



Victorian Commission for Gambling and Liquor Regulation

Guidelines

Sports controlling body reporting guidelines

These guidelines provide information on reporting requirements for sports controlling bodies.

The Gambling Regulation Act 2003 (the Act) was amended by the *Gambling and Liquor Legislation Further Amendment Act 2014* (the Amendment Act). Amendments include new obligations and duties for sports controlling bodies effective 1 August 2015.

The new provisions of the Act are intended to enhance the monitoring of sports controlling bodies' integrity systems by the Victorian Commission for Gambling and Liquor Regulation (the Commission).

Additional information on sports controlling bodies' obligations can be found in the sports controlling body application form available on the Commission website.

How does a sports controlling body meet the obligations under section 4.5.32 of the Act?

In accordance with section 4.5.32(1), a sports controlling body must report:

- any change to the sports controlling body's policies, rules, codes of conduct or other mechanisms designed to ensure the integrity of the relevant sports betting event
- any change to the expertise, resources and authority available to the sports controlling body to administer, monitor and enforce those policies, rules, codes of conduct and other mechanisms.

This report is due annually on 1 August and must meet the following criteria:

- provided on the official letterhead of the relevant sports controlling body
- signed by the Chief Executive Officer or Integrity Officer of the relevant sports controlling body.

Changes to policies, rules, codes

Sports controlling bodies may structure their reports with relevant headings such as "change to policies" or "change to rules".

Evidence should be provided such as a document describing the changes to policies, rules or codes of conduct and details on specifics of the changes. If the new policy document or rules document is not available on the sports controlling body website, an electronic copy of the document must be attached to the report.

For further details, please refer to the sports controlling body application form (page eight).

Changes to an integrity mechanism

The sports controlling body must report changes to its monitoring processes and compliance with international and national codes and conventions that apply to relevant sports controlling body events.

Any changes to the manner in which the sports controlling body monitors the integrity of the events it controls must be identified.

Codes and conventions include World Anti-Doping Code (WADA), World Anti-Doping Agency International Standards, Australian Sports Anti-Doping Agency National Anti-Doping scheme (ASADA) or similar policy, and the National Policy on Match Fixing.

Changes to expertise and resources

Sports controlling bodies may structure their reports with relevant headings such as "change to company structure", "change to integrity unit" or "change to integrity processes".



Changes to the engagement of third party monitors must be included, as well as details of proposed monitoring targets.

For further details, please refer to the sports controlling body application form (page nine).

Breaches and investigations

In the first instance, a brief notification via email of a confirmed or suspected breach is sufficient. A more detailed report, including the result of the investigation and any action taken must follow the initial report, even if the reported matters are investigated and not found to be breaches.

A breach investigative reports must meet the following criteria:

- provided on the official letterhead of the relevant sports controlling body
- signed by the sports controlling body Integrity Officer or authorised officer.

How do sports controlling bodies submit their reports to the Commission?

Sports controlling bodies must submit their notifications and reports via email to sbnotifications@vcglr.vic.gov.au.

Are sports controlling bodies still required to report if there are no changes or breaches to their integrity mechanisms?

Yes, sports controlling bodies must report annually to the Commission, even if there have been no changes or breaches to their integrity rules, codes, mechanisms or any other integrity measures.

This publication avoids the use of legal language. Information about the law may have been summarised or expressed in general statements. This information should not be relied upon as a substitute for professional legal advice or reference to the actual legislation. Authorised by the Victorian Government.