymized, aggregated data for the purpose of improving our membership management, payment inquiries, programs, and services.

4. Data Retention

CSN will retain personal information only for as long as necessary to fulfill the purposes outlined in this Privacy Policy, or as required by law. Data for long-term use will be anonymized.

5. Third parties

CSN may share collected information with third parties. This will often take form of sharing contact details in the following circumstances:

- For sponsoring purposes, to allow for sponsors to contact interested members.
- For event management, in the cases where a third party program is used to purchase event tickets, or when names are printed on lanyards/staff shirts.
- In the case of legal processing where contact details will be forwarded to the trusted legal entity, Instituut Sportrechtspraak (ISR).

6. Rights

- Right to access: Individuals have the right to request access to their personal data held by CSN, including media content featuring them.
- Right to rectification: Individuals have the right to request the correction of inaccurate or incomplete personal data.
- Right to erasure: Individuals have the right to seek the removal of their personal data, including media content, in specific situations.
- Right to object: Individuals have the right to object to the processing of their personal data, including the usage of media content, based on legitimate interests or direct marketing.

7. Security

CSN takes appropriate technical and organizational measures to safeguard personal information against loss, unauthorized access, and misuse.

8. Contact Information

If there are questions, concerns, or requests related to personal information gathered by CSN or the Privacy Policy, please contact CSN via info@cheersport.nl.

9. Adaptations to the Privacy Policy

CSN reserves the right to update the Privacy Policy to reflect changes in practice or to fulfill legal requirements. Individuals or parties directly influenced by such changes in a significant manner will be notified.