

# INTERNATIONAL BREATHWORK FOUNDATION

## Rules, Regulations and Guidelines



## IBF By-laws

March 2022

**“Uniting and Inspiring People through Conscious  
Breathing”**

*“The purpose of the IBF is to promote a heart-centred approach to Breathwork, its  
theory and practice, for the expansion of  
consciousness and for personal and global transformation”*

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## INTRODUCTION

The International Breathwork Foundation (IBF) is a global network open to all interested people who share a common interest in conscious breathing as a tool for health, well-being and spiritual growth.

The IBF was created in June 1994, during the first Global Inspiration Conference (GIC) in Sweden and was officially incorporated as a non-profit organisation in Holland in June 2000. Principal funding of the foundation is by annual membership fees.

The International Breathwork Foundation recognises and pays respect to our First Nation members. We acknowledge all first nation peoples whose land we live on, and recognise their continuing connection to lands, waters, sky and communities.

The IBF practice principles of equality, diversity and inclusion. We celebrate and nurture the rich diversity within our communities including people who live with or are impacted by disability, our LGBTIQA+ members, BIPOC members and displaced peoples. As a community we seek to strengthen our collective consciousness, action and resilience against the adverse effects of stigma, discrimination, and marginalisation.

The IBF has an open, respectful and inclusive spirit of all nations, races, religions, spiritual traditions and breathing techniques and does not adhere to any specific tradition, religious or otherwise.

The IBF serves as a research and documentation centre for collecting, collating and disseminating information from around the world about Breathwork and its diverse theories, techniques, practices, schools and trainings.

A Global Inspiration Conference is held annually under the auspices of the IBF and is hosted in a different country each year. During the conference the IBF holds its Annual General Meeting (AGM). All registered participants at the conference are welcome to participate in the AGM where decisions regarding the future direction of the IBF and its relationship to Breathwork are made.

The International Breathwork Foundation offers the possibility to all people devoted to Conscious Breathing, independent of modality, to creatively participate in a global activity that promotes and honours the breath as a transformational tool for healing and personal growth. All are welcome to join the IBF network.

## **BREATHWORK DEFINITIONS**

### **Conscious Breathing:**

The practice of breathing with awareness, intention and attention to your inner experience, in the present moment.

### **Breathwork:**

The experiential field of study and practice that encompasses a variety of breathing techniques utilised individually and in groups, to cultivate self-awareness and the enhancement of physical, emotional, cognitive, or spiritual well-being.

### **Conscious Connected Breathing:**

A breathing pattern in which the breather intentionally connects the inhale with the exhale without any pauses.

### **Conscious Connected Breathwork (CCB):**

An experiential field of study and practice that uses conscious connected breathing and body-mind techniques to support the physical, emotional, mental and spiritual levels of being.

- Some schools of CCB are psychotherapeutic.
- There are various schools of CCB including but not limited to; Rebirthing, Holotropic Breathwork, Integrative Breathwork, Clarity Breathwork, Shamanic Breathwork and Transformational Breath.
- The emphasis placed on different components of the session, as well as different theoretical and spiritual frameworks, determines the distinctions among the various schools of CCB.

### **Breathworker:**

A practitioner of one or more types of breathwork who facilitates others in utilising breathing techniques for self-awareness, for the enhancement of physical, emotional, cognitive, or spiritual well-being in an individual or group setting.

### **Breathwork Practitioner:**

A qualified breathwork professional who has been certified with a breathwork qualification (training and apprenticeship) that meets the minimum requirements set out by their national/international organisation or training school.

### **Conscious Connected Breathwork Practitioner:**

A qualified breathwork professional who facilitates individual and/or group sessions. They are certified with a conscious connected breathwork qualification (training and apprenticeship) that meets the minimum requirements set out by the Global Professional Breathwork Alliance.

## THE IBF BY-LAWS

1. The IBF By-laws came into being during GIC 1999.
2. Constitutional proposals may come into effect as soon as they are voted through by the AGM if they are not affecting any existing constitutional laws. Once a constitutional issue is re-confirmed by a consecutive AGM it becomes part of the IBF constitution and can thereafter only be changed by two consecutive AGM's.
3. All the IBF constitutional By-laws are listed below.
4. All subsequent by-laws noted in this document are classified as Referendum Issues and can be modified at the IBF AGM by following the voting procedure listed.

## CONSTITUTIONAL BY-LAWS

1. The International Breathwork Foundation's vision is to be a global inspiration for evolution, healing and aliveness.
2. Statement of purpose: "The purpose of the IBF is to promote a heart-centred approach to Breathwork, its theory and practice, for the expansion of consciousness and for personal and global transformation."
3. The IBF network is open to all people interested in Breathwork, embracing diversity and a respectful interactive dialogue.
4. The IBF has an open, respectful and inclusive spirit of all nations, races, religions and spiritual traditions and does not adhere to any specific tradition, religious or otherwise.
5. IBF is committed to physical and psychological non-violence.
6. As a heart-centred Organisation the IBF strives to acknowledge, understand and respond to the needs of its members.
7. All constitutional and referendum major decisions concerning IBF are taken at an Annual or Extraordinary General Meeting of the IBF membership.
8. Only IBF members present at the AGM have the right to vote. Non-members may attend, speak and put forward proposals, but they do not have the right to vote.
9. General Assembly decisions are taken by a two-thirds majority (2 pros - 1 con) counting only those who decide to vote and are present at the time of voting.
10. Everybody attending the conference has equal freedom of speech in the working groups and in the AGM, within the established AGM procedures as outlined at the beginning of each AGM.
11. The Executive Team is empowered by the AGM to carry out all tasks approved at each AGM.
12. All elected officers are answerable to the AGM regarding IBF business.
13. All members have the right to receive any details on IBF business from the appropriate elected officer regarding decisions, actions and finances of the IBF.

## REFERENDUM BY-LAWS

### 1 IBF Membership

#### 1.1 Membership Fees

1. The Euro is the only currency for membership payments.
2. As of July 2015, IBF now offers 6 categories of membership:
  - i. Friends - €10
  - ii. Members - €50
  - iii. Professional Breathwork Practitioners - €75
  - iv. Other Professionals - €75 (therapist, yoga-teacher etc. who use the breath as an additional tool in their work)
  - v. Organisation members, Schools - €100
  - vi. Honorary members - fee waived
3. When subscribing or renewing membership members are free to donate any contribution in euros to the Breathwork Development Fund.
4. Membership begins from date of payment and lasts for one year. Renewal date is the same date a year later.
5. Payment is made either by PayPal via the IBF website or by bank transfer. In case the payment passes through the National Representative (NR) it should be transferred to IBF bank account as soon as possible to activate the subscription.
6. Only members who have completed their membership payments according to IBF policy appear in the IBF directory and get access to the membership section of the website and forum.
7. The IBF makes 3 memberships to the Organisation free of charge to applicants who are making an active contribution to Breathwork whilst working under financial constraint. The waiver can be held for a period up to 3 years at which point membership becomes payable in full. Similarly, in some exceptional cases, the Executive Team may offer a lower fee for the period of one year. Allocation is at the discretion of the Executive Team.

#### 1.2 Membership Benefits

**Friends and all Members of IBF receive the following:**

1. Access to an active global network of people interested in Breathwork and Conscious Breathing.
2. Regular publications/newsletters including IBF news and Breathwork articles, as well as the possibility to contribute by writing articles in the newsletter.
3. Access to the IBF member's area.
4. Friends are required to OPT IN during registration to receive their free listing as "Friend of the IBF" in the on-line IBF Directory with full name, phone number and email address listed. In the absence of an affirmative OPT IN statement all Friends are assumed to have opted out in alignment with the EU General Data Protection Regulations (GDPR) 2018.

**Members also receive:**

5. The IBF Members discounted rate on their Global Inspiration Conference fee.
6. Possibility to vote during the AGM and to hold an elected position in IBF.
7. Discounts in workshops given by IBF-members who are supporting this scheme.
8. Members are required to OPT IN during registration to receive their free listing as “Member of the IBF” in the on-line IBF Directory with full name, phone number and email address listed. In the absence of an affirmative OPT IN statement all Members are assumed to have opted out in alignment with GDPR.

**Professional Members receive all the above plus:**

9. Free publication of events, articles and books.
10. An extended Professional Member profile in the IBF Directory; including a link to their own website.
11. A digital version of the IBF logo to be used on their website or publicity with the statement “Professional Member” to acknowledge their professional membership and promote the foundation. The logo is not to be used as an endorsement of certification or training.
12. Professional Members are required to OPT IN during registration to receive their free listing and extended profile as a “Professional Member of the IBF” in the on-line IBF Directory. In the absence of an affirmative OPT IN statement all Professional Members are assumed to have opted out in alignment with GDPR.
13. Easier access to and collaboration with other Breathwork Practitioners locally and internationally.

**Organisational members receive the same benefits as professional members.**

14. The person representing the Organisation will only appear as a contact person in the Organisation listing.
15. For a fee of €150 the person listed as organisation representative can also be listed as a professional member in addition to the organisation listing.

## **1.3 Honorary Members**

Honorary members are voted on at the AGM upon proposal by an existing member. It is a lifetime membership unless the person requests to be removed or the AGM votes to remove the person in case of major exceptional circumstances.



## **2 IBF Partnership**

### **2.1 IBF Partners**

1. IBF Partners are organisations whose mission and core values are in alignment with the mission and core values of the IBF.
2. Partnership is intended to support co-creation and collaboration in order to promote the aligned missions and values of both organisations at a global level and to foster the implementation of the United Nations Sustainable Development Goals (SDGs) within the scope of each partner's respective mission statements and core values.
3. IBF Partners may be proposed in writing by any IBF Member.
4. IBF Partners are approved and acknowledged by the Executive Team and Integrity Committee.
5. IBF Partners are invited to enter into an IBF Partnership Agreement.

### **2.2 IBF Partnership Agreement**

1. The IBF offers the possibility to organisations devoted to Conscious Breathing to creatively participate in global activity that promotes and honours the breath as a tool for health, well-being and spiritual growth.
2. The IBF offers the possibility to organisations, within the scope of our respective mission statements and core values, to partner with us for the fulfilment of the United Nations Sustainable Development Goals (SDGs).
3. IBF and IBF Partners commit to support, nurture and encourage a reciprocal collaboration to promote and uphold the mission, core values and code of ethics of both organisations.
4. Both organisations mutually agree to list the other on their website as Partner.
5. Both organisations mutually agree to share with their Friends and Members relevant information about each other's events and initiatives.
6. This Partnership Agreement requires no financial exchange.
7. This Partnership Agreement is reviewed and renewed every 4 years.
8. This Partnership Agreement can be cancelled at any time by either Partner by way of a written letter to the Chair/President/Executive of the other organisation.

### 3 The IBF Data Protection Policy and Privacy Statement

As an Informal Association registered with the Dutch Chamber of Commerce, the IBF is subject to the provisions of the [General Data Protection Regulation](#) ("GDPR") which regulates the handling by an individual, a company or an organisation of personal data relating to individuals in the EU.

The IBF takes the privacy and security of its Members' personal data very seriously and subscribes to the following statement:

1. The IBF collects and stores personal information from its Members to administer personal and organisational membership accounts and to provide the services that they have subscribed to. Standard services include distribution of the IBF newsletter, information and advertising for the Global Inspiration Conference ("GIC"), updates on topics relevant to Breathwork and Conscious Breathing and specific communications about the IBF Breathwork Development Fund and other IBF Events.
2. The IBF Network Database includes the full name, email address, postal address and phone number so that we can communicate according to our Members' explicit preferences. It also records a tax ID and bank details (when provided to the Data Protection Officer) so that an invoice receipt for membership fees may be sent. It records country of origin so that we can allocate National Representatives. Membership history, past and current official roles and prior GIC attendance are stored so that we can apply appropriate charges and discounts to each Member.
3. It is possible for Non-Members to subscribe to the IBF newsletter in the IBF Mailing Database where email address, name and communication preferences are the only details stored.
4. The IBF takes all necessary steps to ensure that Members' and Non-Members' data is treated securely, confidentially and in accordance with the provisions of the GDPR. We employ security measures to guarantee a level of security appropriate to the risks represented by the processing and the nature of the personal data processed. Such measures have been taken to protect your information from unauthorised access or disclosure, accidental or unlawful destruction or accidental loss, or alteration and to prevent any other unlawful form of processing.
5. In alignment with the GDPR we have nominated a responsible person (the Membership Officer) who will have the only secured access to the IBF Network Database. The Communication Officer and the Chair of the IBF Executive Team will have secured access to the IBF Mailing Database.
6. IBF National Representatives need to reach out to Members in their Countries to keep them informed about national events. IBF will obtain consent from every Member before passing personal data to their National Representative. In the absence of an affirmative OPT IN statement, the National Representative will not be passed any personal data.
7. The GIC is organised by a third-party organisation in collaboration with the IBF Executive Team. IBF will obtain consent from every Member before distributing information and advertising about the GIC. In the absence of an affirmative OPT IN statement, IBF will not contact a Member about the GIC.
8. The IBF does not export data to any third-party organisations (this includes the GIC). Your registration information that you provide to the GIC each year is shared under the GDPR policies of that separate organisation. IBF does not pass personal data on to any other companies or organisations. No data held by IBF is held or transferred outside the EU.
9. The IBF Network encourages its Members to create initiatives that promote breathwork, including but not limited to: Conscious Breathing in the Classroom, Conscious Breathing for Trauma Recovery and the Conscious Breathing App ("IBF Initiatives"). Data collected by IBF Initiatives is not shared with the IBF and the IBF does not export data to any IBF Initiatives.

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10. Under the GDPR, Members have the right:
  - to obtain details about how data are processed by the IBF.
  - to obtain copies of personal data that the IBF holds on you.
  - to have incorrect or incomplete data corrected.
  - to have data erased by the IBF, where, for example, we do not have a legitimate reason for retaining the data.
  - to obtain data from the IBF and request transfer/transmission to another data controller (data portability).
  - to object to the processing of data by the IBF in some circumstances.
  - not to be subject (with some exceptions) to automated decision making, including profiling.
  - Further details can be found on the official website of the [Dutch Data Protection Authority](#).
11. For all Members of the IBF the personal login allows the individual to view and edit the personal data that is stored in the IBF Network Database and to decide what is visible on the website. Each year during the membership renewal process individuals will be asked to reconfirm their data protection preferences.
12. Members' personal data (First name, Surname, Country, Email address) will be retained on the IBF Network Database for 2 years after membership lapse, to facilitate the membership renewal process. After 2 years of inactive membership, all personal data will be removed from the IBF Network Database.
  - a. If a Member chooses to add their address, telephone number, website, biography or profile photograph on their membership page, this information will also be retained on the IBF Network Database as above.
  - b. Members can delete this voluntary data from their profile at any time.
  - c. If a Member cancels their membership and wishes any data to be deleted, they can request removal by emailing [treasurer@ibfbreathwork.org](mailto:treasurer@ibfbreathwork.org).
13. If your personal data changes or you find that any of the personal data we hold about you is inaccurate, please inform us about the relevant changes as soon as possible by contacting us via the website contact form [here](#). Requests for access, rectification, blocking, erasure and objection are handled within 15 working days after the request has been deemed legitimate. If the contact with the IBF does not resolve your query or concern, please contact the Dutch Data Protection Authority. Contact details are available [here](#).
14. Being a Member, Professional Member or Friend of IBF implies that the Member has read and understood this IBF Data Protection Policy and Privacy Statement, which can be found on the IBF website.

## 4 The IBF Task Force

All elected roles within the IBF are categorised as Task Force positions of office.

Any IBF member may propose reasonable exceptions to the minimum requirements for an elected Task Force Officer. The IC is responsible to approve and if necessary, call a vote on these exceptions at the AGM.

Task Force officer roles and responsibilities are described in detail in the Task Force Manual.

All Task Force Officers are asked to comply with the Task Force Code of Honour and ethics of the IBF. If an officer is in contravention of the IBF ethics and code of honour, then the IC will discuss the matter with the officer. The officer may be asked to step down for a period of time until the ethical conduct is resolved.

There are different categories of officers in the Task Force:

### 4.1 Executive Team

1. The Executive Team is composed of one or two Chair(s) and any number of Officers of different breathwork modalities and/or Officers who are breathwork-neutral as elected by the AGM.
2. Executive Team Chair(s) & Officer(s) are elected for a maximum term of four years, with an annual re-confirmation vote during the AGM. At least one member of the current Executive Team should continue their service each year to ensure continuity of experience and leadership.
3. The minimum requirement for election of a Chair is: IBF professional membership for 3 years and attendance at least 3 GICs; demonstrating an active role in the organisation or significant contribution to the IBF (unless otherwise agreed to under exceptional circumstances by the IC).
4. The minimum requirement for election of an ET Officer is IBF membership for 2 years and attendance at 2 GICs; demonstrating an active role in the organisation or significant contribution to the IBF (unless otherwise agreed to under exceptional circumstances by the IC).
5. The Executive Team is encouraged and free to create appropriate procedure and administrative manuals for the IBF. Matters of great importance in these manuals - at the discretion of the Executive Team - must be voted on during the AGM. Changes in manuals involving financial aspects must be decided by the AGM.
6. The Chair must attend the GIC every year. If not possible, the Chair must nominate someone from the current Executive Team to take the role of Chair during the GIC.
7. It is highly recommended that the rest of the ET members attend GIC every year.

### Executive Team Roles and Responsibilities:

8. To hold the leadership within the limits defined by the by-laws.
9. To exercise their roles with clarity and a sense of purpose, including making clear decisions within the by-laws.
10. To act in accordance with the core values and vision of the Organisation.
11. To offer inclusive, warm and welcoming leadership with a sense of openness and approachability.
12. To represent and be responsive to the membership.

13. To communicate effectively with the membership through appropriate methods.
14. To administer the finances in accordance with the by-laws.
15. To act as a steering group for the GIC and to ensure that the GIC is delivered in the spirit of IBF.
16. To support and co-ordinate the activities of the NR team.
17. To refine and improve the decision-making processes.
18. To delegate tasks in an appropriate way.
19. To be flexible to adapt to different environments and situations while maintaining the values and purpose of the Organisation.
20. To exercise commitment to the role within the constraints of volunteerism.

## 4.2 Integrity Committee

1. The Integrity Committee (IC) is composed of 3 members with a diverse gender representation.
2. The members of the IC are elected for a maximum term of five years with an annual reconfirmation vote during the AGM. It is recommended that only one IC member step down at a time.
3. The minimum requirement for election to the Integrity Committee is IBF membership for 3 years and attendance at 2 GICs; demonstrating an active role in the organisation or significant contribution to the IBF.
4. To ensure that an IC member is neutral and objective in decision making and consultancy role, an IC member should not hold another IBF Officer role as Executive Team Officer, GIC Organiser or Workgroup Leader. If an IC member is holding another IBF role like Ambassador, National Representative, Team Member of workgroup, or any other, the IC Member must step down, either temporarily or definitively, when there might be a conflict of interest, or the IC Member must step out of the other role.
5. The IC acts as an advisory board for the Executive Team and/or as a complaints board for members (needing clarification and structure). If the IC is in consensus, they have the right to block the Executive Team decisions and actions on a particular project for a maximum of one month. If the issue in question is not resolved within one month, action by the Executive Team on the project will cease and the issue will be referred to the next AGM.
6. Attempts should first be made to resolve complaints about individuals between the people concerned. If a complaint cannot be resolved satisfactorily it can then be lodged in writing with the IC. The IC will review the matter and make a recommendation. The IC will inform the person about whom they have received a complaint in writing.
7. At least two IC members must attend the GIC every year. It is highly recommended that all three IC members attend GIC every year.

## 4.3 National Representatives

1. The National Representatives (NR) team is composed of any number of NRs as elected by the AGM.
2. NRs are elected for a maximum term of four years, with an annual re-confirmation vote during the AGM.
3. NRs may be re-elected for consecutive terms of service, subject to normal election procedures.
4. NRs represent the IBF in their respective country.

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5. If the size of a country so requires, this country may have more than 1 NR. The individual NRs are then each responsible for a specific region of the country. The number of NRs for each country and the region they are responsible for is approved by ET and IC.
6. NRs act as the interface between the IBF and trainers, non-affiliated Breathwork Practitioners and other associated Breathwork Organisations within each country.
7. The minimum requirement for a NR is to have been a member of the IBF for at least one year and have attended at least one GIC, to have completed a professional Breathwork training.
8. IBF National Representatives are active Breathwork Practitioners or Breathwork apprentices who are trained in a Breathwork modality.

## NR Responsibilities

Attend to IBF business at a national level:

9. Maintain contact with existing members and encourage renewal process.
10. Network with other Breathwork Organisations in their country.
11. Attract new individual and Organisation memberships.
12. Organise the translation of IBF written material if necessary.
13. Promote IBF guidelines for Breathwork.
14. Promote GIC participation and other IBF events.
15. Support GIC participants and the GIC-IBF Organisation during the GIC.
16. Stay in regular contact with the ET and network with other NRs.
17. Participate in forums, newsletter production and website posting of events, articles, etc.

## 4.4 Ambassadors

1. Ambassadors are engaged by the IBF to represent the IBF worldwide.
2. They have an active professional role in Breathwork and a significant active history within the IBF (e.g., having served on the Executive team).
3. The role offers no specific benefits or financial incentives.
4. The minimum requirement for election to the Ambassadors is IBF membership of at least 3 years and at least 2 GICs attendance; as well as a demonstrated active role in the organization or significant contribution to the IBF.
5. Ambassadors are self-selected but require approval by the Integrity Committee before presentation at the AGM.
6. Ambassadors are elected and reconfirmed annually during the AGM.

## Ambassadors' Role

7. Within the IBF to be available as a mentoring team who can provide an atmosphere of support and encouragement to all other Task Force officers as needed.
8. At the GIC Ambassadors are an identifiable group of people (e.g., badge/ribbon) who first-timers can approach for support and to discover the roots of the IBF.
9. Ambassadors represent the spirit of the IBF worldwide through their active role in Breathwork.

## 4.5 Workgroup Leaders

1. A new Workgroup is nominated at the AGM to connect members with a mutual interest in a particular area (e.g., Conscious Breath in Schools, Science and Research, UN, World Breathing Day, Breathing Art, Online Events).

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2. A Workgroup Leader will be nominated by the Workgroup and formally elected by the AGM to oversee the activities of each Workgroup.
3. Workgroup Leaders are elected and re-confirmed annually during the AGM.
4. The minimum requirements for a Workgroup Leader: Have been a member of IBF for at least 2 years and participated in the Workgroup for at least 1 year prior to election (unless it is a new initiative). Has completed a professional Breathwork training.
5. IBF Workgroup Leaders are active Breathwork Practitioners or Breathwork apprentices who are trained in a Breathwork modality.
6. Each Workgroup may propose exceptions to the minimum requirements for their Workgroup Leader as part of their nomination at the AGM.

### Workgroup Leader Responsibilities:

7. Represents the IBF in all activities within their Workgroup mandate.
8. Recruits and facilitates all members within the Workgroup.
9. Administers their Workgroup in accordance with the responsibilities outlined in the Task Force Manual.

## 4.6 GIC Organiser

1. In alignment with the GIC Co-Creation Agreement and relationship with the ET throughout the production of their event.
2. The GIC Organiser joins the GIC Council which is inclusive of the previous GIC organiser (GIC-1) and all elected future GIC organisers and meets at least 4 times each year. See Task Force Manual for further details.
3. The GIC council maintains regular contact between the ET and future GIC organisers, providing support and guidance throughout the creative process.
4. The minimum requirement for a potential GIC organiser: Has been a member of IBF for at least two years and have attended one full GIC prior to proposing their country as a host country. The Executive Team may waive this rule.

### GIC Organiser Responsibilities:

5. Ensure that the GIC is produced according to the GIC Organiser Manual.
6. To promote, prioritise and protect the IBF and IBF AGM events within the GIC schedule. <sup>[SEP]</sup>
7. Discuss GIC promotion, planning and communication at least quarterly. <sup>[SEP]</sup>
8. Present and discuss the GIC budget at least annually with the ET.
9. Request support from the ET when needed. <sup>[SEP]</sup>
10. Prepare all recruitment/media to share via the Communication Officer.
11. Promote and share best practice, connection and collaboration between all future GIC organisers.

## 4.7 Task Force Compensation

1. All Task Force members offer their services to the IBF on a voluntary basis.
2. The Executive Team endeavour to fulfil their tasks personally and/or by delegation as they deem necessary.
3. The Executive Team is entrusted by the AGM to enlist professional aid paid for by the IBF as appropriate, where necessary for a specific IBF related task on the condition that there are sufficient funds available for that purpose. IBF matters are paid by IBF funds. The recruitment process will be documented and transparent.
4. If the financial situation of IBF allows it, IBF will subsidise reasonable expenses for



Executive Team meetings during the business year. Travel expenses for the GIC are not included. All expenses will be submitted to the finance officer to be screened for appropriateness and audited through the IBF accounts and financial reports.

**5. The Executive Team members receive a waiver on:**

- i. GIC conference fee
- ii. GIC lodging fee (to be paid by IBF).
- iii. Annual membership fee as individual (Member/Professional) only.
- iv. Miscellaneous office expenses reimbursed upon demand.

**6. The Integrity Committee receives a waiver on:**

- i. GIC conference fee
- ii. GIC lodging fee (to be paid by IBF) if IBF funds allow AND if requested by the individual and approved by the ET before the May prior to that GIC.
- iii. Annual membership fee as individual (Member/Professional) only.
- iv. Miscellaneous office expenses to be reimbursed upon demand.

**7. The National Representatives and Ambassadors receive a waiver on:**

- i. Annual membership fee as individual (Member/Professional) for the year after the GIC only if they have 3 or more members in their country at the close of that GIC.
- ii. If a country has more than 1 NRs, the NR gets this waiver, if they have 3 or more members in their region at the close of that GIC.
- iii. Conference fee if 3 full paying non-members and/or members of their country who did not attend the last two GICs attend the current GIC.
- iv. If a country has more than 1 NRs, the NR gets this waiver, if 3 full paying non-members and/or members of their region who did not attend the last two GICs attend the current GIC.

**8. The Workgroup Leaders receive a waiver on:**

- i. Annual membership fee as an individual (Member/Professional) only.
- ii. Work Group leaders (one per workgroup) may receive a waiver of their GIC conference fee, reflecting their contribution during the year, if requested by the individual and approved by the ET before the May prior to that GIC.
- iii. The waiver is funded from the IBF operational budget.

**9. The GIC Organiser (up to 2 per GIC) receives a waiver on:**

- i. Annual membership fee as an individual (Member/Professional) only for the duration of their service on the GIC council.

10. Membership waivers for IBF officers and NRs correspond to their choice of regular or professional membership.

11. There is no financial compensation for Ambassadors.

12. National Representatives can receive miscellaneous office expenses reimbursed by the finance officer (up to 10% of their national membership fees) or choose to pay these amounts out of their own pocket, thus donating to IBF.



## 5 The Decision-Making Process

1. The IBF usually holds its Annual General Meeting at the annual Global Inspiration Conference where all major decisions are made.
2. When in consensus the IC and ET are entrusted to make “non-critical” changes and additions to the text of the by-laws, GIC Manual and other IBF documents throughout the year as they deem appropriate. Responsibility for defining changes as “critical” or “non-critical” rests with the IC. Changes defined as critical are to be voted on by the AGM.
3. As from August 2017 remote voting may also take place between AGMs via digital means. The ET and IC need to agree that a matter (including those determined as non-critical financial matters) may be suitable for remote voting and does not require consideration during an AGM.
4. The ET will report to the members on all changes (minor changes agreed upon by ET and IC as well as votes approved by remote voting) at least 15 days before the following GIC and this report will also be made available to the assembly at the beginning of the next AGM.
5. In the event of cancellation or postponement of the GIC, the ET and IC may convene an Online AGM to take place on the agreed dates during which that GIC and AGM would have occurred.
6. If the ET and IC agree that an issue relating to IBF requires discussion at an AGM and cannot be postponed until the next AGM, the IBF may convene an Online Extraordinary General Meeting.

### 5.1 Handling of Proposals

1. Proposals should be submitted by e-mail to the IC up to 4 weeks before the conference. Additional proposals may be submitted during the conference no later than 7 pm on the day before voting is scheduled to take place. They must be presented in clear writing and written electronic form to the person(s) chairing the voting procedure.
2. Prioritising Proposals:
  - i. All proposals submitted for the AGM are prioritised and assessed by the IC.
  - ii. The IC evaluate each proposal using the following criteria:
    - IMPORTANCE: determines where on the agenda a proposal is placed.
    - CLARITY: determines how prepared the proposal is for the AGM. If a proposal is unclear, the author will be invited to improve it. If no revision is presented, the proposal will be given lower priority.
    - FEASIBILITY: affords priority to proposals that are most achievable and most complete. The author of an unrealistic proposal will be invited to discuss and reformulate.
  - iii. Proposals submitted before the deadline will be given additional priority.
  - iv. Open proposals from the previous AGM will be given additional priority.
3. Proposals addressing the same or similar issue/s will be “bundled” into similar categories on the AGM agenda.
4. Where possible the authors of similar proposals may be invited to join forces and create one unified proposal.
5. AGM Working Groups:
  - i. If during the AGM an idea for a new proposal is generated, an AGM working group may be formed to discuss and formulate that idea into a proposal.
  - ii. Proposals rejected during voting can be reformulated in an AGM working group and may be re-submitted.
  - iii. An AGM working group may decide to leave the AGM and collaborate in a breakout room OR

- arrange a separate meeting outside the AGM time.
  - iv. AGM working group proposals may be submitted by email to the IC using the new proposal template.
  - v. The IC assess and prioritise these proposals using the established process.
- 6. All proposals will receive one of these outcomes in writing from the IC:
  - i. Request for further information, discussion or reformulation.
  - ii. Discuss and vote during the Current AGM
  - iii. Prioritise for Electronic Voting before the next AGM
  - iv. Open proposal for discussion at the next AGM
  - v. No voting required after discussion, resolution or alternative action.

## 5.2 Voting Guidelines for the AGM

1. Voting is by show of hands.
2. A two-thirds majority of members voting is required to decide on any vote.
3. Exception to this rule is when voting takes place for the organiser for an upcoming GIC: If there are two or more proposals, and if in the first round of voting none of them reaches a 2/3 majority, a simple majority is sufficient for one of the proposals to be voted in the second round of voting.
4. IBF members present at the AGM or present for remote AGM attendance have the right to vote.
5. Non-members may attend the AGM in person, speak and put forward proposals, but they do not have the right to vote. Non-members cannot attend the AGM remotely. (This is important to ensure that votes can be easily counted and verified for remote AGM voting).
6. Voting follows presentations and proposals from the various work and discussion groups or from individuals.
7. Participants are asked to take responsibility for voting only if/when they are clear about and committed to the issue in question.
8. Proposals handed to the AGM Team to be presented for voting at the AGM cannot be changed or reworded without the approval of its author, except for linguistic corrections.

## 5.3 Remote AGM Voting

1. The AGM should be accessible remotely for IBF Members/Professional Members to attend (Remote AGM Attendance).
2. Those Members attending the AGM remotely should have the facility to vote (Remote AGM Voting).
3. Procedures for Remote AGM Voting will be created by the IC in alignment with established IBF online AGM voting procedures and the IBF Bylaws. Procedures will be trialled and refined at the next live AGM.
4. The GIC Venue should have a reliable and sufficient internet connection and appropriate audio-visual equipment within the main meeting room to support live videoconferencing during the AGM.
5. If due to technical difficulties Remote AGM Attendance and/or Voting are not possible, the live AGM will proceed as usual. If members wish to be certain of their ability to vote, then need to attend in person.

## 5.4 Remote Electronic Voting Guidelines

1. Proposals submitted to the IC following the 'Handling of Proposals' procedure above (section 4.1) and any proposals that remain open or pending at the close of the AGM may be allocated as appropriate for remote electronic voting.
2. Only IBF members (not IBF Friends) have the right to vote. The ET and the IC may further determine that the matter may be referred exclusively to professional Breathwork Practitioner members if the matter is relevant (for example, Breathwork Training standards and matters relevant to the profession).
3. Remote electronic votes require a minimum of 40% participation from those invited to vote in order to be valid.
4. Of those members, a two-thirds majority vote is required to decide on any voted issue.
5. Remote electronic voting is overseen by the IC. If the result is clear and consistent with requirements, the ET can proceed to announce the result. If the result is in doubt, then the ET will pass the vote result to the IC for discussion and action.
6. Remote electronic voting cannot be used to vote in the AGM.

## 5.5 Voting Procedure during the AGM

1. On the voting day all voting proposals are read out.
2. After each proposal is read out there is time for discussion, questions, comments and expression of concerns.
3. It is suggested that only those with something new or important to add speak, as briefly and clearly as possible.
4. End of Discussion. At any time during discussion and questions, anyone may call for an end to the discussion. Following this call there will be a vote on this by a show of hands. If the majority of those present agree to end the discussion, the meeting will move on directly to a short presentation (one minute) by someone in favour of the proposal, followed by a short presentation (one minute) by someone against the proposal.
5. At the end of these presentations the meeting will move on to voting based on the decision by a two-thirds majority.
6. If the voting for end of discussion is defeated the discussion will continue until agreement is reached by a further call and vote to end the discussion.
7. A voting proposal may be withdrawn at any moment during the above procedure at the discretion of the person presenting the proposal.

## 5.6 Handling of open proposals after the AGM

1. After the AGM the IC review all open proposals and make recommendations:
  - i. Electronic Vote
  - ii. Review with the proposers
  - iii. Carry forward to the next AGM
2. IC pass the open proposals and their recommendations to the ET for action.
  - i. For electronic vote:
    - ET will prepare the text for the vote with the proponent.
    - Final text is sent to IC for approval before the vote is actioned.
    - The result of the vote is passed to the IC for review.
    - The IC approve the result

- The ET will communicate/disseminate the outcome.
- ii. For review with the proposers:
  - IC will email the proponent with the IC feedback.
  - It is then up to the proposer to review and respond to the IC.
- iii. For Carry forward to the next AGM
  - IC will email the proponent
  - Open proposal logged for the next AGM in the AGM report.
- 3. All proposals submitted before or during the AGM should be documented in the AGM report. The outcome for all voted proposals AND the IC recommendation for all open proposal should be documented in the AGM report.

## 5.7 AGM Guidelines

### AGM Team

1. One member of the IC or a person nominated by the IC will chair the AGM. The chairperson of the AGM will appoint the members of the AGM Team.
2. The AGM Team may consist of: One Chairperson (Orchestrates Proceedings), One Vice-Chairperson (Assists), One Turn Caller (Order of Speakers gallery), Two Minute takers (rotating), Board Writer, Agenda Coordinator.

### AGM Agenda

3. The proposals that were submitted 4 weeks before the conference should be presented to the AGM by the AGM Team in a clear but short summary on the first AGM meeting and be made available on the GIC notice board during the conference.
4. The AGM is not held on the first full day of the GIC which is devoted to a community breathe and other introductory activities.
5. The AGM is held from the second to the sixth day of the conference. There is flexibility available for the order and sequence of AGM events and the following is intended only as a guideline.
  - i. On day 1 of the AGM (the second day of the conference) the ET, IC, NRs and Workgroup Leaders submit their reports, which will be posted on the IBF notice board. GIC+1 (next year) will be presented to the assembly. Nominations for the host country for GIC+3 (the year n+3, n being the current year) will be presented. Location and organisation of the upcoming GICs are now decided 3 years in advance.
  - ii. On day 2 of the AGM (the third day of the conference) the working groups will start their work on the proposed topics and will prepare "ready for voting" proposals. The nominated host country for GIC+2 will be presented to the assembly.
  - iii. On day 3 of the AGM (the fourth day of the conference) voting on the different proposals takes place according to the decided agenda.
  - iv. On day 4 of the AGM (the fifth day of the conference) the re-election and election of the IBF task force will take place. The vote will take place for GIC+3.
  - v. On day 5 of the AGM (the sixth day of the conference) voting on the remaining proposals takes place if necessary.

## 6 Finances

## 6.1 Financial Procedure

1. All accounts and other financial reporting should be revised and approved by the Executive Team and audited by the IC or someone of their choice. The IC may also choose to request the services of a professional accountant if they deem it necessary. Any costs will be authorised by the ET.
2. The financial year starts on March 1<sup>st</sup> to allow time for auditing of all accounts before the AGM.
3. A financial report is presented to the AGM based on the audited accounts. This report must be formally approved by the AGM.
4. All official IBF documents are available to members on the website.

## 6.2 Breathwork Development Fund

1. IBF maintains a Breathwork Development Fund to support international development of Breathwork. The fund will be available for projects such as:
  - a) Financial support for GIC attendance to individuals that have a well- defined project for which attending GIC is clearly adding value to the project.
  - b) Part-funding of scholarships for Breathworktraining.
  - c) Supporting progressive application of Breathwork.
2. The Breathwork Development Fund is administered by the Executive team, with an annual update to the membership at the GIC.
3. The Breathwork Development Fund receives income from:
  - a) Donations from individuals and organisations.
  - b) IBF funds at the discretion of the Executive team.
  - c) 10% of revenue from product sales at the GIC Shop (the space where conference attendees sell their merchandise). Excluding those products sold in service of other charity initiatives (e.g., for TIBA).
4. The Breathwork Development Fund is available to IBF members or non-members but can only be applied for through a structured application form (including a budget) submitted by an IBF member.

## 6.3 Translation Fund

IBF allocates funding to support the translation of IBF related literature within its annual budget at the discretion of the Executive Team.

## 7 The Global Inspiration Conference

- 1 The GIC is a Co-Creation between the elected GIC organiser and the IBF. Both parties must agree to and sign the GIC Co-Creation Agreement before the conclusion of the GIC at which they are approved.
- 2 The IBF has a GIC Manual that fully details the guidelines to produce the Global Inspiration Conference. This manual is updated annually according to AGM decisions and is available for all members on the IBF website.
- 3 For a GIC to be organised and run smoothly according to the spirit of the IBF, a potential GIC organiser should have been a member of IBF for at least two years and have attended one full GIC prior to proposing their country as a host country. If the Executive Team think it necessary, they may waive this rule.
- 4 A potential GIC organiser should have read, studied and understood the entire GIC Organiser's Manual.
- 5 The location, organiser and dates of GIC are decided upon three years in advance where possible. The conference is traditionally held in July. When other dates need to be considered this is decided in agreement between the GIC organiser and the Executive Team.
- 6 The rules and guidelines within the GIC Manual are to be followed by the GIC Organiser.
- 7 The GIC organiser is co-opted into the GIC council for the 2 years preceding their GIC, the year of their GIC and 3 months after their conference. The GIC council will meet with the Executive Team at least every 2 months throughout the business year to promote best practice, connection and collaboration between all future GIC organisers.
- 8 The GIC conference fee is agreed upon by the GIC organiser together with the Executive Team taking into consideration the country where the GIC is held and economic factors such as inflation.
- 9 The IBF Gross Profit Share (before tax) is 35% of the event profit before taxes. This can be adjusted in specific circumstances and upon the unanimous agreement of the Executive Team, the IC and GIC organiser.
- 10 Providing that the conditions of the GIC Co-Creation Agreement have been met:
  - i. The IBF will accept liability for 35% of any financial loss for the event.
  - ii. The GIC Organiser may apply for further compensation as outlined in the GIC Manual.
  - iii. Financial compensation is only possible when IBF funds are available and should never exceed 25% of the total IBF funds.
- 11 The GIC Organiser should ensure that a 2-hour period from 11am - 1pm is protected within the daily event schedule for IBF events including community breathes and the IBF AGM.
- 12 This time slot should be preserved for activities that promote communitas or integration and no keynote event or conscious breathing activities may be scheduled during this time.
- 13 Smoking is prohibited in buildings and on grounds of the GIC and it is strongly recommended that alcohol be not used during GIC.
- 14 The GIC organiser should ensure that the necessary guidelines for workshop presenters and participants are clearly exhibited at the conference.

## 8 IBF Media

### 8.1 Newsletter

1. The IBF produces an electronic newsletter for members.
2. The Newsletter Editor is responsible for organisation of the content and layout of the IBF Newsletter.
3. The Communication Officer from the Executive Team will approve and distribute all media items in alignment with the IBF GDPR Privacy Policy.

### 8.2 Breathwork Magazines

1. The IBF encourages Breathwork magazines.

### 8.3 Publications

2. At the annual IBF conference, a space is given (15-20 minutes) to present Breathwork related scientific articles, journals and books.
3. A future goal of the IBF is to form a research committee with the following purposes:
  - i. Compile a database of research into Conscious Breathing and Breathwork of all varieties: medical, biofeedback, etc.
  - ii. Provide frameworks for research, questionnaires, etc.
  - iii. Relate Breathwork to standard psychotherapy terminology.

### 8.4 Directory

4. All registered and paid members have the option to OPT IN to be listed on the online IBF Directory with their name and current contact details according to their GDPR preferences.

### 8.5 Website

1. IBF By-laws, the IBF Core Values and the Guidelines for Conscious Connected Breathwork from the by-laws, should be placed in a preferred space in the IBF webpage, very visible and available to every visitor.
2. All the IBF manuals should be available on the IBF website accessible to IBF members.
3. Individuals and organisations who are members of the IBF and organisations' individual representatives have the option to OPT IN to be listed in the Directory section on the IBF website.
4. Free space is offered in the Events Calendar section of the website for IBF members wishing to publicise their Breathwork schools, workshops, trainings, breathing circles and conferences or other activities related to or supporting Breathwork.
5. IBF members have the option to link their personal websites to the IBF website.
6. Historical documents: i.e., a compilation of AGM reports, GIC reports, Newsletters and Annual Executive Team, IC and Task Force Reports are available on the IBF website for

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exclusive access to IBF members only.

7. Products using the IBF name or logo can be sold on the IBF website. The IBF Integrity Committee must approve all other products or commercial advertising.
8. The IBF website will be open to exchange links with relevant websites of general interest approved by the IBF Executive team with supervision from the Integrity Committee.

## **8.6 Social Media**

1. The official IBF Facebook Page is overseen by the IBF Communication Officer or their delegated Task Force Officer for social media.
2. The official GIC Facebook Page is overseen but the IBF Communication Officer and the current GIC Organiser with assistance from the delegated Task Force Officer for social media.
3. The IBF Facebook Group provides an open forum for all members of that group and will not be moderated by the IBF.
4. The IBF is keen to explore other social media platforms.

## **9 GIC Award**

1. Exceptional service to the IBF is formally recognised and honoured by the presentation of a Global Inspiration Award at the Global Inspiration Conference.
2. Proposals for this award will follow IBF Proposal Procedure. A suitable award will be created by IBF and retained by the recipient for life. The Task Force is entrusted to find/create a suitable award symbol.



## 10 IBF Core Values

- 1. Right Relationship**  
We celebrate the interconnected nature of life and respond in right relation to each other and the world around us; directing our affairs with love, honour and respect.
- 2. Conscious Breathing**  
Conscious breath is at the heart of our community, and we trust it to guide us to the truth.
- 3. Authenticity and Integrity**  
We are dedicated to authenticity and integrity in our lives and challenge behaviours and perspectives that are not aligned with the highest good of all.
- 4. Diversity and Inclusivity**  
We celebrate and nurture the rich diversity within our communities, and actively practice principles of equality, diversity and inclusion.
- 5. Conscious communication**  
Conscious communication is a natural mode of relating in our community. We have the courage to communicate our truth lovingly in the name of healing and we are clear that it is not necessary to take the communications of others personally.
- 6. Personal and Collective Responsibility**  
We take personal responsibility for our thoughts, words and actions, acknowledging and respecting the power of the creator in each one of us.
- 7. Flexibility and Responsiveness**  
We recognise the power in quantum change and maintain flexibility in our perspectives and actions to accommodate the unknown.
- 8. Understanding and Knowledge**  
We acknowledge the multiple sources of intelligence available to us; we are guided by our hearts, divine inspiration and mental abilities in our decision-making processes.
- 9. Consciousness**  
Being committed to consciousness we have the courage to acknowledge, embrace and integrate our shadow side. Through our own commitment to healing, we inspire others to develop and grow in conscious awareness.
- 10. Trust, Security and Self Love**  
We trust the manifesting mystery of life and know that as we explore our internal and external worlds, self-care, support and consideration for others is of the highest importance.
- 11. Global Healing**  
Through our continued dedication to conscious awareness in our lives, we emanate the qualities of awakened presence into the world.

## 11 Guidelines, standards and qualifications for Breathwork

1. Standards and/or qualifications for Breathwork are decided at a national level and are available at request through each national Breathwork Organisation.
2. The IBF does not devise standards or qualifications for Breathworkers, neither does it supervise that the standards/qualifications set by each country are met by individual Breathworkers listed in the IBF directory.
3. The IBF does subscribe to a clear code of conduct and to the GBPA professional standards and code of ethics documented below.
4. The IBF makes recommendations for training and professional standards.

### 11.1 GBPA Ethical Standards and Professional Code of Ethics.

1. Adherence to a standard of ethical practice is a defining element of any profession. A code of ethics provides clarity and safety for the public and the practitioners regarding the purpose for their relationship and the boundaries within which they operate. Subscribing to a standard code of practice communicates to the public at large that Breathwork is a valid, accessible and professional tool for healing and growth.
2. The following code of ethics for Breathwork professionals was ratified in 2003 by the collaborative effort of some 22 Breathwork schools and training programs around the world and amended by the GPBA Board of Directors in 2007.
3. The Ethics Committee of the GPBA Board of Directors is available to advise and assist in a perceived breach of ethics by a Breathwork professional.

A Professional Breathwork Practitioner will:

4. Client Suitability:
  - i. Establish a client's ability to utilise and integrate the results of a Breathwork session.
  - ii. Not discriminate on the basis of race, ethnicity, gender, religion, sexual orientation, age or appearance.
5. Contracts with Clients:
  - iii. Establish clear contracts with clients regarding the number and duration of sessions and financial terms.
  - iv. Establish prior agreement with the client for the utilization of other techniques than Breathwork during a session e.g., touch.
  - v. Practice my Breathwork skills for the benefit of the client.
  - vi. Maintain confidentiality of client information and security of records of client session content.
7. Practitioner Competence:
  - i. Practice within my area of professional competence, training and expertise, make this clear to my prospective clients, and not make claims for my service that cannot be substantiated.
  - ii. Continue to develop personally, practicing the technique that I offer and endeavour to maintain a healthy balance between work and self-care.
  - iii. Seek supervision and consultation when appropriate.
7. Practitioner/Client Relationship:
  - i. Establish and maintain healthy, appropriate and professional boundaries, respecting the rights and dignity of those I serve.
  - ii. Refrain from using my influence to exploit or inappropriately exercise power over my clients.
  - iii. Refrain from using my Breathwork practice to promote my personal and religious beliefs.

- iv. Refrain from all forms of sexual behaviour or harassment with clients even if the client initiates or invites such behaviour.
  - v. Provide clients with information about complimentary resources as appropriate.
  - vi. Refer clients to appropriate resources when they present issues beyond my scope of training.
8. Practitioner Interrelationships:
- i. Maintain and nurture healthy relationships to other Breathwork Practitioners.
  - ii. Give constructive feedback to other allied practitioners who I believe have failed to follow one or more of the ethical principles. If this does not resolve the issue, I will seek consultation with the most appropriate professional and/or civil authorities within my region for the protection of clients involved.

## **11.2IBF Ethical Guidelines for Breathwork Practitioners**

### **Practitioner - Client Boundaries:**

1. Practitioners assess clients as follows:
  - i. Their ability to utilise and integrate the results of Breathwork sessions.
  - ii. Their physical and mental abilities/capacity and any possible contra-indications.
  - iii. Refrain from any form of discrimination (race, ethnicity, religion, or sexual orientation)
2. Creating a clear contract with the client by:
  - i. Discussing number & duration of sessions and financial commitment.
  - ii. Establishing agreements with the client regarding the use of techniques other than Breathwork and specifically regarding touch.
  - iii. Maintaining client confidentiality and security of client records & session content in alignment with EU GDPR Policy.
3. In working with a client, we facilitate & foster positive change though working with the breath. We encourage our clients to take personal responsibility for their own thoughts, feelings and actions.
4. As practitioners we always respect and facilitate the client in their process and intention.
5. Refrain from all forms of sexual contact/behaviour with a client even if the client initiates or invites such behaviour. It is highly unethical. Should a practitioner- client relationship become sexual, the client must be referred on to another professional.

### **As Practitioners we:**

1. Maintain integrity by living what we teach.
2. Recognise the divinity and fundamental innocence of allhumanity.
3. We practice compassion and a holistic, intuitive approach to our work.
4. Acknowledge the equality between practitioner andclient.
5. Are committed to be fully present and non-judgmental at all times.
6. Respect the client's freedom of choice.
7. Support the client in clarifying their current state of being.
8. Accept responsibility as a 'creator of our own reality' and own our own projections.
9. Create a safe environment in which to accompany the client in their healing process.
10. Recognise and respect the necessity for on-going professional support & supervision.

## **11.3IBF Guidelines for Qualified Breathwork Practitioners**

### **Working with Clients**

1. Take a full and thorough history of a new client with details to include physical, mental, emotional, spiritual, medical and psychological conditions either prior to, or during the first session.
2. Establish a clear contract with clients regarding number and duration of sessions and financial terms.
3. We do not offer guarantees of healing. Healing comes when practitioner, client and Spirit work in co-operation.
4. Establish clear practitioner ethical boundaries with clients.
5. Be aware and own your own professional limitations, and of the appropriate time to refer a client on.

### **Continued Personal and Professional Development**

6. As practitioners we maintain our practice of conscious 'intention led' breathing, both on our own and facilitated by fellow practitioners, so that we continue to take responsibility for our own thoughts, feelings and actions.
7. Know and understand the different types of conscious breathing techniques and their effects.
8. Continue to identify and clear personal birth process and our basic thought-patterns, family patterns, inherited attitudes and specific negative thoughts.
9. A continuous and on-going commitment to personal professional and therapeutic development.
10. Awareness and practice of spiritual purification processes e.g.: water, earth, fire and air.

## 11.4IBF Recommendations for Breathwork Practitioner Training.

1. The length of a Breathwork training is approximately 400 hours over a minimum of 2 years. The training will ideally include theoretical input from the teachers; supervised practice with clients; a minimum of 20 individual breath sessions as a client and 20 individual sessions as a facilitator with fellow students; written assignments, readings, and assisting at Breathwork trainings/seminars.
2. A clearly outlined program of study where the input topics covered by the trainers is stated and the output/individual work from the students is also outlined. Applicants are aware of the program and requirements thereof before they register for the training.
3. The training has stated entry requirements and they are communicated to the training candidates. Trainers assess the suitability of applicants through interviews, application forms and references.
4. There is more than one trainer to deliver the Breathwork training, giving students a rich, varied and broad experience of what is possible within Breathwork.
5. There is one assistant for every six students.
6. There is a support group or "buddy" system to facilitate the exchange of Breathwork sessions by students between training modules.
7. The program has a holistic perspective and acknowledges the need for the study of anatomy, physiology and psychopathology i.e., the symptoms of mental disturbance.
8. The students should be made aware (or presented with copies) of the IBF and the GBPA training and ethical standards.
9. A reading list of recommended books and CDs is given to students.
10. Students receive both theoretical and experiential knowledge of different forms & applications of breathing, including the differences between nose and mouthbreathing.
11. The training includes the theoretical and practical training experience of breathing in hot and cold water under supervision. With a full understanding/explanation of the differences and benefits of the hot & cold-water environments.
12. Students are taught to work from a 'heart centred' and intuitive perspective, supported by their theoretical knowledge.
13. Students are trained in affirmation techniques and the concept that 'Thought is creative'.
14. Students only work with the public under supervision until they are considered to be ready by the trainers and in any case not before they have successfully completed the first half of the training.
15. Students who want to work as professionals take 3 (public) clients through a minimum of 10 sessions, under supervision, in order to complete their training.
16. On successful completion of the course, the graduate's certificate clearly documents the hours covered in theory, experiential work and supervision.
17. At the end of the training an evaluation form is given to the students and their thoughts and feelings are discussed openly.

## 12 Bibliography

This document represents the major revision of The IBF By-laws, June 2018 by Pippa Wheble and Geert De Vleminck (Executive Team 2018). Smaller updates are made on an annual basis following AGM decisions.

If you would like additional information regarding the history of decisions taken during former IBF conferences, you may refer to the following documents available upon request from the IBF Executive Team.

1. AGM Report Online 2021. Maria Guido (ET Secretary).
2. AGM Report Online 2020. Maria Guido (ET Secretary).
3. AGM Report USA 2019. Maria Guido (ET Secretary).
4. AGM Report France 2018. Maria Guido (ET Secretary).
5. AGM Report Austria 2017. Veronique Batter.
6. AGM Report South Africa 2016. Veronique Batter (President).
7. AGM Report Spain 2015. Veronique Batter (President).
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