



## General Information



### Date

The XXXIX Ordinary Congress of the International Handball Federation (IHF) will be held by video conference (Zoom) on Thursday, 2 November 2023 from 12:00 to 18:00 CET (GMT+1).

The IHF Council members will be invited to Basel, Switzerland to participate in the Congress physically.



### Meetings of Continental Confederations

The Continental Confederations will hold preparatory meetings prior to the IHF Congress according to the following preliminary timetable:

#### Wednesday, 1 November 2023

10:00-12:00 CET	Meeting of Asian Handball Federation (virtually)
12:00-14:00 CET	Meeting of African Handball Confederation (virtually)
14:00-16:00 CET	Meeting of European Handball Federation (virtually)
16:00-18:00 CET	Meeting of South and Central America Handball Confederation (virtually)
18:00-20:00 CET	Meeting of North America and Caribbean Handball Confederation (virtually)
18:00-20:00 CET	Meeting of Oceania Continent Handball Federation (virtually)

All related information including the log-in details will be communicated to you by your respective Continental Confederation. The IHF President will partially attend all the meetings of the Continental Confederations to listen to all of you.



### Registration

According to Article 13.3.1 of the IHF Statutes, each Member Federation may take part in the Congress with up to three delegates.

Closing date for registrations is **2 August 2023**. Please meet the registration deadline to allow us to make the necessary arrangements.

You are kindly requested to complete and submit the following online registration form:

- **For Congress delegates** (Form 1 available [here](#))
- **For Council members** (Form 2 available [here](#))



In the registration form, those federations entitled to vote also have the possibility to define which representative of your delegation should be the voting delegate. In case we don't receive any information from your federation in terms of the voting delegate by the above-mentioned deadline, we will assign the highest ranking delegate of your federation, who has been registered for the upcoming Congress, as voting delegate.

If your federation is represented during the Congress by more than one delegate who are joining from different devices, please indicate different email addresses for each delegate. If your federation is represented during the Congress by more than one delegate who are joining from the same device, please indicate one email address only.



### **Log-in details / Voting platform**

In order to ensure that all technical and legal requirements are fulfilled, the entire Congress meeting will be attended by Lumi AGM UK Ltd (based in United Kingdom), who is providing a well-functioning and secure voting system, and by Cheeswrights Scrivener Notaries LLP (based in United Kingdom), who is supervising the voting process during the Congress. We would like to stress that both companies have been involved in the organisation of the 2021 Ordinary IHF Congress as well as many other meetings of the IOC and International Federations held virtually since the beginning of the COVID-19 pandemic.

In order to take part in the Congress, all representatives of the Member Federations (voting and non-voting delegates) need to log into the Lumi voting platform first before accessing the Zoom video conference. Please note that no other log-in details will be provided by the IHF. Important instructions in this regard will be communicated to you in due course.

In order to give all of you the possibility to become familiar with the Lumi voting platform, two training sessions will be held well in advance (dates yet to be determined).



### **Congress languages**

While English is the main language of the Congress, simultaneous translation into the following languages will be provided during the Congress: French, German, Spanish, Arabic, and Russian.



### **Dates and deadlines**

Please refer to the overview of dates and deadlines available [here](#). We kindly ask for your compliance with all deadlines mentioned in the document.



### IHF Statistics

The IHF Head Office is currently in the process of determining the statistical data of our individual Member Federations which, in accordance with the current IHF Regulations, shall be compiled in a general statistic survey.

In order to facilitate our task, we kindly ask you to complete and submit the online statistics form (*Form 3* available [here](#)) to the Head Office at your earliest convenience, however, **no later than 2 August 2023**.

In this context we should not fail to point out that apart from the IHF Statutes the International Olympic Committee, too, expect us to provide accurate figures about every Member Federation.

In case of failure to submit the statistics form by the aforementioned deadline, Article 11.4 of the IHF Regulations concerning Penalties and Fines shall apply.



### Contact details of your federation

In order to update our directory accordingly, we kindly ask you to complete and submit the online contact details form (*Form 4* available [here](#)) to the IHF Head Office **by 2 August 2023**.

In case of failure to submit the contact details form by the aforementioned deadline, Article 11.4 of the IHF Regulations concerning Penalties and Fines shall apply.



### IHF President's Development Award

According to Article 2 of the IHF Regulations for Awards, the IHF President's Development Award is granted to two IHF Member Federations every two years at the Ordinary Congress of the IHF. It is awarded for particular services to the development and spread of handball in the Member Federations' own countries and/or throughout the world. The IHF President's Development Award is granted to two applicants on two levels:

1. Handball developed countries
2. Emerging federations

If your federation would like to apply for the IHF President's Development Award, we kindly ask you to complete and submit the corresponding questionnaire, together with any supporting materials, to the IHF Head Office (**by e-mail: [congress@ihf-online.info](mailto:congress@ihf-online.info)**) **by 2 August 2023**. The questionnaire (*Form 5* available [here](#)) should be completed by computer (avoiding handwriting).

Please attach the supporting materials to the questionnaire.



### Hosting the XXXX Ordinary IHF Congress 2025

The International Handball Federation would herewith like to put out to tender the 2025 Ordinary IHF Congress, which will be awarded during the 2023 Ordinary IHF Congress.

If you are interested in organising the 2025 Ordinary IHF Congress, we kindly ask you to study thoroughly the bidding conditions for hosting the 2025 Ordinary IHF Congress (available [here](#)) and submit the completed event concept form (*Form 6* available [here](#)) to the IHF Head Office (by e-mail: [congress@ihf-online.info](mailto:congress@ihf-online.info)) **no later than 2 August 2023**, including detailed information about Congress venue, accommodation, transportation, meeting rooms' layout, proposal for the Congress date, etc. The form should be completed by computer (avoiding handwriting).

Simultaneously the bidding federation shall pay a deposit amounting to **1,500 Swiss franc** into the following IHF bank account **by 2 August 2023**.

Bank: Bank CIC (Schweiz) AG, 4001 Basel  
IBAN (CHF): CH15 0871 0043 4600 5200 1  
SIC / Clearing number: 08710  
SWIFT-BIC: CIALCHBB  
Account holder: International Handball Federation  
Reference: Bid for 2025 IHF Congress

In case of failure to pay the deposit into the IHF bank account within the stipulated deadline, your federation's bid will not be accepted.

The deposit will be fully refunded to those federations that have duly submitted a bid but are not awarded the 2025 Ordinary IHF Congress. As for the hosting federation of the 2025 Ordinary IHF Congress, the deposit will be included in the final settlement of the Congress.



### Contact details

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