



বাংলাদেশ ফুটবল ফেডারেশন

BANGLADESH FOOTBALL FEDERATION



Core Process Timeline for AFC Cup Club Licensing 2021-22

Date	Action	Action By
12-05-2021	Club Licensing Administration (CLA) distributes the circulars & Licensing Packs to License Applicant (LA) / Club	CLA
12-08-2021	Submission Date - LA / Club to submit completed License Applications to CLA (deadlines may vary for each Criteria and for each document type)	LA / Club
12-09-2021	Assessment on the License Applications (inspection, site visit, etc) and to present report to the Decision Making Bodies – First Instance Body (FIB)	CLA
18-09-2021	Decision making for granting of license by the First Instance Body	FIB
05-10-2021	Appeal Date – LA / Club may file request for appeal against the determination of the FIB (refusal license cases)	LA / Clubs
09-10-2021	Decision making for granting of license by the Appeals Body (AB)	AB
25-10-2021	CL Administration (CLA) to inform the Clubs and AFC of the Club(s) which is/are issued with license, license issued with sanctions and license not issued	CLA





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Criteria Deadline for AFC Cup Club Licensing 2021-22

	Criteria	Document Submitted by the Clubs	Document Fulfilled by the Clubs
Sporting Criteria	Youth Development Programmes (YDP)	12-08-2021	12-09-2021
	Youth Teams (4 Teams)	12-08-2021	12-09-2021
	Medical Care of Players	12-08-2021	12-09-2021
	Educational Programmes	12-08-2021	12-09-2021
	Registration of Players	12-08-2021	12-09-2021
	Racial Equality Practice	12-08-2021	12-09-2021
	Grassroots Programmes	12-08-2021	12-09-2021
	Child Protection and Welfare	12-08-2021	12-09-2021
	Women's Team	12-08-2021	12-09-2021
	Corporate Social Responsibility (CSR) Programmes	12-08-2021	12-09-2021
	Club Youth Academy	12-08-2021	12-09-2021
	Approved Stadiums for AFC Club Competitions	12-08-2021	12-09-2021
Infrastructure Criteria	Stadium – Safety Certification	12-08-2021	12-09-2021
	Stadium – Approved Evacuation Plan	12-08-2021	12-09-2021
	Training Facilities – Availability	12-08-2021	12-09-2021
	Training Facilities for Player Development – Minimum Infrastructure	12-08-2021	12-09-2021
	Stadium – Ground Rules	12-08-2021	12-09-2021





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Personnel and Administrative Criteria	Club Secretariat	12-08-2021	12-09-2021
	General Manager	12-08-2021	12-09-2021
	Finance Officer	12-08-2021	12-09-2021
	Security Officer	12-08-2021	12-09-2021
	Media Officer	12-08-2021	12-09-2021
	Medical Doctor	12-08-2021	12-09-2021
	Physiotherapist	12-08-2021	12-09-2021
	Head Coach of First Team	12-08-2021	12-09-2021
	Assistant Coach of First Team	12-08-2021	12-09-2021
	Head of Youth Development	12-08-2021	12-09-2021
	Youth Coaches	12-08-2021	12-09-2021
	Safety and Security Organization - Stewarding	12-08-2021	12-09-2021
	Rights, Responsibilities and Duties	12-08-2021	12-09-2021
	Duty of Replacement During the Licensing Season	12-08-2021	12-09-2021
	Legal Advisor	12-08-2021	12-09-2021
	Club Technical Director	12-08-2021	12-09-2021
	Goalkeeper Coach of First Team	12-08-2021	12-09-2021
	Fitness Coach of First Team	12-08-2021	12-09-2021





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Legal Criteria	Declaration in Respect of the Participation in AFC Club Competitions	12-08-2021	12-09-2021
	Legal Documents	12-08-2021	12-09-2021
	Ownership and Control of Clubs	12-08-2021	12-09-2021
	Legal Group Structure and Ultimate Controlling Party	12-08-2021	12-09-2021
	Written Contract with Professional Players	12-08-2021	12-09-2021
	Disciplinary Procedure and Code of Conduct for Players and Officials	12-08-2021	12-09-2021
Financial Criteria	Annual Financial Statements - Audited	12-08-2021	12-09-2021
	Financial Statements for the Interim Period - Reviewed	12-08-2021	12-09-2021
	No Overdue Payables Towards Football Clubs Arising from Transfer Activities	12-08-2021	12-09-2021
	No Overdue Payables Towards Employees and Social / Tax Authorities	12-08-2021	12-09-2021
	Written Representations Prior to the Licensing Decision	12-08-2021	12-09-2021
	Future Financial Information	12-08-2021	12-09-2021
	Annual Budget	12-08-2021	12-09-2021
	Duty to Notify Subsequent Events	12-08-2021	12-09-2021
	Duty to Update Future Financial Information	12-08-2021	12-09-2021

