



CLUB LICENSING REGULATIONS

Article 1 Abbreviations The terms given below denote the following:

AB Appellant Body

CAF Confederation of African Football

FIFA Federation of International Football Associations

CAS (TAS) Court of Arbitration for Sport (Tribunal Arbitral du Sport) In Lausanne
(Switzerland)

COSAFA Council of Southern Africa Football Associations

MA Member Association

EFA Eswatini Football Association

PLE Premier League of Eswatini

CEO Chief Executive Officer

RFA Regional Football Association

Article 2 Terms and Phases

1. Terms and phrases in these regulations have the meaning as defined in the prevailing EFA Competitions Rules unless explicitly used herein
2. **Annual financial Statements** - A complete set of financial statements prepared as at the statutory closing date, normally including a balance sheet, profit and loss account, a statement of cash flows and those notes, other statements and explanatory material that are an integral part of the financial statements.
3. **Core process** - Minimum requirements that the licensor must put in place for verification of compliance with the criteria described in the regulations as a basis for the issue of a license to an applicant.
4. **Criteria** - Requirements to be fulfilled by the license applicant divided into five categories (sporting, infrastructure, personnel and administrative, legal and financial)

5. **Deadline for submission of the application to the licensor** - The date by which each licensor requires the license applicant to have submitted all relevant information for its application for a license.
6. **license** - Certificate confirming fulfillment of all mandatory minimum requirements by the licensee in order to start the admission procedure for CAF and EFA club competitions.
7. **Provisional License** – Provisional certificate confirming partial fulfillment of the requirement allowing the club to play for a certain period of time pending fulfillment of all the requirements.
8. **license applicant** - Legal entity fully and solely responsible for the football team participating in national and international club competitions that applies for a license.
9. **licensee** - License applicant which has been granted a license by the licensor.
10. **licensor** - Body that operates the licensing system and grants the license.
11. **Licensing Season** – Season for which a License has been granted
12. **Decision Making Bodies** – The First Instance Body and Club Licensing Appeals Committee.
13. **National club licensing regulations** - Working document which describes the national club licensing system in the EFA . It includes all the minimum requirements of the FIFA and CAF licensing system as well as any specific national particularities and objectives.
14. **Football Competitions** – Means football competitions organized by FIFA, CAF, COSAFA and EFA or an entity with a delegated authority from EFA.

Article 3 Interpretation

3.1 Unless the context otherwise requires:

- a. Words importing the singular number shall include the plural and vice versa
- b. Words importing any particular gender shall include all other genders
- c. The headings in the Rules are for convenience only and shall not affect their interpretation;
- d. These Rules shall remain in force until another set of rules are put in place by the EFA Executive Committee.

Article 4 Introduction

4.1 FIFA Congress in Munich 2006 implored National Associations to introduce and enforce Club Licensing Regulations for National Competitions within a stipulated time.

4.2 Considering the above directive and pursuant to Article 85 of the EFA Statutes, the EFA Executive Committee hereby enacts or Amends the Club Licensing Regulations.

4.3 The standards are presented in the form of criteria under five headings; Sporting (Youth and Coaching), Infrastructure, Legal , Financial and Personnel and Administration.

Article 5 Objectives

The objectives of Club licensing are:

- a. To set minimum standards in football
- b. To enforce good football governance by safeguarding the credibility and integrity of club competitions;
- c. To ensure and enforce club financial stability and transparency;
- d. To ensure and enforce sporting values in accordance with the principles of fair play.
- e. To ensure and enforce commitment to youth education and development;
- f. To improve the level of professionalism within the football family.
- g. To ensure and enforce transparency in the ownership of clubs

- h. To ensure and enforce transparency in the control of clubs
- i. To produce professionally prepared players for the national teams

Article 6 Scope

6.1 These regulations shall establish binding rules and procedure to issuance of a license to football club/team to participate in Football Competitions by setting minimum requirements and procedure to be followed by the licensor and licensee.

6.2 A Club License is issued for a specific league division for a particular season. The EFA may also qualify the same license for other Football Competitions.

Article 7 Licence applicant and licence

7.1 License Applicant

1. Only a football club that holds a EFA Certificate of registration shall be considered a License Applicant.

7.2 License

1. Clubs which qualify for any of the three (3) EFA top divisions and other organized/ authorized competitions on sporting merit must obtain a EFA club license to participate in competitions.

2. A license expires without prior notice at the end of the season for which it was issued.

3. A license cannot be transferred.

4. A license may be withdrawn by the licensor's decision making bodied if;

(i) Any of the conditions for the issuing of a license are no longer satisfied; or

(ii) The licensee violates any of its obligations under the EFA National Club Licensing regulations.

Article 8. Procedure

8.1 EFA will issue a deadline for submission of applications at the beginning of each season for clubs that intend to participate in Football Competitions using application forms issued by EFA .

8.2 The license applicant shall submit a written application to the licensor within the stipulated timeframe.

8.3 The Licensor will publicly list all applicants that will have submitted their application for licenses before the exercise for evaluation and issuance of licenses commences.

8.4 The Licensor will evaluate all submitted applications considering information provided and through a physical inspection where necessary as compared to the set minimum standards for the license being applied for.

8.5 The Licensor shall have the powers to announce or publish information deemed necessary in relation to club licensing process.

Article 9 Criteria Requirements

9.1 The requirements stated under "A" CRITERIA must be fulfilled by license applicant in order for them to be granted the NFAS Club License necessary to participate in the EFA Club Competitions, if the license applicant does not fulfill an A-criteria, then it cannot be granted with the 'License'.

9.2 The requirements under "B" CRITERIA must also be fulfilled by license applicant, however, If the license applicant does not fulfill any B-criteria can still receive a 'License 'but subject either to a sanction(s) or to an order by the licensor to fulfill the criteria within a time specified in the order.

The different grades have been defined as follows:

- a) "A" criteria- "MANDATORY": if the license applicant does not fulfill any " A " criteria, then it may not be granted a license to enter confederation/national club competitions;

- b) "B" criteria - "MANDATORY" : if the license applicant does not fulfil any "B" criteria, then it is sanctioned as specified by the licensor but may still receive a license to enter confederation/ national club competitions;

Article 10 Applicability of the system

10.1 The EFA will decide to which clubs the system applies. As a minimum, the club licensing system must be implemented in respect of top-division clubs which qualify for confederation club competitions on sporting merit. It is best practice to implement the club licensing system in respect of all top-division clubs of the member association.

10.2 The EFA may also decide to implement the system in respect of participation in both confederation competitions and national competitions (top division and lower divisions)The quality standards would thereby be improved on a broader basis in the national championship as well as in confederation club competitions, and clubs of the same division would be treated equally.

10.3 Option to delegate the club licensing system to an affiliated league. The member association may delegate the club licensing system to an affiliated league subject to the approval of the confederation's executive committee.

10.4 Vis-a-vis FIFA and CAF, the EFA as a member of FIFA and CAF remains responsible for the proper implementation of the club licensing system, regardless of whether there is a delegation or not.

Article 11 Licensor

11.1 Definition of licensor

- a) The EFA is the licensor. The licensor shall govern the licensing system, appoint the corresponding licensing bodies and determine the necessary processes.

(b) The licensor guarantees the licensee full confidentiality with regard to all information given by the license applicant during the licensing process. Anyone involved in the licensing process or appointed by the licensor must sign a confidentiality clause before commencing its tasks.

11.2 Decision-making bodies

The licensor shall establish an appropriate administration and appoint qualified staff members. The licensor shall establish two decision-making bodies, the names of which it shall determine:

- a) First-instance body (FIB);
- b) Appeals body (AB).

The decision-making bodies shall be independent from each other. They shall be administrative support from the administration of the licensor. A member must in all cases automatically abstain if there is any doubt as to his/her independence towards the license applicant or if there is a conflict of interest.

In this connection, the independence of a member may not be guaranteed if he/she or any member of his/her family (spouse, children, parents, siblings) is a member, shareholder, business partner, sponsor or consultant, etc. of the license applicant. The foregoing list is illustrative and not exhaustive.

11.3 First-instance body (FIB)

- a) The FIB shall decide on whether a license shall be granted to an applicant on the basis of the documents provided and in accordance with the provisions of the national regulations at the submission deadline set by the licensor.

- b) Unless provided otherwise by the statutes, the Executive Committee of the EFA shall decide on the composition of this body.
- c) The licensor shall decide on the quorum of the FIB. The quorum must be a minimum of three members. The chairman shall have the casting vote.
- d) In the case of a licence refusal, the decision must be put in writing and include the reasoning. Members of the FIB may not belong simultaneously to a statutory judicial body of the licensor and must act impartially in the discharge of their duties.
- e) The licensor may nominate administrative staff of the EFA and its affiliated league as members of the FIB, with the exception of the licensing manager, who may not be a member of the FIB.
- f) The executive committee of the EFA shall decide if the members of the FIB are elected or appointed.

11.4 Appeals body (AB)

The AB shall decide on appeals submitted in writing and make a final and binding decision on whether a licence shall be granted.

Appeals may only be lodged by:

- a) the licence applicant following a refusal by the FIB;
- b) the licensor, the competent body of which must be defined (e.g. licensing manager).
- c) The AB shall make its decision based on the decision of the FIB and all the evidence provided by the licence applicant or licensor with its written request for appeal within the deadline determined in the appeal procedure by the chairman of the AB. Any further evidence submitted to the AB at a later stage shall not be taken into account. In the case of a licence refusal, the decision must be put in writing and include the reasoning.

- d) The EFA shall decide whether the club licensing system comes under the authority of the court of arbitration specified in its statutes. In this respect, particular attention shall be paid to the relevant deadlines for entering confederation club competitions.
- e) Unless otherwise provided by the statutes, the Executive Committee of the EFA shall decide on the composition of the AB.
- f) The licensor shall decide on the quorum for the decisions of the AB. The quorum must be a minimum of three members. The chairman shall have the casting vote.
- g) Administrative staff of the EFA and its affiliated league may not be members of the AB. Members of the AB may not simultaneously be members of any other statutory body or committee of the licensor.
- h) The executive committee of the EFA shall decide if the members of the AB are elected or appointed.

11.5 Decision-making procedure

In the national regulations or in a specific regulation, the licensor shall define procedural rules with respect to decision-making. These shall, as a minimum, regulate the following standards:

- a) deadlines (e.g. submission deadlines); 30 June
- b) the principle of equal treatment;
- c) representation (e.g. legal representation);
- d) the right to be heard (e.g. convocation, hearing);
- e) official language(s); English
- f) time limit to issue a request (e.g. calculation, compliance, interruption and extension thereof); 14 days after submission

- g) time limit to appeal; 3 days after receiving written response
- h) effect of the appeal;
- i) type of evidence requested;
- j) burden of proof (e.g. licence applicant has burden of proof);
- k) decisions (in writing with reasoning, etc); l) ground for complaint;
- l) content and form of pleading;
- m) deliberation and hearings;
- n) cost of procedure, administrative fee and deposit to the amount of E10,000.00

Article 12 Licence

Principle

Licences must be issued according to the provisions of the accredited national regulations.

The licensor must issue an invitation to the football clubs to apply for a licence punctually and in writing. The club applying for a licence must submit a written application to the licensor. In this application, the club must, in particular, declare that it shall fulfil the obligations of the licensing system.

Only clubs which fulfils the criteria set in the accredited national regulations by the relevant deadline and that have qualified on the basis of their sporting results may be granted a licence by the member association to enter the confederation/national club competitions of the coming season.

A licence expires without prior notice at the end of the season for which it was issued.

A licence may be withdrawn by the national decision-making bodies during a season if:

- a) for any reason a licensee becomes insolvent and enters into liquidation during the season, as determined by the applicable national law (where a licensee becomes insolvent but

enters administration during the season, the licence should not be withdrawn as long as the purpose of the administration is to rescue the club and its business);

- b) any of the conditions for the issue of a licence are no longer satisfied; or
- c) the licensee violates any of its obligations under the national regulations.

As soon as a licence withdrawal is envisaged, the EFA will inform CAF. A licence is not be transferred.

Article 13 Extraordinary application of the club licensing system for entering confederation club competitions

13.1 Principle

- a) If a club qualifies for a confederation club competition based on its sporting results but has not undergone a national licensing process at all or has undergone a licensing process which is lower/not equivalent to the one applicable to top-division clubs because it belongs to a division other than the top division, the member association of the club concerned may - on behalf of such a club - request the extraordinary application of the club licensing system.

- b) In practice, such a club could for example be the winner or the runner- up of the main domestic cup or league cup playing in a division other than the top division.

Based on such an extraordinary application, the confederation may grant special permission to enter the corresponding club competition which only applies to that specific applicant and for the season in question.

Article 14 Core process

14.1 Introduction

This article defines the assessment process (hereinafter: core process) of the

club licensing system.

14.2 Principle

The core process describes the minimum requirements that the licensor must put in place for the verification of the criteria described in the FIFA regulations (sporting criteria, infrastructure criteria, personnel and administrative criteria and legal criteria and financial criteria) in order to control the issue of a license to a license applicant.

The core process must, as a minimum, fulfill the following requirements:

- The deadlines for submission of the licensing documentation must be clearly defined and communicated;
- The fulfillment of each set of criteria by the license applicant must be verified by suitably qualified staff acting for the licensor;
- The decision-making process must be based on a two-step approach (i.e. first-instance and appeal);
- The decision-making bodies must fulfill the requirements of qualification, independence and confidentiality;
- The licensor shall submit CAF the list of licensed clubs by the relevant deadline. CAF shall submit to FIFA the list of licensed clubs upon request by FIFA.

Article 15 Sporting criteria

15.1 Introduction

For the future of football it is absolutely necessary to have a broad base of footballers available who have the necessary skills and motivation to become professional players. Therefore, it is important to foster youth development programmes and to attract into football more and better-educated boys and girls who not only play the game but are also supporters.

15.2 Objectives

The objectives of the sporting criteria are that licence applicants:

- invest in quality-driven youth development programmes;
- support football education and encourage non-football education of their youth players;
- foster medical care of their youth players;
- practise fair play on and off the pitch.

15.3 Benefits for clubs

The first and main advantage of the sporting criteria is to "produce" football talents for the club's first-team squad every year. They also normally fit more easily and quickly into the first-team squad since they have partly trained with them, know their tactics and speak the same language. They lack only experience.

Under the FIFA transfer system, clubs that have trained players younger than 23 years who are then transferred internationally receive financial compensation. Clubs will thus receive a return on their investment if they train young players. Programmes for improving relations and respect between coaches, officials, players and referees support the idea of fair play on and off the pitch. The image of the players and clubs will improve and on the other hand, fines for disciplinary sanctions can be reduced.

15.4 Criteria

15.4.1 "A" criteria

No.	Grade	Description
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i) Approved youth development programme

The licence applicant must have a written youth development programme approved by the licensor. This education programme must include at least the following:

- a) objectives and youth development philosophy;

- b) organization of youth sector (organizational chart, bodies involved, relation to licence applicant, youth teams, etc.);
- c) personnel (technical, medical and administrative, etc.) and required minimum qualifications;
- d) infrastructure available for youth sector(training and match facilities, etc.);
- e) financial resources (available budget, contribution by licence applicant, players or local community etc.);
- f) a football education programme for the different age groups (playing skills, technical, tactical and physical);
- g) an educational programme on the Laws of the Game;
- h) medical support for youth players (including medical checks).
- i) The youth development programme must further show the licence applicant's commitment to and support of mandatory and complementary school education for youth players.

(ii) Youth teams

The licence applicant must have at least the following youth teams within its legal entity or affiliated to its legal entity:

- a) at least one youth team within the age range of 15 to21;
- b) at least one youth team within the age range of 10 to14.

Article 16 Infrastructure criteria

16.1 Introduction

The criteria and requirements contained in this section are based mainly on the following documents:

- the Laws of the Game;
- the FIFA book Football Stadiums – Technical Recommendations and Requirements.

On the basis of these documents as well as long-standing experience, strict minimum requirements have been established and are described in the following pages. Because the infrastructure criteria should be seen as long-term investments, several recommendations have been introduced which must be taken into consideration if a stadium is to be built or renovated in the short term (one to three years). These recommendations will probably be essential requirements for stadiums one day. Therefore, it would be appreciated if the recommendations were either already incorporated into the stadium planning or stadium adaptations began right away in order to improve quality standards on a voluntary basis.

The national law also needs to be taken into consideration when establishing the stadium and security requirements.

16.2 Objectives

The objectives of the following infrastructure criteria are that licence applicants:

- have an approved stadium available for playing club competition matches that provides spectators and media and press representatives with a well-equipped, well-appointed and safe and comfortable stadium;
- have suitable training facilities for their players to help them improve their technical skills.

16.3 Benefits for clubs

It is appreciated that nowadays people only follow events that are attractive. Entertaining and are worth spending a certain amount of money on. A match between two football teams is no longer enough to bring people into a football stadium to watch a match live. Therefore, each club, together with the stadium owner and the local community, should try to provide a stadium that is attractive to visit, safe and secure, easily accessible by car (including parking facilities) and/or public transport, has comfortable seats with a close view of the pitch, clean hospitality facilities and shops, is equipped with hygienic and

spacious toilets for both sexes, provides communication installations (loudspeakers and a video screen) and, finally, also offers interesting and exciting football on the pitch.

Finally, the comfort of a stadium is an important element in terms of having a large crowd to support the teams on the pitch.

16.4 **Criteria**

16.4.1 **“A” Criteria**

No.	Grade	Description
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i)	Stadium- Certification	
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The stadium must be certified.

The certification is defined according to national/local law and must include provisions related to safety and an evacuation plan. If such law does not exist, the licensor shall establish the content of the stadium certificate and the procedure in close cooperation with the appropriate body/bodies (e.g. local security authorities, the local hospital, fire brigade, police, etc.).

The certificate issued by the appropriate body must not be older than two years at the beginning of the new club competition season.

ii)	Stadium - Control room	
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Each stadium must have a control room which ensures an overall view of the inside of the stadium in accordance with the provisions of the applicable law or according to the requirements of the licensor, in consultation with the appropriate civil body (e.g. local police).

iii)	Stadium -Capacity	
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The minimum capacity of the stadium shall be determined according to the average demand in the domestic championship.

iv) **Stadium- Availability**

The licence applicant must have a stadium available to host club competitions.

Alternative 1: The licence applicant legally owns the stadium.

Alternative 2: The licence applicant may provide a written contract with the owner of a stadium or with owners of different stadiums it will use within the territory of the member association. This contract guarantees the use of the stadium for home matches in the coming season for which the club qualifies in sporting terms.

v) **Stadium -Floodlighting**

For evening matches, the stadium must be equipped with floodlight installations which comply with the standard values set by CAF.

vi) **Stadium - Spectator areas**

Each stand within the stadium must be capable of being divided into separate sectors according to the requirements of the local security authorities or, if no such requirements exist, those of the licensor.

vii) **Stadium - First aid rooms and stadium doping control room**

Each stadium must be equipped with first aid room(s) to care for spectators in need of medical assistance. This must be done in accordance with local authority regulations, otherwise the licensor shall determine the exact number, size and location of the first aid room(s) in consultation with the appropriate civil body (e.g. local authorities for security and health).

The doping control room must be near to the teams' and referees' dressing rooms and inaccessible to the public and the media.

viii) **Field of play - Specification**

The field of play must comply with the Laws of the Game and be:

Alternative 1: Natural grass;

Alternative 2: Artificial turf (according to the FIFA quality standards),

16.4.2 **"B" criteria**

i) **Stadium - Ground rules**

Each stadium must issue stadium ground rules and affix them to the stadium in such a way that the spectators can read them. These rules must provide information on at least the following:

- admission rights;
- abandonment or postponement of events;
- description of prohibitions and penalties, such as entering the field of play, throwing objects, use of foul or abusive language, racist behavior, etc.;
- restrictions with regard to alcohol, fireworks, banners, etc.;
- seating rules;
- causes for ejection from the ground;
- risk analysis specific to the stadium.

ii) **Training facilities- Availability to club**

The training facilities must be available to the club throughout the year.

Alternative 1: The licence applicant legally owns the training facilities;

Alternative 2: The licence applicant may provide written contract(s) with the owner(s) of the training facilities. This contract guarantees the use of the training facilities for the coming season for all club teams participating in a championship approved by the national/ regional association.

iii) **Stadium- Sanitary facilities**

Each stand must provide sufficient toilet facilities for both sexes in accordance with the local authority regulations or the licensor's requirements.

These amenities must include washing facilities with at least cold water and a plentiful supply of towels and/or hand dryers.

They must be bright, clean and hygienic and a procedure should be established to maintain that condition throughout each event.

Article 17 Personnel and administrative criteria

17.1 Introduction

Nowadays a football club is not only a sports club but is also in contact with other parties. The members, the supporters, the media, the sponsors, the suppliers, the commercial partners, the local community and, in some cases, the shareholders of the football club are increasingly involved and interested in the development and results of a football club.

Therefore, professional support should be sought from specialists from various economic fields and industries (e.g. marketing, finance, entertainment and media) They can share their knowledge and experience with today's football clubs to better satisfy the needs and demands of participants and stakeholders in football, who must be treated as customers. Football clubs already operate in a competitive environment on the sporting side and they are increasingly becoming involved in an economic competition. Clubs must strengthen profitability in the long term. Football clubs should look for new and different sources of revenue in addition to the existing ones (TV, gate receipts, sponsors) in order to be more independent of the income from the club's sporting success and have a greater chance of functioning as a financially successful entity.

In this respect. Football clubs need advice from other professionals, namely experienced, well-educated and innovative people who can bring different skills and know-how into the club and help to satisfy the additional needs and demands of football today.

17.2 Objectives

The objectives of the personnel and administrative criteria are to:

- manage license applicants in a professional way;
- make well-educated, qualified and skilled specialists with a certain know-how and experience available to license applicants;
- provide the players of the first and other teams with training by qualified coaches and support from the necessary medical staff.

17.3 Benefits for clubs

Professional, well-educated and experienced staff is of key importance to run a football club in an efficient and effective manner. Being professional at all levels and in all functions does not mean that license applicants must recruit only full-time staff. The focus is on the professional manner in which the persons appointed perform their duties. Each criterion in this section is really important for the smooth and successful running of the club and every club should be able to afford these staff in financial terms. Professionalism will also be improved if clubs define clear profiles for these staff which include the main activities, the main responsibilities (technical, financial and decision-making power, if applicable) and the requirements for the job (education, work experience, technical know-how, IT skills, human competences, language skills and others including football know-how).

It is up to the decision-making body of the license applicant to look for people who meet the set requirements and to engage those candidates that comply with the defined profile (e.g. full-time, part-time, voluntary).

Qualified coaches are the basis for high-quality education within the football teams. In order to achieve this objective, license applicants need the support of the member association to establish a coach education programme. To improve the football skills of the youth teams as well as the first- team squad in all aspects (technically, tactically and physically), trained and qualified coaches are needed. Each youth player who dreams of becoming a professional footballer is entitled to the best-qualified coaches from the youngest age. Other skills (e.g. psychological training, media training, social skills and language skills) are necessary and must be achieved through specific training organized by the member association with a view to issuing a license for coaches. This is not only desirable but is a must.

17. 4 Criteria

17.4.1 “A” criteria

No.	Grade	Description
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i)	Club Secretariat	
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The License Applicant shall submit information and documents about the offices of the Club. The office shall be required to have the following facilities;

- a. Furniture and Fittings
- b. Computers and Printer
- c. Access to Internet
- d. Fixed Telephone
- e. Filling Cabinets
- f. Decoration and Signage

The Information about the ownership status of the premises shall be required by submission of the following documents.

- g. Tenancy / Lease agreement if premises are rented to the License Applicant (12 months or more)
- h. Ownership Title if premises are owned by License Applicant

(ii) **General manager**

The license applicant must have appointed a general manager responsible for running its daily business (operative matters).

The appointment must have been made by the appropriate body (e.g. executive board) of the license applicant.

(iii) **Finance officer**

The license applicant must have appointed a qualified finance officer responsible for its financial matters, who can be either a person working in the club's administration or an external partner mandated by the club through a written contract.

The appointment must have been made by the appropriate body of the license applicant.

(iv) **Security Officer**

The license applicant must have appointed a qualified security officer (with a specific diploma or experience) responsible for safety and security matters.

The appointment must have been made by the appropriate body of the license applicant.

(v) **Doctor and physiotherapist**

The license applicant must have appointed at least one doctor and one physiotherapist responsible for providing medical support and advice to the first-team squad as well as doping prevention policy. He must ensure medical support during matches and training.

The doctor must be recognized and certified by the appropriate national health authorities and be duly registered with the member association or league.

(vi) Head coach of first-team squad

The license applicant must have appointed a head coach responsible for the football matters of the first-team squad.

The head coach must:

- a) hold the highest available coaching license of the member association of the territory on which the license applicant is situated or any valid foreign diploma which is equivalent to this one and recognized by the confederation as such;
- b) already have started the required education course recognized by the member association that will allow him to achieve the required diploma as defined under a) above;
or
- c) holder "recognition of competence" issued by the member association if he has a minimum of five years' practical experience as head coach at any top or second- division club in the association. The head coach must be duly registered with the member association or league. The appointment of the head coach must have been made by the appropriate body of the license applicant.

(vii) Head of youth development programme

The license applicant must have appointed a head of youth development programme responsible for running the daily business and the technical aspects of the youth sector.

The head of youth development programme must:

- a) hold the second-highest available coaching licence of the member association of the territory on which the licence applicant is situated;
- b) already have started the required education course recognized by the member association that will allow him to achieve the required diploma as defined under a) above
or;

- c) hold a "recognition of competence" issued by the member association if he has a minimum of two years' practical experience as head of youth development in any top or second-division club in the association.

The head of youth development programme must be duly registered with the member association or league. The appointment of the head of youth development programme must have been made by the appropriate body of the licence applicant.

viii) **Youth coaches**

The license applicant must have appointed at least one coach responsible for all football matters for each mandatory youth team. The youth coach must hold the minimum qualification as defined by the licensor. He must be duly registered with the member association or league.

The appointment must have been made by the appropriate body of the license applicant.

Article 18 Legal criteria

18.1 Introduction

This criteria defines the minimum legal criteria for license applicants. It is of fundamental importance that the sporting integrity is protected. To that end, FIFA , CAF and EFA reserve the right to intervene and to take appropriate action in any situation in which it transpires that the same natural and legal person is in a position to influence the management, administration and/or sporting performance of more than one club participating in the same club competition.

18.2 Criteria

18.2.1 "A" criteria

No.	Grade	Description
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(i) Declaration in respect of participation in competitions

The licence applicant must submit a legally valid confirming the following:

- a) it recognizes as legally binding the statutes, rules and regulations and decisions of FIFA, CAF, EFA and, of the national league;
- b) it recognizes the exclusive jurisdiction of CAS (the Court of Arbitration for Sport in Lausanne) for any dispute of international dimension and in particular involving FIFA and/or the confederations;
- c) it recognizes the prohibition on recourse to ordinary courts under the FIFA Statutes and the CAF statutes;
- d) at national level it will play in competitions that are recognized and endorsed by the member association(e.g. national championship, national cup);
- e) at continental level it will participate in competitions recognized by the confederation. For the avoidance of doubt, this provision does not relate to friendly matches;
- f) it undertakes to abide by and observe the provisions and conditions of the national regulations;
- g) all submitted documents are complete and correct;
- h) it authorizes the competent club licensing authority to examine documents, seek information and, in the event of any appeal procedure, seek information from any relevant public authority or private body in accordance with national law;
- i) it acknowledges that the CAF reserves the right to execute spot checks at national level reviewing the assessment process and the decision-making;
- j) it acknowledges that FIFA reserves the right to execute spot checks at national level to review the assessment process and the decision-making in case the confederation fails to implement and execute a spot- check procedure at national level.

This declaration must be executed by an authorized signatory no more than three months prior to the corresponding deadline for its submission to the licensor.

ii) **Statutes and extract of register**

The license applicant must submit the following information:

- a) a copy of valid statutes;
- b) an extract from a public register (e.g. trade register) containing information on the license applicant (such as name, address, legal form, list of authorized signatories and type of required signature).

(iii) Ownership and control of clubs

The license applicant must submit a legally valid declaration outlining the ownership structure and control mechanism of the clubs and confirming the following:

No natural or legal person involved in the management, administration and/or sporting performance of the club, either directly or indirectly:

- a) holds or deals in the securities or shares of any other club participating in the same competition;
- b) holds a majority of the shareholders' voting rights of any other club participating in the same competition;
- c) has the right to appoint or remove a majority of the members of the administrative, management or supervisory body of any other club participating in the same competition;
- d) is a shareholder and alone controls a majority of the shareholders' voting rights of any other club participating in the same competition pursuant to an agreement entered into with other shareholders of the club in question;
- e) is a member of any other club participating in the same competition;
- f) is involved in any capacity whatsoever in the management, administration and/or sporting performance of any other club participating in the same competition;
- g) has any power whatsoever over the management, administration and/or sporting performance of any other club participating in the same club competition.

This declaration must be executed by an authorized signatory no more than three months prior to the corresponding deadline for its submission to the licensor.

Article 19 Financial criteria

19.1 Introduction

The preparation and presentation of financial statements by entities differs from country to country due to a variety of social, economic and legal circumstances and due to different countries having in mind different users of financial statements when setting national requirements.

FIFA recognizes that the implementation of the financial criteria in the national regulations presents a challenging task for many member associations and clubs.

19.2 Objectives

The financial criteria aim principally to:

- improve the economic and financial capability of the clubs;
- increase clubs' transparency and credibility; and
- place the necessary importance on the protection of creditors.

19.3 Benefits

Implementation of the financial criteria will help deliver both short- and long-term improvements for clubs, the licensors and the football family in general. For the football family in general, the financial criteria should help to:

- safeguard the continuity and integrity of competitions;
- increase the transparency and credibility of clubs' financial operations;
- improve confidence in the probity of the football industry;
- create a more attractive market for the game's commercial partners and investors; and
- provide the basis for fair competition, because competition is not just about the teams on the pitch.

For the licensors, the financial criteria should help to:

- improve their understanding of the financial position and prospects of their member clubs;
- encourage clubs to settle liabilities to creditors on a timely basis;
- enhance transparency in the money flow of clubs;

- enhance their ability to be proactive in assisting clubs with financial issues; and
- provide a starting point for club benchmarking at a national level for those licensors and clubs who want to develop this aspect.

For the clubs, the financial criteria should help to:

- improve the standards and quality of financial management and planning activities;
- enable better management decision-making;
- enhance clubs' financial and business credibility with stakeholders;
- improve financial stability; and
- enhance revenue-generating ability and cost management.

19.4 Criteria

Every licensor must ensure that, in respect of the clubs which qualify for club competitions, the following minimum criteria are met. The licensor may develop additional criteria, information requirements and assessment procedures for implementation in the national regulations.

No.	Grade	Description
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1)	Annual financial statements – audited	
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Regardless of the legal structure of the licence applicant, annual financial statements consisting of a balance sheet, profit and loss account and notes based on the local legislation for incorporated companies shall be prepared and audited by independent auditors. The financial statements must include the following minimum information in respect of the balance sheet:	
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<i>Current assets</i>	
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- | | |
|---|--|
| i) cash and equivalents; | |
| ii) accounts receivable from player transfers; | |
| iii) accounts receivable from group entities and related parties; | |
| iv) accounts receivable – other; | |
| v) inventories; | |

<i>Non-current assets vi)</i>	
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tangible fixed assets;

vi) intangible assets – Players

vii) intangible assets – Other

viii) Investments

Current liabilities

ix) bank overdrafts and loans;

x) accounts payable relating to player transfers;

xi) accounts payable to group entities and related parties;

xii) accounts payable - other;

xiii) tax liabilities;

xiv) short-term provisions;

Non-current liabilities

xv) bank and other loans;

a) *accounting policies*

The basis for preparation of the financial statements and a summary of the significant accounting policies used:

b) *Controlling party*

When the reporting entity is controlled by another party, there must be disclosure of the related-party relationship and the name of that party and, if different, that of the ultimate controlling party. If the controlling party or ultimate controlling party of the reporting entity is not known, that fact shall be disclosed;

c) *Ultimate owner*

There must be disclosure of the owner(s) of the licence applicant. When the reporting entity is controlled by another party there must be disclosure of the ultimate owner(s) controlling such third party;

d) *Related-party transactions*

If there have been transactions between related parties during the period, the reporting entity shall disclose the nature of the related-party relationship, as well as information about the transactions during the period and outstanding balances at the period end necessary for an understanding of the potential effect of the relationship on the financial statements; and

e) *Other disclosure*

Any additional information or disclosure that is not presented on the face of the balance sheet, profit and loss statement or cash-flow statement, but is relevant to an understanding of any of those statements and/or is required to meet the minimum financial information requirements.

2) **No payables overdue towards football clubs arising from transfer Activities**

The licence applicant must prove that it has no payables overdue (e.g. final and binding decisions of the FIFA Player's Status Committee, the FIFA Dispute Resolution Chamber and the Court of Arbitration for Sport) towards football clubs arising from transfer activities as at 30 June of the year preceding the season to be licensed, unless by the following 30 September they have been fully settled, deferred by mutual agreement with the creditor or are subject to a not obviously unfounded dispute submitted to a competent authority.

3) **No payables overdue towards employees and social/tax authorities**

The licence applicant must prove that, in respect of contractual and legal obligations with its current and former employees (including all professional players according to the applicable FIFA Regulations on the Status and Transfer of Players, the general manager (P.02), the finance officer (P.03), the security officer (P.04), the doctor and the physiotherapist (P.05), the head coach of first-team squad (P.06), the head of youth development programme (P.07) and the youth coaches (P.08); list exhaustive), it has no payables overdue towards employees and social/tax authorities as at 31 December of the year preceding the season to be licensed, unless by the following 31 March they have been fully settled, deferred by mutual agreement with the creditor or are subject to a not obviously unfounded dispute submitted to a competent authority.

Article 20 Spot checks and sanctions by CAF

1. CAF shall implement a spot-check procedure and carry out spot checks with the licensor in order to ensure that the license was correctly awarded at the time of the final and binding decision.
2. FIFA has the right to ask a CAF to carry out a specific spot check.
3. CAF shall send FIFA comprehensive reports about the result of the spot checks at FIFA's request.
4. If CAF realizes that a licensor issued a license in breach of national regulations, the relevant association shall be sanctioned by the confederation's disciplinary committee in accordance with the confederation's disciplinary code or other relevant regulations.
5. FIFA and CAF shall cooperate with each other.

Article 21 Spot checks and sanctions by FIFA

1. In the event that CAF fails to implement a spot-check procedure, does not carry out spot checks with the licensor or does not send, at FIFA's request, comprehensive reports about the result of the spot checks to FIFA, FIFA shall set the confederation a deadline to do so. If this deadline is not respected by the confederation, FIFA has the right to carry out the spot checks directly. The licensor is obliged to cooperate with FIFA for this purpose and provide FIFA with full access to the files.
2. If FIFA realises that a licensor has issued a licence in breach of national regulations, FIFA shall inform the relevant confederation in order to sanction the relevant association in accordance with article 12. In the event that the confederation fails to take action on it or fails to impose sanctions, FIFA shall set the confederation a deadline to do so. If this

deadline is not respected by the CAF, the FIFA Disciplinary Committee has the right to sanction the relevant association directly in accordance with the FIFA Disciplinary Code.

Article 22 EFA Circulars

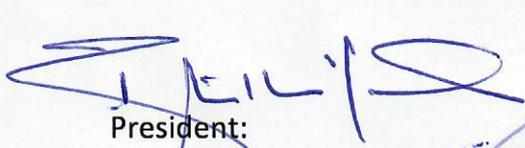
22.1 From time to time, EFA may issue circulars to clarify or even amend any content of these regulations and the circular content shall supersede the content of these rules. Clarifications of the existing rules may be communicated before, during or after any incident and they may be used for the particular incident while amendments will only come into force after they are issued.

Article 23 Matters Not Provided For

23.1 Matters not provided for and force majeure will be decided by the EFA Executive Committee.

Article 24 Adoption and enforcement

23.1 These regulations were adopted by EFA Executive Committee on 26th September 2019 and come into force on 1 January 2020



President:

Adam Mthethwa



General Secretary:

Frederick Mngomezulu

