

# SAFE SPORT PROGRAMME

A QUICK GUIDE



**SAFE SPORT**  
COMMISSION SINGAPORE

**Sport**  
SINGAPORE

# SAFE SPORT UNIFIED CODE & SAFE SPORT PROGRAMME

*Safe Sport is “an athletic environment that is respectful, equitable and free from all forms of non-accidental violence to athletes”*

- International Olympic Committee

## PURPOSE

The purpose of the Safe Sport Unified Code and the Safe Sport Programme which supports it are to:

- Safeguard participants in the sporting environment from abuse and harassment which undermine both the mental and physical health of participants and the integrity of sport
- Harmonise and streamline the safeguarding efforts across the Singapore sporting ecosystem through organisations that are responsible for organising, administering, and facilitating participation in sport

Together, the Safe Sport Unified Code and the Safe Sport Programme form the national framework for safeguarding in sport.

## THE SAFE SPORT UNIFIED CODE (“THE UNIFIED CODE”)

The Unified Code is the bedrock of the Safe Sport Programme and sets out a unified reference for the Singapore sporting community.

It defines and describes and explains the forms of abuse and harassment which may take place in the sporting environment (“Misconduct”).

The community agreed standards of Misconduct comprise inappropriate acts which are **sexual**, **psychological**, and **physical** in nature. It also sets out Misconduct which relate to processes for reporting.



## THE SAFE SPORT PROGRAMME

The Safe Sport Programme comprises all the elements required to optimize the implementation of the Unified Code for sporting organisations that subscribe to the Safe Sport Programme (“Member Organisations”).

The Safe Sport Programme supports Member Organisations through:

- **Policymaking** – assistance with the development of safeguarding policies that incorporate the Unified Code and other best practices; access to safeguarding tool kits and risk and needs assessment frameworks
- **Training and Education** – for stakeholders through access to curriculum and advocacy materials for safeguarding officers and participants
- **Case Management Service** - an independent mechanism to receive, respond and resolve reports of concern. This includes the investigations by the case management unit of the Safe Sport Commission and where necessary are resolved through adjudication by an independently appointed Safe Sport Disciplinary Panel.
- **Access to systems** for secure record-keeping and confidential reporting of incidents
- **Facilitating support** for affected parties who require augmented psychosocial support through a network of befrienders and counsellors
- **Accreditation** through a Safe Sport Safety Mark upon the implementation of the relevant safeguards

The Safe Sport Programme prescribes:

- **Process and Procedures** - clear guidelines on jurisdiction, confidentiality, assessment and investigation of reports of concern, a decision-making framework for the determination of severity and consequence(s) and hearing procedures which will ensure a consistent, fair and independent resolution process.
- **Measures** – protective and/or rehabilitative interventions including education, contact limitations and re-integration programmes
- **Sanctions** – appropriate limitations, conditions, suspensions or denial of the privilege of participation as a consequence for engaging in Misconduct.

## THE SAFE SPORT COMMISSION

The Safe Sport Commission is responsible for the administration of the Safe Sport Unified Code and the Safe Sport Programme.

To perform the functions required to administer the Safe Sport Programme, the Safe Sport Commission maintains a secretariat to execute the following:

- Education and Training
- Policy and Advocacy
- Case Management
- Accreditation

The Safe Sport Commission comprises representatives of key stakeholders such as athletes, coaches, members of the Olympic and Paralympic movement, relevant community groups and government agencies.

A list of the Safe Sport Commission members appointed from 2021 to 2023 are:

|                           |  |
|---------------------------|--|
| Chan Yen San (Chair)      | Partner, KPMG<br>Board Member, SportSG   |
| Chris Chan                | General Secretary, Singapore National Olympic Council (SNOC)<br>President Global Esports Federation                        |
| Shayna Ng                 | National Athlete<br>Member, SNOC Athletes' Commission  |
| Yip Pin Xiu               | Paralympian<br>Executive Committee Member, Singapore Disability Sport Council  |
| Lim Chea Rong             | Head Coach, Shooting Singapore Sports School   |
| Nurul Binte Mohammad Taha | Paralympian<br>Member, Athletes' Council, International Paralympic Committee<br>Member, Singapore Para Athletes Commission |
| Lee Kok Choy              | President, Singapore Swimming Association<br>SportSG Board Member  |
| Su Chun Wei               | Chief, Singapore Sport Institute   |
| Andy Hoe                  | Director, Lifeskills & Lifestyle Division, Peoples Association   |
| Lau Kok Keng              | Partner, Rajah & Tann Singapore LLP<br>Member, SNOC Appeals Committee  |
| Ng Chen Kee               | Divisional Director, Student Development Curriculum, Ministry of Education<br>Board Member, SportSG                        |
| Tan Tin Wee               | Deputy Director, Current Ops, Singapore Police Force   |
| Jennifer Teoh             | Director and Senior Principal Forensic Psychologist, Ministry of Social and Family Development                             |

## THE SAFE SPORT DISCIPLINARY PANEL

The Safe Sport Disciplinary Panel is a group of independent individuals appointed by the Ministry of Culture, Community and Youth to perform the adjudicative function of the framework in accordance with the rules of the Safe Sport Programme.

The Disciplinary and Appeal Committees are appointed from the members of the SafeSport Disciplinary Panel to determine the appropriate measures and sanctions for moderate to severe breaches of the Unified Code. Each committee will comprise a legal member, who will chair the committee, and ordinary members from the sporting community.

## THE KEY SIGNATORIES

The following organisations are the key signatories to the Unified Code.



As organisations of note in sport, the key signatories recognise that only when sporting environments are safe, can their common values be realised.

## FAQs

### + What are the benefits to becoming a Member Organisation of the Safe Sport Programme?

The Safe Sport Programme provides a streamlined and harmonised approach for sporting organisations to implement the Safe Sport Unified Code.

It is designed to:

- ease the administrative burden on sporting organisations, staff and safeguarding officers in:
  - policy creation
  - training and education of staff (on best practices)
  - facilitating augmented psychosocial support for victims
  - assessments and investigations (e.g. interviewing, taking statements)
  - arranging for and convening of disciplinary hearings
- ensure independence and due process for both the affected parties and the persons accused
- eliminate of the risk of accusations of bias due to conflicts of interests often associated with non-independent investigations and disciplinary processes which may not be clearly set out and/or documented in decision-making

Member Organisations will receive support through training of the organisation's safeguarding officer, access to model policies (e.g. child safeguarding, travel, recruitment, digital communications), training and education resources for participants in their sport to help them understand their roles and responsibilities.

When a sporting organisation becomes a Member Organisation of the Safe Sport Programme, the Safe Sport Commission will manage the independent assessment and referral of complaints/reports which fall under its mandatory jurisdiction.

### + Is becoming a member of the Safe Sport Programme necessary?

The Key Signatories have underlined their commitment by to agreeing to accept, implement and enforce: (1) the Unified Code; and (2) the rules and procedures regarding the mechanism for reporting and resolution prescribed by the Safe Sport Programme; throughout their organisations, membership and activities by imposing the required conditions for participation, membership and/or support.

As such, National Sports Associations (NSAs) and National Sport Federations (NFs) affiliated to the SNOG and or supported by SportSG will be required to become Member Organisations of the Safe Sport Programme in line with the NSA Governance Principles.

## **+ What does a Member Organisation need to do to fully implement the Safe Sport Programme?**

To fully implement the Safe Sport Programme, a Member Organisation will have to:

- (1) adopt the Unified Code and the rules of the Safe Sport Programme on case management and resolution by putting in place a Safe Sport Policy which applies to the relevant persons (i.e. employees, contractors, athletes or participants under its governance and jurisdiction);
- (2) designate a Safeguarding Officer within the organisation as an advocate and first responder;
- (3) enforce the terms of the Safe Sport Policy across its membership, programmes and/or sanctioned events

A model Safe Sport Policy will be made available to Member Organisations and the Safe Sport Commission will undertake an onboarding process with each Member Organisation to ensure that the Safe Sport Policy is aligned with its existing safeguarding policies and constitutional rules.

NSAs will be progressively onboarded to the Safe Sport Programme from April 2022 to March 2023.

## **+ What kind of reports will the Safe Sport Commission Manage?**

The Case Management Unit of the Safe Sport Commission will only manage reports of concern that relate to Misconduct set out in the Unified Code which come under its mandatory jurisdiction (i.e. moderate to severe incidents).

Incidents which are classified jointly by the Case Management Unit and the Member Organisation's Safeguarding Officer as less than moderate, will be managed by the NSA. The Safe Sport Commission may exercise discretionary jurisdiction in certain circumstances (e.g. requested by the Member Organisation and/or person affected due to a conflict of interest for an NSA)

These rules and procedures were examined in detail in Phase 3 of the consultations and maybe accessed in the Final Report of the Working Groups which can be downloaded at <https://www.safesport.sg/safe-sport-programme/community-consultations>.

The Safe Sport Commission will not manage sport-specific and other general policies related to interpersonal conduct (e.g. field-of-play incidents which are governed by the rules of the sport, breach of curfew set out in a travel policy, unprofessional behaviour which breaches an organisation's code of conduct which is not related to abuse or harassment under the Unified Code).

## **+ Who was consulted in the development of the Unified Code and the Safe Sport Programme?**

Whilst guided by international frameworks on safeguarding in sport, the Unified Code and Safe Sport Programme has been contextualised for Singapore sporting landscape through extensive consultations with experts and sporting community stakeholders over a 10-month period.

In partnership with the leaders of the Olympic and Paralympic movement, Singapore National Olympic Council and Singapore National Paralympic Council, a three-stage consultation process was undertaken with experts and stakeholders of the sporting community.

### **Phase 1**

Experts in safeguarding from governmental and non-governmental organisations were involved in defining the types of misconduct including the Ministry of Social and Family Development, the Ministry of Home Affairs, the Singapore Police Force, KK Women's and Children's Hospital, Singapore Children's Society and AWARE.

### **Phase 2**

In Phase 2, over 200 members of the sporting community in more than 60 sporting organisations across 58 sports were involved in eight (8) community focus group discussions comprising athletes, coaches, parents, volunteers, members of the para sport community, sport administrators, support staff, safeguarding officers and organisational leaders.

### **Phase 3**

Three (3) key stakeholder working groups were formed in Phase 3 of the consultations to examine in detail the rules relate to jurisdiction, case management, the decision-making framework and the powers and functions of the Safe Sport Disciplinary Panel when addressing incidents of concern.

The consultations candidates also included representatives of institutions which run multi-sport programmes such as representatives from institutes of higher learning, the Singapore Sport Schools, Association for Persons with Special Needs (APSN) and Movement for the Intellectually Disabled of Singapore (MINDS).

The full list of consultation candidates and the organisations they represented are set out in the reports of the focus group discussions and the key stakeholder working group and are available at <https://safesport.sg/>.

### **+ What happens to the NSA Commitment Statement on Safe Sport?**

Implementing the framework of the Safe Sport Programme is the fulfilment of the NSA's commitment statement to ensuring an environment which is free from harassment and abuse. The organisation's Safe Sport Policy will replace that commitment statement.

NSAs should still develop sport-specific policies that relate to their activities and programmes which relate to interpersonal conduct (e.g. body positive guidelines, rooming policies for travelling).

### **+ What support is provided to a person who has experienced Misconduct ("Affected Party")?**

An Affected Party may opt to make a disclosure or lodge a formal report against another person/organisation regarding Misconduct. A disclosure does not trigger a formal process and the Affected Party may be directed to the necessary psychosocial support services.

The Case Management Unit which is staffed by persons who are experienced in providing psychosocial support will refer the Affected Party, where appropriate, to befrienders and/or counsellors under its Support Network.

You can find out more about the Support Network at <https://www.safesport.sg/case-management/support-network>.

### **+ When will the Unified Code and the Safe Sport Programme be live?**

Any organisation may adopt the Unified Code by reference to it in its organisational policies once it is launched on 23 November 2021.

The terms and conditions for membership of the Safe Sport Programme will be completed by January 2022 in line with the community consulted structures and provisions for case management and resolution.

NSAs will be progressively onboarded to the Safe Sport Programme from April 2022 to March 2023.

### **+ Can any other sporting organisation adopt the Unified Code?**

Harmonisation and Accessibility are the two guiding principles of the Safe Sport Programme and providing a single framework for all levels of sport and different types of sporting organisations is one of the key objectives.

Any sports organisation may adopt the Unified Code by reference to it in their organisational safeguarding policies. For examples, commercial sports organisations that wish to have access to the policy repository, training and education resources and train a safeguarding officer may become Affiliate Members of the Safe Sport Programme.

A pilot scheme for Affiliate Members will commence in 2022.

### **+ When can an organisation get accredited with the Safety Mark?**

The aim of the accreditation scheme is to establish recognition for the quality of an organisation's safeguarding efforts and established processes. The accreditation framework will be activated following the rollout of the Safe Sport Programme to the NSAs in 2022.