

CONSTITUTION

OF
THE

GUYANA FOOTBALL
FEDERATION
(GFF)

2015

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DEFINITIONS

The terms given below denote the following:

Guyana Football Federation: full name of the Association

GFF: Abbreviation of the Guyana Football Federation.

The Federation: the Guyana Football Federation.

FIFA: Fédération Internationale de Football Association.

CONCACAF : Confederation of North, Central American and Caribbean Association Football.

CFU : Caribbean Football Union.

GOA : Guyana Olympic Association.

Affiliate: a natural person or entity that has been admitted into membership of a Member.

Arbitration Tribunal: an independent and duly constituted private court of justice acting instead of an Ordinary Court.

Association: a national football association that is a member of FIFA.

Association Football: the game controlled by FIFA and organised in accordance with the Laws of the Game. Moreover, this term shall also include Futsal and Beach Soccer.

CAS: Court of Arbitration for Sport in Lausanne (Switzerland).

Confederation: a group of Associations recognised by FIFA and belonging to the same continent (or similar geographic area).

Club: a member of an Association or a League that enters at least one team in a competition of the Federation.

Congress: the supreme body of the Federation.

Congress Delegate: a natural person representing a Member in the Congress.

Executive Committee: the executive body of the Federation.

IFAB: the International Football Association Board.

Intermediary: A natural or legal person who, for a fee or free of charge, represents players and/or clubs in negotiations with a view to concluding an employment contract or represents clubs in negotiations with a view to concluding a transfer agreement.

Member: a legal person that has been admitted into membership of the Federation by the Congress.

Officials: a member of a body of the Federation, referee and assistant referee, a member of the executive body of a Member or a member of Member, coach, trainer and any other person (except players) responsible for technical, medical and administrative matters at FIFA, a Confederation, Association, Member as well as other persons obliged to comply with the FIFA Statutes and regulations.

Ordinary Courts: state courts which hear public and private legal disputes.

Player: a football player registered with the Federation.

League: a football league that is subordinate to the Federation.

Regional Association: an organisation that is subordinate to the Federation.

NB: Terms referring to natural persons include both genders. Any term in the singular applies to the plural and vice-versa.

I.GENERAL PROVISION

Article 1 Name, headquarters, legal form

- ¹ The Guyana Football Federation is a private non-profit Organisation which controls football in all its forms in the Cooperative Republic of Guyana formed for an unlimited period.
 - ² The Federation's Headquarters are located in Georgetown, Guyana.
 - ³ The Federation shall be affiliated to FIFA and CONCACAF, CFU and such other bodies as the Federation may deem necessary from time to time.
 - ⁴ The flag of the Federation is green, gold, white, black and red.
 - ⁵ The emblem of the Federation is a Jaguar.
 - ⁶ The logo of the Federation is a shield comprising the colours of the flag.
 - ⁷ The abbreviation of the Federation is GFF.
 - ⁸ The flag, emblem, logo and abbreviation are legally registered with the Registrar of the Supreme Court.
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Article 2 Objectives

The objectives of the Federation are:

- a) to improve the game of football constantly and promote, regulate and control it throughout Guyana in the light of fair play and its unifying, educational, cultural and humanitarian values, particularly through youth and development programmes;
- b) to organise and sanction all competitions in football, in particular Association Football, in all its forms and at all levels, by defining precisely, as required, the areas of authority conceded to the Members and Affiliates;
- c) to draw up regulations and provisions and ensure their enforcement;
- d) to protect the interests of its Members;
- e) to respect and prevent any infringement of the Statutes/Constitution, regulations, directives and decisions of FIFA, CONCACAF and the Federation as well as the applicable Laws of the Game and to ensure that these are also respected by its Members;
- f) to promote integrity, ethics and fair play with a view to preventing all methods or practices such as corruption, doping or match manipulation which might jeopardise the integrity of matches or competitions, Players, Officials and Members or give rise to abuse of the game of football, in particular Association Football;
- g) to control and supervise all friendly football matches of all forms, involving a Member, played throughout Guyana;
- h) to manage international sporting relations connected with Association Football in all its forms;
- i) to host competitions at international and other levels;

- j) to control and supervise Association Football at national level and to control and supervise all forms of international football matches played throughout Guyana, in accordance with the relevant Statutes and regulations of FIFA and of CONCACAF.

Article 3 Neutrality and non-discrimination

- 1 The Federation is neutral in matters of politics and religion.
- 2 Discrimination of any kind against a country, private person or group of people on account of race, skin colour, ethnic, national or social origin, gender, language, religion, political opinion or any other opinion, wealth, birth or any other status, sexual orientation or any other reason is strictly prohibited and punishable by suspension or expulsion.

Article 4 Promoting friendly relations

- 1 The Federation shall promote friendly relations between its Members, Affiliates, Leagues, Clubs, Officials and Players and in society for humanitarian objectives.
- 2 Every natural or legal person involved in the game of Association Football is obliged to observe the relevant Statutes, regulations and the principles of fair play as well as the principles of loyalty, integrity and sportsmanship.
- 3 The Federation shall provide the necessary institutional means to resolve any internal dispute that may arise between Leagues, Affiliates, Members, Clubs, Officials and Players.

Article 5 Players

- 1 The status of Players and the provisions for their transfer shall be regulated by the Executive Committee in accordance with the current FIFA Regulations for the Status and Transfer of Players from time to time.
- 2 Players shall be registered in accordance with the regulations of the Federation.
- 3 Players may not take part in football matches that are not under the jurisdiction of the Federation and/or FIFA and/or CONCACAF.

Article 6 Laws of the Game

- 1 The Federation and each of its Members shall play Association Football in compliance with the Laws of the Game issued by IFAB. Only IFAB may lay down and alter the Laws of the Game with the exception of those for Futsal and Beach Soccer.
- 2 The Federation and each of its Members play futsal and beach soccer in accordance with the Futsal Laws of the Game and the Beach Soccer Laws of the Game. Only FIFA may lay down and alter the Futsal Laws of the Game and the Beach Soccer Laws of the Game.

Article **7** **Conduct of Officials**

The Officials must observe the Statutes/Constitution, regulations, directives, decisions and the Code of Ethics of FIFA and CONCACAF and of the Federation in their activities.

Article **8** **Official languages**

English is the official language of the Federation.

II. MEMBERSHIP

Article 9 Admission, suspension and expulsion

- ¹ The Congress shall decide whether to admit, suspend or expel a Member.
 - ² Admission may be granted if the applicant fulfils the requirements of the Federation.
 - ³ Membership is terminated by resignation or expulsion. Loss of membership does not relieve the Member from its financial obligations towards the Federation or other Members, but leads to cancellation of all rights in relation to the Federation.
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Article 10 Members

- ¹ The Members are:
 - a) The following Regional Associations:
 - i. Bartica Football Association;
 - ii. Berbice Football Association;
 - iii. East Bank Demerara Football Association;
 - iv. East Coast Demerara Football Association;
 - v. Essequibo/Pomeroon Football Association;
 - vi. Georgetown Football Association;
 - vii. Rupununi Football Association;
 - viii. Upper Demerara Football Association;
 - ix. West Demerara Football Association.
 - b) The eight (8) clubs of the Elite League.
 - c) The Guyana Football Coaches' Association.
 - d) The Guyana Football Referees' Council.
 - e) The Guyana National Women's Football Association.
 - f) The Guyana Futsal Association.
 - g) The Guyana Beach Soccer Association.
- ² A Member may have different teams participating in different football disciplines organised by the Federation or another Member. However, a Member shall only exercise its membership rights in the membership category in which its main team participates. Consequently, a Club that has a team participating in the Elite League shall be admitted into membership as a Club Member in accordance with para. 1(b) above.

Article **11** Request and procedure for application for membership

- ¹ Any entity wishing to become a Member shall apply in writing to the General Secretariat.
- ² The application must be accompanied by the following mandatory items:
 - a) a copy of its legally valid constitution and regulations;
 - b) a declaration that it will always comply with the Statutes, regulations and decisions of the Federation, FIFA and CONCACAF and ensure that these are also respected by its Affiliates, Officials and Players;
 - c) a declaration that it will comply with the Laws of the Game in force;
 - d) a declaration that it will not take matters of interpretation and application of the Statutes, regulations, decisions and directives of FIFA, CONCACAF and the Federation to Ordinary Courts, unless the regulations of FIFA, CONCACAF and the Federation provide for or stipulate recourse to Ordinary Courts;
 - e) a declaration that it recognises the Arbitration Tribunal of the Federation and the Court of Arbitration for Sport (CAS) in Lausanne, as specified in this Constitution;
 - f) a declaration that it recognises and accepts the dispute resolution mechanisms as established in these Statutes;
 - g) a declaration that it undertakes to organise or participate in friendly matches or tournaments only with the prior consent of the Federation;
 - h) a declaration that it will play all official home matches in Guyana;
 - i) a declaration to the effect that the legal composition of the applicant guarantees that it can make decisions independently of any external entity;
 - j) a copy of its annual audited financial statements, balance sheet and proposed budget;
 - k) a list of its Affiliates (if any);
 - l) a list of its Officials as well as their business address, specifying those Officials who are authorised signatories with the right to enter into legally binding agreements with third parties;
 - m) a copy of the minutes of its last congress or constitutional meeting.
- ³ The procedure for admission shall be regulated by special regulations issued by the Executive Committee.
- ⁴ The Executive Committee shall request the Congress either to admit or not to admit an applicant. The applicant may state the reasons for its application to the Congress.
- ⁵ The new Member shall acquire membership rights and duties as soon as it has been admitted by the Congress.

Article **12** Members' rights

- ¹ The Members have the following rights:
 - a) to take part in the Congress through its Congress Delegates, to know the agenda of the Congress in advance, to be called to the Congress within the prescribed time and to exercise their voting rights through its Congress Delegate so authorised;
 - b) to draw up proposals for inclusion in the agenda of the Congress;

- c) to nominate slates of candidates for the election of the members of the Executive Committee;
- d) to ratify the Executive Committee's appointment of the members of the Judicial Bodies, the Audit and Compliance Committee and the Electoral Committee;
- e) to be informed of the affairs of the Federation;
- f) to take part in competitions (if applicable) and other sporting activities organised/approved by the Federation.
- g) to exercise all other rights arising from the Constitution and regulations of the Federation.

² The exercise of these rights is subject to other provisions in these Statutes and the applicable regulations.

Article **13** **Members' obligations**

¹ The Members have the following obligations:

- a) to comply fully with the Statutes/Constitution, regulations, directives and decisions of FIFA, CONCACAF and the Federation at all times and to ensure by a statutory clause that these are also respected by its Affiliates;
- b) to ensure the election of its decision-making bodies at least every four years;
- c) to take part in competitions (if applicable) or other sporting activities organised/approved by the Federation.
- d) to pay their membership subscriptions;
- e) to respect the Laws of the Game as laid down by IFAB and the Futsal and Beach Soccer Laws of the Game as laid down by FIFA, and to further ensure that these are also respected by its members through a statutory provision;
- f) to adopt a statutory clause specifying that any dispute requiring arbitration involving itself or any of its members and relating to the Statutes/Constitution, regulations, directives and decisions of FIFA, CONCACAF and the Federation shall come solely under the jurisdiction of the appropriate Arbitration Tribunal of the Federation or to the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland, and that any recourse to Ordinary Courts is prohibited;
- g) to immediately communicate to the Federation any amendment of its statutes/constitution and regulations as well as the list of its Officials or persons who are authorised signatories with the right to enter into legally binding agreements with third parties;
- h) not to maintain any relations of a sporting nature with entities (e.g. clubs, leagues) that are not Members or Affiliates nor with Members that have been suspended or expelled;
- i) to observe the principles of loyalty, integrity and good sporting behaviour as an expression of fair play through a statutory provision;
- j) to observe the mandatory items specified under article 9 paragraph 3 for the duration of their affiliation;
- k) to administer a register of its Affiliates and Officials which shall regularly be updated;
- l) to comply fully with all other duties arising from the Statutes/Constitution and other regulations of FIFA, CONCACAF and the Federation.
- m) to ratify statutes that are in accordance with the requirements of this Constitution and to submit them to the Federation for their approval;
- n) to report to the Ethics Committee any corruption or attempted corruption, or any founded suspicion thereof, with regard to football matches.
- o) not to publish any confidential correspondence exchanged with GFF, unless GFF has given its express written consent to do so.

² Violation of the above-mentioned obligations by any Member may lead to sanctions provided for in this Constitution.

Article **14** Suspension

¹ The Congress is responsible for suspending a Member. The Executive Committee may, however, suspend a Member that seriously violates its obligations as a Member with immediate effect. The suspension shall last until the next Congress, unless the Executive Committee has lifted it in the meantime. The Congress shall take place within six months following the provisional suspension by the Executive Committee.

² If a suspension is not confirmed at the next Congress, the suspension is automatically lifted.

³ A suspended Member shall lose its membership rights, in particular the right to send a Congress Delegate to the Congress. Other Members may not entertain sporting contact with a suspended Member. The Disciplinary Committee may impose further sanctions.

⁴ Members that, despite due notification of the Federation, do not participate in the respective (sporting) activities (if applicable) of the Federation during one year shall be deprived of their voting right at the Congress and the right to propose a slate of candidates to be elected, until the respective Member has fulfilled its obligations in this respect..

Article **15** Expulsion

The Congress may expel a Member if:

- a) it fails to fulfil its financial obligations towards the Federation;
 - b) it seriously violates the Statutes/Constitution, regulations, directives or decisions of FIFA, CONCACAF and the Federation;
 - c) it brings a dispute to an Ordinary Court, except in cases where the FIFA, CONCACAF or the Federation regulations or binding legal provisions specifically provide for or authorize recourse to Ordinary Courts.
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Article **16** Resignation

¹ A Member may resign from the Federation with effect from the end of a football season. Notice of resignation must reach the general secretariat no later than one month before the end of the football season and must be sent by registered letter.

² The resignation is not valid until the Member wishing to resign has fulfilled its financial obligations towards the Federation and the other Members.

Article **17** Independence of Members and their bodies

- ¹ Subject to the responsibilities of FIFA, CONCACAF and the Federation, each Member shall manage its affairs independently and with no influence from third parties.
- ² The Members' bodies shall be either elected or appointed. The Members' statutes shall provide for a procedure that guarantees the complete independence of the election or appointment and foresee the supervision by the Electoral Committee.
- ³ Any Members' bodies that have not been elected or appointed in compliance with the provisions of par. 2, even on an interim basis, shall not be recognised by the Federation.
- ⁴ Decisions passed by bodies that have not been elected or appointed in compliance with par. 2 shall not be recognised by the Federation.

Article **18** Subordination and Independence

- ¹ Members and Affiliates shall be subordinate to the Federation. This Constitution defines the scope of authority and the rights and duties of Members and Affiliates. The constitutions of the Members must be approved by the Federation and the constitutions of the Affiliates must be approved by the respective Member.
- ² The Members and Affiliates shall take all decisions on any matters regarding their membership independently of any external body. This obligation applies regardless of their corporate structure.
- ³ In any case, no entity or natural person shall exercise control over more than one Club whenever the integrity of any match or competition could be jeopardised.

III. HONORARY PRESIDENT AND HONORARY MEMBER

Article **19** Honorary president and honorary member

- ¹ The Congress may bestow the title of honorary president or honorary member upon any persons for meritorious service to football.
- ² The Executive Committee shall submit the nominations to the Congress.
- ³ The honorary president or honorary member may take part in the Congress. They may join the debates but are not entitled to vote.

IV. ORGANISATION

Article 20 Bodies of the Federation

- ¹ The Congress is the supreme and legislative body.
- ² The Executive Committee is the executive body.
- ³ Standing and ad-hoc committees shall advise and assist the Executive Committee in fulfilling its duties.
- ⁴ The Electoral Committee is the body in charge of organising and supervising the election process.
- ⁵ The general secretariat is the administrative body.
- ⁶ The Judicial Bodies are the Disciplinary Committee, the Ethics Committee and the Appeal Committee.
- ⁷ The Club Licensing Body is in charge of the club licensing system within the Federation.
- ⁸ The members of the bodies of the Federation shall be elected, ratified or appointed without any external influence and in accordance with the procedures described in this Constitution.

A. CONGRESS

Article 21 Definition and composition of the Congress

¹ The Congress is the meeting at which all Members (acting through their Congress Delegates) regularly convene. It represents the supreme and legislative authority of the Federation. Only a Congress that is duly convened has the authority to make decisions.

² A Congress may be an Ordinary or Extraordinary Congress.

³ The Congress may appoint observers who take part in the Congress without the right to debate or to vote.

⁴ The President shall conduct the Congress business in compliance with the Standing Orders of the Congress

Article 22 Congress Delegates and votes

¹ The Congress is composed of a maximum of forty four (44) eligible Congress Delegates, with twenty two (22) votes.

² The composition of the Congress is as follows:

- a) for each Regional Association, two Congress Delegates with one vote;
- b) for each club of the Elite League, two Congress Delegates with one vote;
- c) for the Guyana Football Coaches Association, two Congress Delegates with one vote;
- d) for the Guyana Football Referees' Council, two Congress Delegates with one vote;
- e) for the Guyana National Women's Football Association, two Congress Delegates with one vote;
- f) for the Guyana Futsal Association two Congress Delegates with one vote;
- g) for the Guyana Beach Soccer Association, two Congress Delegates with one vote.

³ Congress Delegates must belong to the Member that they represent and be appointed or elected by the appropriate body of that Member. The Member shall inform the Federation in writing who will be its Congress Delegates (and two alternates) at least a week before the respective Congress.

⁴ Each Member shall have one vote. A Congress Delegate may not belong to or represent more than one Member.

⁵ Only Congress Delegates present are entitled to participate and vote in the Congress. Participation by proxy or by letter is not permitted.

⁶ The members of the Executive Committee and the General Secretary shall take part in the Congress without voting rights.

Article **23** Areas of authority

The Congress has the following authority:

- a) adopting or amending the Constitution, regulations governing the application of the Constitution and the Standing Orders of the Congress;
- b) appointing two Members to check the minutes prior to approval at the next Congress, as well as appointing the scrutineers;
- c) approving the minutes of the last meeting;
- d) electing the members of the Executive Committee;
- e) ratifying the Executive Committee's appointment of the members of the Judicial Bodies, the Audit and Compliance Committee and the Electoral Committee;
- f) approving the financial statements;
- g) approving the budget;
- h) approving the President's report;
- i) appointing the independent external auditor upon the proposal of the Executive Committee;
- j) fixing the membership subscriptions;
- k) deciding, upon the nomination of the Executive Committee, whether to bestow the title of honorary president or honorary member;
- l) admitting, suspending or expelling a Member;
- m) passing decisions at the request of a Member in accordance with this Constitution;
- n) dismissing a member of a body who has previously been elected or ratified by the Congress;
- o) recognising an independent Arbitration Tribunal upon proposal of the Executive Committee;
- p) altering the agenda of an Ordinary Congress;
- q) dissolving the Federation;
- r) any other rights granted under this Constitution.

Article **24** Quorum of the Congress

¹ A quorum is achieved if at the beginning of the Congress more than fifty percent of the Congress Delegates entitled to vote are present. .

² If after one hour a quorum is not achieved, the Congress shall take place forty eight hours after the previously scheduled date, at the same time, place and with the same agenda.

³ In principle, a quorum is not required for the second Congress. However, if an item on the agenda foresees a decision regarding one of the following items, a quorum of more than fifty percent of the Congress Delegates entitled to vote will be required:

- the amendment of the Constitution;
- an election or ratification;

- the dismissal of a member of a body who was previously elected or ratified by the Congress;
- the suspension or expulsion of a Member ;
- the recognition the Arbitration Tribunal of the Federation.

Equally, the alteration of the agenda of an Ordinary Congress requires a quorum of more than fifty percent of the Congress Delegates entitled to vote.

⁴ The dissolution of the Federation requires a quorum of at least three quarters of the Congress Delegates entitled to vote.

Article 25 Decisions of the Congress

¹ Unless otherwise stipulated in the Constitution, a majority (more than fifty percent) of the valid votes cast is sufficient for the decision to be carried. The number of valid votes counted shall decide the majority. Invalid votes or blank ballot papers or electronic votes manipulated in any other way as well as abstentions shall be disregarded when calculating the majority.

² A majority of more than two thirds of the valid votes cast shall be necessary for the following decisions:

- Amendment of the Constitution;
- Dismissal of a member of a body who has previously been elected or ratified by the Congress;
- Suspension or expulsion of a Member;
- Recognition the Arbitration Tribunal of the Federation;
- Amendment of the agenda of an Ordinary Congress.

³ A majority of more than three quarters of the valid votes cast shall be necessary for the dissolution of the Federation.

⁴ A decision that requires a vote shall be reached by a show of hands. However, if a show of hands does not result in a clear majority in favour of a motion, or if at least one Congress Delegate requests a secret ballot, the vote shall proceed by secret ballot.

Article 26 Elections of the members of the Executive Committee

¹ The Congress shall elect the members of the Executive Committee.

² Elections shall be conducted by secret ballot and in accordance with the Electoral Code of the Federation. They shall be organised and supervised by the Electoral Committee.

³ Elections shall take place by slate. Each slate must foresee one candidate per position. A candidate may not be listed in more than one slate.

⁴ Only Members may propose a slate of candidates to the Congress. For this purpose, Members shall submit to the general secretariat in writing their slate, including the names of the candidates for each position and any further relevant information regarding the candidatures. Each slate must be in possession of the general secretariat at least three weeks before the respective electoral Congress.

⁵ Each candidate must have attained the age of majority, shall have Guyanese citizenship and shall have been resident in Guyana for at least six months within the last two years prior to the election. Furthermore, a candidate must be cleared by the Ethics Committee and must not have been previously found guilty of an indictable offence and must show sufficient evidence in this regard. The Electoral Code of the Federation may foresee further requirements.

⁶ In order to be admitted, a slate of candidates must be formally backed by at least two Members at the time of its submission. A Member may not submit more than one slate.

⁷ The candidates enlisted on a slate will be considered elected for the indicated position once the Congress has opted for the respective slate, which shall require a majority (more than fifty percent) of the valid votes cast.

⁸ If none of the slates obtains the required majority in the first ballot, only the three slates with the highest amount of votes per slate (or, in case there are less than three slates, all the slates) shall proceed to the second ballot. If none of the three remaining slates reaches the required majority in the second ballot, only the two slates with the highest amount of votes shall proceed to the third ballot. This procedure shall be repeated until one of the slates obtains the required majority.

Article 27 Ratifications of the members of the Judicial Bodies, the Electoral Committee, the Audit and Compliance Committee and the independent external auditor

¹ The members of the Judicial Bodies, the Electoral Committee, the Audit and Compliance Committee and the independent external auditor shall be appointed by the Executive Committee and ratified by the Congress.

² Ratifications shall be conducted by secret ballot and in compliance with the principles established for an election. They shall be organised and supervised by the Electoral Committee.

³ Ratifications shall take place by slate. Each slate must foresee one candidate per position. Only the Executive Committee may propose a slate to the Congress.

⁴ The candidates enlisted on a slate will be considered ratified for the indicated position once the Congress has opted for the respective slate which shall require a majority (more than 50%) of the valid votes cast. A mandate shall begin with its ratification by the Congress.

⁵ The number of candidates proposed by the Executive Committee to the Congress shall correspond to the number of positions to be ratified. The slate shall be submitted to the Congress for ratification. Should any of the proposed candidates not obtain the required majority, the Executive Committee shall fill in the vacant positions provisionally and proceed to the ratification of new candidates at the subsequent Congress. The subsequent Congress shall take place within six months following the provisional installation by the Executive Committee.

Article 28 Ordinary Congress

¹ The Ordinary Congress shall be held every year on or before 31st May.

² The Executive Committee shall fix the place and date. The Members shall receive the notification at least six weeks in advance.

³ The formal convocation shall be made in writing at least one week before the date of the Ordinary Congress. This convocation shall contain the agenda, the President's activity report, the financial statements and the independent external auditors' report, the official slates of candidates (in case of an election or ratification) and any other relevant documents.

Article **29** Ordinary Congress agenda

- ¹ The General Secretary shall draw up the agenda based on proposals from the Executive Committee and the Members. Any proposal (including the submission of a slate of candidates, if applicable) that a Member wishes to submit to the Ordinary Congress shall be sent to the General Secretariat in writing, with a brief explanation, at least three weeks before the date of the Ordinary Congress.
- ² The Ordinary Congress agenda shall include the following mandatory items:
 - a) a declaration that the Congress has been convened and composed in compliance with the Constitution;
 - b) adoption of the agenda;
 - c) an address by the President;
 - d) appointment of Members to check the minutes;
 - e) appointment of scrutineers;
 - f) approval of the minutes of the preceding Congress;
 - g) President's activity report (containing the activities since the last Congress);
 - h) presentation of the consolidated and revised balance sheet and the profit and loss statement;
 - i) approval of the financial statements;
 - j) approval of the budget;
 - k) discussion of proposals submitted by the Members and the Executive Committee;
 - l) suspension or expulsion of Members (if applicable);
 - m) admission for membership (if applicable);
 - n) votes on proposals for amendments to the Constitution and the regulations governing the application of the Constitution (if applicable);
 - o) appointment of independent external auditor (if applicable) upon the proposal of the Executive Committee;
 - p) dismissal of an elected or ratified member of a body (if applicable);
 - q) election of the members of the Executive Committee (if applicable)
 - r) to ratify the Executive Committee's proposal of the members of the Judicial Bodies, the Audit and Compliance Committee and the Electoral Committee (if applicable).
- ³ The Ordinary Congress shall not make a decision on any point not included in the agenda. However, the agenda may be altered if the Congress Delegates agree to such a motion.

Article **30** Extraordinary Congress

- ¹ The Executive Committee may convene an Extraordinary Congress at any time in accordance with the stipulations below.
- ² The Executive Committee shall convene an Extraordinary Congress if more than fifty percent of the Members make such a request in writing. The request shall specify the items for the agenda.

³ When an Extraordinary Congress is convened on the initiative of the Executive Committee, it must draw up the agenda. When an Extraordinary Congress is convened upon the request of Members, the agenda shall consist of the items raised by those Members.

⁴ An Extraordinary Congress shall be held four weeks as of receipt of the request by the Members or the respective decision of the Executive Committee at the latest. If an Extraordinary Congress is not convened in due time, the Members who requested it may convene the Extraordinary Congress themselves. As a last resort, the Members may request assistance from FIFA and CONCACAF

⁵ The Members shall be informed of the place, date and agenda at least three weeks before the date of an Extraordinary Congress. If in the event an item on the agenda foresees an election or ratification, the Members shall submit their respective slate of candidates at least two weeks before the Extraordinary Congress. In this case, the official slates of candidates must be sent to the Members one week before the Extraordinary Congress at the latest.

⁶ The agenda of an Extraordinary Congress may not be altered under any circumstances.

Article 31 Amendments to the Constitution, the Standing Orders of the Congress and the Regulations Governing the Application of the Constitution

¹ The Congress is responsible for amending the Constitution, the Standing Orders of the Congress and the Regulations Governing the Application of the Constitution.

² Any proposals for an amendment to the Constitution, the Standing Orders of the Congress and the Regulations Governing the Application of the Constitution must be submitted in writing with a brief explanation to the General Secretariat by a Member or by the Executive Committee. A proposal submitted by a Member is valid, provided it has been supported in writing by at least three other Members.

Article 32 Minutes

The General Secretary shall be responsible for recording the minutes at the Congress. The minutes shall be checked by those Congress Delegates designated and finally approved at the next Ordinary Congress.

Article 33 Effective dates of decisions

Decisions passed by the Congress shall come into effect for the Members immediately after the close of the Congress, unless the Congress fixes another date for a decision to take effect.

B. EXECUTIVE COMMITTEE

Article 34 Composition

- ¹ The Executive Committee consists of 9 members, one of which must be female:

 - 1 President
 - 3 Vice Presidents (First, Second and Third Vice President)
 - 5 ordinary members
- ² The members of the Executive Committee shall be elected by the Congress.
- ³ The mandate of a member of the Executive Committee shall begin after the end of the Congress which has elected him/her. The mandate is for four years, subject to exceptional circumstances (force majeure) which lead to a postponement of the election.
- ⁴ A President and Vice-President may not serve for more than two consecutive terms, while Ordinary Members may not serve for more than three consecutive terms
- ⁵ Each slate of candidates must be sent to the General Secretariat. The official slates of candidates must be passed to the Members along with the agenda for the relevant Congress.
- ⁶ A member of the Executive Committee may not at the same time be a member of a Judicial Body, the Audit and Compliance Committee, the Electoral Committee or a Congress Delegate.
- ⁷ A position of the Executive Committee will be considered vacant in case of death, resignation or if a member of the Executive Committee (subject to the other members of the Executive Committee, by a simple majority does not participate in four regular consecutive meetings.
- ⁸ If a position or up to fifty percent of the positions of the Executive Committee become vacant, the Executive Committee shall fill the position(s) until the next Congress, when, for the remaining term of mandate, a replacement shall be elected by the Congress upon proposal (at least three proposals per vacant position) by the Executive Committee.
- ⁹ If more than fifty percent of the positions of the Executive Committee become vacant, the Emergency Committee shall convene an Extraordinary Congress in order to proceed to new elections for a new mandate. If the Emergency Committee lacks the required quorum, the General Secretary shall convene an Extraordinary Congress within the prescribed period of time.

Article 35 Meetings

- ¹ The Executive Committee shall meet at least monthly. In exceptional circumstances, a member of the Executive Committee may attend a meeting of the Executive Committee via teleconference, video conference or any other similar method. Executive Committee members that attend a meeting via any of the aforementioned methods shall be considered as present.
- ² The President shall convene the Executive Committee meetings. If at least fifty percent of the Executive Committee members request a meeting, the President shall convene it after two weeks but not later than three weeks. If the President does not convene the requested meeting within the aforementioned deadline, the requesting members of the Executive Committee shall convene it themselves.

³ The President shall compile the agenda. Each member of the Executive Committee is entitled to propose items for inclusion in the agenda. The members of the Executive Committee must submit the items they wish to be included in the agenda for the meeting to the general secretariat at least 10 days before the meeting. The convocation must be sent out to the members of the Executive Committee at least 5 days before the meeting by way of letter and/or e-mail, stating the agenda, the date, the time and the place of the meeting. The convocation shall contain the required documents to enable the members to prepare properly for the meeting.

⁴ The General Secretary shall take part in the meetings of the Executive Committee in a consultative role and shall take the minutes.

⁵ The meetings of the Executive Committee shall not be held in public. The Executive Committee may, however, invite third parties to attend. Those third parties shall not have voting rights, and may only express an opinion with the permission of the Executive Committee.

Article **36** Powers of the Executive Committee

¹ The Executive Committee supervises the activities of the bodies of the Federation, with the exception of the Congress, the Audit and Compliance committee and the Judicial Bodies; it lays down guidelines for the Federation's overall strategy, including marketing strategy guidelines; it approves the budget and financial statements drawn up by the Secretary General to be submitted to the Congress for approval.

² In particular, the Executive Committee:

- a) shall pass decisions on all cases that do not come within the sphere of responsibility of the Congress or are not reserved for other bodies by law or under this Constitution;
- b) shall prepare and convene the Ordinary and Extraordinary Congress;
- c) shall appoint the chairmen, deputy chairmen and members of the standing committees;
- d) shall appoint the chairman, the deputy chairman and the members of the Judicial Bodies, the Audit and Compliance Committee and the Electoral Committee, and submit the appointment to the Congress for its formal ratification;
- e) may decide to set up ad-hoc committees if necessary at any time;
- f) shall compile the regulations for the organisation of standing committees and ad-hoc committees;
- g) shall appoint or dismiss the General Secretary on the proposal of the President. The General Secretary shall attend the meetings of all the committees ex officio;
- h) shall propose the independent external auditor to the Congress;
- i) shall draw up regulations governing the conditions of participation in and the staging of competitions organised by the Federation, including the playing schedule. This shall not affect the composition of the Congress;
- j) shall appoint the coaches for the representative teams and other technical staff;
- k) shall approve regulations stipulating how the Federation shall be organised internally;
- l) shall ensure that the Constitution is applied and shall adopt the executive arrangements required for its application;
- m) may provisionally suspend a Member until the next Congress;
- n) may delegate tasks arising out of its area of authority to other bodies of the Federation;
- o) may appoint observers who take part in the Congress without the right to debate or to vote;
- p) may propose to the Congress the recognition of the Arbitration Tribunal of the Federation.

Article **37** Quorum and decisions

- ¹ A quorum of the Executive Committee is achieved if at the beginning of its meeting more than fifty percent of its members are present.. If an item on the agenda foresees a decision regarding a provisional suspension, a quorum of at least three quarters of the members of the Executive Committee shall be required.
- ² The Executive Committee shall reach decisions by a majority (more than fifty percent) of the valid votes cast. In the event of a provisional suspension, the Executive Committee shall reach decisions by a majority of more than two thirds of the valid votes cast.
- ³ Each member of the Executive Committee has one vote. Voting by proxy or by letter is not permitted; however, if a member of the Executive Committee is attending a meeting of the Executive Committee via teleconference, video conference or any other similar method, he/she may vote accordingly.
- ⁴ Any member of the Executive Committee must withdraw from the debate and from taking a decision if there is any risk or possibility of a conflict of interests.
- ⁵ The decisions taken shall be recorded in the minutes.
- ⁶ The decisions taken by the Executive Committee shall come into effect immediately, unless the Executive Committee decides otherwise.

Article **38** Dismissal of a member of a body previously elected or ratified by the Congress

- ¹ The Congress may dismiss an elected or ratified member of a body. The Executive Committee may place the dismissal of such member of a body on the agenda for the Congress. Any Executive Committee member may submit a proposal to place such a motion for dismissal on the agenda of the Congress.
- ² The motion for dismissal must be justified. It will be sent to the Members along with the agenda.
- ³ The member in question has the right to speak in his own defence.
- ⁴ The Congress shall reach a decision by means of secret ballot.
- ⁵ The person dismissed is relieved of his functions with immediate effect.

C. PRESIDENT

Article 39 President

- ¹ The President represents the Federation legally.
- ² He/She is primarily responsible for:
 - a) implementing the decisions passed by the Congress and the Executive Committee through the General Secretariat;
 - b) ensuring the effective functioning of the bodies of the Federation in order that they achieve the objectives described in this Constitution;
 - c) supervising the work of the General Secretariat;
 - d) relations between the Federation and its Members, FIFA, CONCACAF, CFU, GOA, political bodies and other organisations.
- ³ Only the President may propose the appointment or dismissal of the General Secretary.
- ⁴ The President shall preside over the Congress, the Executive Committee and Emergency Committee meetings and those committees of which he/she has been appointed chairman.
- ⁵ The President shall have an ordinary vote on the Executive Committee.
- ⁶ If the President is absent or unavailable, the highest ranking Vice President shall deputise.
- ⁷ The position of the President will be considered vacant in case of death, resignation or if he/she does not participate in six regular consecutive meetings of the Executive Committee.
- ⁸ If the position of the President becomes vacant, the highest ranking available Vice President shall deputise until the next Congress. This Congress shall elect a new President for the remaining term of the mandate.
- ⁹ Any additional powers of the President shall be contained in the internal organisation regulations of the Federation.

Article 40 Representation and signature

The President represents the Federation legally and is entitled to sign for the Federation. The Executive Committee may set up internal organisation regulations regarding the joint signature of officers, in particular, in case of the President's absence and concerning all important business of the Federation.

D. EMERGENCY COMMITTEE

Article **41** Emergency Committee

- ¹ The Emergency Committee shall deal with all matters requiring immediate settlement between two meetings of the Executive Committee. The Committee shall consist of the President and three members of the Executive Committee and be appointed by the Executive Committee for a period of four years.
- ² The President shall convene the Emergency Committee meetings. If a meeting cannot be convened within an appropriate period of time, decisions may be passed through other means of communication. Such decisions shall have immediate legal effect. The President shall notify the Executive Committee immediately of the decisions passed by the Emergency Committee.
- ³ The Emergency Committee shall not engage in valid debate unless three of its members are present. The Emergency Committee shall reach decisions by a majority (more than fifty percent) of the valid votes cast of its present members. .
- ⁴ All decisions taken by the Emergency Committee shall be ratified by the Executive Committee at its next meeting.
- ⁵ If the President is unable to attend a meeting, the highest ranking available Vice-President shall deputise.

E. STANDING COMMITTEES

Article 42 Standing Committees

- ¹ The standing committees of the Federations are:

 - a) Finance Committee;
 - b) Audit and Compliance Committee;
 - c) Organising Committee for the Federation's competitions;
 - d) Technical and Development Committee;
 - e) Referees' Committee;
 - f) Women's Football Committee;
 - g) Youth Football Committee;
 - h) Futsal and Beach Soccer Committee;
 - i) Sports Medicine Committee;
 - j) Players' Status Committee;
 - k) Committee for Fair Play and Social Responsibility;
 - l) Marketing and Media Committee
 - m) Legal Committee.
- ² The chairmen of the standing committees should be members of the Executive Committee with the exception of those for the Audit and Compliance Committee, who may not belong to the Executive Committee. The chairmen of the committees shall regularly report to the Executive Committee on the committee's work, either orally or in writing. The members of each standing committee shall be appointed and removed by the Executive Committee. Failure to attend committee meetings is especially regarded as a reason for removing a member.
- ³ The members of the standing committees shall be designated for a term of office of four years. They may be removed or reinstated at any time.
- ⁴ Each chairman shall represent his committee and conduct business in compliance with the relevant organisation regulations drawn up by the Executive Committee.
- ⁵ Each chairman shall fix the dates of meetings in collaboration with the General Secretary, ensure that all tasks are carried out and report back to the Executive Committee.
- ⁶ Each committee may propose amendments to its regulations to the Executive Committee.
- ⁷ The committees shall meet whenever pending matters so require. The chairman and the Secretary General shall draw up an annual plan to fix dates for meetings.
- ⁸ If a vote is needed on any matter, a majority (more than fifty percent) of the valid votes cast is required for the decision to be adopted. Each member of the respective committee has one vote. Votes are conducted openly. If any member is directly or indirectly involved in a matter, either personally or on account of interests he/she represents, he/she shall abstain from voting. Any such involvement shall be made known to the chair before the start of the meeting.

Article **43** Finance Committee

- 1 The Finance Committee shall monitor the financial management and advise the Executive Committee on financial matters and asset management. It shall analyse the budget of the Federation and the financial statements prepared by the General Secretary and submit them to the Executive Committee for approval.
- 2 The committee's main duties are as follows:
 - a) to monitor the financial management of the Federation;
 - b) to advise the Executive Committee on financial matters and asset management;
 - c) to examine the budget and annual statements drawn up by the Secretary General and either to approve them or not;
 - d) to present the approved budget and approved annual statements to the Executive Committee for approval;
 - e) to deal with other matters relating to the Federation's finances.
- 3 It shall consist of a chairman and four members.

Article **44** Audit and Compliance Committee

- 1 The Audit and Compliance Committee shall ensure the completeness and reliability of the financial accounting and review the financial statements, the consolidated financial statement and the independent external auditors' report. It shall furthermore advise and assist the Executive Committee in monitoring the Federation's financial and compliance matters and assist the Congress in fulfilling its oversight responsibilities.
- 2 The Audit and Compliance Committee shall advise and assist the Executive Committee in monitoring the Federation's financial and compliance matters and issue and monitor compliance with the relevant regulations of the Federation.
- 3 With regard to operational matters, the committee's main duties are as follows:
 - a) to monitor the internal control environment;
 - b) to annually review the effectiveness of risk assessment, risk management and the internal control system;
 - c) to review reports and the effectiveness of the internal audit functions;
 - d) to deal with other matters relating to the monitoring of the Federation's finances;
 - e) to review the independent external auditor's reports in order to ensure that appropriate action is taken if shortcomings have been detected in internal controls or procedures;
 - f) to review, at least annually, tax matters.
- 4 With regard to financial reporting matters, the committee's main duties are as follows:
 - a) to ensure the accuracy of the financial statements and other published financial information;
 - b) to ensure compliance with the applicable accounting standard;
 - c) to work with the independent external auditor in order to ensure that the audits of the annual financial statements are being carried out properly;
 - d) to review major issues regarding accounting policies and financial statement presentations;

e) to provide the Finance Committee and the Executive Committee with an opinion on the approval of the financial statements.

- ⁵ With regard to compliance matters, the committee's main duties are as follows:
- a) to review the status of Federation's compliance with the law and the internal regulations relating to compliance;
 - b) to review the Federation's employees' compliance with the law and the internal regulations;
 - c) to review and assess the independent external auditor's qualifications and independence;
 - d) to issue guidelines regarding compliance matters;
 - e) to make recommendations regarding any amendments to any of the Federation's internal regulations relating to compliance.

⁶ Details on the Audit and Compliance Committee's responsibilities, its internal cooperation and other procedural matters are stipulated in the relevant regulations of the Federation.

⁷ The members of the Audit and Compliance Committee shall be proposed by the Executive Committee, ratified by the Congress.

⁸ Committee meetings are confidential.

⁹ The Audit and Compliance Committee shall consist of a chairman and four members.

Article 45 Organising Committee for the Federation's competitions

¹ The Organising Committee for the Federation's competitions shall organise the competitions of the Federation in compliance with the provisions of this Constitution and the regulations applicable to the Federation's competitions.

² It shall consist of a chairman and four members.

Article 46 Technical and Development Committee

¹ The Technical and Development Committee shall primarily analyse the basic aspects of football training and technical development. It shall consist of a chairman and four members.

- ² The committee's main duties are as follows:
- a) to advise and assist the Executive Committee on appropriate development programmes;
 - b) to propose new development activities and address the related budget matters;
 - c) to draw up guidelines and requirements for all existing or new development programmes provided to Members and Affiliates;
 - d) to monitor the development programmes;
 - e) to deal with other matters relating to development programmes.

Article **47** Referees' Committee

- ¹ The Referees' Committee shall implement the Laws of the Game. It shall appoint the referees for matches in competitions organised by the Federation, organise refereeing matters within the Federation in collaboration with the administration of the Federation and monitor the education and training of referees. It shall consist of a chairman and four members.
- ² The committee's main duties are as follows:

 - a) To classify the Referees in each category on the basis of their performance in selected matches and propose promotions or demotions;
 - b) To appoint referees to matches in competitions organised by the Federation or for any other tournaments, whenever requested to do so;
 - c) To nominate candidates for the International List who are eligible to officiate at international matches according to FIFA Regulations governing the registration of international referees, assistant referees, futsal referees and beach soccer referees on FIFA's lists;
 - d) To comply with standard refereeing methods as established by FIFA to ensure uniform implementation of the Laws of the Game;
 - e) To utilise uniform criteria for the assessment of Referees as established by FIFA;
 - f) To approve the Referee Instructor and Assessor panels;
 - g) To approve administrative regulations governing refereeing.

Article **48** Women's Football Committee

- ¹ The Committee for Women's Football shall implement women's football competitions, propose to the Executive Committee amendments to the current regulations and measures that will ensure the development of women's football as well as deal with all matters relating to women's football.
- ² The committee's main duties are as follows:

 - a) to implement the tournaments in compliance with the provisions of the applicable regulations;
 - b) to propose to the Federation amendments to the applicable regulations;
 - c) to propose to the Executive Committee measures that will ensure the development of women's football;
 - d) to propose to the Executive Committee any measures deemed necessary to ensure the control of women's football;
 - e) to deal with other matters relating to the organisation of women's football and all matters regarding women's football.
- ³ It shall consist of a chairman and four members.

Article **49** Youth Football Committee

- ¹ The Committee for Youth Football shall implement youth football competitions and deal with all matters relating to youth football.

- 2 The committee's main duties are as follows:
 - a) to implement the tournaments in compliance with the provisions of the applicable regulations;
 - b) to propose to the Federation amendments to the applicable regulations;
 - c) to propose to the Executive Committee measures that will ensure the development of youth football;
 - d) to propose to the Executive Committee any measures deemed necessary to ensure the control of youth football;
 - e) to deal with any other matters relating to the organisation of youth football.

 - 3 It shall consist of a chairman and four members.
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Article **50** **Futsal and Beach Soccer Committee**

- 1 The Futsal and Beach Soccer Committee shall implement futsal and beach soccer competitions and deal with all matters relating to futsal and beach soccer. The committee's shall propose to the Executive Committee any measures deemed necessary to ensure the control of Futsal and Beach Soccer in Guyana.
 - 2 The committee's main duties are as follows:
 - a) to implement the tournaments in compliance with the provisions of the applicable regulations;
 - b) to propose to the Federation amendments to the applicable regulations;
 - c) to propose to the Executive Committee measures that will ensure the development of futsal and beach soccer;
 - d) to propose to the Executive Committee any measures deemed necessary to ensure the control of futsal and beach soccer;
 - e) to deal with any other matters relating to the organisation of futsal and beach soccer.

 - 3 It shall consist of a chairman and four members.
-

Article **51** **Medical Committee**

- 1 The Medical Committee shall deal with all medical aspects of football.
- 2 The committee's main duties are as follows:
 - a) to advise on theoretical, practical and clinical aspects of medicine, physiology and hygiene;
 - b) to draw up recommendations for coaches and other team supervisors regarding physical training for players;
 - c) to draw up guidelines on nutrition for players;
 - d) to draw up guidelines on general hygiene in sport that explain the effects of certain substances on the body, such as alcohol, nicotine, medication and drugs;
 - e) to draw up instructions regarding medical services at international matches and tournaments;
 - f) to investigate injuries sustained during matches and to draw up guidelines for preventing injury and improving treatment;

- g) in relation to anti-doping regulations, recording and monitoring the medical aspects of any positive tests and reporting to the Disciplinary Committee of FIFA;
- h) to deal with any other sports medical matters connected with football;

³ It shall consist of a chairman and four members.

Article **52** **Players' Status Committee**

¹ The Players' Status Committee shall set up and monitor compliance with transfer regulations in accordance with the FIFA Regulations on the Status and Transfer of Players and determine the status of Players for various competitions of the Federation. Its powers of jurisdiction are governed by the Regulations on the Status and Transfer of Players drawn up by the Executive Committee.

² Players' status disputes involving the Federation, its Members, Players, Officials, intermediaries and match agents shall be settled in the last instance by an Arbitration Tribunal in accordance with this Constitution.

³ The Players' Status Committee shall consist of a chairman and four members. In addition to the chairman, the Players' Status Committee shall, as a general rule, be composed as follows:

- a) Member representatives: two members in total;
- b) Player representatives: one members in total;
- c) Club representatives: one members in total.

Article **53** **Committee for Fair Play and Social Responsibility**

¹ The Committee for Fair Play and Social responsibility shall deal with everything relating to promotion of fair play and social responsibility.

² The committee's main duties are as follows:

- a) to deal with fair play matters, promote the concept of fair play and fight discrimination in football in Guyana;
- b) to deal with social and environmental responsibility matters in connection with the Federation and its activities;
- c) to deal with all matters of fair play and social responsibility.

³ It shall consist of a chairman and four members.

Article **54** **Media and Marketing Committee**

¹ The Media and Marketing Committee shall deal with the working conditions for the media at events of the Federation and maintain relations with media organisations. It shall further advice the Executive Committee with regard to drafting and implementing contracts between the Federation and its marketing/television partners and analyse marketing and television strategies that have been devised.

² The committee's main duties are as follows:

- a) to advise the General Secretariat and committees on public relations work and on collaborating with the media;

- b) to develop proposals for publications and, if necessary, to assist in devising and preparing them;
- c) to advise the respective organising committees on determining the organisational requirements for media work at the Federation's events;
- d) to draw up guidelines for working with the media;
- e) to monitor the methods of preparing and issuing accreditation to media representatives and the organisation of media activities at the Federation's events;
- f) to nurture collaboration with international organisations in the media sector;
- g) to observe developments in the media sector and make proposals for tackling new challenges;
- h) to deal with all media issues concerning the Federation and football in Guyana.
- i) to propose to the Executive Committee any measures deemed necessary to enhance and protect the interests and/or image of the Federation in commercial contracts;
- j) to advise the Executive Committee and generally on matters relating to marketing/television contracts;
- k) to analyse the marketing and television strategies that have been devised by the responsible division within the General Secretariat;
- l) to deal with other matters relating to marketing or television.

³ The Media and Marketing Committee shall consist of a chairman and four members.

Article **55** Legal Committee

¹ The Legal Committee shall analyse basic legal issues relating to football and the evolution of the Statutes and regulations of the Federation and its Members.

² The Legal Committee shall advise and assist the Executive Committee on all legal matters. The committee's main duties are as follows:

- a) at the behest of the Executive Committee, to draw up legal reports and give opinions on certain issues;
- b) to monitor the evolution of the Constitution and regulations and to propose suitable amendments to the Executive Committee;
- c) to check the provisions and regulations applicable to Members case by case and, if necessary, to propose to the Executive Committee suitable measures to ensure that any suggested amendments are made;
- d) to deal with any other legal matters related to football and the status of the Federation.

³ It shall consist of a chairman and four members. The members of the Legal Committee shall have legal qualifications.

Article **56** Ad-hoc committees

The Executive Committee may, if necessary, create ad-hoc committees for special duties and for a limited period of time. The Executive Committee shall appoint a chairman and a number of members as necessary. The duties and functions are defined in special regulations drawn up by the Executive Committee. An ad-hoc committee shall report directly to the Executive Committee.

F. OTHER BODIES

Article 57 Electoral Committee

- ¹ The Electoral Committee is the body in charge of organising and supervising the election and ratification process at Federation level in accordance with the Electoral Code of the Federation. The Electoral Committee shall be established at least two months before the electoral Congress is scheduled to be held.
- ² Furthermore, the Electoral Committee shall supervise all elections at Member level by attending each respective election by at least one supervisor.
- ³ The Electoral Committee shall consist of two instances, an electoral body and the electoral appeals body. Decisions of the electoral body shall be appealable before the electoral appeals body. Decisions of the electoral appeals body shall be final and binding.
- ⁴ The Congress shall ratify the members of the Electoral Committee and adopt the Electoral Code of the Federation, both upon proposal of the Executive Committee.

G. GENERAL SECRETARIAT

Article 58 General Secretariat

The General Secretariat shall carry out all the administrative work of the Federation under the direction of the General Secretary. The staff of the General Secretariat is bound by the internal organisational regulations of the Federation and shall fulfil the given tasks with the greatest efficiency.

Article 59 General Secretary

- ¹ The General Secretary is the chief executive of the general secretariat.
- ² He/She shall be employed on the basis of an agreement governed by private law and shall have the necessary professional qualifications.
- ³ He/She shall be responsible for:
 - a) implementing decisions passed by the Congress and Executive Committee in compliance with the President's directives;
 - b) attending the Congress and meetings of the Executive Committee, Emergency Committee and the standing and ad-hoc committees;
 - c) organising the Congress and meetings of the Executive Committee and other bodies;

- d) compiling the minutes for the meetings of the Congress, Executive Committee, Emergency Committee and standing and ad-hoc committees;
- e) managing and keeping the accounts of the Federation properly;
- f) the correspondence of the Federation;
- g) relations with the Members, committees, FIFA, CONCACAF, CFU and the GOA;
- h) organising the General Secretariat;
- i) the appointment and dismissal of staff working in the General Secretariat;
- j) proposing the appointment of managerial staff to the President;
- k) monitoring compliance by the Federation's employees with any internal regulations and directives and reports regularly (or, in cases of emergency, immediately) to the Audit and Compliance Committee on the findings of his compliance monitoring.

⁴ The General Secretary may not be a Congress Delegate or a member of any other body of the Federation.

H. JUDICIAL BODIES

Article 60 Judicial Bodies

- ¹ The Judicial Bodies are:

 - a) the Disciplinary Committee;
 - b) the Ethics Committee;
 - b) the Appeal Committee.
 - ² The Judicial Bodies are to be composed in such a way that its members, together, have the knowledge, abilities and specialist experience that is necessary for the due completion of their tasks. The chairmen of the Judicial Bodies shall be qualified to practise law.
 - ³ The members of the Judicial Bodies shall be ratified by the Congress upon appointment of the Executive Committee and shall not be a Congress Delegate or a member of the Executive Committee or of a standing committee. The term of office shall be four years.
 - ⁴ If a member of a Judicial Body permanently ceases to perform his official function during his term of office, the Executive Committee shall appoint a replacement to serve until the next Congress where a replacement shall be ratified by the Congress upon appointment by the Executive Committee.
 - ⁵ Any member of a Judicial Body must withdraw from the debate and from taking a decision if there is any risk or possibility of a conflict of interests. He/She shall communicate such possible conflict prior to the respective meeting.
 - ⁶ Meetings of the Judicial Bodies are confidential.
 - ⁷ These provisions are subject to the disciplinary powers of the Congress and the Executive Committee stipulated in this Constitution.
-

Article 61 Disciplinary Committee

- ¹ The Disciplinary Committee shall consist of a chairman, a deputy chairman and three members.
 - ² The responsibilities and functions of the Disciplinary Committee shall be stipulated in the Disciplinary Code of the Federation, which shall be issued by the Executive Committee and comply with the Disciplinary Code of FIFA and CONCACAF.
 - ³ The Disciplinary Committee may pronounce the sanctions described in this Constitution and the Disciplinary Code of the Federation with respect to Members, Affiliates, Officials, Players, Clubs intermediaries and match agents.
-

Article 62 Ethics Committee

- ¹ The Ethics Committee shall consist of a chairman, a deputy chairman and three members.

² The function of the Ethics Committee shall be governed by the Code of Ethics of the Federation, which shall be issued by the Executive Committee and comply with the Code of Ethics of FIFA and CONCACAF.

³ The Ethics Committee may pronounce the sanctions described in these Statutes, the Code of Ethics of the Federation and the Disciplinary Code of the Federation on Officials, Players, Affiliates, intermediaries and match agents.

Article **63** **Appeal Committee**

¹ The Appeal Committee shall consist of a chairman, a deputy chairman and three members.

² The function of the Appeal Committee shall be governed by the Disciplinary Code and the Code of Ethics of the Federation.

³ The Appeal Committee is responsible for hearing appeals against decisions from the Disciplinary Committee, from the Ethics Committee and from the Player Status Committee that are not declared final by the applicable regulations of the Federation.

⁴ Decisions pronounced by the Appeal Committee may be appealed to the Arbitration Tribunal, as specified in this Constitution.

Article **64** **Disciplinary measures**

The disciplinary measures are primarily:

¹ for natural and legal persons:

- a) a warning;
- b) a reprimand;
- c) a fine;
- d) the return of awards.

² for natural persons:

- a) a caution;
- b) an expulsion;
- c) a match suspension;
- d) a ban from the dressing rooms and/or the substitutes' bench;
- e) a ban from entering a stadium;
- f) a ban on taking part in any football-related activity;
- g) social work.

³ for legal persons:

- a) a transfer ban;
- b) playing a match without spectators;
- c) playing a match on neutral territory;
- d) a ban on playing in a particular stadium;
- e) annulment of the result of the match;
- f) expulsion from a competition;
- g) a forfeit;

- h) deduction of points;
- i) relegation to a lower division;
- j) replaying a match.

Article **65** **Arbitration Tribunal of the GFF**

¹ The Federation shall create and recognise an independent Arbitration Tribunal in accordance with circular 1010 of FIFA. This Arbitration Tribunal shall deal with decisions that are not declared final and binding and are related to internal national disputes between the Federation, its Members, Affiliates, Players, Officials, intermediaries and match agents and any other subordinated entity. However, the Arbitration Tribunal of the Federation shall not hear appeals on violations of the Laws of the Game, suspensions of up to four matches or up to three months, or decisions passed by an independent and duly constituted Arbitration Tribunal.

² The seat of the Arbitration Tribunal of the Federation shall be in the territory of Guyana. The Congress shall recognise this Arbitration Tribunal together with the relevant arbitration code upon proposal of the Executive Committee. The arbitration code drawn up by the Executive Committee shall include provisions regarding the composition, jurisdiction and procedural rules of this Arbitration Tribunal.

³ As long as the Arbitration Tribunal of the Federation has not been installed and recognised by the Congress, any dispute of national dimension may only be referred in the last instance to the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland.

Article **66** **Jurisdiction**

¹ The Federation, its Members, Players, Officials, intermediaries, match agents and other subordinated entities will not take any dispute to Ordinary Courts unless specifically provided for in this Constitution and FIFA regulations. Any disagreement shall be submitted to the jurisdiction of the Federation, the Arbitration Tribunal of the Federation or the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland, with the exclusion of any other forum (for example, the ordinary courts).

² The Federation shall have jurisdiction on internal national disputes, i.e. disputes between parties belonging to the Federation. FIFA shall have jurisdiction on international disputes, i.e. disputes between parties belonging to different Associations and/or Confederations.

Article **67** **Court of Arbitration for Sport (CAS)**

¹ In accordance with the relevant provisions of the FIFA Statutes, any appeal against a final and binding FIFA decision shall be heard by the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland. CAS shall not, however, hear appeals on violations of the Laws of the Game, suspensions of up to four matches or up to three months, or decisions passed by an independent and duly constituted Arbitration Tribunal of the Federation or a Confederation.

² The Federation shall ensure its full compliance and that of its Members, Affiliates, Players, Officials, intermediaries and match agents with any final decision passed by a FIFA body, by a CONCACAF body, by the Arbitration Tribunal of the Federation or by the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland.

V. FINANCE

Article 68 Financial period

- ¹ The financial period of the Federation shall be one year and shall begin on 1 January and end on 31 December.
 - ² The revenue and expenses of the Federation shall be managed so that they balance out over the financial period. The Federation's major duties in the future shall be guaranteed through the creation of reserves.
 - ³ The General Secretary is responsible for drawing up the annual consolidated accounts of the Federation with its subsidiaries as at 31 December.
-

Article 69 Revenue

The revenue of the Federation arises specifically from:

- a) Members' annual subscriptions;
 - b) receipts generated by the marketing of rights to which the Federation is entitled;
 - c) fines imposed by the authorised bodies;
 - d) other subscriptions and receipts in keeping with the objectives pursued by the Federation;
 - e) donations;
 - f) any other revenue related to football activities.
-

Article 70 Expenses

The Federation bears:

- a) the expenses stipulated in the budget;
 - b) other expenses approved by the Congress and expenses that the Executive Committee is entitled to incur within the scope of its authority;
 - c) all other expenses in keeping with the objectives pursued by the Federation.
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Article 71 Independent external auditor

The independent external auditor appointed by the Congress shall audit the accounts approved by the Finance Committee in accordance with the appropriate principles of accounting and present a report to the Congress. The independent external auditor shall be appointed for a period of four years. This mandate may be renewed.

Article **72** **Membership subscriptions**

¹ Membership subscriptions are due on 1 February of each year. The annual subscription for new Members for the year in question shall be paid within 30 days of the close of the Congress at which they are admitted.

² The Congress shall fix the amount of the annual subscription every year on the recommendation of the Executive Committee. It shall be the same for every Member.

Article **73** **Settlement**

The Federation may debit any Member's assets to settle claims.

Article **74** **Levies**

The Federation may demand that a levy be paid by its Members for matches.

VI. COMPETITIONS AND RIGHTS IN COMPETITIONS AND EVENTS

Article 75 Competitions

- 1 The Federation owns, organises and coordinates amongst others the following competitions held within the territory of Guyana:
 - Elite League;
 - Super League (women and men);
 - Inter Association at all age group levels (women and men);
 - Futsal and Beach Soccer League (women and men);
 - Youth League
 - Futsal and Beach Soccer KO (women and men);
 - School leagues and KOs;
- 2 The Executive Committee shall determine which competition will be the superior national league in the territory of Guyana. There shall only be one superior national league.
- 3 The Executive Committee may delegate to the Regional Associations, Leagues, Members, Affiliates or others the authority to organise competitions. The competitions organised by them shall not interfere with those competitions organised by the Federation. Competitions organised by the Federation shall take priority.
- 4 The Executive Committee may issue special regulations to this end.

Article 76 Club licensing

- 1 The Executive Committee will set up Club Licensing Regulations regarding a club licensing system governing the participation of Clubs in competitions of the Federation, in compliance with the minimum requirements of the club licensing system as set up by CONCACAF in conformity with the FIFA Club Licensing Regulations.
- 2 The Club Licensing Regulations of the Federation shall define in particular the following points:
 - a) The minimum criteria to be fulfilled by Clubs in order to be admitted to the competitions of the Federation;
 - b) The licensing process (including the minimum requirements for the licensing bodies);
 - c) The minimum requirements to be observed by the licensors.

Article 77 Rights

- 1 The Federation and its Members are the original owners of all of the rights emanating from competitions and other events coming under their respective jurisdiction, without any restrictions as to content, time, place and law. These rights include, among others, every kind of financial rights, audiovisual and radio recording, reproduction and broadcasting rights, multimedia rights, marketing and promotional rights and corporate rights such as emblems and rights arising under copyright law.
- 2 The Executive Committee shall decide how and to what extent these rights are utilised and draw up special regulations to this end.

Article **78** **Authorisation**

The Federation and its Members are exclusively responsible for authorising the distribution of image and sound and other data carriers of football matches and events coming under their respective jurisdiction, without any restrictions as to content, time, place and technical and legal aspects.

VII. INTERNATIONAL MATCHES AND COMPETITIONS

Article **79** International matches and competitions

¹ The authority for organising international matches and competitions between representative teams, Clubs, and between Leagues, Club teams and/or scratch teams lies solely with FIFA, the Confederation(s) and/or the other Association concerned. No such match or competition shall take place without the prior permission of FIFA, the Confederation and/or the Association concerned in accordance with the FIFA Regulations Governing International Matches.

² The Federation is bound to comply with the international match calendar compiled by FIFA.

Article **80** Contacts

The Federation, its Members, Affiliates, Players, Officials, intermediaries and match agents shall not play matches or make sporting contacts with Associations (and/or its affiliated entities) that are not members of FIFA or with provisional members of a Confederation without the approval of FIFA.

Article **81** Approval

¹ Members and Affiliates may only join another Association with the authorisation of the Federation, the other Association, the respective Confederation(s) and FIFA.

² Members and Affiliates cannot participate in competitions on the territory of another Association without the authorisation of the Federation, the other Association(s), FIFA and the respective Confederation(s) according to the FIFA Regulations Governing International Matches.

VIII. FINAL PROVISIONS

Article **82** Unforeseen contingencies and force majeure

The Executive Committee shall have the power to decide on all cases of force majeure and on all matters not provided for in this Constitution, such decisions to be made according to right and justice, taking into account the relevant regulations of FIFA and CONCACAF.

Article **83** Dissolution

- ¹ Any decision relating to the dissolution of the Federation must be obtained at a Congress specially convened for the purpose.
 - ² If the Federation is disbanded, its assets shall be transferred to CONCACAF. It shall hold these assets in trust as "bonus pater familiae" until the Federation is re-established. The final Congress may, however, choose another recipient for the assets on the basis of a majority of at least three quarters.
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Article **84** Enforcement

This Constitution was adopted at the Congress in Georgetown, Guyana on 26th June, 2015 and will come into force with immediate effect.

