



# World Amputee Football Federation

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## STATUTES

These are the Statutes by which the World Amputee Football Federation and its member nations, Associations, Confederations, players and officers are governed. Adopted in General Assembly at Niteroi, Brazil, August, 2005; and amended by subsequent Congresses and votes by the Membership.

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**Article 1 Title, Constitution, Headquarters**

- 1.1 The WAFF operates under international law and is subject to the law of the country of its domicile.
- 1.2 WAFF shall consist of the national associations which are affiliated to it and recognized by it as governing federation football in their respective countries.
- 1.3 Only one association shall be recognized in each country.
- 1.4 A football association in a region which has not yet obtained its organizational independence may, with the authorization of the national association of the country on which it is dependent, also ask to become affiliated to WAFF.
- 1.5 If in a country there is only one club or one team practicing Federation football, such a club or team may apply for a Provisional Membership directly to WAFF.
- 1.6 The location of WAFF headquarters shall be determined by a resolution of the Congress. It may be transferred if the Congress passes a resolution to that effect.

**Article 2 - Objectives and Purposes**

Recognizing the rights of the Amputees and Les Autres to participate in sports activities, including football, at all levels, and recognizing the importance of sports in the development of a personality and integration of the disabled in the community, WAFF shall:

- 2.1. Promote the game of Federation Football all over the world as a part of the international disability sports movement.
- 2.2. Structure and regulate Federation Football at the international level.
- 2.3. Govern Federation Football by preventing infringements of WAFF Statutes, Regulations, and Laws of the Game, to prevent the introduction of improper practices in the game, and to protect it from abuses.
- 2.4. Develop and establish universal rules for competitions.
- 2.5. Plan, co-ordinate and organize football competitions and other sporting and recreational events for the Amputees at a regional, continental and world level.
- 2.6. Plan, promote and co-ordinate international activities and events designed to stimulate interest in and development of Federation Football throughout the world, including:
  - 2.6.1. International sports meetings and competitions.
  - 2.6.2. Technical and educational conferences and seminars.
  - 2.6.3. International exchange of technicians and footballers.
- 2.7. Provide principles and processes for settling any differences that may arise between or among national associations.
- 2.8. Promote research in Federation Football, and collect, process and disseminate reports and statistical data relating to Federation Football.

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- 2.9. Provide assistance to individuals and organizations working for the development of Federation Football, especially in developing countries.
- 2.10. Foster and support close co-operation with all organizations that promote the development of recreational and competitive sports among the disabled.
- 2.11. Foster friendly relations among national associations, Confederations, and their officials and players by promoting the organization of football matches at all levels and by supporting federation football by all other means which it deems appropriate.
- 2.12. Provide, where possible, financial support to association members for promoting and developing their programs.
- 2.13. Participate in preparation and dissemination of international principles and standards recommended for all programs of sports for the disabled.

### **Article 3 - Discrimination**

- 3.1. There shall be no discrimination against a country or an individual for reasons of race, gender, gender orientation, religion, ethnic identity, ideology or politics.
- 3.2. A national association which tolerates, allows or organizes competitions in which discrimination is practiced or which is established in a country where discrimination in sport is laid down by law shall not be admitted to WAFF or shall be expelled if it is already a member.

A national association, when applying to take part in a competition, or deciding to organize one, shall give assurance to the WAFF that its provisions shall be respected.

### **Article 4 - WAFF Membership**

- 4.1. Only the WAFF Congress shall have the authority to approve a National Association for admission as member of the Federation.
- 4.2. Any national association applying for WAFF membership shall apply to the Federation in writing.
- 4.3. The application for membership shall contain a declaration in which the applicant association undertakes:
- 4.3.1. To conform at all times to the Statutes, Regulations and decisions of WAFF and its Confederations.
- 4.3.2. To observe the Laws of the Game in force with WAFF.
- 4.3.2.1 With the exception of its National Paralympic Committee, Sports Ministry, WAFF Confederation, or its national football governing body, not WAFF Member or Prospective Member shall be a member of nor affiliated with another regional or international football/soccer organization without the expressed written approval of the WAFF Executive Committee. Violation of this provision can result in the suspension or revocation of Membership.

4.3.2.2 Members are required to allow and to encourage the development of teams and leagues in their countries, and that the leadership of those teams and leagues have an equal opportunity to rise to the WAFF Member's leadership level.

4.4. The applicant Association shall enclose with its request a copy of its own statutes and regulations. These statutes must contain a clause stipulating the restraints and obligations contained in Article 59 of the FIFA Statutes, and Article 3 of the WAFF statutes.

4.5. The applicant Association shall submit to WAFF details of its internal organization and the sports infrastructure (facilities for playing Federation Football) in its country.

Exception: An amputee football organization may apply for Provisional Membership. Provisional membership allows such an organization to compete with full Members and other Provisional Members while developing its administration, constitution, and legal and organizational structure. Provisional Members are not required to pay a Membership fee, may play and may attend and participate in other WAFF activities and events, but may not vote. A Provisional Membership is for two years,

4.6. The Executive Body of an applicant Association shall be appointed only by means of elections within that association. The statutes of an association shall provide for an election procedure that guarantees the complete independence of the electorate.

4.7. The WAFF shall not recognize the executive body of an association, even on an interim basis, if it has not been appointed in accordance with Item 4.6.

4.8. During the Congress session at which its application for membership is to be decided, delegates of the applicant association may address the Congress in support of its application.

Those delegates must leave the conference hall while the application is considered and voted upon. If the application is accepted, the delegates of the association which has just been granted membership shall immediately be allowed to take part in the remaining work of the Congress.

4.9. An association which has been granted membership must pay the annual subscription fee as laid down in Items 6.6 and 6.7 of these Statutes for the year of its admission.

4.10. Payment of the subscription fee must be made within 90 days of acceptance of the association's membership by the Congress. Failing this, the provisions of Item 6.8 of these Statutes shall be applied *mutatis mutandis*.

4.11. Once an association has been accepted as a member, it shall be entitled to enter immediately for any of the competitions organized by WAFF provided that the entry deadline has not passed.

4.12. Each association shall inform the WAFF of the name, postal address and email address of the person responsible for conducting official correspondence with the WAFF and with the other associations.

4.13. Each association shall send to the WAFF and, to the other affiliated associations upon request, its official handbook and all communications modifying its statutes and regulations.

4.14. Any decision taken by an outside body to suspend an association's executive body shall not necessarily be binding on the WAFF.

### **Continental Confederations**

4.15. National Associations affiliated with WAFF and geographically situated on the same continent may form Confederations which shall be subject to recognition by WAFF.

4.16. The WAFF may, in exceptional circumstances, authorize a confederation to grant membership to a national association that belongs geographically to another continent and is not affiliated to the confederation on that continent. The approval of the confederation concerned geographically is required.

4.17. Each of the recognized Confederations shall have the following rights and duties:

4.17.1. To comply with and to enforce compliance with WAFF Statutes, regulations and decisions.

4.17.2. To cooperate with WAFF in all matters relating to the organization of international competitions and federation football in general.

4.17.3. To organize its own inter-terra, club, and league team competitions.

4.17.4. To organize its own international competitions, particularly youth competitions.

4.17.5. To ensure that international leagues or any other such combination of clubs/teams or leagues shall not be formed without its consent and the approval of WAFF.

4.17.6. Upon the recommendation of the appropriate confederation, to assign to associations wishing to become members of WAFF the status of a provisional member for a maximum of two years. This will give these associations the right to participate in its competitions and discussions but not the right to vote in confederation affairs. Provisional status may also be conferred by the Congress and / or the WAFF Executive Committee.

4.17.7. To maintain good relations and cooperation with WAFF.

4.17.8. To appoint committees which will work in close cooperation with the corresponding WAFF committees.

4.17.9. With the approval of WAFF, to grant permission to an association of another confederation (or its member clubs/teams) or to an association which is not a member of a confederation (or its member club/teams) to take part in approved competitions which it organizes.

4.17.10. Generally to take all actions it deems useful to encourage the development of federation football on its continent (e.g., by organizing courses, seminars, etc.).

4.17.11. To procure the funds required to fulfill its duties adequately.

### **National Association Memberships**

4.18. Leagues, clubs, teams or other organizations established within the territory of a national association affiliated with the WAFF shall not be permitted to become members of another national association without the approval of the national association in whose territory they were founded and the WAFF Executive Committee.

4.19. Leagues, clubs, teams or other organizations established within a territory or country where there is no association affiliated to the WAFF shall be permitted to become members of a national association in another country only with the consent of the WAFF Executive Committee.

### **Honorary Members**

4.20. The Congress may grant the title of Honorary President or Honorary Member to any person for meritorious services rendered to the WAFF.

4.20.1 Nomination for such positions shall be made by the Executive Committee.

4.20.2. An Honorary President or an Honorary Member shall be permitted to attend the Congress with the right to join in discussions, but not to vote.

### **Article 5 - Administration & Congress**

5.1. The Congress shall be the legislative body of WAFF and, as such, the supreme authority.

5.2. The Executive Committee shall be the executive body of WAFF.

5.3. The Disciplinary Committee and the Appeal Committee shall be the judicial bodies of WAFF.

#### **5.4. The Congress**

5.4.1. The Congress, the legislative and governing body of the WAFF, shall be held every two years.

5.4.2. An Extraordinary Congress shall be called within three months of receipt of such request by one third of the affiliated National Associations in good standing. In the case of an Extraordinary Congress, the notice of the meeting shall include the agenda. No items other than those contained in the agenda may be discussed.

5.4.3. Sessions of Congress, Extraordinary Congresses, the Executive Committee and Committee meeting shall be conducted under Parliamentary Procedures detailed in Roberts Rules of Order.

5.4.4. The official minutes of the Congress shall be taken by a secretary who shall be appointed by the Secretary General.

5.4.5. The minutes shall be submitted for verification to three members specially appointed for this purpose by the Congress.

5.4.6. Decisions taken at a Congress shall come into operation and become binding on the WAFF and affiliated associations immediately.

5.4.7. Decisions by the Congress to accept new National Association members shall come into force immediately, and the new members shall be entitled to participate in discussions and to vote on matters before the Congress.

#### **5.5. WAFF Notifications & Communications**

5.5.1. Each association shall inform the WAFF of the name, postal address and email address of the person responsible for conducting official correspondence with the WAFF and with the other associations.

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5.5.2. The Secretary General must notify member associations of the date and place of a Congress by email (with receipt confirmation) no later than six months in advance of the beginning of the Congress.

5.5.3. The member National Associations must be informed of the place, date and agenda of an Extraordinary Congress by email (with receipt confirmation) no later than two months in advance of the beginning of the Extraordinary Congress.

5.5.4. In order that the Secretary General can coordinate with the appropriate visa issuing agency, National Associations must provide the names of their delegations and other required information no later than 45 days prior to a Congress, Extraordinary Congress or Executive Committee meeting.

The Secretary General can then provide the appropriate visa issuing agency with the required documentation so visas can be applied for.

### **5.6. Delegates**

5.6.1 Each National Association may be represented in Congress by a maximum of three delegates, all of whom may take part in the debates. Only one delegate from each Association shall be permitted to vote.

5.6.2. Delegates to the Congress must be bona fide members of the National Association they represent and be citizens of the country represented by that association.

5.6.3. Associations considering applying for WAFF membership may attend a Congress as observers, but shall not be permitted to vote.

5.6.4. Each National Association must send its delegates' names to the WAFF Secretary General by email date stamped or post-marked no later than six-weeks before the opening of the Congress. The individual having the right to vote must be indicated.

Should this delegate leave the conference hall at any time during the Congress, he or she may be replaced by the representative next on the list of delegates drawn up by the National Association concerned.

Failure of a National Association to properly inform the WAFF of its official delegation with the specified time frame, or failure of a National Association to present its formal proxy within the specified time frame, shall result in its delegation not being seated in the Congress and that Association forfeiting its right to vote.

5.6.5. A delegate shall be allowed to represent more than one National Association only when acting as an official proxy representative for another National Association.

5.6.6. Delegates to the Congress must be bona fide members of the National Association they represent and be citizens of the country represented by that Association. Exception: Proxy voting.

5.6.7. Decisions by the Congress to accept new National Association members shall come into force immediately, and the new members shall be entitled to participate in discussions and to vote on matters before the Congress.

### **5.7. Proxy Voting**

5.7.1 If a delegation is unable to attend a Congress or an Extraordinary Congress for any reason, it may record its votes by proxy.

5.7.2. Proxy votes or emails authorizing another association to vote in its place shall be presented by an authorized representative of the Member's Association or Federation. To be accepted, such proxy must be sent to the Secretary General by email, date stamped no later than six-weeks prior to the beginning of the Congress.

5.8. Costs - The costs of travel and accommodation for delegates from the associations taking part in the Congress shall be borne by respective associations. The Executive Committee shall issue appropriate directives in this respect.

### **5.9. Agenda**

The agenda, specifying the nature of the business to be transacted, the report of the Secretary General, the balance sheet and the auditors' report must be sent to the associations by email (with receipt confirmation) date stamped no later than two months in advance of the beginning of the Congress.

5.9.1. Proposals and other issues to be submitted to the Congress by affiliated associations must be sent by email (with receipt confirmation) date stamped no later than two months in advance of the beginning of the Congress to become part of the formal agenda.

5.9.2. The agenda of the Ordinary Congress shall include at least the following items:

5.9.2.1. An address by the President.

5.9.2.2. Appointment of three members to review the official minutes of the current Congress.

5.9.2.3. Formal approval of the minutes of the preceding Congress.

5.9.2.4. The report covering the period since the preceding Congress.

5.9.2.5. Submission of balance sheet, receipts and expenditure account.

5.9.2.6. Vote on the approval of the accounts.

5.9.2.7. Submission of the budget.

5.9.2.8. Committee reports.

5.9.2.9. Admission and/or resignation of national associations.

5.9.2.10. Consideration of proposals for alteration to the Statutes, Regulations governing the Application of the Statutes, Standing Orders of the Congress and the Laws of the Game submitted in accordance with Item 5.10 of the Statutes.

5.9.2.11. Appointment of chartered accountants to examine and certify the Federation accounts.

5.9.2.12. Election of the Officers, if necessary.

5.9.2.13 Determination of the venue and date of the next Congress.

5.9.3. In the case of an Extraordinary Congress, the notice of the meeting shall include the agenda. No items other than those contained in the agenda may be discussed.



## **5.10 Amendments**

5.10.1. The Congress alone may alter the Statutes, the Regulations governing the Application of the Statutes, the Standing Orders of the Congress of WAFF and the Laws of the Game.

5.10.2. A proposed alteration to the Statutes or the Laws of the Game may be included in the agenda and put to the vote only if it has been submitted by one national association and seconded by two others or if proposed by the Executive Committee.

5.10.3. In order to be able to consider an amendment to the Statutes and Laws of the Game, a Congress must be attended by an absolute majority of the WAFF member associations, which at the Congress have not forfeited their right to vote for any reason.

5.10.4. To be adopted, the amendment must receive the approval of two thirds of the votes cast by the delegates present and entitled to vote.

5.10.5. An amendment to the Regulations governing the Application of the Statutes or the Standing Orders of the Congress may be proposed by a National Association or by the Executive Committee.

5.10.6. Proposals to amend the Standing Orders of the Congress shall be passed by a simple majority of votes cast by the delegates present and entitled to vote.

## **5.11 Voting Protocols**

5.11.1. Voting for the officers shall be by secret ballot.

5.11.2. Officers may be elected by simple majority of those eligible delegates present and voting.

5.11.3 If a majority is not achieved on the first ballot, the candidate receiving the fewest number of votes will be eliminated as a candidate and a new vote taken on the remaining candidates. This process shall continue until one candidate receives a clear, simple majority.

5.11.2. Decisions on other issues before the Congress shall be decided by simple majority vote, unless otherwise specifically noted in these Statutes. Such voting shall be made with taken by a show of voting cards.

If this method of voting does not result in a clear majority in favor of proposal, the vote shall be taken by calling the roll, countries being called in English alphabetical order.

## **Article 6 – Official Language**

6.1. As with FIFA, the official language of the WAFF is English. English is the standard language for the minutes, official correspondence and communications.

6.2. Each national association shall be responsible for its own translation.

6.3 Translations of Congress proceedings shall be made by interpreters officially accredited by the host nation and approved by the Executive Committee.

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6.4 Delegates may address the Congress in their own language, provided they arrange for their speeches to be translated into the aforementioned language.

6.5. The Congress may dispense with any one of the approved languages providing none of the delegates object.

6.5. Official decisions of the Congress and the Executive Committee and communications from the General Secretariat shall be issued in each of the official languages.

6.7. In the case of any divergence in the interpretation of a translation of the Federation's statutes, regulations, decisions or communications, the English text shall be regarded as authoritative.

## **Article 7 - Officers & Duties**

### **Nomination of Officers**

7.1.1. The names, photographs and nominating papers of candidates for the Executive Officer positions (President, Vice Presidents, Secretary General, and Treasurer) may be submitted by any member association and must reach the Secretary General not less than 30 days before the opening date of the Congress.

7.1.2. Officers May Be re-elected.

### **Officer Qualifications**

7.1.3 To qualify for nomination to WAFF office an individual must have served a minimum of three years in direct, management service with his or her National Association or Federation. The governing board of the nominee's National Association or Federation must provide documentation attesting to the required term of service.

### **Officers and Duties**

#### **7.2. President**

7.2.1. The President shall be the WAFF's official representative, and shall set the tone and strategy for the Federation's growth and the development of Amputee Football world-wide, and for encouraging open communications and good relations among member associations.

7.2.2. The President shall preside at the Congress and at meetings of the Executive Committee.

7.2.3 The President is the chair of the Executive Committee and is a voting member of each of the Congress' Committees. He may chair one or more Committees.

7.2.4. When votes are equal in the Congress or in Committees on which the President serves, the President shall have the deciding vote.

#### **7.3. First Vice President**

7.3.1. The First Vice President is the Chair of the Technical Committee.

7.3.2. In the absence of the President, the First Vice President shall preside over meetings of the Congress and Executive Committees, and will represent the WAFF in other organizations. In the absence of the President and First Vice President, the Second Vice President shall perform those duties.

7.3.3 If the 1<sup>st</sup> Vice President resigns, ceases to carry out or is prevented from performing his/her duties, or if the office becomes vacant for any reason; the Second Vice President shall become the 1<sup>st</sup> Vice President. Nominations will be opened and a new election will be scheduled to name a new 2<sup>nd</sup> VP.

#### **7.4. Second Vice President**

7.4.1. The Second Vice President is the Chair of the Public Relations and Media Committee.

7.4.2. In the absence of the President and First Vice President shall preside over meetings of the Congress and Executive Committees, and will represent the WAFF in other organizations. In the absence of the President First and Second Vice President, the Secretary General will perform those duties.

7.4.3. If the 2<sup>st</sup> Vice President resigns, ceases to carry out or is prevented from performing his/her duties, or if the office becomes vacant for any reason, nominations will be opened and a new election will be scheduled to name a new 2<sup>nd</sup> VP.

#### **7.5. Secretary General**

7.5.1. The Secretary General, beside his duties as a member of the Executive Committee, shall be the chief executive and chief operating officer of the Federation's permanent staff.

7.5.2. The Secretary General shall be responsible for the day-to-day operations of the WAFF and for duties invested upon him by the Congress and the Executive Committee.

7.5.3. For organization of meetings of the Congress and Executive Committee.

7.5.4. For management of the production of the minutes of the Congress, Executive Committee, permanent and ad hoc committees; the Secretary General may participate in the meetings of all committees ex officio.

7.5.5. For the correspondence of the Federation.

7.5.6. For encouraging communication and good relations among the WAFF and the Confederations, national associations, organizations and committees.

7.5.7. For the organization and operations of the permanent staff. For preparation of and stewardship over the permanent staff budget.

7.5.8. For signing, with the President, the decisions of the WAFF.

#### **7.7. Treasurer**

The Treasurer shall be the chairman of the Finance Committee and shall:

7.7.1. Administer the Federation's assets.

7.7.2. Manage, keep bank accounts and be responsible for the funds of the federation. It is the intent of the WAFF that its funds shall be deposited in a nation enjoying a stable currency.

7.7.3. Execute current payments upon legal requests by the Secretary General.

7.7.4. Report to the Finance Committee, Executive Committee and the Congress on the Federation's financial position.

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7.7.5. Submit to the Finance Committee an annual budget for the succeeding financial year.

7.7.6. Submit to the Finance Committee the annual accounts.

7.7.7. Carry out other financially related duties that may be invested upon him or her by the Executive Committee.

**7.7. Player Representative** - Player Representatives will be elected by the footballers under their own rules and regulations and shall represent their views and interests.

## Article 8 – Executive Committee

8.1. The Executive Committee shall be the WAFF executive body. It shall be empowered to make decisions on all matters which are not exclusive to the Congress, with the exception of matters referred by these Statutes to other bodies.

8.2. The Executive Committee of the WAFF shall consist of:

The President

First Vice President

Second Vice President

Secretary General

Treasurer

Chair of Referee's Committee

Player Representative

8.3. The President, Vice Presidents, Secretary General and Treasurer shall be elected by the Congress. Each candidate must be a member in good standing of their national association at the time of his or her election.

8.4. Chair of Referee's Committee shall be elected by the members of that Committee.

8.5. The Players' Representative shall be elected by the footballers in such a manner as they may determine.

8.6. The terms of office for the President, Vice Presidents, Secretary General, Treasurer and other members of the Executive Committee are for a term of four years. They may be re-elected.

8.7. In order to ensure continuity within the Executive Committee, no more than three new members may be installed simultaneously.

8.8. If the President ceases to carry out or is prevented from performing his duties, the First Vice President shall serve as Acting President until the next Congress. In such a case, the Congress shall elect a new president.

8.9. If the Acting President ceases to carry out or is prevented from performing his duties, the Second Vice President shall serve as Acting President until the next Congress. In such a case, the Congress shall elect a new president and first vice president.

8.10. If other members of the Executive Committee relinquish their duties, they shall be replaced immediately, for the remainder of the term of office, by appointment by the organization's senior officer until such time as a special election can be held.

8.11. The Executive Committee shall, in principle, meet twice a year.

8.12. At the request of at least four members of the Executive Committee, to be addressed to the Secretary General, the President must convene an Extraordinary meeting to be held 30 days after receipt of request by the Secretary General at a place determined by the President and Secretary General.

8.13. The Executive Committee shall, if need be, form ad hoc committees in addition to those mentioned under Article 8.

8.14. The Executive Committee may appoint representatives from among the member delegations to other international disabled sports organizations, and to sports organizations within countries which are considering the development of Federation Football programs.

8.15. The Executive Committee shall confirm, upon the Secretary General's recommendation, the list of the Federation's permanent staff, appointment of the staff being the responsibility of the Secretary General himself.

### **Article 9 - Standing Committees**

9.1 World Amputee Football Federation standing committees shall be:

- 9.7 Technical/Competitions Committee
- 9.8 Committee on Public and Media Relations
- 9.9 Finance Committee
- 9.10 Referees' Committee
- 9.11 Sports Science and Medical Committee
- 9.12 Legal Committee
- 9.13 Judicial Committee
- 9.14 Appeals Committee

The Judicial Bodies – the Disciplinary and Appeals Committees - shall have named members prepared to serve as necessary, but shall not be considered standing committees.

9.2. Each Member Association may, but is not required to, appoint one of its members to each standing committee.

9.3. The chairmen and deputy chairmen of the various standing committees shall be elected by the members of said committee.

9.4. The chairmen, deputy chairmen and the members of the standing committees shall be designated for a term of office of two years and may be re-elected.

9.5. Each chairman shall represent his committee, see that its business is properly conducted, fix the date of the meetings in conjunction with the Secretary General and report to the Executive Committee on its work.

9.6. Each committee may, if deemed necessary, appoint a bureau and/or a sub-committee to deal with urgent matters. Any decision taken by a bureau or a sub-committee shall enter into force immediately, but shall be subject to confirmation by the plenary committee concerned at its next meeting.

### **Article 9.7 - Technical Committee**

9.7.1 The Technical Committee shall be comprised of one representative from each member country.

9.7.2. The responsibilities of the Technical committee shall be:

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- (a) To advance training methods.
- (b) To set the requirement for certification of coaches, and provide training and examination measures for measures for the training of new and emerging coaches.
- (c) To resolve questions on the theory and practice of Federation Football, including elaboration, in co-operation with the Referees' Committee and Medical Committee, of recommendations to the Executive Committee in respect with revisions to WAFF Regulations and Laws of the Game.
- (d) To take all possible measures to promote familiarization with and experience in teaching Amputee football.
- (e) To organize courses and conferences for instructors, trainers, coaches and administrators in conjunction with national associations and Confederations.
- (f) To compile material on teaching and coaching techniques for players, trainers, coaches and referees.
- (g) To provide the Public Relations and Fund Raising Committee with assistance in the production of training videos and related materials.
- (h) To deal with all matters concerning the construction, installation and the availability of equipment necessary to teach federation football.
- (i) To examine requirements of national associations in sports installations and equipment including those specific for federation football.
- (j) To examine, in co-operation with the Finance Committee, the financial standings of national associations and their potential in promoting Federation Football.
- (k) To compile lists of national associations who experience utmost deficiency in financing, sports installations, equipment and qualified personnel.  
  
To elaborate, in cooperation with Public Relations and Fund Raising Committee humanitarian projects designed to promote Federation Football, as well as to advise upon and participate in them.
- (m) To issue memoranda from time to time regarding technical assistance and grants which have been given or are to be given towards any development project.
- (n) To be responsible for editing the technical section of official WAFF publications.
- (o) To recommend coaches, instructors or trainers to National Associations at the Associations' request.
- (p) To examine any problems concerning football pitches and to offer resolutions to those problems.
- (q) To submit calendars of international sports competitions and events to the Executive Committee.
- (r) In co-operation with other committees, to elaborate and to improve upon Federation regulations and to submit corresponding draft documents to the Executive Committee.
- (s) To organize WAFF international competitions in accordance with the regulations governing the competition.

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(t) To submit to the Executive Committee proposals for amendments which is considers should be made to competition regulations.

(u) To examine all aspects of security inside the stadiums and in the immediate vicinity, as well as security of prearranged transfers of the teams on the days of WAFF matches and tournaments.

(v) To investigate every possible way of improving security at football matches.

(w) To produce and publish official reports on the WAFF international competitions.

### **Article 9.8 - Public & Media Relations Committee**

With the President, the Chairman of the Public Relations Committee will an official spokesperson for the Federation. The Committee may include a professional advisor if deemed necessary.

The responsibilities of the committee are:

9.8.1. To promote the WAFF and the sport of Amputee football to disability organizations; the sporting press, and to the mass media and to the general public.

9.8.2. To assist the member associations in the development of effective public relations and mass media strategies for their own countries.

9.8.3. To respond in a most timely manner to any and all inquiries regarding our sport.

9.8.4. To acquire and maintain photos, biographies and statistics on elite class footballers.

9.8.5. To collect and maintain statistics on international competitions,

9.8.6. To advise the Secretary General and WAFF committees on matters of public relations, and relationships with the mass media.

9.8.7. To develop proposals regarding WAFF publications (print, electronic, and audio-visual) and, if need be, assist in their conception and preparation.

9.8.8. To create organization, national association, officer and player background information and photographs for use by the major media.

9.8.9 To establish press accreditation criteria and procedures for media representatives at major events, to develop, coordinate and to supervise media opportunities, and to manage press conference and interviews.

9.8.10. To provide the assistance necessary for the production of training films.

9.8.11. To elaborate humanitarian projects designed to promote federation football, as well as to advise upon and participate in them.

### **Article 9.9 - Finance Committee**

The responsibilities I the Finance Committee are”

(a) To administer WAFF finances and to assure its financial health.

(b) To maintain up-to-date, accurate bookkeeping; to prepare financial records for annual audit, and to prepare reports to government agencies and tax bureaus as may be required.

(c) To advise the Executive Committee and the Treasurer on the management of assets and property.

(d) To prepare the budget of the Executive Committee drafted by the Treasurer; to examine the budgets of the various standing and ad hoc committees and to submit them for the approval to the Executive Committee.

(e) To supervise the financial accounts of the committees and to authorize the Treasurer to make payments, after registration.

(f) To study, together with the Technical Committee, the financial standings of the national associations and their possibilities in developing federation football.

(g) To develop and advise upon fund raising programs and to participate in implementing them.

(h) To develop and implement programs for financing the events and activities of the WAFF.

**Article 9.10 - Referees' Committee**

9.10.1 The Referees' Committee shall be comprised of one referee from each of the member nations, and one player representative named by active players.

The responsibilities of the Referees' Committee are:

9.10.2 To make decisions and interpretations regarding the application of the WAFF Laws of the Game.

9.10.3. To establish uniformity in methods of refereeing and implementation of the Laws of the Game.

9.10.4. To compile a list of referees qualified to supervise international matches from among the nominations submitted by the national associations.

9.10.5. To appoint the referees for matches in competitions organized by WAFF or for any other matches or tournaments, whenever requested to do so.

9.10.6. To ensure that each national association has a properly constituted referees' committee and ascertain that these committees function satisfactorily.

9.10.7. To establish uniform criteria for the evaluation of referees for use by every national association.

9.10.8. To draw up a list of instructors and lecturers capable of conducting courses for referees.

9.10.9. To organize and direct educational courses for international referees and referee instructors.

9.10.10. To approve the official translations of the Laws of the Game.

9.10.11. To approve the editing on the wording of the Laws of the Game in official WAFF publications.

9.10.12. In co-operation with the Technical Committee and Medical Committee, to propose amendments to the Laws of the Game as may become appropriate.



9.10.13. To prepare and produce useful training materials on refereeing our sport.

**Article 9.11- Sports Science and Medical Committee**

The responsibilities of the Medical Committee are:

9.11.1. To insure medically safe conditions for training and competitions.

9.11.2. In cooperation with the host nation, to assure the availability of licensed medical personnel and transportation in case of medical emergencies at international matches and tournaments.

9.11.3. To investigate the types of injuries suffered during football matches and to issue recommendations for improved prevention and treatment of such injuries.

9.11.4. To draw up medical guidelines for use by coaches, players and referees.

9.11.5. To draw up guides, including methods of self-control, for footballers to improve their athletic ability, physical fitness and performance capacity.

9.11.6 To prepare memoranda for trainers and coaches on the physical preparation of footballers with due consideration of their individual physical and psychological particularities.

9.11.7. To prepare memoranda on diet and nourishment recommendations for footballers.

9.11.8. To prepare memoranda on general aspects of sports hygiene and, in particular, the effects of certain substances on the body (alcohol, nicotine, medicaments, drugs, etc.).

9.11.9. To draw up regulations on doping control in WAFF competitions for the Executive Committee and to check regularly that they are being observed.

9.11.10 To promote research in rehabilitation of Amputees through participation in Amputee football.

9.11.12. To instruct, supervise and certify physicians in classifying disabled persons.

9.11.13 To promote federation football emphasizing ability rather than disability of sportsmen.

9.11.14. To appoint its representatives to organizing committees of WAFF competitions.

9.11.15. To advise the Executive Committee and National Associations on every aspect of sports science, medicine, physiology and hygiene.

9.11.16 To arrange congresses, symposia and seminars related to sports science and sports medicine, and to take part in their work.

9.11.17 To participate, in co-operation with the Technical Committee, in programs and projects including charity ones, drawn up to promote Federation Football in developing countries.

9.11.18 To cooperate closely in all of the above issues with the Technical Committee, Referees' Committee and corresponding structures of the International Paralympic Committee and other interested national and international organizations.

9.11.18 In co-operation with the Technical Committee and Referees' Committee, to prepare amendments the Laws of the Game which may become appropriate.

**Article 9.12 Legal Committee**

The responsibilities of the Legal Committee are:

9.12.1 To guide the Federation and to assure it remains within the laws of its host country in all matters.

9.12.2 To review, negotiate and, with the Executive Committee, approve all contracts in which the WAFF may engage.

9.12.3 To give counsel, adopt a position and give advice on all cases, disputes or inquiries submitted to the Committee.

9.12.4 To follow the development of the Statutes and Regulations which govern WAFF and propose to the Executive Committee any amendment which the Committee deems useful?

9.12.5 To advise the Executive Committee and officials of the interpretation of the WAFF Statutes, Regulations and other WAFF documents.

9.12.6 To follow the development of the Statutes, Regulations and amendments thereto which govern WAFF, and to assure they conform to FIFA guidelines and to the host nation in which the WAFF is headquartered.

9.12.7 To monitor WAFF elections and to certify their results.

9.12.8 To examine and rule on issues regarding player or coach status and/or eligibility.

9.12.9 To assist in the development of regulations governing the status and transfer of players.

9.12.10. To review the statutes and regulations of affiliated associations, and, if necessary, to recommend that the Executive Committee revisions which may be advisable.

9.12.11. To deal with every aspect of fair play in its widest sense. The committee may, on its own initiative, recommend disciplinary action against any player, coach, trainer, delegation member, or association member for actions detrimental to the sport on or off the field.

9.12.12. To propose different kinds of campaigns designed to assure fair play, to ensure that they are realized and to follow up the results.

9.12.13, To deal with all matters of protocol during WAFF competitions and conventions or other events in which WAFF is involved.

9.12.4 To propose to the Executive Committee any amendments which may become appropriate.

**Article 9.13 - Judicial Committee**

The judicial bodies of WAFF shall be the Disciplinary and Appeals Committees.

9.13.1 Disciplinary Committee.

9.13.1.1. The Disciplinary Committee shall consist of, at a minimum a chairman, deputy chairman and three committeemen. No member association shall seat more than one member on the Disciplinary Committee

9.13.1.2. The function of this body shall be governed by WAFF Regulations which shall include a list of disciplinary measures. Those measures shall include but shall not be limited to:

(a) The minimum two-year expulsion from WAFF sanctioned competitions of any player, coach or staff member intentionally striking a referee or other game official.

(b) The placement of the association to which the offending player belongs on probation until such time as that Association demonstrates efforts to assure referee safety.

Should another such violation occur within two years of the first, said Association will be stripped of its voting rights for a minimum of two Congresses.

9.13.1.3. The Disciplinary Committee develop a List of additional Disciplinary Measures and shall submit them to the Executive Committee and ultimately to the Congress for approval.

9.13.1.4. The Disciplinary Committee may recommend to the Executive Committee the sanction national associations, clubs, officials, members, coaches and staff, or players for any breach of WAFF Statutes, regulations and instructions, or any violation of decisions reached by a body of the WAFF, or for any action violating the spirit or letter of the Laws of the Game.

**9.14. Appeals Committee** - The Appeals Committee shall consist of, at a minimum, chairman, deputy chairman and three committeemen. No member association shall seat more than one member on the Appeals Committee.

**Article 10 - Financial Issues**

10.1. The operating capital and assets of the WAFF shall proceed from the following resources:

(a) Annual subscription paid by member associations.\*

(b) The WAFF share of gate receipts taken at international matches (cf. Items 10.9).

(c) Profits and royalties from publications produced by the World Amputee Football Federation, including books, journals, manuals, printed materials, video and cinema films, CDs, DVDs, photographs.

(d) Advertising revenues

(e) The WAFF share of publication rights for the above and for radio and television broadcast rights of WAFF events.

(f) Income generated from intellectual property rights and image symbols marketing.

(g) Investment dividends.

(h) Legacies and inheritances which the WAFF has the right to accept.

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(i) Contributions, donations, sponsorships, subsidies, etc., made by individuals, corporations, foundations and other sources.

(j) Special levies recommended by the Executive Committee and approved by a unanimous decision of the Congress.

(k) Assets appropriated via other sources and means in accordance with the law.

10.2. The financial period of the WAFF shall be the calendar year.

10.3. - Balance sheets shall be drawn up on 31 December of every year.

10.4. The Congress shall appoint a chartered accountant or accountants to examine the accounts of the WAFF after the accounts have been approved by the Finance Committee. The appointment shall be for two years.

10.5. The accountants' reports shall be submitted to the Executive Committee and the Congress.

10.6. Each national association shall pay a standard annual membership fee. Said fee shall be due and payable on 1 January of each year.

10.7. The amount of the annual subscription shall be determined by the Congress every two years following the recommendation of the Executive Committee. It shall be the same for every national association.

\* Established as USD \$250.00 at the 2012 Congress in Crespo, Argentina

10.8. An association which is has not paid its subscription by 1 April in any year may be suspended by the Executive Committee unless it produces a valid reason which is acceptable to the Committee. The suspension shall be confirmed by the subsequent Congress. If the subscription is paid in the meantime, the national association concerned shall be immediately reinstated.

10.9. The WAFF shall receive a share of the gross receipts (if any) from every international match - including friendly matches and tournaments - played between representatives of two national associations.

10.9.1 The Gate Fee shall be paid by the host country in which the match is played.

10.9.2 The Federation's share of the gate receipts, and other profits and royalties, shall be determined by the Congress every two years as deemed necessary.

10.10. The amount due and method of payment shall be laid down in the Regulation governing the Application of the Statutes of WAFF. These Regulations shall also prescribe the amount representing the minimum contribution due to WAFF from the proceeds of matches subjected to a levy.

10.11. WAFF member Confederations are authorized to levy a share of gate receipts in addition to that required by the WAFF. The amount and method of payment shall be regulated by their statutes, especially if the match in question involves two national teams from different Confederations.

10.12. No expenditure or financial liability in excess of the annual Permanent Staff budget shall be undertaken on behalf of the WAFF by any person without the approval of the Executive Committee.

10.13. Under no circumstances shall debts be incurred in the Federation's name when there is no previous guarantee of settlement.

10.14. Neither members of the Executive Committee, nor of its committees and sub-committees, nor WAFF representatives, nor other officials shall be personally liable for the debts of the WAFF.

### **Article 11 – Player Eligibility & Conduct**

11.1. Players of National Associations affiliated to the WAFF may be either amateur or non-amateur.

11.2 Footballers may play for the National Association of the country in which they hold citizenship; on a select team for the Confederation in which their National Association is a member. A foreign national living as a Legal Permanent Resident in a Member association's country may participate and become an active member in the Member's teams and leagues, and may play on its National Team. (This Amendment is in keeping with FIFA regulations).

11.3. Exceptions to 11.2 may be requested through the Executive Committee.

11.4 Players are expected to conduct themselves in a sportsman-like manner at all times.

11.5 Players may be suspended or expelled for gross un-sportsmanlike conduct.

11.6 A minimum two-year expulsion from WAFF sanctioned competitions will be levied against any player, coach or staff member who intentionally strikes a referee or other game official.

The placement of the Association to which the offending player belongs on probation until such time as that Association demonstrates efforts to assure the safety of officials.

Should another such violation occur within two years of the first, said Association will be stripped of its voting rights for a minimum of two Congresses.

11.7 Other provisions governing the status and transfer of players shall be contained in special regulations to be drawn up by the Executive Committee.

### **Article 12 - Laws of the Game**

12.1. Each member of the WAFF shall play Federation Football according to FIFA Laws of the Game and Law modifications made by the WAFF.

12.2. Only Congress has the authority to amend the WAFF Laws of the Game. Such amendments must achieve an absolute majority approval of those members present and authorized to vote.

12.3. The Executive Committee may authorize trials of proposed new Laws of the Game in non-championship international play.

**Article 13 - International Competitions**

13.1. The venue of World Championship competitions organized by the World Amputee Football Federation shall be designated by the Executive Committee so that the contests shall not be staged, as a rule, on the same continent on two successive occasions.

13.2. Furthermore, the national associations nominated to host world championship competitions must guarantee that the competition will be organized in accordance with the sport rules and financial regulations governing it.

13.3. The organization of regional or other international competitions among teams representing national associations must be approved by the Executive Committee. Tournaments, including friendlies, must be sanctioned by the Executive or Competitions Committees committee s for the purposes of scheduling, calendar development, media exposure and international standings.

13.4. The organization of such competitions, the rules of which must be approved by the WAFF, may be left to or delegated to the Confederations. These rules must contain provisions regarding disciplinary action and the Gate Fee due to the Federation in accordance with Items 6.9, 6.10 and 6.11 of these Statutes.

13.5. The Secretary General must be notified of plans for international matches or tournaments organized between representative teams of national associations no later than two months before such matches are to take place.

13.6. Official sanction by the WAFF Executive Committee is necessary for matches between representative teams of Confederations (such as selected, elite or champion teams) and representative teams or club teams of another confederation. Such matches may not assume the status of a sanctioned competition or championship without special permission from the Executive Committee of the Federation.

13.7. The regulations for WAFF World Championship and Paralympic Tournaments must provide for a certain amount of the entire gross receipts to be reserved for development purposes. They shall also regulate the method of payment and allocation.

13.8. National associations shall not be allowed to form groups or Confederations without special permission from the Federation.

13.9. International WAFF sanctioned competitions among club teams and/or teams representing leagues must be approved by their national associations, with notification made to the sent to the Executive Committee no later than two months prior to the competition.

The WAFF may undertake or delegate its authority to the national associations or Confederations involved. The latter shall be responsible for ensuring that such competitions do not conflict with national competitions of affiliated associations, and that the competitions are conducted in accordance with WAFF law.

13.10. Teams representing Members of the WAFF may not play official matches on the territory of another national association without the consent of that Association.

**Article 14 - Television and Radio Rights**

14.1. WAFF, its national associations, Confederations, clubs and teams own the exclusive rights to broadcasts and transmissions of events coming under their respective jurisdiction via any audio-visual medium and/or broadcasting media whatsoever - whether live, recorded, or as excerpts.

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14.2. The provisions for implementation of Article 14 shall be contained in special regulations to be drawn up by the Executive Committee and approved by the Congress.

Such regulations shall define the rights and obligations arising from the international use and broadcasting of televised pictures among the owners of the rights and other national associations, and for the distribution of revenues from the sale or lease of such rights.

### **Article 15 - Disciplinary Cooperation**

Affiliated National Associations shall recognize each other's discipline, suspensions or expulsion of players.

### **Article 16 - Disputes**

16.1. A National Association which is involved in a dispute with the WAFF may appeal at any time to the Judiciary Committee for review and mediation.

16.2. A member National Association which is involved in a dispute another National Association or with the Confederation of which it is a member may appeal at any time to the WAFF to mediate.

16.2. All disputes of national associations, clubs, teams or their members with the WAFF or other national associations, clubs, teams or their members shall be resolved in accordance with international law and Item XIII of the FIFA Statutes.

### **Article 17 - Suspension of National Associations**

17.1. Only the WAFF Congress shall have the authority to revoke the membership a member National Association.

However, suspensions may be imposed by the Executive Committee for just cause. Such suspension may only have effect until the next Congress at the latest where such suspension may be lifted, or extended by majority vote of the Congress members authorized to vote.

17.2. A National Association may be suspended or forfeit its membership with the Federation for infractions including:

17.2.1. For non-payment of dues or other debts to WAFF.

17.2.2. For any serious infraction of the Statutes and Regulations of the Federation.

17.2.3. For any grave dishonor to WAFF or to any National Association or Confederation affiliated with WAFF.

17.2.4 Failure to participate in two world or continental championship tournaments out of four scheduled consecutively.

17.2.4. By ceasing to have the real status of a national federation football association in its own country.

#### **17.3. Notification of Suspension.**

17.3.1 A National Association under threat of suspension shall be informed in writing by the WAFF Secretary General as to the reasons for the proposed suspension, and shall give the affected Association the opportunity to affect a remedy.

17.3.2. The suspended National Association shall be given the opportunity to appeal the suspension, and to offer satisfactory remedy.

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17.3.3. Should a remedy not be forthcoming, or if that remedy does not satisfy the Executive Committee or the Congress, then the suspended National Association shall be informed in writing by the WAFF Secretary General that the suspension is in effect.

17.4. A national association that has been suspended shall forfeit its right to vote at the Congress until the sanction has been lifted. Moreover, suspended national associations may not conduct football competitions with other members unless with specific written permission from the Executive Committee.

#### **Article 18 - Expulsion of National Associations**

18.1. Only the Congress has the authority to revoke the membership of a National Association.

18.2 For such revocation to be valid, the Congress must be attended by an absolute majority of the National Associations affiliated to WAFF and authorized to vote in its proceedings.

18.3 A vote to revoke membership must pass by a three-fourths majority.

#### **Article 19 - Resignations**

19.1. A national association wishing to resign from the WAFF must notify the Secretary General of such intent by email. This effect of resignation shall, however, only be recognized if it is confirmed by another email within three months of receipt of the first. The association concerned shall continue to be considered as a member of WAFF until the second notification has been received.

19.2. A national association whose intimation of resignation has been accepted shall lose its status as member and all the privileges conferred by the Federation.

19.3. A request for resignation shall only be accepted when the Association has settled all its financial obligations towards the WAFF and its members.

#### **Article 20 - Final Provisions**

20.1. Any matters not provided for under these Statutes or cases of force majeure shall be settled by the Executive Committee, with the FIFA Statutes to be taken into consideration.

Decisions by the Executive Committee shall be final, though appeals may be made to the Judicial Committee or to the Congress as a whole.

20.2. Decisions in matters of legislation shall not become operative until they have been approved by the Congress.

20.3. Every activity of the bodies and committees shall be subject to strict observation of the Statutes and Regulations of the Federation.

20.4. In the event of the dissolution of the Federation, after paying its debts, its remaining funds shall be distributed to the WAFF members active at the time of the dissolution.



Adopted At the First WAFF Congress, at Niteroi, Brazil, August, 2005; and amended by subsequent votes in by the Membership.

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### Definitions – The Interpretation Clause

These definitions were ratified by representatives of the World Amputee Football Federation Congress held in Niteroi, Brazil, in August 2005.

In interpreting these Statutes and regulations the words:

1. WAFF means «World Amputee Football Federation»
2. «Federation» means «World Amputee Football Federation».
3. «FIFA» means «Fédération Internationale de Football Association».
4. «An Association» or «the associations» refer to the national associations of the World Amputee Football Federation, except where the context denotes a different meaning.
5. «League» means an internal organization subordinated to a national association.
6. «Confederation» is a group of national associations affiliated to WAFF and belonging to the same continent (or assimilable geographic entity).
7. The «Executive Committee» means The Executive Committee of WAFF as constituted in accordance with these Statutes.
8. «Member» means a national association accepted by WAFF Congress and granted a full voting Membership in the WAFF or a person who is a member of a WAFF committee. Provisional Member means an association which has is allowed to participate in WAFF and Confederation competitions and events while it develops its organizational structure. Provisional members are not required to pay a Membership fee, but are not permitted to vote in WAFF affairs. The term of a Provisional Membership is two years.
9. «Officials» means all board members, coaches, trainers and people responsible for technical, medical and administrative matters in a confederation, national association, league, club or team.
10. The term «association football» refers to the game specifically governed by FIFA and as regulated by the FIFA's Laws of the Game.
11. The term «Federation Football» refers to the game specifically governed by World Amputee Football Federation and as regulated by the WAFF's Laws of the Game.
12. The term «Laws of the Game» refers to the laws specifically regulating federation football, except where a context denotes a different meaning.
13. The term «Club» means a sports club which practices federation football and is in membership with a national association or a provisional membership directly with WAFF.
14. The term «Team» means a federation Football team which is in membership with a national association, or a provisional membership directly with WAFF.