

Regulations of Bangladesh Championship League 2021-22

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DEFINITIONS

The terms in Capital letters used in these Regulations (as hereinafter defined) shall have the following meaning(s):

<i>Accommodation</i>	Hotels or any other locations providing accommodation to guests for the Competition.
<i>Accreditation or Accredited</i>	The giving of authority to a person or a group of persons, involving certification, which allows the accredited person(s) to undertake specified activities within the Controlled Access Areas.
<i>AFC</i>	Asian Football Confederation.
<i>Appeal Committee</i>	The committee responsible for deciding appeals against any of the Disciplinary Committee's decisions.
<i>BCL</i>	Bangladesh Championship League.
<i>BFF</i>	Bangladesh Football Federation.
<i>BFF Committees & Sub Committees</i>	Committees & Sub Committees including the BFF Executive Committee, BFF Professional League Management Committee, Disciplinary Committee, Appeals Committee, Referees Committee, Technical Committee, Finance Committee, Marketing Committee, Competitions Committee and such other committees & Sub Committees of the BFF as advised by BFF from time to time.
<i>BFF Delegation</i>	Any officials appointed by BFF, including but not limited to the Head of Delegation, Head of Administration, General Coordinator, Match Commissioner, Referee Instructor/Assessor, Referee, Assistant Referees, Fourth Official, Media Officer, Security Officer, Medical Officer and Technical Study Group Officer.
<i>BPL</i>	Bangladesh Premier League.
<i>BFF Professional League Management Committee</i>	The BFF Professional League Management Committee consisting of a Chairman, Deputy Chairman and members whose duties are to organize and manage Federation Cup, Bangladesh Premier League, Bangladesh Championship League, Independence Cup and Youth Competition on behalf of the BFF including making decisions on any matters related to these Competitions; to arrange the groups, venues and dates for the competitions and matches and delegate, if necessary, the organization of the same to any Member or Committee; to appoint officials for its competitions; to recommend to the Executive Committee amendments or alterations to the Rules, Regulations and Instructions for competition and matches; to submit reports on competitions and matches to the Secretariat.
<i>BFF Headquarters</i>	BFF House, Dhaka, Bangladesh.
<i>BFF Logo(s)</i>	The official logo of BFF, and/or such other official logo, which

shall be the only marks used by BFF.

BFF Website

www.bff.com.bd

Best Category Ticket

The best tickets available in the best category seats entitling the ticket holder to sit in the sector immediately adjacent to the VIP area whether in or directly opposite Area to the main stand.

Broadcast Affiliates

Any entity, including the Host Broadcaster, which has acquired from BFF directly or from BFF's Marketing Partner any rights in respect of the Broadcast Rights of the Competition.

Broadcast Rights

The right to broadcast the Competition and the right of access to the Stadia to the exclusion of all others, for the purposes of producing a live television and/or radio signal and/or recordings of the Competition in any form of audio and/or audio-visual medium and the right to license the right to exhibit such live signal and/or recordings and/or part thereof by any and all forms of television and/or radio and/or any media now existing or as may be developed in the future, including, all forms of terrestrial, cable and satellite television, IPTV, broadband (fixed and/or wireless), Internet and Interactive Television on a world-wide basis.

Competition

Bangladesh Championship League which shall include the Matches as set out in the Match Schedule, activities on the field of play (other than matches), opening ceremonies, presentation or closing ceremonies, press conferences or official functions connected therewith.

Competition Data

Any and all information related to the Competition, including Fixture Lists, Image Rights, information and/or statistics about the Participating Members and/or Participating Players, information and/or statistics about their participation and/or performance in the Competitions, match analysis, referee decisions, and any other information in relation to the Competition.

Competition Marks

Any and all current and future competition Trademarks and/or logos, copyrights and/or designs whether or not registered or applied for and whether registered in part or in whole including any and or present and future names, designations, symbols, logos or identifying music or sounds of BFF or the Competition, the BFF Fair Play name and device mark, the official logo, the Competition Trophy and other artistic and autographic representations in one, two or three dimensional proportions used by or in Association with the Competition.

<i>Competition Website</i>	The official website in relation to a Competition Operatedexclusively by BFF with a dedicated URL registered, owned and maintained by BFF, at BFF’s sole expense, for use exclusively by BFF.
<i>Complimentary Tickets</i>	Tickets which are supplied without charge.
<i>Controlled Access Areas</i>	The locations of the Matches and other events, such as (without limitation) Stadia and their fences and perimeters, the aerial space above the Stadia, and all other locations associated with the Competitions, including the media centers, international broadcast centers, Official Training Sites, designated official hotels (including but not limited to the official hotels for the Participating Club Associations), hospitality and VIP areas and facilities, other areas to which admission is regulated by the accreditation system, and surrounding and adjacent areas to the locations described above.
<i>Commercial Affiliates</i>	Any entity to whichBFF directlyor indirectly has granted or willgrant anyaspect of the CommercialRights in respect of the Competition, including butnot limitedto Official Sponsors, Official Supporters, Official Licensees and Official Media Partners.
<i>Club Licensing</i>	Refers to the BFF Club Licensing Regulations.
<i>DFA</i>	District Football Association.
<i>Disciplinary Committee</i>	The committee to deal with all disciplinary matters as governed by the BFF Disciplinary Code.
<i>Financial Obligation</i>	Undertaking from the Club to meet its Financial Requirements.
<i>FIFA</i>	The Federation International de Football Association.
<i>Force Majeure</i>	Any event affecting the performance or any provision of this Agreement arising from or attributable to acts, events, omissions or accidents which are beyond the reasonable control of a party, and shall include but not be limited to abnormally inclement weather, flood, lightning, storm, fire, explosion, earthquake, structural damage, epidemic or other natural disaster, failure or shortage of power supplies, war, terrorist action, military operations, riot, crowd disorder, strike, lock- outs or other industrial action, or civil commotion.
<i>Host Broadcaster</i>	The organization appointed by BFF directly or indirectly to ensure and provide the production of the broadcast signals of the Matches and other events of the Competition, and the provision of all related services in accordance with the Broadcast Rights.
<i>IFAB</i>	‘International Football Association Board’ – the Game of football as regulated by the Laws of the Game.
<i>Levy</i>	The amount of money payable to BFF.
<i>LTC</i>	Local Transfer Certificate.

<i>Match(es)</i>	Each football match(es) in its entirety (including extra time) of the Competition, and including any delayed, deferred Matches and/or replays.
<i>Match Schedule</i>	The published schedule containing details of the Competition (which details shall include but not be limited to the names of the clubs, Venues, Stadia, and details of the Match kick-off times).
<i>Media</i>	All members of the written press, on-line editors, photographers, television news crews and the representatives of the Broadcast Rights Holders entitled to media accreditation as determined by BFF.
<i>Neutral Venue</i>	Where the match is being played as a neutral venue and appointed to assist to organize stage and host the competition.
<i>Official</i>	Office bearers and members of various committees, sub-committees, managers, coaches, trainers, match commissioners, referees, asst. referees, referee assessors, medical officers and staffs of Bangladesh Football Federation and Bangladesh Championship League participating clubs.
<i>Official Functions</i>	Any official event organized in connection with the Competitions, including but not limited to press conferences, official dinners or lunches and banquets.
<i>Player Status Committee</i>	The committee to monitor compliance with transfer regulations of players.
<i>Participating Players</i>	Those players registered and participating in the competition and any other players under the authority of BFF during the Competition.
<i>Regulations</i>	Those regulations controlled and published by BFF to be used in connection with the Competition.
<i>Season</i>	According to the August 2021 edition of ‘FIFA Regulations on the Status and Transfer of Players (RSTP)’: a 12-month period commencing on the first day of the first registration period fixed by BFF and it would continue to the previous day of the first day of the next registration period fixed by BFF. Ideally football season for Bangladesh would be from 01 October 2021 to 30 September 2022.
<i>SAFF</i>	South Asian Football Federation.
<i>Sponsorship Rights</i>	An association with the Competition and/or BFF (subject to the special provisions regarding the development of BFF Logo as set out in this Agreement and/or the BFF Guidelines) by any combination of Commercial Rights, including title sponsor of the Competitions or any of them such as “Bangladesh Championship League” sponsored / presented by Company A” and/or such other designation as mutually agreed by the parties.

<i>Stadia</i>	The official stadia (or any stadium) and the airspace and surrounding areas for the Matches, whether under the control of the Hosting Team or otherwise, used for the Matches, including without limitation parking facilities, VIP and hospitality areas, concourses, concession areas, fencing and entrances.
<i>Team's Official Delegation</i>	The Participating Club's Official Delegation will comprise of a maximum of 35 (thirty five) players and a maximum of 9(nine) officials who are named in the Final Registration for the Competition.
<i>Training Sites</i>	Training sites designated by the Home Clubs for use by the away teams throughout the duration of the Competition.
<i>Ticketing</i>	All operational measures to provide tickets to all spectators of every Match and for Official Functions of the Competition allowing them to enter the Stadia and for a Venue. Ticketing shall include the management of operation necessary for the production, sale, distribution, delivery and payment of the tickets of the Competition.
<i>Venues</i>	The immediately surrounding area in which the Stadia are located and all the venues of BCL will be approved by BFF.

For the purposes of this Regulation and provided the context so permits:

- (a) The singular shall include the plural and vice versa.
- (b) The masculine gender shall include the feminine and vice versa.
- (c) Reference to persons shall include any legal person or corporation.

References to BFF shall where the context permits include its successors and permitted assigns and, in relation to the availability of the Commercial Rights, its respective members, BFF and Professional League Management committee.

GENERAL PROVISIONS

Bangladesh Football Federation will adopt different regulations/guidelines to address the COVID-19 pandemic for the 'Bangladesh Championship League 2021-22'. The different regulations/guidelines will remain in effect for as long as FIFA/AFC/BFF considers them appropriate. Due to the continuously evolving understanding of COVID-19, BFF may modify or supplement this regulation at any time.

Furthermore, Bangladesh Football Federation will also follow the recommendations provided in the 'AFC Match Operations Protocol during COVID-19 Pandemic' (**see appendix 16**) to minimize the risk of COVID-19 transmission. Bangladesh Football Federation also recommends the new AFC Match Operations Protocol as a guideline for the teams and will be followed in all 'Bangladesh Championship League 2021-22' matches until further notice. All stakeholders related to 'Bangladesh Championship League 2021-22' will also follow the 'Guidelines for Prevention and Control of Covid-19' (**see appendix 17**) introduced by BFF as well as all have to comply with all the applicable Government guidance regarding COVID-19.

Each Participating Club is responsible for compliance with the above-mentioned regulations as well as any of the further applicable laws, regulations, guidelines and decisions (will be imparted through letters/circulars/amendments in regulations) issued by the BFF in relation to COVID-19.

SECTION 1: REPRESENTATION

1. The Bangladesh Football Federation (BFF)

- 1.1 The BFF stages the Bangladesh Championship League(hereafter the “Competition”) for senior men’s Semi Professional club teams(as per eligibility) once every year according to BFF Calendar.
- 1.2 Any rights associated with the Competition, which has not been granted by these Regulations and/or specific agreements to a Participating Club in the Competition, belong to BFF.
- 1.3 The current BFF Statutes, all BFF Regulations, Guidelines, Circulars and Codes are binding for all parties participating and involved in the preparation, and organization of the Competition. Any reference in these Regulations to the BFF Statutes refers to the Statutes valid at the time of entry and to all relevant BFF Regulations, Guidelines, Circulars and Codes.
- 1.4 Clubs are not authorized to represent BFF or the Competition without BFF’s prior written approval.
- 1.5 BFF will appoint match officials including Match Commissioner(See **Appendix 6**), Referee Instructor/Assessor, Referee, General Coordinator, Media Officer (hereafter the “BFF Organizing Team”) for each match of the Competition for the purpose of match organization.
- 1.6 All Players and Officials registered for participation in this Competition shall undertake to ensure their presence at the BFF Awards ceremony if they are nominated for an award. Any player or official failing to do so shall be referred to the BFF Disciplinary Committee.
- 1.7 The Bangladesh Football Federation has the absolute authority as per ‘BFF Club Licensing Regulations 2021-22’ to decide which clubs shall play in the Bangladesh Championship League. In the current season (2021-22) teams from 2nd to 10th ranked of the BCL league table of 2020-21 and new teams who are being nominated or selected by BFF First Instance Body (FIB) of Club Licensing and having approval from BFF Executive Committee shall be eligible to participate.
- 1.8 BFF shall follow the Regulations, Circulars, Recommendations and Policies of FIFA & AFC for the organization of the ‘Bangladesh Championship League 2021-22’ in all the ways.

2. Participating Clubs

- 2.1 The obligations and responsibilities of the Participating Clubs are stipulated in the Participating Team Agreement (PTA)(See **Appendix 12**), its annexes and amendments, Club Licensing Regulations and other BFF regulations, guidelines and circulars and any other agreements reached between BFF and the Participating Clubs.
- 2.2 Each club taking part in the Competition shall ensure, as a condition of its participation in the Competition that every member of its delegation (players and officials) complies with the Participating Team Agreement to be issued by BFF.

- 2.3 The eligible club shall complete the Participating Team Agreement in full and also responsible to ensure that the original copy of the Participating Team Agreement submit to the BFF Secretariat not later than the deadline communicated to the Club before the commencement of the league matches. If the Participating Team Agreement does not reach the BFF Secretariat by the deadline, the participation of the eligible Club will be cancelled.
- 2.4 Participating Team Agreement (filled and signed by authorized official along with official seal) submitted to the BFF Secretariat by email, fax and courier post will be valid and taken into consideration.
- 2.5 The clubs selected by the Bangladesh Football Federation to participate in the Bangladesh Championship League shall comply with the 'BFF Club Licensing Regulations 2021-22' established/adopted by the Bangladesh Football Federation or which are published by BFF. Failure of a club to comply with these regulations prior to the start of the season may render the club ineligible to participate in the Bangladesh Championship League. Failure of a club to comply with these regulations during a season shall result in sanctions to be determined by Bangladesh Football Federation or BFF Professional League Management Committee, including possible exclusion from the Bangladesh Championship League for the subsequent season / seasons.
- 2.6 All clubs selected by the Bangladesh Football Federation to participate in the Bangladesh Championship League shall apply to register their clubs with the Bangladesh Football Federation under the Club Licensing Regulation and on the official Club Licensing Application Manual supplied by the Bangladesh Football Federation. Sample of this Club Licensing Application Manual is enclosed to these rules as **Appendix 1**.

3. Security and Safety

- 3.1 BFF are responsible for devising, planning and implementing adequate security and safety for the Competition at every relevant location (covering all Controlled Access Areas) which shall cover for all relevant persons at all times, including but not limited to the following:
 - All participating Club's players and official
 - BFF Match Officials
 - Media
 - Commercial Partners
 - Fans and spectators
- 3.2 A detailed and highly relevant security plan shall be issued in the form of a binding declaration on all parties involved and shall include but not be limited to the stadium and its vicinity. This security plan shall be based on the principles outlined in the FIFA Safety Guidelines.
- 3.3 In the interests of the safety of players, away teams, match officials and BFF officials, BFF must provide access to the field of play that guarantees the safe entry and exit of these persons.

SECTION 2: TECHNICAL REGULATIONS

4. Matches played in accordance with the Laws of the Game

- 4.1 All Matches shall be played in accordance with the Laws of the Game laid down and published by the International Football Association Board (IFAB).
- 4.2 In case of any discrepancy in the interpretation of the Laws of the Game, the English version shall prevail and is authoritative.
- 4.3 In accordance with the temporary amendment to Law 3 (See Appendix 15) approved by The International Football Association Board, 5 (five) substitutions are permitted for competitions scheduled to be completed by 31 December 2022 as follows:
 - During the match, each team:
 - may use a maximum of 5 (five) substitutes
 - has a maximum of three substitution opportunities*
 - may additionally make substitutions at half-time
 - Where extra time is played, each team:
 - may use an additional substitute (whether or not the team has used its maximum number of substitutes)
 - has one additional substitution opportunity* (whether or not the team has used its maximum number of substitution opportunities)
 - may additionally make substitutions:
 - in the period before the start of extra time
 - at half-time in extra time

If a team has not used its maximum number of substitutes or substitution opportunities, the unused substitutions and opportunities may be used in extra time.

* Where both teams make a substitution at the same time, this will count as a used substitution opportunity for each team.

- 4.4 If there are fewer than 7 (seven) players on either of the teams, the Match shall be abandoned. In this case, the BFF Professional League Management Committee (and if required the BFF Disciplinary Committee) shall decide on the consequences.
- 4.5 A club must report to the Match Commissioner at least one and a half hour before the start of the match.

5. Duration of Matches

- 5.1 Each Match shall last 90 (ninety) minutes, comprising of two periods of 45 (forty-five) minutes, with an interval of 15 (fifteen) minutes in between from the whistle ending the first period to the whistle starting the second period.
- 5.2 Both teams shall walk to the field together from their dressing rooms at least 2 (two) minutes before the end of interval.
- 5.3 Any participating team that causes a delay in the commencement of the first period of the Match and/or the second period of the Match may be sanctioned 3,000 (three thousand taka only) for per minute delay, even BFF Disciplinary Committee may take further action(s) against the concerned Club(s).

6. Cancellation of Matches

- 6.1 If the Match cannot commence on time due to Force Majeure or any other incidents such as, but not limited to, the field is not fit for play, weather conditions, floodlight failure, etc. the following procedures must be followed:
- i. The Match must first be delayed for a minimum of 30 (thirty) minutes, unless the Referee decides that the Match can commence earlier, before a decision to reschedule the Match is taken.
 - ii. At the discretion of the Referee, another delay of a maximum of 30 (thirty) minutes shall be allowed if in his opinion this extra period of delay will allow the Match to commence. Otherwise, at the end of this second 30 (thirty) minutes period, the Referee must declare the Match to have been cancelled.
 - iii. In the case of a cancelled Match, the BFF or the Professional League Management Committee of BFF shall decide within 2 (two) hours of the Referee's decision to cancel the Match whether the Match can be rescheduled, taking sporting and organizational considerations into account, or whether any other action and decision is needed to continue with the Competition. Any disciplinary sanctions resulting from the cancelled Match shall remain in force.
- 6.2 No appeals may be lodged against decisions stated in (**Art. 6.1**).

7. Abandonment of Matches

- 7.1 If the Match is stopped by the Referee before the end of normal time or during any extra time because of any Force Majeure or any other incidents such as, but not limited to, the field is not fit for play, weather conditions, floodlight failure, etc. the following procedures must be followed:
- i. The Match is automatically suspended for the duration of 30 (thirty) minutes to allow conditions to improve sufficiently to restart the Match, unless the referee decides that the Match can be resumed earlier.
 - ii. At the discretion of the Referee, another suspension of a maximum of 30 (thirty) minutes shall be allowed if in his opinion this extra period of suspension will allow the Match to be resumed. Otherwise, at the end of this second 30 (thirty) minutes period, the Referee must declare the Match to have been abandoned.
 - iii. In the case of a cancelled match, the BFF or the Professional Football League Committee of BFF shall decide within 2 (two) hours of the Referee's decision to cancel the match whether the match can be rescheduled, taking sporting and organizational considerations into account, or whether any other action and decision is needed to continue with the Competition. Any disciplinary sanctions resulting from the cancelled match shall remain in force.
 - iv. In the case a match is abandoned as a result of force majeure for any reason after it has already kicked off, the match shall recommence with the same score at the minute at which play was interrupted rather than being replayed in full.

The following principles shall apply to the recommencement of the match:

- the match shall recommence with the same players on the pitch and substitutes available as when the match was initially abandoned;
- no additional substitutes may be added to the ‘Match Starting List’;
- the teams can make only the number of substitutions to which they were still entitled when the match was abandoned;
- players sent off during the abandoned match cannot be replaced;
- any sanctions imposed before the match was abandoned remain valid for the remainder of the match;
- the kick-off time, date (foreseen for the following day) and location shall be decided by the BFF or the Professional League Management Committee of BFF;
- Any matters requiring further decision shall be treated by the BFF or the Professional League Management Committee of BFF.

7.2 No appeals may be lodged against decisions stated in (**Art. 7.1**).

8. Refusal to Play

If it is not possible to start the match in time or to continue after the start due to the refusal of either one or both participating teams, the referee at his discretion waiting up to 15 (fifteen) minutes shall declare the match abandoned. The Disciplinary Committee of BFF based on the report of the referee and match commissioner shall take action against the club/clubs concerned as per the BFF Disciplinary Code.

9. Stadiums (Stadia)

- 9.1 The Stadiums for the matches in the Competition shall be Birshrestha Shahid Shipahi Mohammad Mostofa Kamal Stadium and any other venues decided by BFF or the Professional League Management Committee of BFF.
- 9.2 BFF will ensure that no Matches and/or other activities are held at the Stadium(s) nominated for the Matches at least 3 (three) days prior to the Competition, unless written permission has been given by the BFF. Unless specified or directed by BFF otherwise, the Stadium shall be made available for use for the Competition as of 7 (seven) working days prior to the first Match of the Competition until 1 (one) day after the last Match of the Competition.
- 9.3 The facilities (stadia) used for all Bangladesh Championship League matches must meet the standards set out by BFF (**See Appendix 2**). BFF or BFF Professional League Management Committee has the authority to reject any proposed match venue if it does not meet the required standard.

- 9.4 In particular, the venue must have a good quality playing surface and dimension according to the FIFA standard.
- 9.5 The stadium for each match shall provide a safe and secure environment for players, coaches, referees, match officials, the media and fans.
- 9.6 BFF should ensure that the field of play is in good playable conditions.
- 9.7 The BFF Match Commissioner will inspect the stadium prior to the match day and ensure that all arrangements are in accordance with the Laws of the Game. If the conditions of the Field of Play including the dimension of goal and field are not met by the Laws of the Game, the BFF Match Commissioner will issue instructions to rectify.
- 9.8 However, if prior to the match kick-off time, **Art. 9.7** is still not complied with, BFF will take necessary steps.

10. Team Bench and Technical Area

- 10.1 Only 7 (seven) officials and 9 (nine) substitute players, from the registered 9 (nine) officials and 35 (thirty-five) players, are allowed to sit on the substitute bench. Registration and Presence of the following 2 (two) officials on each match day are mandatory:
 - i. Team Manager
 - ii. Head Coach
- 10.2 Along with the presence of 2 (two) above mentioned officials BFF recommend a team Doctor in the team bench to sit by considering the COVID-19 situation.
- 10.3 Apart from the 2 (two) officials above, the participating teams may register up to 7 (seven) more officials out of the following officials:

i. Head of Delegation/Team Leader	viii. Equipment Manager
ii. Assistant Manager	ix. Security Officer
iii. Assistant Coach	x. Fitness Coach /Trainer
iv. Goalkeeper Coach	xi. Doctor
v. Media Officer	xii. Technical Director
vi. Interpreter	xiii. Physiotherapist
vii. Video Analyst	xiv. Masseur
- 10.4 The names of all the officials and players and their function must be listed on the match starting list. Enlisting the officials in the starting list is subject to the approval of BFF Club Licensing Unit as well as along with the official registration form relevant documents of concerned official's (i.e., qualification certificate/coaching license etc.) need to submit to BFF.
- 10.5 All officials and players on the team bench must wear their accreditation card at all times. The accreditation cards shall always be available for inspection prior to the start of the match. Failure to carry the accreditation card at stadium will result the official/ player concerned being fined minimum BDT 5,000 (five thousand taka only).
- 10.6 All persons on the bench must wear kits that are contrasting with the kit of the players and referees on the pitch. These kits must comply with the AFC Equipment Regulations.

11 Warming up

11.1 The Participating Clubs shall be entitled to warm up on the field of play before the Match if the weather permits.

11.2 During actual play, a maximum of 6 (six) players from each team may warm up at the same time but without a ball (except for the goalkeeper), behind the goal closest to their substitutes' bench or in a space determined by the Match Commissioner. (i.e., warm up may be arranged next to each team bench) The players may be assisted by 2 (two) officials from the team bench.

12 Footballs

The balls chosen for the competition shall be decided by BFF or by BFF Professional Football League Management Committee.

13 Match Schedule

13.1 All matches are played according to the BFF Calendar which shall be approved by the Professional league Management Committee of BFF.

13.2 The matches of the club/clubs participating in the AFC and FIFA matches during the progress of the League shall be re-scheduled by the Professional League Management Committee of BFF with the approval of Bangladesh Football Federation. Players as will be required to participate in the national football team shall be governed by FIFA regulations (**See Appendix 11**).

13.3 No fixture can be postponed except by Professional Football League Committee of BFF or on the day of the fixture by the referee, as defined in **Law 5** of the Laws of the Game.

13.4 Any club which fails to fulfill a scheduled fixture shall be deemed to have forfeited that fixture by the score line of 3 (three) goals to 0 (zero) and shall be liable to further sanctions to be determined by BFF or BFF Professional Football League Committee.

13.5 All clubs shall fulfill (postponed) fixtures at the time rescheduled by the Professional League Management Committee of BFF. Clubs shall be informed about the rescheduled match at least 1 (one) day before the match.

13.6 All Matches shall be played according to the dates, stadium and kickoff times as set by the BFF or the Professional League Management Committee of BFF. Clubs shall be informed the match schedule at least 1 (one) day before the match.

14 Referees and Match Commissioner

14.1 BFF Referees Committee shall appoint a referee, 2 (two) assistant referees and a fourth official to every match in the Bangladesh Championship League. BFF Referees Committee has the sole and complete authority in this regard.

14.2 The referees shall be appointed from a panel of referees who have attended the Advanced Referees Course and have passed the full FIFA Fitness Test

conducted by the Referees Committee of BFF prior to the commencement of the league. Protest against the allotment of the match officials by any participating club of the Bangladesh Championship League is not allowed in any way.

- 14.3 BFF shall appoint 1 (one) Match Commissioner for every match of Bangladesh Championship League 2020-21.
- 14.4 Every referee (and where necessary the assistant referees and fourth official) shall submit a written report (**See Appendix 7**) to BFF within 12 (twelve) noon of the following day of each Bangladesh Championship League match, notwithstanding the fact that the following day may be a Friday, a Saturday or a public holiday. All cases of misconduct of players, officials or spectators must also be reported. This report shall contain all relevant details of the match including goals, scorers, substitutions, cautions, expulsions and incidents, both on and off the field of play, in the stadium and in the dressing room area.
- 14.5 BFF may appoint a Referee Assessor to each Bangladesh Championship League match to assess the performance of the referee, assistant referee and fourth official. The Referee Assessor shall make an official report to BFF (**See Appendix 8**). These assessments shall be used by BFF to determine referee appointments.
- 14.6 BFF shall pay each referee, assistant referees and fourth official match fees. If a match is postponed, after the arrival of the referee and his assistants at the venue, a payment of 50% of the match fees shall be made.

15 Competition System

The format of the Bangladesh Championship League is a Double Round-Robin league format. Each team shall play every other participating team 2(two) times in the competition:

16 Technical Rules for the Competition

- 16.1 The winning team in a match shall be awarded 3 (three) points with the losing team receiving no point. If the match ends in a draw, each team shall receive 1 (one) point. The number of goals scored and conceded by each team shall also be recorded.
- 16.2 At the end of the season, the ranking of the teams shall be determined by:
 - 16.2.1 The number of points won;
 - 16.2.2 i) In situations where there is equality of points for 2 (two) teams for the champion and bottom positions, there shall be play-off match(es) to determine the positions. Both the teams concerned shall play one home and one away match. The team scoring the greater aggregate of goals in the two matches will be regarded as winner. If both the teams score the same number of goals over the two legs, the away goals shall be counted as double. If the number of away goals scored is also equal, extra time of two periods of 15 (fifteen) minutes each shall be played at the end of the second leg. The extra-time period is an integral part of the second-leg match. Thus, if there is no result in the

extra-time, kicks from the penalty mark, in accordance with the Laws of the Game, shall be taken to determine the winner.

ii) In situations where there is equality of points for more than 2 (two) teams for the champion and bottom positions then the positions of the concerned teams shall be determined by following steps:

- Greater number of points obtained in the league matches between the Teams concerned;
- Goal difference resulting from the league matches between the Teams concerned;
- Greater number of goals scored in the league matches between the Teams concerned;
- Goal difference in all the group matches;
- Fewer score calculated according to the number of yellow and red cards received in the league matches **(According to Art 16.2.3 (iii))**;
- Toss of coin.

16.2.3 i) To determine all other positions of the league, goal difference (the total number of goals scored in all matches minus the total number of goals conceded) shall determine the ranking in case of equality of points;

ii) Where there is equality in both the number of points and goal difference, the total number of goals scored shall determine ranking of the concerned teams.

iii) If there is equality in the 3 (three) ranking criteria above for the teams concerned, then the positions of the concerned teams shall be determined by counting the number for the total yellow and red cards received (Yellow Card = 1 point, Two Yellow Cards = Red Card = 2 points, Direct Red Card = 3 points, Yellow Card + Direct Red Card = 4 points), the club gained the lowest number being at the top and the club gained the highest number being at the bottom.

iv) If there is equality in all 4 (four) ranking criteria above for the teams concerned, then the positions of the concerned teams shall be determined by toss of coin.

16.3 The 2 (Two) top ranking teams of 'Bangladesh Championship League 2021-22' shall be promoted to the Bangladesh Premier League for the season 2022-23. The 2 (two) bottom teams of the point table of 'Bangladesh Championship League 2021-22' editions shall be relegated to the Dhaka Senior Division Football League where the teams from Dhaka are concerned, but in the case of the team from outstation (all other district except Dhaka) the team shall be relegated to the top league of the respective district. However, promotion and relegation shall not be applicable for BFF Elite Football Academy Team. 2nd and 3rd or 1st and 3rd ranked teams of the 'Bangladesh Championship League 2021-22' shall be promoted to the 'Bangladesh Premier League 2022-23' should the BFF Elite Football Academy Team become the champion or runners-up of 'Bangladesh Championship League 2021-22' and only 1 (one) team (12th ranked team should the BFF Elite Football Academy Team

becomes 11th of the 'Bangladesh Championship League 2021-22' or 11th ranked team should the BFF Elite Football Academy Team becomes 12th of the 'Bangladesh Championship League 2021-22') shall be relegated should the BFF Elite Football Academy Team ranked amongst the bottom 2 (two) ranked teams of the 'Bangladesh Championship League 2021-22'.

- 16.4 All the matches of Bangladesh Championship League shall be played in accordance with the Laws of the Game laid down by the International Football Association Board and published by FIFA. Bangladesh Football Federation reserves the right to exclude any club from each edition of the Bangladesh Championship League under any of the following situation:

16.4.1 If any club is found to have breached contract with the players, coaches and any other appointed officials.

16.4.2 If any club found to be in the fault of violation of any provision's regulation of the Bangladesh Championship League.

16.4.3 If any club is found to have not taken proper care of the visiting team with regard to security, training facilities, etc.

16.4.4 If any club is found to have failed to submit the financial statements to BFF within specified time.

16.4.5 If any club is found to have violated the direction and instruction provided by BFF.

16.4.6 If any club is found giving walk-over in any match.

SECTION 3: ENTRIES FOR COMPETITION

17 Eligible Teams

The Senior Men's Team of Participating Clubs shall be eligible to participate provided all other terms of these Regulations have been met.

18 Duties and Obligations

On entering the Competition, the Clubs shall automatically undertake:

- 18.1 Each club selected to participate in the Bangladesh Championship League shall pay an entry fee of BDT 20,000 (twenty thousand taka only) to BFF. The amount of such entry fee shall be determined annually by BFF or BFF Professional League Management Committee. The entry fee must be deposited to BFF as per the instruction of BFF.
- 18.2 Each club shall provide the projected income and expenditure statement to BFF Club Licensing Regulations ensuring to cover all their expenses for the season 2021-22, prior to the start of the league. If BFF is not satisfied that a club can meet these requirements, it has the right to exclude such a club from the Bangladesh Championship League. Every club shall submit its audited profit or loss account to BFF within 1 (one) month after the end of each season.
- 18.3 To accept that all the administrative, disciplinary and refereeing matters connected with the Competition shall be settled by BFF in compliance with these Regulations or the decisions of relevant BFF Committee(s):
 - 18.3.1 To field their strongest team throughout the Competition;
 - 18.3.2 To observe the principles of Fair Play;
 - 18.3.3 To be responsible for the behavior of their players, officials, members, supporters and any person carrying out duties on their behalf throughout the Competition from their arrival until their departure;
 - 18.3.4 To accept all the arrangements made by the BFF;
- 18.4 To attend and participate in all official activities and events such as Team Manager's Meeting, Press Conferences, Club Licensing Seminar/ Workshop, FIFA/ AFC Seminar/ Workshop, TMS Seminar/ Workshop, Conferences other Media & Marketing activities, etc. organized by BFF in accordance with guidelines and/or instructions in circulars issued by BFF regarding, in particular, Media access to Teams. Failure to attend the Team Managers' Meeting, Press Conference and other official function in the Competition will result in the Clubs being fined BDT 50,000 (fifty thousand taka only);
- 18.5 To accept the use and/or sub-license by BFF of any of the records, names and images of the Club (including its mark), players and officials, including any still and moving representation thereof, which must appear or be generated in connection with the Participation of the Participating Clubs and its Players and Officials in the Competition.

- 18.6 No change of kit colors is permitted during a season. The BFF shall decide on the kit color (jersey, shorts, and socks) to be worn for each Match on the basis of the equipment information submitted by each Participating Team prior to the Competition.
 - 18.6.1 Team A shall be given priority to wear 'official' colors;
 - 18.6.2 Team B shall wear 'official' colors unless they clash with the 'official' colors of Home Team;
 - 18.6.3 Team B shall wear 'reserve' colors if its 'official' colors clash with the 'official' colors of Team A;
 - 18.6.4 Team B shall wear a combination of 'official' and 'reserve' colors if it is necessary to avoid a clash with the 'official' colors of Team A; and
 - 18.6.5 Team A and Team B shall wear a combination of 'official' and 'reserve' colors if both the 'official' and 'reserve' colors of Team B shall clash with the 'official' colors of Team A.
- 18.7 Participating Clubs shall not use, nor authorize the use of any Jersey, symbol, emblem, logo, mark or designation which, in BFF's opinion, is similar to, or is a derivation or imitation, or copyright and intellectual property rights belongs to others.
- 18.8 Throughout the Competition and for each match to which he is registered, each player shall wear the same number allocated to him on the BFF Official Registration Form for Players from 1 ~ 99 submitted to BFF during the preliminary registration. The same player may not use different shirt numbers in different matches. New registered player(s) in the 2nd registration window shall use New Jersey Number.

19 Withdrawal, penalty for failing to play and replacement

- 19.1 Participating Clubs shall play in all of their matches in the Competition.
- 19.2 Participating Clubs will withdraw prior to, or are excluded from playing in the Competition, may be replaced by another Club. BFF Committees concerned shall make the relevant decision, including a change in the Competition system and the Technical Rules for the Competition if necessary.
- 19.3 If a Participating Club withdraws after entering the Competition, except in cases of Force Majeure recognized by the BFF Professional League Management Committee, or if it refuses to continue to play or leaves the stadium before the end of the Match, or if the club fails to register minimum 22 (twenty-two) players the Participating Club shall:
 - 19.3.1 Be considered to have withdrawn from the Competition;
 - 19.3.2 Be required to pay compensation for any and all damages or losses suffered by the other Participating Clubs, the BFF and BFF's Commercial and TV partner(s). The amount of compensation will be determined by the BFF Executive Committee or BFF Professional League Management Committee;
 - 19.3.3 Be disqualified from taking part in the next edition of the Competition;
 - 19.3.4 Be referred to the BFF Disciplinary Committee for additional

sanctions and fines depending on the gravity of the situation, then to BFF Executive Committee for final decision;

19.3.5 Return to the BFF any financial stipends that had been paid to them by BFF throughout the Competition or forfeit the right to the same;

19.3.6 BFF Executive Committee may extend the suspension depending on the gravity of the situation and/or damages.

The BFF Professional League Management Committee shall take whatever action it deems necessary in cases of Force Majeure.

SECTION 4: TEAM'S OFFICIAL DELEGATION: OFFICIALS & PLAYERS

20 Size of Delegation Attending Matches

Each Participating club is entitled to an Official Delegation of a maximum of 35(thirty-five) players and 9 (nine) officials who must be registered by the clubs as per **Article 20-29**, from them a maximum of 20 (twenty) players and maximum 7 (seven) officials of each team will be receiving full access to the official Competition areas including the field of play and other Controlled Accessed Areas in every match day.

21 Eligibility of players

21.1 A player is eligible to play in the Competition provided he fulfills all the following conditions:

He is duly registered with the BFF by the Participating Clubs according to the provisions of these Regulations. Each player's registration is only valid until the end of the football season, the date of which is defined under the definition of Season. Where a player is contracted by a club for a longer period, the player must be registered at the start of each season.

21.2 A player is deemed ineligible if:

21.2.1 There is a violation of Art. 21.1;

21.2.2 He is fielded despite being served a suspension;

21.2.3 BFF finds that the document(s) submitted during registration is/are false.

21.3 Contracts between clubs and professional players may be for a maximum of 5 (five) years. For a player less than 18 (eighteen) years of age, the maximum duration of the contract will be 3 (three) years. However, the contract must be signed by the concerned player at BFF House in presence of an Officer of BFF whenever a contract is more than 1 (one) year.

21.4 In the event there is a dispute pertaining to the status of a player, the case will be referred to BFF Player Status Committee.

22 Stages of Registration of Players

There are 2 (two) stages of player's registration:

22.1 Registration to determine a squad of a minimum of 22 (twenty-two) players and up to a maximum of 35(thirty-five) players;

22.2 Start List to identify the starting 11 (eleven) and up to 9 (nine) substitute players for each Match during the Competition.

23 Documentation of Registration of Players

23.1 For the registration of players for the Competition, players must be registered using the 'Bangladesh Championship League – Official Registration Form for Players' (See **Appendix 3**) with the supporting documents in accordance with (**Art. 23.2**) by the deadline announced by BFF.

23.2 Documentations for the registration of players are, but not limited to, the following:

- Official Registration form (mandatory) for Players;
 - Passport-size colored photo 4(four) copies (taken within 3 (three) months prior to the submission of the registration);
 - Copy of valid NID [mandatory for all players who are above 20 (twenty) years old];
 - Copy of Passport/Birth Certificate for the player(s) less than 20 (twenty) years of age;
 - Original Copy of Players Contract(See **Appendix 13**);
 - Signed ‘Code of Conduct’.
- 23.3 If BFF not receive the proof of identity according to the **Art.23.2** along with the registration form by the stipulated deadline the Player Status Committee of BFF will take decision regarding the player’s registration/status.
- 23.3 BFF reserves the right to request for additional documents than those stipulated in (**Art 23.2**) above.

24 Principles for Registration of Players

- 24.1 Participating Clubs can register no less than 22 (twenty-two) players and no more than 35(thirty-five) playersfor the Competition. BFF shall provide a registration card (affixing photograph) for each player eligible to play.
- 24.2 If a Participating Club fails to register a minimum of 22 (twenty-two) players, the team will be considered to have withdrawn in accordance with (**Art. 19.3**).
- 24.3 Throughout every Stage of the competition each player shall wear the same number allocated to him on the BFF Official Registration Form for Players submitted to BFF during the registration window. Jersey number 1 shall be reserved for the Goalkeeper.
- 24.4 Participating Club must register a minimum of 3 (three) goalkeepers in their Registration for the players without any condition.
- 24.5 Each column in the BFF Official Registration Form for the Players must be completed with correct information.
- 24.6 Players with missing documentations will not be eligible for registration. All eligible players will be issued with official eligibility cards (Accreditation Card). Should the card have been misplaced, the teams shall be required to pay BDT 1,000 (One thousand taka only) as the production fee for every card lost, to replace it.
- 24.7 In case any Participating Club found guilty of violating **Art. 24.2**, the sanction will be pronounced in accordance with BFF Disciplinary Code.
- 24.8 Should the BFF Secretariat not receive the BFF Official Registration Form with all required document by the deadline announced by BFF, the Participating Club shall be automatically disqualified from the Competition and be considered to have withdrawn in accordance with **Art. 19.3**.
- 24.9 According to ‘Commentary on the Rules Governing Eligibility to Play for Representative Teams’ - “A person may have two or more legal nationalities, but every athlete can only have one sporting nationality. When the athlete has made his choice as to his sporting nationality, the possiblebenefits of dual nationality will disappear in sports. Consequently, there is no reason to treat athletes unequally in sports depending on whether an athlete has one or more

legal nationalities”. If any dispute arises to decide a footballer’s sporting nationality BFF shall follow the Recommendations and Regulations of FIFA & AFC to solve the dispute.

25. Registration Window

- 25.1 There shall be 2 (two) Player Registration Windows to be determined by BFF or BFF Professional League Management Committee; first registration window from 15 January 2022 to February 15, 2022 and second registration window will commence as per the BFF Calendar.
- 25.2 BFF shall be deemed to have received the registration form for a player when it has been received by BFF in accordance of **Art 23**; either in its original form or by email followed by the original one and has been stamped with the official stamp (giving time and date) of BFF. The decision of BFF on the time of receipt of all registration forms shall be final, proof of submission is not proof of receipt. BFF shall charge BDT 1,000 (one thousand taka only) per registration to cover the administrative cost.
 - 25.2.1 Before the expiry of existing contract with the club, the transfer of a local player’s registration from one club to another must be in writing on the official transfer form (hereinafter known as the ‘Local Transfer Certificate’ or ‘LTC’). This form is attached as **Appendix 4**. In such cases, BFF shall not re-register a player with a new club unless the registration form is accompanied by a valid LTC. The LTC shall be issued by the player’s former club. Such transfer of a local player’s registration can only occur during the two registration windows (**Art 25.1**).
 - 25.2.2 The Club must establish written contractual relationships (Professional Player contract) with, at least 10 (ten) players. Copies of the contract between ‘the club and the player’ must be submitted to BFF.
 - 25.2.3 BDT 25,000 (Twenty-five thousand taka only) shall be paid to the immediate former amateur club as compensation from where a player will seek transfer to join a club of the professional league. However, BDT 50,000 (Fifty thousand taka only) shall be paid by the professional club to the immediate former club or District Football Association as compensation if the transfer is done within 2 (two) years from the date of first registration of the concerned player.
 - 25.2.4 In the case where players don’t have professional contract with the registering club BDT 10,000 (ten thousand taka only) shall be paid to the immediate former club as compensation from where a player will seek transfer to join a club of the professional league. However, BDT 20,000.00 (twenty thousand taka only) shall be paid by the professional club to the immediate former club or District Football Association as compensation if the transfer is done within 2 (two) years from the date of first registration of the concerned player.
 - 25.2.5 Professional club shall complete their Player Transfer according to the Rules and Regulations of the Professional Player Contract (**See Appendix 13**).

- 25.3 For players who have played outside Bangladesh immediately prior to their registration in the registration window periods, BFF must receive an International Transfer Certificate (ITC) before the player can be registered with the BFF and be eligible to play in the Bangladesh Championship League.
- 25.4 A player can only be registered for one club.
- 25.5 If any team gets scratched in the first phase of the league the scratched team shall be eligible to sell players in the second transfer window and similarly the players of the scratched team shall be eligible to seek transfer in the second transfer window for other club of their choice with prior permission.
- 25.6 If any discrepancy arises about the status of any player shall be dealt by the Player Status Committee of BFF and an appeal may be lodged according to the BFF statutes within 5 (five) days of the date of imposition of the original sanction against the decision of the Player Status Committee of BFF.
- 25.7 The maximum number of temporary transfers of registration (loan) allowed to any club in a season shall not exceed 3 (three).
- 25.8 The following measures and penalty will be followed by the Player Status Committee of BFF if any player is found guilty of receiving money from more than 1 (one) club in order to play for them for the upcoming football season(s):
- A time limit of 72 (seventy-two) hours will be given to the concerned player to amicably solve the issue with the concerned clubs failing which the player shall immediately be suspended for 1 (one) year.
 - The player will be eligible to take part in the Competition in case of resolving the matter amicably within the stipulated 72 (seventy-two) hours' time limit.
 - If the player fails to amicably solve the issue, he will have to refund through BFF all the money taken from the concerned club(s) within 1 (one) week, the date of which will be started from the date of suspension of the concerned player.
 - If the player fails to refund the money to the concerned club(s) within the 1 (one) week time limit he will be suspended for another 1 (one) year.
 - If any club is found guilty in any way for the above matter, disciplinary sanction shall be imposed to the concerned club(s) depending on the gravity of the offence.
- 25.9 The Club is entitled to pay the player a 'Signing on Fee' while signing the agreement. 'Signing on Fee' cannot, under any circumstances, exceed 25% (twenty five percent) of the total contracted yearly amount with the player and the rest amount should be paid by the club to the player in equal monthly installments/salary.

26. Match Starting List

- 26.1 Participating Clubs must mark the team captain & goalkeepers on the 'Player Selection List'. On match days, each club shall provide a team sheet, consisting of 'Officials on the Bench' list with the names of 7 (seven) officials

(including team boy or masseur) who shall be entitled to sit on the bench and 'Player Selection List' with the names of 11 (eleven) players who will start the Match and other 9 (nine) players who are designated as substitutes to the BFF Match Commissioner at least 90 (ninety) minutes before the kick-off of the Match. The official Bangladesh Championship League team sheet (**See Appendix 5**) must be used for this purpose.

26.2 After the 'Match Starting List' has been completed and signed by both teams and returned to the BFF Match Commissioner, and if the Match has not yet kicked-off, the following instructions apply:

26.2.1 If any of the 11 (eleven) players listed on the Match Starting List selected to start the Match are not able to start the Match for any reason, they may be replaced by any of the substitutes listed on the Match Starting List. During the Match, 5(Five) players may still be replaced;

26.2.2 The replaced players shall no longer be eligible to participate in the match.

27. Registration of Officials

Each Member / Official entering the Competition shall submit to BFF Secretariat, via email or courier or fax, the 'BFF Official Registration Form for Officials' and the supporting documents in accordance with **Art. 28-29** by the deadline announced by BFF.

28. Documents for Registration of Officials

28.1 For the registration of officials for the Competition, officials must be registered using the 'Bangladesh Championship League 2020-21 – Official Registration Form for Officials' (**See Appendix 14**).

28.2 Documentations for the registration of Officials are, but not limited to, the following (unless already previously submitted to BFF):

- Official Registration form for Officials;
- Passport-size colored photo 2 Copies (taken within 3 months prior to the submission of the registration);
- Copy of valid NID [mandatory for local officials who are above 20 (twenty) years old].
- Copy of passport for foreign officials containing full name and number, date of birth, date of issue, date of expiry and nationality (group passport will not be accepted);
- Copy of Passport/Birth Certificate for the official(s) less than 20 (twenty) years of age;
- Certificate/Qualifications based on his/her function:
 - Head Coach, Technical Director, Assistant Coach, Goalkeeper Coach and Fitness Coach/ Trainer: Individual's coaching certificate or coaching license according to BFF Club Licensing Regulations;
 - Doctor: Medical Qualification.
 - Physiotherapist: Chartered Physiotherapy Qualification.

28.3 BFF has the right to ask further documentations for the clarification of the eligibility of the officials other than documentations listed in the (**Art. 28.2**).

29 Principles of Registration of Officials

- 29.1 The Participating Clubs can nominate a maximum of 9(nine) officials for the registration from which a maximum of 7 (seven) officials are allowed to sit in the substitute bench.
- 29.2 Each column in the 'BFF Official Registration Form for the Officials' shall be filled up with correct information.
- 29.3 Officials with missing documentations will not be eligible for registration. All eligible Officials will be issued with Accreditation card. Should the card have been misplaced, the clubs shall be required to pay BDT 1,000 (One thousand taka only) as the production fee for every card lost, to replace it.
- 29.4 It is responsibility of the clubs to ensure that all the forms and supporting documents in accordance with **Art. 28** are sent in good time and reach BFF Secretariat in Dhaka before the deadline announced by BFF. Proof of submission is not proof of receipt.
- 29.5 Club may replace or add any of its officials on any grounds until 5 (five) days before the first Match of the Competition provided all necessary documents have been submitted as per **Art. 28**. Further, the Accreditation Card of the replaced official must be returned to the BFF before the Accreditation Card of the new official can be produced. The new official is not considered part of the Team's Official Delegation until he/she receives his/her accreditation card.

SECTION 5: MEDIA

Along with the rules mentioned below for media BFF will follow the ‘AFC Match Operations Protocol during COVID-19 Pandemic’ (see appendix 16) to protect all media or broadcast personnel who work at the stadium(s).

30 General Requirements

The Participating Clubs are encouraged to link the BFF website (www.bff.com.bd) to its own website respectively upon entry to the Competition.

31 Media

31.1 Where required, the Home Teams will be responsible for the production of media bibs for photographers, TV and ENG crews under supervision by BFF. The Home Team will be responsible for their distribution before and collection after the match.

31.2 All reasonable security measures must be put in place, at the cost of the Home Teams, to protect the commentary area, camera positions and the equipment of the broadcasters.

32 Media Access Areas

32.1 No representatives of the written press or radio journalists are allowed on the field of play or the area between the boundaries of the field and the spectators.

32.2 Only those photographers who have the approval from BFF Media wing, TV cameramen of the Host Broadcaster and the main visiting broadcaster and the personnel required to operate the electronic television cameras of the Host Broadcaster are allowed in the area between the boundaries of the field of play and the spectators, where they will carry out their work in the specific locations assigned to them.

32.3 The team dressing-rooms are strictly off limits to representatives of the Media before, during and after the Match.

32.4 Bangladesh Football Federation shall ensure the Host Broadcaster and all Broadcast Affiliates have free access to the Stadium from 2(two) days prior to match day until 1(one) day after the Match, in order to access the technical issues of each match and to assemble and construct the relevant infrastructure required for the execution of the Broadcast Rights.

32.5 The BFF is responsible for ensuring that Broadcast Rights are protected and that no broadcaster and/or video or ENG camera crews are allowed access to the stadium without the prior written permission of BFF.

33 Training Session

All Training Sessions must be opened to the Media. Should the Participating Clubs wish to close its Training Session to the Media, it shall open for at least the first 15 (fifteen) minutes of the training.

34 Press Conferences

- 34.1 The Participating Clubs must attend the pre-match press conference, if any, to be conducted under the supervision of BFF Media Officer.
- 34.2 The Head Coach of each Participating Clubs is obliged to attend and participate in the Pre-Match/Tournament Press Conference to be held at least one day before the Match.
- 34.3 Both teams are obliged to ensure attendance of their Head Coach at Post-Match press conference after each match. The losing team will seat for the post-Match press conference first and in case of draw situation the 'Team-A' will seat for the press conference first.
- 34.4 Interpretation of the coaches and players' language into Bengali during the interview with media and at the press conferences is the responsibility of each participating team.
- 34.5 Non-compliance with clauses **Art 34.1, 34.2 and 34.3** above will result in disciplinary action which may include a fine of a minimum of BDT 10,000 (Ten thousand taka only) and the Head Coach may be subject to a ban from the dressing room and/or the substitutes' bench.

35 Mixed Zone

Players and officials of the Participating Clubs shall enter the Mixed Zone on their way from the team dressing room to the team bus after the Match.

36 Interviews

- 36.1 If requested by BFF, the Participating Clubs should have their Head Coach and 1(one) player available for the day before each Match and/or on the Match Day for an interview of up to 10 (ten) minutes, to be recorded by the main TV rights-holding or by BFF's official website www.bff.com.bd
- 36.2 Players and officials of Participating Clubs are not permitted to give interviews during the Match on the field of play or in its immediate vicinity. However, the BFF Media Officer may designate an area between the substitutes' benches and dressing rooms in which "flash" interviews for the Host Television Broadcaster only, can take place at the end of the Match. Players and officials violating this Article will be subject to disciplinary measures.
- 36.3 If requested by BFF for the 'flash' interviews, the Head Coach and at least 1 (one) key player from both Participating Clubs must be available for at least the Host Broadcaster and the TV rights-holding broadcaster.
- 36.4 All interview locations should be assigned by BFF Media Officer.

37 Audio/Video Recording of Matches

The BFF shall guarantee the match DVD's is covering entire duration of the match.

SECTION 6: EQUIPMENT/KIT

38 Equipment Regulations

Each Participating Club is responsible for compliance with the AFC Equipment Regulations (as in www.the-afc.com) and any further applicable laws, regulations, guidelines and decisions issued by the BFF in relation to any Equipment.

- 38.1 The wearing of any Kit on the Field of Play remains subject foremost to the authority of the referee as defined in the Laws of the Game.
- 38.2 Any Kit that does not comply with these Regulations is strictly prohibited.
- 38.3 By no later than the deadlines stipulated by BFF, each Participating Club taking part in 'Bangladesh Championship League 2020-21' must submit a Complete Sample Set of Official and Reserve Jersey to BFF. All samples must display a player number and player name.
- 38.4 Both the Official Kit and Reserve Kit shall be taken to every Match of the relevant Competition.
- 38.5 The colors of the Official Kit must be noticeably different from and contrasting to the colors of the Reserve Kit. Teams may be requested to mix the Official Kit and Reserve Kit for Matches in order to create a visible contrast with the other team and must comply with any such instruction from a Match Official.
- 38.6 The Equipment Regulations are in force from the time the Participating Club's Official Delegation arrive at a Controlled Access Areas until the time the Team's Official Delegation depart from such areas.

39 Numbers and Identifications



- 39.1 A number must appear on the back (centered) of all shirts used as Playing Equipment. The number must be between 25 cm (twenty-five centimeters) and 35 cm (thirty-five centimeters) in height, clearly legible and positioned in the center back of the shirt. The stroke width of the number must be between 3 cm (three centimeters) and 5 cm (five centimeters). The number must be entirely visible when the shirt is tucked into the shorts.
- 39.2 The number must also be displayed on the front of each shirt in any position at chest level. The number must be between 10 cm (ten centimeters) and 15 cm (fifteen centimeters) in height, clearly legible and be the same color as the number on the back of the shirt.
- 39.3 The number must also appear on the front of the shorts positioned on either leg. The number must be between 10 cm (ten centimeters) and 15 cm (fifteen centimeters) in height and clearly legible.
- 39.4 Based on the principle of light and dark contrast of used colors and irrespective of the prevailing conditions, such as weather and light, the color used for any number appearing on Playing Equipment must be clearly legible and distinguishable from a distance for all Participating Players, Match Officials, spectators and media from the colors used for the Playing Equipment. This distinction may be achieved by displaying the numbers on a single-colored patch. The number may be surrounded by a border or shadow outline. A 'number zone' must be created on the back of the shirt unless, at the discretion of the BFF, it is decided that the number appearing is clearly legible and distinguishable from a distance by all Participating Players, the Match Officials, spectators and media, from the colors used for the Equipment. A 'number zone' may be created on the front of the shirt.
- 39.5 The numbers may be sewn on or affixed to the kit item by heat transfer. The numbers may not be attached with Velcro or other temporary means.
- 39.6 All types of identification may be printed, embroidered or sewn on as a badge and shall be attached permanently to the Playing Equipment. No types of identification may be attached with Velcro or other temporary means.
- 39.7 All types of identification must not interfere with other elements of the Playing Equipment identifying the Participating Player and must not obstruct the clear distinction of the Participating Players and the opposing team.

40 Player Names

- 40.1 Participating Players must be identified by their surname or popular name on the back of the shirt.
- 40.2 Participating Player names may appear on the back of a shirt used as Playing Equipment for all Matches in the Competitions organized by BFF.
- 40.3 In the event that a Participating Player name appears on the back of a shirt:
 - 40.3.1 the name must be positioned above the number on the back of the shirt;
 - 40.3.2 the letters shall be between 5cm (five centimeters) and 7.5cm (seven

and a half centimeters) in height and must be separated from the number by at least 4 cm (four centimeters). They may be in upper and/or lower case. For better legibility, they may be surrounded by a border or shadow outline. In the case of striped shirts, the name must be either affixed to a neutral-colored patch or surrounded by a border or shadow outline;



40.3.3 the letters must be the same color as that of the number on the back of the shirt. They may not contain any Manufacturer Identification, advertising, design features or other elements.

40.3.4 the name must be clearly distinguishable from the color of the shirt. It must contrast (light on dark or vice versa) with the color of the shirt.

41 Sleeve Patches

Each Participating Club shall allow space on the sleeves of the player's uniform available (or such other part of the player uniform as BFF may determine) to affix to the relevant Match identifier in a form, manner and position to be determined by BFF as below:

- Bangladesh Championship League sleeve patch on the right;
- BFF Logo sleeve patch on the left.

42 Sponsor Advertising

- 42.1 In the competition organized by BFF the Participating Clubs may engage in Sponsor Advertising only on the front of the shirt forming part of its Playing Equipment.
 - 43.1.1 This Sponsor Advertising may be displayed no more than once.
 - 43.1.2 No sponsor advertising is allowed on shorts and/or socks.
- 42.2 The total area used must not exceed 200 cm² (two hundred square centimeters).
- 42.3 The advertising surface may be placed on the front of the shirt either:
 - 43.3.1 horizontally, across the chest; or
 - 43.3.2 vertically, on the Right or Left, or in the center of the torso.
- 42.4 The height of the letters must not exceed 10 cm (ten centimeters). Participating Clubs may choose, at their own discretion, the script and color of their lettering. No Manufacturer Identification, Decorative Element, or other elements may be incorporated.
- 42.5 The following categories of Sponsor Advertising are prohibited in all Competitions organized by BFF:
 - 43.5.1 tobacco;
 - 43.5.2 gambling;
 - 43.5.3 Sponsor Advertising containing slogans of a political, religious or racial nature; or
 - 43.5.4 Sponsor advertising for causes that offend common decency.
- 42.6 Any bans or restrictions deriving from the legislation of Bangladesh or territory in which any Match is taking place shall also apply.

43 Electronic performance and tracking systems (EPTS)

Where wearable technology (WT) as part of electronic performance and tracking systems (EPTS) is used in match/es in a competition organized by BFF, concerned Club/Team must ensure that the technology attached to the players' equipment is not dangerous. BFF would like to emphasize that any device worn is at the risk and responsibility of the Participating Player and/or Participating Club/Team concerned. BFF recommends to use Electronic Performance and Tracking Systems (EPTS) those that meet the requirements for wearable EPTS under the FIFA Quality Program for EPTS.

44 Responsibility

- 44.1 Bangladesh Football Federation makes all final decisions regarding the approval of all Equipment.
- 44.2 BFF declines all responsibility and authority in the event of conflicts arising from contracts between a Member Association or Participating Club and their sponsor(s) on account of these Regulations. BFF shall not be liable for any losses, fees, damages, or any costs whatsoever which may arise as a result of, or in connection with, the requirements contained in these Regulations. Member Associations and Participating Clubs agree to indemnify the BFF from any and all damages which may arise from decisions regarding Equipment.

SECTION 7: TICKETING

Bangladesh Football Federation will decide whether the match will be held without spectator attendance (closed match) or with limited spectator attendance (restricted match) or with full spectator attendance (normal match). Decision will be taken depending on the COVID-19 situation which will be immediately communicated with all concerned in due time. The ticketing policy may change depending on the decision taken by BFF.

45 Policy

- a. The entire ticketing system regulating ticket design, pricing policy, procedures and implementation shall be approved by BFF.
- b. BFF will ensure that printed tickets include, where available, seat numbering and/or serial numbering. All tickets shall incorporate only those Logos and Marks of the Competition and the official Commercial Affiliates and Broadcast Affiliates as requested and/or agreed by BFF as parts of the ticket design.

46 Complimentary Tickets

BFF shall make available 50 (fifty) complementary tickets in the gallery areas for clubs of the particular match. BFF is entitled to include the provision of complementary tickets in sponsorship and commercial contracts made on behalf of the Bangladesh Championship League.

SECTION 8: MEDICAL AND DOPING CONTROL

Bangladesh Football Federation will follow the regulations of local governments and recommendations / guidelines by FIFA, AFC and WHO as health is of prime importance.

The ‘AFC Match Operations Protocol During COVID-19 Pandemic (Appendix 2: COVID-19 - Return to Football Medical Guidelines)’ (see appendix 16) is recommended by BFF to minimize the risk of COVID-19 transmission.

47 Medical Personnel

BFF shall provide, at its own cost, the following medical personnel on match day at the Stadium where the match is organized:

On-Pitch Medical Services:

- 1 (one) on pitch Medical Officer trained in Emergency Medicine.
- (eight) trained stretcher bearers in good physical condition.

48 Anti-Doping

- 48.1 Doping is prohibited. BFF shall inform the Participating Club by means of a circular of the doping control procedure. List of prohibited substances/methods can be downloaded from the AFC or WADA website (www.wada-ama.org).
- 48.2 The BFF shall be responsible for the approval of the World Anti-Doping Agency (WADA) accredited laboratory which will carry out the analysis of samples.
- 48.3 In doping-related matters, the FIFA Anti-Doping Regulations apply in full. In the event of any discrepancy between the national regulations and the FIFA Anti-Doping Regulations, the provisions set out in the FIFA Anti-Doping Regulations shall prevail. The BFF Disciplinary Code and all relevant FIFA and AFC directives will as well apply to this Competition. The FIFA Anti-Doping Regulations can be downloaded from the following link:
<https://resources.fifa.com/image/upload/1724-revision-of-the-fifa-anti-doping-regulations.pdf?cloudid=fiurwplbdov861cgsbdi>

SECTION 9: DISCIPLINARY LAWS AND PROCEDURES

49 Disciplinary measures and appeals

- 49.1 Disciplinary measures and appeals are dealt with in compliance with the current BFF Statutes, BFF Disciplinary Code and the relevant BFF circular(s).
- 49.2 BFF may initiate investigations should it suspect and/or is aware of any violations of the Laws of the Game and contravention of its Statutes, Rules, Regulations, Instructions and decisions by the Clubs, Officials and Players.
- 49.3 BFF may impose the disciplinary measures for any violations of the Laws of the Game and contravention of its Statutes, Rules, Regulations, Instructions and decisions by the Clubs, Officials and Players.
- 49.4 A club must not pay or offer any fee or remuneration to a referee or assistant referee nor shall it provide him with any gifts or incentives. Breach of this rule shall result in the offending club's expulsion from the Bangladesh Premier League and it and its officials, coaches and players shall be liable to further sanctions to be determined by the Professional League Management Committee of BFF. Referees are obliged to bring any such approach to the immediate attention of BFF. Failure of a referee to report any such approach shall lead to his omission from the Bangladesh Championship League panel of referees and to other disciplinary sanctions as appropriate.
- 49.5 Any referee who accepts any payment, inducement or gift from any Bangladesh Championship League Club at any time shall be expelled from the Bangladesh Championship League panel of referees and be liable to further sanctions to be determined by BFF or BFF Professional League Management Committee.
- 49.6 Any club which plays an unregistered (or ineligible) player or players in a match shall be deducted 3 (three) points from its point table for each match in which this occurs and shall be deemed to have forfeited the league fixture by the score line of 3 (three) goals to 0 (zero). However, result will stand for the winning team if the match score is more than 3 (three) goals.
- 49.7 No club, its officials, coaches, players or supporters may approach a referee and attempt to influence him in refereeing a match. If any club, its officials, coaches, players or supporters are guilty of making such an approach, the club shall be punished and it and its officials, coaches, players or supporters shall be liable to further sanctions to be determined by BFF or BFF Professional League Management Committee.

50 Players and Officials cautioned or dismissed from the field of play

- 50.1 All clubs selected to participate in the Bangladesh Championship League shall honor the ethos of football and be committed to participate in a spirit of fair play.
- 50.2 BFF's appointed Match Commissioner shall oversee the spirit of fair play at each Bangladesh Championship League match. The Match Commissioner shall make a report to BFF (**See Appendix 9**).

- 50.3 BFF or BFF Professional League Management Committee shall draw up a 'Code of Conduct' (See **Appendix 10**) which must be observed by each club, its officials, coaches and players.
- 50.4 Any matters brought to the attention of the Disciplinary Committee of BFF by referees, match commissioners, referee assessors or BFF Professional Football League Committee, the Disciplinary Committee shall have the authority to impose the sanctions or take other actions it deems appropriate as per the BFF Disciplinary Code.
- 50.5 Any player, club, official or referee or any concerned who is affected by a decision passed by the Disciplinary Committee and has an interest justifying amendment or cancellation of such decision may submit an appeal to the Appeal Committee of BFF enclosing all supporting documents within 7 (seven) days of the date of imposition of the original sanction.
- Anyone wishing to lodge an appeal shall transfer an appeal fee of BDT 25,000 (twenty-five thousand taka only) to BFF's bank account before expiry of the time limit for submitting the reasons for appeal.
 - If this requirement has not been complied with, the appeal is not admissible.
 - This amount will be reimbursed to the appellant if he wins the case. Costs and expenses are payable by the party who loses the case.
 - If the appeal is considered to be improper, costs and expenses shall be paid in addition to the deposit.
- 50.6 An appeal may be lodged to the Appeal Committee of BFF against any decision passed by the Disciplinary Committee of BFF, unless the sanction pronounced is:
- a warning;
 - a reprimand;
 - a suspension for less than 3 (three) matches or of up to 2 (two) months;
 - a fine of less than BDT 100,000 (One lac taka only) imposed on a club or of less than BDT 50,000 (Fifty thousand taka only) in other cases.
 - Decisions passed in compliance with **Article 64** of BFF Disciplinary code.
- BFF Appeal Committee shall take further decision as per the BFF Disciplinary Code.
- 50.7 BFF shall maintain a record of yellow and red cards awarded against each player and official.
- 50.7.1 A player who is sent-off (receiver a red card) during a match (either a straight red card or two yellow cards) shall automatically be suspended for the next match. If the offence for which the red card is issued is of a serious nature, the BFF Disciplinary Committee can increase the period of suspension.
- 50.7.2 A player who accumulates 3 (three) cautions (yellow cards) in Bangladesh Championship League matches shall be suspended for the

next match and the same 1 (one) match suspension will be applied after the subsequent 3 (three) cautions (yellow cards) of the player. A player who accumulates 9 (nine) cautions or 4 (four) direct red cards shall be required to appear before the BFF Disciplinary Committee to explain why his registration for the Bangladesh Championship League should not be cancelled or any other sanction including fines. If a club accumulates 4 (four) or more yellow cards in a single match shall be fined for BDT 10,000 (Ten thousand taka only).

50.7.3 If any club coach, player, or official is indulged in criticizing the BFF official, BFF, BFF Professional League Management Committee, Bangladesh Championship League, a match commissioner, referee, referee's assistant or a fourth official in public through media will tantamount to an offence followed by a sanction with minimum fine of BDT 50,000 (fifty thousand taka only). Even BFF Disciplinary Committee can take other actions it deems appropriate as per the BFF Disciplinary Code.

50.7.4 BFF may impose any sanction it deems appropriate in response to incidents brought to its attention by the Match Commissioner and/or Referee.

50.8 Any suspension [sent-off (red card either a straight red card or two yellow cards/ accumulates 3 (three) cautions/ any sanction imposed by BFF or by the relevant committee of BFF] that cannot be served during a competition organized by BFF will be carried over to the representative team's/ player's/ official's next official match (any domestic competition organized by BFF).

51 Indiscipline or Violent Conduct by players and/or officials

51.1 Any player or official reported for indiscipline or violent conduct anywhere in the stadium including but not limited to the field of play, the changing rooms, at the Training Sites and in the hotels shall be dealt with by the relevant BFF Committees in accordance with these Regulations, the BFF Statutes and Disciplinary Code.

51.2 All players or club officers are completely forbidden to carry mobile or any electronic communication device or destructive items during the running of the game.

51.3 If the above mentioned (**Art 50.2**) is violated, the concerned club officer and player shall be subject to punishment and expelled from the stadium. The breach of this regulation will directly result in Stadium Ban for 3 (three) matches of the official or player concerned. Depending on the gravity of the offence the Professional League Management Committee of BFF shall have the authority to impose any further sanctions or take other actions it deems appropriate.

52 Fixed Match

The following measures and penalty will be followed by the BFF Professional League Management Committee for any fixed or got-up match:

52.1 A special high-power committee will be formed to identify the fixed match/matches. This committee can take necessary help from the law enforcement/intelligence agency.

- 52.2 BFF will make, as far as possible, the videography of all the matches.
- 52.3 The result and points of the identified fixed match will be forfeited/nullified and additional 6 (six) points will be deducted from the already earned points of the teams concerned. If the concerned club does not have sufficient points in that case these 6 (six) points shall be adjusted, if necessary, from the points earned by the concerned club in the next match(es) of the current league. Moreover, this clause would be applicable, if required, in the matches of the subsequent league.
- 52.4 Punishment, monetary and match suspension/stadium ban, shall be taken against the club, club official or player who is found to have been liable for any fixed match/matches. In addition, the concerned committee may refer the case to the BFF Disciplinary Committee for other actions it deems appropriate as per the BFF Disciplinary Code.
- 52.5 BFF shall follow the Action Plan of FIFA & AFC to combat Match Manipulation and as well as shall uphold the Recommendations and Regulations of FIFA & AFC concerning Fixed Match.
- 52.6 The decision of the BFF Professional League Management Committee concerning fixed-match is final and binding.

53 Protest

- 53.1 Subject to the following provisions, protests are objections of any kind to occurrences that have a direct effect on Matches organized in the Competition (state and marking of the pitch, accessory, match equipment, eligibility of players, stadium installations, footballs, etc.) and any matters related to the breach of these Regulations.
- 53.2 Unless otherwise stipulated in this article, protests shall first be submitted in writing to the BFF Match Commissioner within 2 (two) hours of the Match by the team concerned and followed up immediately with a full written report, including a copy of the original protest, to be sent in writing to the BFF Secretariat accompanied by a fee of BDT 20,000 (twenty thousand taka only). The protest shall be addressed to the Chairman of the BFF Professional Football League Committee and the protest be disposed off within 48 (forty-eight) hours. The protest fee shall not be refunded if the protest is rejected. The plaintiff club shall confirm the protest by registered letter, to be sent to the BFF Secretariat no later than 2 (two) days after the Match in question.
- 53.3 Protests against any incidents that occur during the course of a Match shall be made to the referee by the team captain immediately after the disputed incident and before play has been resumed. The protests shall be confirmed in writing to the BFF Match Commissioner by the head of the team delegation no later than 2 (two) hours after the Match.
- 53.4 No protests may be made against the Referee's decisions regarding facts connected with play, such decisions being final.
- 53.5 If an unfounded or irresponsible protest is lodged, the Disciplinary Committee may impose a fine and the protest fee of BDT 20,000 (twenty thousand taka only) will be forfeited.
- 53.6 Once the Competition has ended, any protests described in this article shall be disregarded.

54 Arbitration

- 54.1 Pursuant to BFF Statutes, clubs are forbidden from taking disputes to a civil court but may only submit them to the appropriate body of BFF in accordance with the applicable procedure.
- 54.2 Furthermore, any disputes involving BFF, Members, confederations, leagues, teams, players, officials and licensed agents in connection with the Competition shall be promptly settled by negotiation.
- 54.3 If no solution can be reached, or a formal appeal is envisaged, the issue shall be exclusively resolved under the auspices of the arbitration chamber set forth in the BFF Statutes, namely the Court of Arbitration for Sport (CAS) with headquarters in Lausanne. The Code of Sports-related Arbitration of the CAS and all the relevant CAS Regulations shall apply. The language of arbitration is English.

SECTION 10: ADMINISTRATION

55 Awards

Champion and Runners-Up team shall be awarded the Championship and Runners-Up Trophy and Medal respectively. Besides this, Fair Play Trophy will be awarded to the well-disciplined team of the competition. In respect of the Fair Play Trophy, FIFA/AFC policies shall be followed.

BFF shall provide monetary prizes to the Champions and Runners-up teams of the League.

BFF shall provide monetary prizes to the Champion and Runners-Up teams of the 'Bangladesh Championship League 2021-22' according to the following schedule:

- Champion money 3,00,000/= (three lac) taka only
- Runners-Up money 2,00,000/= (two lac) taka only

56 Special Provisions

56.1 Any disputes arising from the application of these Regulations shall be settled by the jurisdiction of BFF and, if subsequently necessary and BFF's decision is not final, by the Court of Arbitration for Sport in Lausanne, Switzerland.

56.2 The BFF Professional League Management Committee shall issue any instructions necessitated by special circumstances which might arise in the commencement of the Competition. These instructions shall form an integral part of these Regulations.

57 Matters not provided for

Matters not provided for in these Regulations and cases of Force Majeure shall be decided by the Professional League Management Committee, BFF or the Executive Committee of BFF, whose decisions are final.



Abdus Salam Murshedy, MP

Senior Vice-President &

Chairman Professional League Management Committee

Bangladesh Football Federation



Md. Abu Nayeem Shohag

General Secretary

Bangladesh Football Federation

Bangladesh Championship League

Club Regulations and Guidelines for Bangladesh Championship League Season 2021-22

Introduction

- The Bangladesh Football Federation (BFF) sets out their own Club Licensing Regulations for the Bangladesh Championship League 2021-22 based on AFC Guidelines, BFF Regulations, and the local environment.
- The clubs must comply with the Club Licensing Regulation established by BFF to be eligible to participate in the Bangladesh Championship League.
- The guidelines set principles in the areas of:
 - Legal Status
 - Structure and administration
 - Finance
 - Access to facilities (playing and training)
 - Sporting development
 - Identity and fan support.

Bangladesh Championship League

Guidelines

Legal Status

1. The Club must be a registered member club of BFF/ Bangladesh Championship League.
2. The Club must be a legal entity complying with the local regulatory requirements. The club can either be a corporate entity, members' clubs, societies or any other legal form permitted in Bangladesh.
3. The Club must have a written constitution or statutes that set out their goals and objectives, organization structures, ownership and administration.
4. The Club must have a designated officer (or officers) who is (are) legally responsible for the club and can sign binding contracts and agreements on behalf of the club.
5. The Club must abide with their constitution or statutes and must comply with all the legal and reporting requirements of legislation relevant to their statutes.

Structure and Administration

6. The Club must have a Board, Management Committee or similar decision-making body, which has the authority to make decisions on behalf of the club and to appoint persons to implement such decisions and to administer the club.
7. The Club must have a Head of Administration (General Manager, General Secretary or Executive Secretary). The Head of Administration can be a full-time, part-time or voluntary position, but must be consistently available and capable of managing the business of the club.
8. The Club must have an office for its administrative operations. The office should be equipped with modern telecommunication facilities (computer, internet, email, fax, etc.). BFF shall ensure all the telecommunication facilities at the club and will deduct, if necessary, the entire cost from the participation money payable to club from BFF.
9. The administration must have the capacity to deal efficiently with all decisions, instructions and requests of BFF and the Bangladesh Premier League.
10. The Club must have capability to organize matches to the standard required by the Bangladesh Championship League. The Club is responsible for the safety and security of referees, visiting teams, officials and fans. The club will appoint a competent official to be responsible for all match arrangements and event management at designated home matches.
11. The club will appoint a competent official to be the media officer for the club.
12. The Club must provide BFF with written evidence that they are structured as above and have the capabilities specified.

Finance

13. The Club must have guaranteed financial resources that ensure it can meet its financial commitments for the duration of the season, with written evidence and guarantees supplied to BFF.

Bangladesh Championship League

14. The Club must provide a budget plan to the BFF that projects its income and expenditure for the season. BFF is entitled to screen the documents and assess whether the club is able to financially sustain its participation in the Bangladesh Championship League.
15. A sponsorship for a minimum of 2 (two) seasons duration for the club is strongly recommended, aimed at securing a stable foundation for the development of the club.
16. The Club should establish and keep proper financial records. The club should set up and maintain an auditing mechanism on its financial performance.
17. The Club must provide BFF with an annual audited report on its financial performance within one month after the season 2021-22.

Access to Facilities

18. The Club must have access to a 'home' stadium for all its designated 'home' matches at the time scheduled by the Bangladesh Premier League.
19. The 'Home' stadium must have adequate:
 - Dressing rooms
 - Referees room
 - Administration rooms
 - Media facilities (for print, radio, TV and electronic), including press conference & interview room
 - Medical room
 - Spectator facilities (including VIP area, hospitality area and covered seating).
20. The club must have access to adequate training facilities as and when required. The training facilities should have the following:
 - A full-sized football pitch of good quality
 - Balls, cones and other necessary training equipments
 - Changing and shower facilities
 - Gymnasium.

Sporting Development

21. *The Club will have a minimum of 22 (twenty-two) and a maximum of 35 (thirty-five) players registered with BFF/Bangladesh Championship League for its professional team.*
22. The Club must establish written contractual relationships with its coaches and its players. Copies of the contract between 'the club and the player' and between 'the club and the coach' must be submitted to BFF.
23. *For season 2021-22, the Head Coach of the club must have a minimum of AFC 'A' Certificate, the Assistant Coach of the club must have a minimum of AFC 'B' Certificate and the Goalkeeper Coach of the club must have a minimum of 'Level 1' Certificate. Foreign coach(es) of any participating club must have required coaching certificate*

Appendix 1

equivalent to AFC License. A replacement of the Head Coach / Assistant Coach within 2 (two) weeks is a must if the Head Coach / Assistant Coach is discharged or not willing to continue his/their responsibilities with the club.

24. The players must have access to sports medicine services and treatments when playing, training and traveling.

Bangladesh Championship League

25. *All the foreign players must pass the 'Beep Test' and 'Medical Test' adopted by BFF or BFF Professional Football League Management Committee to be eligible to play in the Bangladesh Championship League.*
26. The Club must participate in the league in the spirit of fair play and must accept all decisions made by the BFF, the Professional League Management Committee and the disciplinary bodies of BFF.
27. The Club's Officials and Players must commit to and formally sign the 'Code of Conduct' for the Bangladesh Championship League.
28. *For season 2021-22, it is mandatory for all the participating clubs to organize "Under-18 Youth Training Program" for at least 1 (one) month during the football season with prior intimation to BFF and as well to participate in the "U-18 Football League" organized by BFF failing which the concerned club(s) shall immediately be punished with a maximum monetary fine of BDT 20 (twenty) lac only.*
29. Ideally, the club should establish strong links with local youth clubs, sports academies, elementary and secondary schools, colleges and universities for both sports and community development purposes.

Identity and Fan Support

30. The club must register its name / identity, logo and colors (two sets) with BFF / Bangladesh Championship League.
31. The club must have a stable identity. The club's identity, colors and logo should remain constant and cannot be changed without the permission of BFF (this does not mean that sponsors' names cannot be reflected as part of the name).
32. The club should submit to BFF / Bangladesh Championship League and implement a year-round program to build up strong community support and a solid fan base.
33. The Clubs must establish fan clubs.



**BFF Club Licensing Regulations
For
Bangladesh Premier League 2021-22
&
Bangladesh Championship League 2021-22**

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Definitions

Terms	Definition
Accounting policies	The specific principles, bases, conventions, rules and practices adopted by an entity in preparing and presenting its financial statements.
Amortization	The systematic allocation of the depreciable amount of an intangible asset over its useful life. For example, for the capitalized direct costs of acquiring a player's registration, the useful life is the contract life.
Annual financial statements	A complete set of financial statements prepared as at the statutory closing date, normally including a balance sheet, profit and loss account, a statement of cash flows and those notes, other statements and explanatory material that are an integral part of the financial statements.
Associate	An entity, including an unincorporated entity such as a partnership, over which the investor has Significant Influence and that is neither a Subsidiary nor an interest in a Joint Venture.
Audit	<p>The objective of an audit of financial statements is to enable the auditor to express an opinion whether the financial statements are prepared, in all Material respects, in accordance with an identified financial reporting framework. The phrases used to express the auditor's opinion are "give a true and fair view" or "present fairly, in all material respects", which are equivalent terms. A similar objective applies to the audit of financial or other information prepared in accordance with appropriate criteria.</p> <p>In an audit engagement, the auditor provides a high but not absolute, level of assurance that the information subject to audit is free of Material misstatement. This is expressed positively in the audit report as reasonable assurance.</p> <p>The term "Audited" shall be interpreted accordingly.</p>
Budget	The schedules containing an entity's Future Financial Information, based on management's assumptions about events that may occur in the future and possible actions by an entity.
BCL	Bangladesh Championship League
BPL	Bangladesh Premier League
Cash and cash equivalents	Cash comprises cash on hand and demand deposits. Cash equivalents are short term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.
Consolidated financial statement	Financial statements of a group presented as those of a single Economic company.

Definitions

Terms	Definition
CLAS or Club Licensing Administration System	The IT system developed by the AFC for the purpose of gathering information from License Applicants/Licensees and for sharing information with Licensors concerning their affiliated clubs, within the scope of the implementation, assessment and enforcement of these Regulations.
Club Licensing Application Pack (CLAP)	The document sent to the License Applicant by the Licensing Administration containing Club Licensing Agreement, the Club Licensing Regulations and the Core Process Timeline.
Control	<p>The power to govern the financial and operating policies of an entity so as to obtain benefits from its activities. Control may be gained by share ownership, statutes or agreement.</p> <p>The terms “Controlled” and “Controlling” shall be interpreted accordingly.</p>
Club Licensing Criteria	The requirements applicable to the grant of Licenses to License Applicants, as set out in these Regulations, which are divided into five categories (sporting, infrastructure, personnel and administrative, legal and financial), with each category being split into three grades: A, B, C (mandatory and best practice recommendation).
Core Process	The Core Process shall be defined as the procedure.
Core Process Timeline	The timeline for the entire Core Process.
Depreciable amount	The cost of an asset, or other amount substituted for cost, less its residual value. Residual value is the estimated amount that an entity would currently obtain from disposal of the asset, after deducting the estimated costs of disposal, if the asset were already of the age and in the condition expected at the end of its useful economic life.
Employee benefits	All forms of consideration given by an entity in exchange for service rendered by employees.
Event or Condition of Major Economic Importance	An event or condition is of major economic importance if it is considered Material to the financial statements of the Reporting Entity and would require a different (adverse) presentation of the results of the operations, financial position and net assets of the Reporting Entity if it had occurred during the preceding Financial Year or Interim Period.

Definitions

Terms	Definition
Financial year	The financial reporting period ending on the statutory closing date, whether this is a year or not, and which is not an interim period.
First Team	All registered players of a license applicant for National Club Competitions and AFC Club Competition.
Future financial information	Information about the prospective financial effects of future events and possible actions on the entity concerned.
Going Concern	The 'going concern' concept, or assumption, is an accountancy term that describes an entity which can continue operating without the significant threat of liquidation, and which can therefore continue in operation for the foreseeable future. A Reporting Entity is normally viewed as a Going Concern. It is assumed that the Reporting Entity has neither the intention nor the necessity of liquidation, ceasing trading nor seeking protection from creditors pursuant to laws or regulations.
Group	A Parent and all its subsidiaries.
Historic Financial Information	Information about the financial effects of past events on the entity concerned. Historic Financial Information is in respect of the financial performance and position prior to the licensing decision.
Independent auditor	An auditor who is independent of the entity, in compliance with the relevant Indian Laws. The term 'auditor' may also be used when describing related services or assurance engagements other than audits.
Interim Financial Statements	A financial report containing either a complete set of financial statements or a set of condensed financial statements for an Interim Period.
Interim Period	A financial reporting period shorter than a Financial Year. It does not necessarily have to be a six-month period.
Joint venture	A contractual arrangement whereby two or more parties (the ventures) undertake an economic activity that is subject to joint control. Where an entity included in the consolidation manages jointly with another entity not included in the consolidation an economic activity that other entity (Joint Venture) may be dealt with in the Group accounts.
License	Certificate granted by the Licensor confirming fulfillment of all minimum Club Licensing Criteria by the License Applicant as part of the admission procedure for entering AFC club competitions.

Definitions

Terms	Definition
License Applicant	Legal entity fully and solely responsible for the football team participating in national and international club competitions which are eligible to apply for a license.
Licensing Administration	The staff within the Licensor that deals with club licensing matters.
Licensing season	Season for which a license has been granted. It starts the day following the deadline for submission of the list of licensing decision by the licensor to AFC and last until the same deadline next year.
Licensor	The Body that operates the club licensing system and grants the Licenses in accordance with these Regulations.
List of Licensing Decisions	The list submitted by the Licensor to the AFC containing, among other things, information about the License Applicants that have undergone the licensing process and been granted or refused a License by the national decision-making bodies in the format established and communicated by the AFC General Secretariat.
Licensing Manager	The person who is heads the Licensing Administration.
Material or Materiality	Omissions or misstatements of items or information are material if they could, individually or collectively; influence the economic decisions of users taken on the basis of the financial information. Materiality depends on the size and nature of the omission or misstatement judged in the surrounding circumstances or context. The size or nature of the item, or a combination of both, could be the determining factor.
Registered Member	Any legal entity according to national law and/or AFC Member Association statutes, which is member of the AFC Member Association and/or its affiliated league.
Reporting Entity/ Entities	A Registered Member and/or football company or Group of entities or some other combination of entities which is included in the reporting perimeter and which must provide the Licensor with information for club licensing purposes.

Definitions

Terms	Definition
Review	<p>The objective of an engagement to review financial information is to enable an auditor to express a conclusion whether, on the basis of the review, anything has come to the auditor's attention that causes the auditor to believe that the financial information is not prepared, in all Material respects, in accordance with an identified financial reporting framework.</p> <p>A review, in contrast to an Audit, is not designed to obtain reasonable assurance that the financial information is free from Material misstatement. A Review consists of making inquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A Review may bring significant matters affecting the financial information to the auditor's attention but it does not provide the evidence that would be required for an audit.</p>
Significant change	Means an event that is considered material to the documentation previously submitted to the licensor and that would require a different presentation if it had occurred prior to the submission of the licensing documentation.
Significant Influence	Ability to influence but not control financial and operating policy decision-making. Significant Influence may be gained by share ownership, statute or agreement. For the avoidance of doubt, a party or in aggregate parties with the same ultimate controlling party (excluding AFC, an AFC Member Association and an affiliated league) is deemed to have Significant Influence if it provides within a reporting period an amount equivalent to thirty percent (30%) or more of the Licensee's total revenue.
Stadium	The venue for a competition match including, but not limited to, all surrounding properties and facilities (for example, offices, hospitality areas, press centre and accreditation centre).
Statutory Closing Date	The annual accounting reference date of the Reporting Entity.
Subsequent Events	Events or conditions occurring after the licensing decision.
Subsidiary	An entity, including an unincorporated entity such as a partnership that is Controlled by another entity (known as the Parent).

Definitions

Terms	Definition
Supplementary information	<p>Financial information to be submitted to the Licensor in addition to the financial statements if the minimum requirements for disclosure and accounting are not met.</p> <p>The supplementary information must be prepared on a basis of accounting, and Accounting Policies, consistent with the financial statements. Financial information must be extracted from sources consistent with those used for the preparation of the Annual Financial Statements. Where appropriate, disclosures in the supplementary information must agree with, or be reconciled to, the relevant disclosures in the financial statements.</p>
Training Facilities	The venue(s) at which a club's registered players undertake football training and/or youth development activities on a regular basis.

For the purposes of these Regulations, and provided the context so permits:

- a) The singular shall include the plural and vice-versa;
- b) The masculine gender shall include the feminine and vice-versa;
- c) References to natural persons shall include any legal person or corporation; and
- d) All defined terms, unless otherwise stated herein, shall bear the same meaning as ascribed to them in the BFF Statutes.

ARTICLE 1: INTRODUCTION

These Regulations have been adopted pursuant to Article 78 of the BFF Statutes. This is the basic working document in the field of Club Licensing for Bangladesh Football Federation (BFF) which incorporates the minimum requirements for **Bangladesh Premier League (BPL)** & **Bangladesh Championship League (BCL)**. A Person cannot hold more than one post that is mentioned in these regulations. These Regulations also govern the rights, duties and responsibilities of all parties involved in the BFF club licensing system and define in particular:

- Club License, which shall be granted by Bangladesh Football Federation, is required for clubs to be eligible for participating in Bangladesh Premier League & Bangladesh Championship League.
- The BFF Club Licensing Regulations for Bangladesh Premier League & Bangladesh Championship League defines the criteria and procedure, which clubs must comply with to apply and obtain license.

ARTICLE 2: OBJECTIVES OF THE BFF CLUB LICENSING SYSTEM

BFF Club Licensing Regulations for Bangladesh Premier League & Bangladesh Championship League have the following objectives-

- Establishing reliability, credibility and integrity of the Bangladesh Premier League & Bangladesh Championship League along with the clubs participating in the competition.
- Promotion and continuous improvement of standards of all the aspects of football in Bangladesh.
- Ensuring qualified coaches are engaged in training of the players in each participating club with the overall aim to improve the standard and quality of the matches.
- Ensuring every participating clubs implicates a youth team in its set up and the youth team regularly competes in official competitions in Bangladesh.
- Ensuring adequate facilities for the participating clubs.
- Improving the overall management organization of the clubs in Bangladesh and making them more efficient, productive and transparent.
- Improving the economic and financial standings of the participating clubs of Bangladesh Premier League and Bangladesh Championship League and generating revenues through effective marketing and commercial exploitation by the clubs.

ARTICLE 3: ENFORCEMENT

The regulation come into forces on its approval by the BFF Executive Committee and applies for the Bangladesh Premier League & Bangladesh Championship League.

3.1 Legal Basis

The licensor has the jurisdiction to govern the Licensing system by virtue Article 78 of the BFF Statutes.

3.2 Licensing Sanctions

The following sanctions may be set by the Decision-Making Bodies (FIB & AB) for breaches of these Regulations such as submission of falsified documents, non-respect of deadlines, failure to cooperate with Club Licensing Administration in any way, non-fulfillment and/or noncompliance of “A” & “B” criteria of any sub-criteria in accordance with BFF Club Licensing Regulations. The licensee or the License applicant may receive sanctions not only before the season but also during the season.

- a) Caution
- b) Extended deadline to fulfill criteria
- c) Obligation to fulfill criteria deadline
- d) Fine*
- e) Reporting of issues to appropriate bodies within BFF
- f) Obligation to submit guarantees
- g) Withhold grants / prize money
- h) Seek more financial details
- i) License review
- j) License withdrawal

***The FIB & AB may also impose a fine minimum Tk.100,000 (One Lac) on the License Applicant, if it fails to fulfill any “A”&“B” Criteria according to “BFF Club Licensing Regulations”.**

ARTICLE 4: LICENSOR

- BFF is the licensor in Bangladesh.
- BFF as the licensor is legally authorized to draft, finalize and issue the license to any applicant that seeks to get the license for participating in Bangladesh Premier League & Bangladesh Championship League.
- BFF governs the licensing system, appoints the corresponding licensing bodies and fix the necessary processes.

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- BFF guarantees the license applicant (club) full confidentiality with regards to information given by the license applicant during the licensing process.
- Anyone involved in the licensing process or appointed by BFF will ensure confidentiality of the tasks undertaken.

ARTICLE 5: DECISION MAKING BODIES

BFF has 2 decisions making bodies to decide on the application and hearing appeals on the granting of license to the applicants. These 2 decision making bodies are-

5.1. First Instance Body (FIB)

- a) A Committee formed by BFF shall be the First Instance Body (FIB) for the Club Licensing.
- b) The First Instance Body decides on whether a License should be granted to an applicant on the basis of the documents provided in accordance with the **BPL and BCL** Clubs Licensing Regulations and the submission deadline set by the Licensor and on whether a License should be withdrawn upon the application of the licensing manager.

5.2. Appeals Body (AB)

- a) A committee formed by BFF shall be the Appeals Body (AB) of BFF for the BPL and BCL Club Licensing Regulations.
- b) The AB of BFF decides on appeals submitted in writing and makes a final and binding decision on whether a license should be granted.
- c) Appeals may be lodged by-
 - i. The license applicant club, who received the refusal of the FIB
 - ii. The licensee club, whose license has been withdrawn by the FIB
 - iii. BFF, the assigned body of which must be defined (e.g., BFF Licensing Administration)
- d) The AB makes its decision based on the decision of the FIB and all the evidence provided by the license applicant club or licensee club or BFF with its request for appeal.

ARTICLE 6: LICENSING ADMINISTRATION

- a) The Licensing Administration of BFF is responsible for all the administrative matters relating to Club Licensing Regulations.
- b) The Licensing Administration is responsible for:
 - i. Preparing, implementing and further developing Club Licensing Regulation.
 - ii. Providing administrative support to the decision making bodies.
 - iii. Assisting, advising and monitoring the licensed clubs during the season.
- c) All persons involved in the licensing process must comply with strict confidentiality rules regarding information received during licensing procedure.
- d) The Licensing Administration will not be influenced or affected by the decision-making bodies in any aspects.

ARTICLE 7: SEASON FOR PARTICIPATING CLUBS OF BANGLADESH PREMIER LEAGUE & BANGLADESH CHAMPIONSHIP LEAGUE

Season for which a license has been granted for participating clubs of Bangladesh Premier League and Bangladesh Championship League defined as one cycle. It starts the day following the deadline for submission of the list of licensing decision by the licensor to AFC and last until the same deadline next year.

ARTICLE 8: LICENSE APPLICANT AND LICENSE

8.1. Definition of License Applicant

A license applicant is defined as a football club that applies to BFF to get a license to participate in the **Bangladesh Premier League & Bangladesh Championship League**. The football club must be a registered legal entity as per Bangladesh National Law. An individual or a natural person cannot apply for a license.

8.2. Responsibilities of the License Applicant

The license applicant is responsible for ensuring that BFF is provided with all necessary information and/or documents relevant to proving that the licensing obligations are fulfilled, as these obligations relate to the criteria set out under the club licensing regulations.

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8.3 License

A license is a right given by BFF to the football club to participate in the Bangladesh Premier League and Bangladesh Championship League for the upcoming season. Once the license applicant has been granted with a license by BFF, it becomes a licensee, i.e. an entity having a license to participate in the Bangladesh Premier League and Bangladesh Championship League.

The principles governing the License are:

- a) BFF issues the license according to the provisions of the BFF Club Licensing Regulations for BPL and BCL.
- b) BFF will issue an invitation in writing to the football clubs to apply for a license. The club applying for a license (i.e. license applicant) must submit a written application to BFF. In this application, the club must, in particular, declare that it will fulfill the obligations of the licensing system.
- c) Only clubs, which fulfill the criteria set out in the BFF Club Licensing Regulations for BPL and BCL at the deadlines, may be granted a license by BFF to enter into the Bangladesh Premier League and Bangladesh Championship League season.
- d) A license expires without prior notice:
 - i. at the end of Bangladesh Premier league and Bangladesh Championship League season for which it was issued, or
 - ii. On dissolution of the Bangladesh Premier League and Bangladesh Championship League.
- e) License may be withdrawn during a season by BFF or its decision making bodies if:
 - i. For any reason a licensee becomes insolvent and enters into liquidation during the season, as determined by the Bangladesh National Law: or
 - ii. Any of the conditions for the issuing of a license are no longer satisfied; or
 - iii. The licensee violates any of its obligations under the BPL and BCL Club licensing regulations.
- f) A license cannot be transferred

ARTICLE 9: THE CORE PROCESS

This article defines the details of process that BFF undertakes before deciding if a license applicant can be a granted a license or not.

The core process consists of the following minimum key steps:

- a) Distribution of the licensing documentation to the License Applicants;
- b) Return of the licensing documentation to the Licensor;
- c) Assessment of the documentation by the Licensing Administration;
- d) Assessment and decision by the decision-making bodies;
- e) Submission of the List of Licensing Decisions to the AFC General Secretariat.

9.1 Principle

BFF defines the core process for the verification of the criteria described in this regulations and thus to control the issuance of a license to a license applicant club.

The core process is aimed at –

- a) Establishing an appropriate and efficient licensing process according to its needs and requirements.
- b) Ensuring that the decision of the granting of club license is made by the appropriate decision making body (FIB and/or AB).
- c) Ensuring that the decision making bodies receive adequate support from the Licensing Administration of BFF.

9.2 Implementation Process

The core process of licensing implementations is as follows-

- a) BFF Executive Committee approves and adopts the ‘BFF Club Licensing Regulations for BPL and BCL’.
- b) BFF will announce the ‘BFF Club Licensing Regulations For BPL and BCL’ to any club who wishes to participate in the Bangladesh Premier League and Bangladesh Championship League and will explain the terms, criteria and the requirements to be fulfilled by the applicant clubs as part of the club licensing regulations.
- c) License Applicants should start the process of fulfilling and implementing the criteria in their respective clubs immediately after BFF has explained the terms, criteria and the requirements they need to fulfill to acquire the license.

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- d) The BFF Licensing Administration will closely monitor and follow up on the License Applicants in fulfilling the criteria. If necessary, the BFF Licensing Administration will visit the License Applicants and provide them with any kind of information or assistance that the License Applicant needs.
- e) License Applicants need to submit their written application for the license along with the required supporting documents to BFF in order to prove compliance with the licensing criteria.
- f) Licensing Administration of BFF will assess the documents submitted by the license applicant clubs to verify their compliance with the criteria once the License Applicants submit the application along with the supporting documents.
- g) Licensing Administration of BFF will forward the BPL & BCL license application along with the supporting documents to the FIB.
- h) The First Instance Body (FIB) of BFF will decide on whether a license should be granted to the applicant club on the basis of the documents provided and in accordance of the 'BFF Club Licensing Regulations for BPL and BCL'.
 - i. If the FIB accepts the application and decides on issuing the license, the decision will be conveyed to the license applicant club in writing within 3 (Three) days of the acceptance;
 - ii. If the FIB refuses to issue the license, the decision will be conveyed to the license applicant in writing along with the reason for refusal within 3 (Three) days of the refusal;
- i) On refusal of the license, the applicant club can lodge an appeal to General Secretary of BFF against the refusal. The appeal should be made in writing along with the supporting documents and evidence within 7 (Seven) days of the receipt of refusal from BFF. It shall be complied by Licensing Administration and forwarded to AB of BFF.
- j) The AB will examine the application, supporting documents and submitted evidence to make a decision on the issuing or refusing a license for BPL and BCL.
 - i. If the AB accepts the application and decides on issuing the license, the decision will be conveyed to the license applicant club in writing within 3 (Three) days of the acceptance;
 - ii. If the AB refuses to issue the license, the decision will be conveyed to the license applicant in writing along with the reason for refusal within 3 (Three) days of the refusal;

CORE PROCESS TIMELINE FOR BPL

Date	Action	Action By
20-06-2021	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
14-10-2021	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

Criteria Deadline for BPL 2021-22

	Criteria	Document Submitted by the Clubs	Document Fulfilled by the Clubs
Sporting Criteria	Head Coach of the first team	12-08-2021	12-09-2021
	Assistant Coach of the first team	12-08-2021	12-09-2021
	Goal Keeper Coach of the first team	12-08-2021	12-09-2021
	Team Doctor or Physiotherapist for the first team	12-08-2021	12-09-2021
	Physical Trainer for the first team	12-08-2021	12-09-2021
	Youth development program and participation in youth competition(s)	12-08-2021	12-09-2021
	Women's Team	12-08-2021	12-09-2021
Infrastructure Criteria	Stadium /Home Playing Field	12-08-2021	12-09-2021
	Training Facilities	12-08-2021	12-09-2021
	Club Secretariat	12-08-2021	12-09-2021
Personnel and Administrative Criteria	Full time CEO/General Manager/ General Secretary	12-08-2021	12-09-2021
	Team Manager	12-08-2021	12-09-2021
	Full time Club coordinator	12-08-2021	12-09-2021
	Full time/part time Financial Officer	12-08-2021	12-09-2021
	Full time/part time Media Officer	12-08-2021	12-09-2021
	Security Officer or Security Advisor	12-08-2021	12-09-2021
Legal Criteria	Legal Entity	12-08-2021	12-09-2021
	Ownership and Control of Clubs	12-08-2021	12-09-2021
Financial Criteria	Annual Budget	12-08-2021	12-09-2021
	Audited Annual Financial Statement s	12-08-2021	12-09-2021
	No payables overdue towards employees and social/ tax authorities	12-08-2021	12-09-2021

ARTICLE 10: EQUAL TREATMENT AND CONFIDENTIALITY

BFF ensures equal treatment and fully confidentiality to all license applicant clubs during the core process.

ARTICLE 11: RESPONSIBILITIES OF THE LICENSE APPLICANT

1. The License Applicant must provide the Licensor with:
 - a) All necessary information and/or relevant documents to fully demonstrate that the licensing obligations are fulfilled; and
 - b) Any other document relevant for decision-making by the Licensor.
2. This includes information on the Reporting Entity/Entities in respect of which sporting, infrastructure, personnel and administrative, legal and financial information is required to be provided.
3. Any event occurring after the submission of the licensing documentation to the Licensor representing a Significant Change to the information previously submitted must be promptly notified to the Licensor, especially a change of legal form, legal Group structure or identity.

ARTICLE 12: CRITERIA GRADATION

The criteria described in these Regulations are minimum requirements. Clubs may increase the minimum requirements and report attainments of higher quality standards for any of the criteria if they wish to. The criteria in the regulations have been graded into three separate categories.

The different grades have been defined as follows;

- a) “**A**”- criteria – “**MANDATORY**”: If the license applicant does not fulfill any A-criteria, then it cannot be granted with a license to enter the **BPL & BCL**.
- b) “**B**” – criteria – “**MANDATORY**”: If the license applicant does not fulfill any B-criteria, then it is sanctioned as specified by the licensor but may still receive a license to enter the **BPL & BCL**.
- c) “**C**”- criteria–“**BEST PRACTICE**”: C-criteria are best practice recommendations. Non-fulfillment of any C-criteria does not lead to any sanction or to the refusal of the license. Certain C-criteria may become “**MANDATORY**” criteria at a later stage.

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ARTICLE 13: CRITERIA

The criteria which the license applicant must comply with to obtain the license are divided into 5 categories;

- Sporting Criteria
- Infrastructure Criteria
- Personnel and Administrative Criteria
- Legal Criteria
- Financial Criteria

ARTICLE 14: SPORTING CRITERIA

One of the most important attributes of a successful football club is to have a base of players having all the necessary technical and sporting skills. It is necessary that the players have the strength, endurance, skills and motivation to play good quality football and bring positive results for the club on the field. The benefit of having sporting criteria is encouraging the clubs to produce and continuously develop good quality players for the first team.

Also, an important aspect of sporting criteria is the youth development in the club. If the club wants to improve its elite team/first team, it needs to focus on its youth football. It takes a lot of efforts and time to develop young talent and make them technically good footballers. It is important to attract more and more young players towards football and the first step in this is through having a good youth development set up at the club level.

The objectives of the sporting criteria are:

- a) Continuous production and development of skilled players for the club
- b) Investment of clubs into youth development
- c) Encourage education (football and non-football) among the youth players
- d) Encourage youth players to adopt a fair play policy on and off the pitch

14. S.01	BPL Criteria	BCL Criteria
HEAD COACH OF THE FIRST TEAM	A	A

The license applicant club must have appointed a Head Coach with a valid coaching diploma/ License for its first team, who is responsible for all the football matters of the first team.

The Head Coach must:

- a) For **BPL**, the head coach must hold at least a valid BFF AFC 'A' Diploma or any valid coaching qualification that is equivalent to BFF AFC 'A' Diploma that is

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recognized by BFF and AFC. For **BCL**, the head coach must hold at least a valid BFF AFC 'B' Diploma or any valid coaching qualification that is equivalent to BFF AFC 'B' Diploma that is recognized by BFF and AFC.

- b) Be appointed by the executive body or the club secretariat of the license applicant club through a written agreement endorsed by the head of club administration.

Submission to BFF

- 1) CV of the Head Coach.
- 2) Passport size photo of the Head Coach.
- 3) Copy of NID (mandatory)/Passport (have to submit if any) of the Head Coach.
- 4) A valid copy of his coaching qualification/coaching accreditation of the Head Coach.
- 5) An appointment letter or an employment contract stating the appointment of the person as the Head Coach of the first team of the club.

The potential club has to carry the burden of proof for the equivalent coaching qualification of the coach. Finally BFF would verify the documents to confirm the appointment and authenticity.

14. S.02	BPL Criteria	BCL Criteria
ASSISTANT COACH OF THE FIRST TEAM	A	A

The license applicant club must have appointed an Assistant Coach with a valid coaching diploma/ License for its first team, who is responsible for assisting the Head Coach in all football technical matters of the first team.

The Assistant Coach must:

- a) For **BPL** the Assistant Coach must hold at least a valid BFF AFC 'B' Diploma or any valid coaching qualification that is equivalent to BFF AFC 'B' Diploma and is recognized by BFF and AFC. For **BCL**, the Assistant Coach must have BFF AFC 'C' Certificate or any valid coaching qualification.
- b) Be appointed by the executive body or the club secretariat of the license applicant club through a written agreement endorsed by the head of club administration;

Submission to BFF

- 1) CV of the Assistant Coach.
- 2) Passport size photo of the Assistant Coach.
- 3) Copy of NID (mandatory)/Passport (have to submit if any) of the Assistant Coach.
- 4) A valid copy of his coaching qualification/coaching accreditation of the Assistant Coach.
- 5) An appointment letter or an employment contract stating the appointment of the person as the Assistant Coach of the first team of the club.

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The potential club has to carry the burden of proof for the equivalent coaching qualification of the Assistant Coach. Finally BFF would verify the documents to confirm the appointment and authenticity.

14. S.03	BPL Criteria	BCL Criteria
GOAL KEEPER COACH OF THE FIRST TEAM	A	A

The license applicant club must have appointed a qualified Goal Keeper Coach with a valid coaching diploma/License for its first team, who is responsible for assisting the Head Coach in all the football matters of the first team. The potential club has to carry the burden of proof for the equivalent coaching qualification of the Goal Keeper Coach.

The Goal Keeper Coach must:

- a) For **BPL & BCL** the Goal Keeper Coach must hold the GK level-1 qualification that is approved by BFF and AFC.
- b) Be appointed by the executive body or the club secretariat of the license applicant club through a written agreement endorsed by the head of club administration.

Submission to BFF

- 1) CV of the Goal Keeper Coach.
- 2) Passport size photo of the Goal Keeper Coach.
- 3) Copy of NID (mandatory)/Passport (have to submit if any) of the Goal Keeper Coach.
- 4) A valid copy of his coaching qualification/coaching accreditation of the Goal Keeper Coach.
- 5) An appointment letter or an employment contract stating the appointment of the person as the Goal Keeper Coach of the first team of the club.

The potential club has to carry the burden of proof for the equivalent coaching qualification of the Assistant Coach. Finally BFF would verify the documents to confirm the appointment and authenticity.

14. S.04	BPL Criteria	BCL Criteria
TEAM DOCTOR OR PHYSIOTHERAPIST FOR THE FIRST TEAM	A	A

The license applicant club must have appointed a Team Doctor or a Physiotherapist who is responsible for medical support during matches and training as well as for doping prevention. The qualifications of the Team Doctor or Physiotherapist must be recognized by the appropriate national health authorities.

The Team Doctor or Physiotherapist must be duly registered with the member association and/or the affiliated league.

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Submission to BFF

- 1) CV of the Team Doctor or Physiotherapist or both.
- 2) Passport size photo of the Team Doctor or Physiotherapist.
- 3) Copy of NID (mandatory)/Passport (have to submit if any) of the Team Doctor or Physiotherapist.
- 4) Qualification Document of Team Doctor or Physiotherapist or both (Chartered Physiotherapy Qualification).
- 5) An appointment letter or an employment contract stating the appointment of the person as the Team Doctor or Physiotherapist of the club.

The potential club has to carry the burden of proof for the equivalent qualification certificate of the Team Doctor or Physiotherapist. Finally BFF would verify the documents to confirm the appointment and authenticity.

14. S.05	BPL Criteria	BCL Criteria
PHYSICAL TRAINER FOR THE FIRST TEAM	A	A

The license applicant club must have appointed a Physical Trainer who is responsible for the improvement of the physical fitness of the players of the first team. The physical trainer must have BFF AFC 'C' qualification Certificate that is recognized by BFF and AFC.

Submission to BFF

- 1) CV of the Physical Trainer of the first team.
- 2) Passport size photo of the Physical Trainer of the first team.
- 3) Copy of NID (mandatory)/Passport (have to submit if any) of the Physical Trainer of the first team.
- 4) Qualification Document of the Physical Trainer (BFF AFC 'C' Certificate qualification).
- 5) An appointment letter or an employment contract stating the appointment of the person as the Physical trainer of the first team of the club.

The potential club has to carry the burden of proof for the equivalent coaching qualification of the Assistant Coach. Finally BFF would verify the documents to confirm the appointment and authenticity.

14. S.06	BPL Criteria	BCL Criteria
YOUTH DEVELOPMENT PROGRAM AND PARTICIPATION IN YOUTH COMPETITION(S)	A	A

The license applicant club must have at least one youth team within the age range of U-18 that participates in all the youth competition(s) organized by BFF in the national, regional or local level in Bangladesh. The youth team should also participate in any youth development activities organized by BFF. The youth competitions format will be in league format for the **BPL** clubs and will be in tournament format for the **BCL** clubs. The youth

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team in the above-mentioned age range should have regular consistent training and development before and during the youth competition(s) and must be coached by coaching personnel having at least BFF AFC valid 'B' diploma qualification that is recognized by BFF and AFC.

Submission to BFF

- 1) CV of the Youth Team Coach.
- 2) Passport size photo of the Youth Team Coach.
- 3) Copy of NID (mandatory)/Passport (have to submit if any) of the Youth Team Coach.
- 4) An appointment letter or an employment contract stating the appointment of the person as the Youth Team Coach of the club.
- 5) A valid BFF AFC 'B' Diploma or any valid coaching qualification that is equivalent to BFF AFC 'B' Diploma that is recognized by BFF and AFC.
- 6) Medical support for youth players.
- 7) The club needs to provide a signed undertaking in writing stating its commitment to participate in all the youth competitions organized by BFF.
- 8) Annual Youth Development Program & Periodic Plan.
- 9) Youth Development Strategy and Player Development Plan.
- 10) List of the Youth team players with photo, birth certificate/passport.

The potential club has to carry the burden of proof for the valid birth certificate/passport of Youth Players and equivalent coaching qualification of the Youth Team Coach. Finally BFF would verify the documents to confirm the appointment and authenticity.

14. S.07	BPL Criteria	BCL Criteria
WOMEN'S TEAM	C	C

The License applicant club may have women's teams or have them affiliated to a legal entity connected to the License applicant in order to give them the opportunity to gain experience playing with other women's teams. The women's team must take part in official league and competitions which is played at national, regional or local level and recognized by BFF.

ARTICLE 15: INFRASTRUCTURE CRITERIA

Today, the game of football and even a competition has become an event and for an event to be successful, it should be held in good infrastructure conditions. Therefore, a football match should be organized in good stadiums with all the adequate facilities for the players, officials and most importantly for the spectators.

Also for a club, infrastructure criteria should be seen as a long-term investment. It helps in attracting more fans to the stadium, creating a match atmosphere and generating a revenue base too. Therefore, clubs in coordination with BFF, government and the local community

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should ensure that they have an access to a stadium that is attractive, safe, secured, hygienic and easy to access for the fans.

The objectives of the infrastructure criteria are-

- a) Clubs have access to a stadium that is approved by BFF for ‘Bangladesh Premier League’ and ‘Bangladesh Championship League’ that provides necessary and adequate facilities for the players, officials and spectators;
- b) Clubs have suitable training facilities for their players to help them improve
- c) their technical skills.

15. I.01	BPL Criteria	BCL Criteria
HOME PLAYING FIELD	A	A

The BPL & BCL clubs may either own or have a guaranteed access to a Home Playing Field that is considered as its home venue for the Bangladesh Premier League and Bangladesh Championship League matches. Maximum two (2) team's can share a specific venue as their home playing field at a time. If more than two teams will apply for the same venue as their home playing field then the relevant club's position in the league point table will add preference to get that concern venue as their home playing field.

The playing field must be of minimum size as indicated in the FIFA Laws of the Game.

The Home Playing Field must have adequate:

- a) Dressing rooms for players (home team and away team);
- b) Referees room;
- c) Media facilities (for print, radio and TV);
- d) Medical room;
- e) VIP facilities
- f) Security

Submission to BFF

The club must submit to BFF the name and address of the Home Playing Field along with the agreement with the owner of the Home Playing Field stating guaranteed access to the club as its Home Playing Field for the Bangladesh Premier League and Bangladesh Championship League matches. If the Club owns the Home Playing Field, it must submit the documents proving its ownership.

BFF would verify the documents and visit the field to confirm the venues.

15. I.02	BPL Criteria	BCL Criteria
TRAINING FACILITIES	A	A

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The club must either own or have a guaranteed access to Training Field / Training Facilities that is available throughout the year where the players of the club can train on a regular basis.

The Training Field must have adequate:

- a) Full Size football pitch of good quality;
- b) Balls, cones, bibs, goal post and other necessary training equipment's;
- c) Shower room for players;
- d) Gymnasium;

Submission to BFF

The club must submit to BFF the name and address of the Training Field along with the agreement with the owner of the Training Field stating guaranteed access to the club as its training Field for the entire year. If the Club owns the Training Field, it must submit to BFF the documents proving its ownership.

BFF would verify the documents and visit the field to confirm the venue of the training field.

15. I.03	BPL Criteria	BCL Criteria
CLUB SECRETARIAT	A	A

The club must either own or have a guaranteed access to an office space to conduct its administrative task. The club administration must be based in this office space.

The administrative office must be equipped with all the necessary communication facilities such as telephone, fax, computer, internet, email, etc.

Submission to BFF

The club must submit to BFF the name and address of the club secretariat along with the agreement with the owner of the office space stating guaranteed access to the club as its secretariat to conduct all its administrative tasks. The club must submit all the relevant contact details of the club secretariat.

If the Club owns the office space, it must submit to BFF the documents proving its ownership.

BFF would verify the documents and visit the office space to confirm the facility.

ARTICLE 16: PERSONNEL AND ADMINISTRATIVE CRITERIA

In today's world, football is not only about results on the field, but also incorporation of professionalism in running the day-to-day administration of the club. In this regard, having professional, well-educated and experienced people in the administration of the club is key in running the club in an efficient and effective manner.

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The focus is on the professional and expert manner in which the people that are appointed perform their duties. The professionalism will also be improved if clubs clearly define the profiles for the function to be performed and the requirements for the job (education, working experience, IT skills, language skills, commercial and marketing knowledge pertaining to the football industry). The license applicant club is responsible for identifying and recruiting people who meet these requirements and comply with the defined profile either full time or part time.

The objectives of the personnel and administrative criteria are-

- a) Clubs are managed in a professional way by professional experts;
- b) Clubs have well-educated, qualified and skilled specialists with specific know how and experience;
- c) Clubs are in a position to exploit the commercial and marketing opportunities prevailing in the commercial environment of the country;
- d) It helps the league to become more professional and commercially beneficial over a period of time;

16. P.01	BPL Criteria	BCL Criteria
FULLTIME CEO/GENERAL MANAGER/ GENERAL SECRETARY	A	A

The club must have an appointed full time CEO or General Manager or General Secretary who is the head of the administration of the club. He is responsible for managing and supervising the administrative matters of the club.

The CEO/General Manager/General Secretary should at least be a Graduate from a recognized college/university in or outside Bangladesh and must have experience of administration of football club. He should have the necessary knowledge and communication skills required in club management.

He/ She shall –

- a) Be responsible for executing the decisions of the Executive Body of the club;
- b) Be responsible for the administration of the club secretariat and appointment and supervision of the administrative staff;
- c) Assist and participate the Congress and Executive Committee meetings of the club as an ex-officio;
- d) Be responsible for all the official correspondence and communications with BFF, District FAs, Divisional FA, Government, Other Clubs and any other stakeholders involved;

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- e) Attend all the club management and club development seminars organized by BFF or any other governing bodies for the development of the club;

The appointment of the full time CEO/General Manager/General Secretary should be done by the Executive Body of the club through a written contract. The appointed official should not have any other full time activities other than management of the club that has employed him.

Submission to BFF

- 1) CV of the Fulltime CEO/General Manager/General Secretary.
- 2) Passport size photo of the Fulltime CEO/General Manager/General Secretary.
- 3) Copy of NID (mandatory)/Passport (have to submit if any) of the Fulltime CEO/General Manager/General Secretary.
- 4) Educational Certificate.
- 5) An appointment letter or an employment contract stating the appointment of the person as the Fulltime CEO/General Manager/General Secretary.

BFF would verify the documents to confirm the appointment and authenticity.

16. P.02	BPL Criteria	BCL Criteria
FULLTIME TEAM MANAGER	A	A

The club must have an appointed Team Manager. He is responsible for managing and supervising the Football Team of the club.

He should have the necessary knowledge and communication skills required in Football Team management.

Submission to BFF

- 1) CV of the Team Manager.
- 2) Passport size photo of the Team Manager.
- 3) Copy of NID (mandatory)/Passport (have to submit if any) of the Team Manager.
- 4) An appointment letter or an employment contract stating the appointment of the person as the Team Manager.

BFF would verify the documents to confirm the appointment and authenticity.

16. P.03	BPL Criteria	BCL Criteria
FULLTIME CLUB COORDINATOR	A	A

The club must have an appointed full time club coordinator for the club who is responsible staff in the administration of the club. He will report to the head of the club administration. He is responsible for managing and coordinating all the communication and activities between the club, BFF and any other stakeholder. The Coordinator should have good communication and coordinating skills and lead the coordination between the club and BFF.

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He/ She shall –

- a) Be responsible for all the actual communication and correspondence between the club and BFF and any other stakeholders;
- b) Be responsible for informing the head of club administration about all the communications and correspondence between the club and BFF and any other stakeholders;
- c) Be responsible for informing BFF about any of the activities undertaken by the club directly or indirectly affecting BFF or its competitions;
- d) Be responsible for communicating to BFF any problems or issues faced;
- e) Be responsible to communicate with the club administration or club officials about any communication from BFF that needs their attention and action;
- f) Be responsible to communicate to the club about any courses, workshops or seminars being organized by BFF or any other stakeholder for the development of the club;
- g) Be responsible to maintain peaceful and harmonious relationship between the club and BFF and any other stakeholders;

The appointment of the full time club coordinator should be done by the head of the club administration, i.e. the CEO/General Manager/General Secretary of the club through a written contract. The appointed official should not have any other full time activities other than coordinating the activities, communication and correspondence between the club and BFF.

Submission to BFF

- 1) CV of the full time club coordinator.
- 2) Passport size photo of the full time club coordinator.
- 3) Copy of NID (mandatory)/Passport (have to submit if any) of the full time club coordinator.
- 4) An appointment letter or an employment contract stating the appointment of the official as the official club coordinator and liaison between club and BFF.

BFF would verify the documents to confirm the appointment and authenticity.

16. P.04	BPL Criteria	BCL Criteria
FULL TIME/PART TIME FINANCE OFFICER	A	B

The club must have an appointed full time or part time Finance Officer who is responsible for its financial and accounting matters. He/she is responsible for managing and supervising all the financial matters of the club.

The Finance Officer should have adequate financial, accounting and book keeping academic qualifications and experience in these aspects of football industry/football club.

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He/she shall:

- i. Be responsible to manage and oversee all aspects of club's financial functions and financial risks.
- ii. Be responsible for monitoring, management and reporting of all financial and accounting aspects of the club including: budgeting, accounting, banking, payroll, overhead costs, salaries, expenses and revenues.
- iii. Be responsible for preparing financial statements including profit and loss account and balance sheet.
- iv. Be responsible for preparing the annual budget.
- v. Be responsible for monitoring and control of cash flow and bank accounts.
- vi. Attend all the seminars and workshops organized by the Licensor or any other governing body for the development of the club in financial, accounting and governance aspects.

Submission to BFF

- 1) CV of the full time or part time Finance Officer.
- 2) Passport size photo of the full time or part time Finance Officer.
- 3) Copy of NID (mandatory)/Passport (have to submit if any) of the full time or part time Finance Officer.
- 4) The appointment letter or an employment contract of full time/part time Finance Officer should be done by the head of the club administration, i.e., the CEO/General Manager/General Secretary through a written contract

BFF would verify the documents to confirm the appointment and authenticity.

16. P.05	BPL Criteria	BCL Criteria
FULL TIME/PART TIME MEDIA OFFICER	A	B

The club must have an appointed part time or full time Media Officer being responsible for all media matters.

The Media Officer should have adequate academic qualifications and experience in media aspects of football industry/football club.

- i. Be responsible to manage and oversee all aspects of club's media management.
- ii. Be responsible for communicating and interacting with mass media and external media/newspaper to provide all relevant information on club matters.
- iii. Be responsible for communicating with FFT and the Licensor for all media related matters of the club

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- iv. Be responsible for handling media operations including press conference, flash interviews, media briefing, etc during match days and non match days.
- v. Be responsible for all the Public Relations (PR) and Promotional aspects of the club

Submission to BFF

- 1) CV of the full time or part time Media Officer.
- 2) Passport size photo of the full time or part time Media Officer.
- 3) Copy of NID (mandatory)/Passport (have to submit if any) of the full time or part time Media Officer.
- 4) The appointment letter or an employment contract of the full time or part time Media Officer should be done by the head of the club administration, i.e., the CEO/General Manager/General Secretary through a written contract

BFF would verify the documents to confirm the appointment and authenticity.

16. P.06	BPL Criteria	BCL Criteria
SECURITY OFFICER OR SECURITY ADVISOR	A	B

The license applicant club must have an appointed part time or full time security officer or a security advisor who is responsible for safety and security matters of the club's.

Submission to BFF

- 1) CV of the full time or part time Security Officer or Advisor.
- 2) Passport size photo of the full time or part time Security Officer or Advisor.
- 3) Copy of NID (mandatory)/Passport (have to submit if any) of the full time or part time Security Officer or Advisor.
- 4) The appointment letter or an employment contract of the full time or part time Security Officer or Advisor should be done by the head of the club administration, i.e., the CEO/General Manager/General Secretary through a written contract

BFF would verify the documents to confirm the appointment and authenticity.

ARTICLE 17: LEGAL CRITERIA

It is necessary that the club has an appropriate legal personality as per the legal principles in the country. The benefit of having legal criteria is encouraging the clubs to be stable over a long run.

The objectives of the legal criteria are:

- i. Establishing a stable and sustainable entity

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- ii. Compliance of the rules and regulations of the national association
- iii. Increased protection for club, players and officials through compliance of contractual obligations
- iv. Increased efficiency in player transfer procedures
- v. Transparency in financial management
- vi. Ability to secure contracts with sponsors and commercial partners
- vii. Streamlining of approvals from government bodies for construction/ ownership of club infrastructure

17. L.01	BPL Criteria	BCL Criteria
LEGAL ENTITY	A	A

The license applicant must be registered with an appropriate authority as a legal entity as per the law prevailing in the country. The license applicant must be in possession of legally valid documents confirming the following:

- i. It is a legal entity registered with a recognized legal authority
- ii. It holds a certificate/document stating its legal entity status

Submission to the Licensor

- a) A copy of its current company articles, constitution, statutes or similar- type governing document;
- b) A certificate/document stating its legal entity status;
- c) Valid legal executive committee/board of director list according to club's company articles, constitution or statutes.
- d) List of authorized signatories according to club's company articles, constitution or statutes.

17. L.02	BPL Criteria	BCL Criteria
OWNERSHIP AND CONTROL OF CLUBS	A	A

The License Applicant Club must submit a legally-valid declaration outlining the ownership structure and control mechanism of the Club. Such declaration should ensure conformity with the conditions set out below.

Submission to the Licensor

The club must provide a valid declaration about its ownership & control.

ARTICLE 18: FINANCIAL CRITERIA

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For any organization to sustain and grow, it is of utmost importance that it has a healthy and sound financial position. It not only includes higher revenues but also includes proper maintenance of financial statements and accounts. The financial criteria will help deliver both short and long term improvements for clubs, and football in general.

The financial criteria should help to:

- i. Improve their understanding of the financial position and prospects of their member clubs;
- ii. Enhance their ability to be proactive in assisting clubs with financial issues

For the clubs, the financial criteria should help to:

- i. Improve standards and quality of financial management and planning activities;
- ii. Enable better management decision-making;
- iii. Enhance clubs' financial and business credibility with stakeholders;
- iv. Improve financial stability; and
- v. Enhance revenue generating ability and cost management.

The objectives of the financial criteria are:

- i. Improve the economic and financial capability of the clubs;
- ii. Increase clubs' transparency and credibility;
- iii. Place the necessary importance on the protection of creditors;
- iv. Safeguard the continuity of competitions.

18. F.01	BPL Criteria	BCL Criteria
ANNUAL BUDGET	A	A

The club must submit its annual budget before the start of the season. It should state the following:

- a) projected income for the coming financial year
- b) projected expenditure for the coming financial year
- c) all the sources of revenues and income projected for the financial year along with the amount
- d) all the sources of expenditures projected for the financial year along with the amount

Submission to the Licensor

The club needs to provide the budget with the above details which will be verified by the Licensor.

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18. F.02	BPL Criteria	BCL Criteria
AUDITED ANNUAL FINANCIAL STATEMENTS	A	B

The club must submit its audited annual financial statements for the previous financial year. The financial statements should include the following –

✓ **Balance Sheet**

- i. Current Assets
- ii. Fixed Assets
- iii. Current Liabilities
- iv. Non Current Liabilities
- v. Net assets/liabilities

✓ **Profit and Loss Account**

- i. Revenue
- ii. Expenses
- iii. Other

Submission to the Licensor

The club needs to provide the Annual General Meeting (AGM) approved audited annual financial statements with the above details which will be verified by the Licensor.

18. F.03	BPL Criteria	BCL Criteria
NO PAYABLES OVERDUE TOWARDS EMPLOYEES AND SOCIAL/TAX AUTHORITIES	A	B

The license applicant must prove that, it has no payable overdue towards its current or former employees and social/tax authorities in respect of its contractual or legal obligations.

The term “employees” shall include but not limited to:

- a) All professional players according to the applicable FIFA Regulations on the Status and Transfer of Players; and
- b) The administrative, technical, medical and security staff specified in these Regulations.

Submission to the Licensor

The club needs to provide a legally valid declaration that there are no payable overdue towards its current or former employees and social/tax authorities.

This declaration must be executed by the General Manager/General Secretary/CEO no more

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than thirty (30) days prior to the corresponding deadline for its submission to the licensor.

ARTICLE 19: SUMMARY OF THE CRITERIA

Following is a summary highlighting the club licensing criteria for the clubs to participate in the BPL & BCL –

SPORTING CRITERIA

- a) License Applicant Club to appoint a Head Coach for its first team, who hold at a valid BFF AFC ‘A’ Diploma or any valid coaching qualification that is equivalent to BFF AFC ‘A’ Diploma that is recognized by BFF and AFC and ‘B’ Diploma or any valid coaching qualification that is equivalent to BFF AFC ‘B’ Diploma that is recognized by BFF and AFC for BCL.
- b) License Applicant Club to appoint an Assistant Coach for its first team, who hold at least an AFC ‘B’ Diploma or any valid coaching qualification that is equivalent to BFF AFC ‘B’ Diploma that is recognized by BFF and AFC and for BCL AFC ‘C’ Coaching Certificate.
- c) License Applicant Club to appoint a Goal Keeper Coach for its first team, who hold at least level 1 qualification or appeared in level-1 Goal Keeper coaching course for BPL and BCL.
- d) CV of the Youth team coach, Appointment Letter of the Youth team coach. Agreement or contract of the Youth team coach with the club and ‘B’ Diploma or any valid coaching qualification that is equivalent to BFF AFC ‘B’ Diploma that is recognized by BFF and AFC for BCL of the Youth team coach and a signed undertaking in writing stating the club’s commitment to participate in all the youth competitions organized by BFF, Annual Youth Development Program & Annual Training Plan, List of the Youth team players with photo, birth certificate.
- e) CV, qualification document of Team Doctor or a Physiotherapist.
- f) CV, qualification document of Physical Trainer (AFC ‘C’ Coaching Certificate).
- g) The License applicant club may have women’s teams or have them affiliated to a legal entity connected to the License applicant in order to give them the opportunity to gain experience playing with other women’s teams. The women’s team must take part in official league and competitions which is played at national, regional or local level and recognized by BFF

INFRASTRUCTURE CRITERIA

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- a) Name, address of the Home Playing Field along with the confirmation letter/ownership document of guaranteed access to play its matches there.
- b) Name, address of the Training Field along with the confirmation letter/ownership document of guaranteed access to use the field for the entire season.
- c) The club must submit to BFF the name and address of the club secretariat along with the agreement with the owner of the office space stating guaranteed access to the club as its secretariat to conduct all its administrative tasks. The club must submit all the relevant contact details of the club secretariat.

If the Club owns the office space, it must submit to BFF the documents proving its ownership.

PERSONAL AND ADMINISTRATIVE CRITERIA

- a) License Applicant Club to appoint a full time CEO/General Manager/ General Secretary as the head of club administration.
- b) License Applicant Club to appoint a full time Team Manager who is responsible for Team management.
- c) License Applicant Club to appoint a full time Club Coordinator for the club who is responsible for managing and coordinating all the communication and activities between the club, BFF and any other stakeholders.
- d) License Applicant Club to appoint an appointed full time or part time Finance Officer who is responsible for its financial and accounting matters
- e) The club must submit the name of the security officer or security advisor to BFF along with his CV and all his contact details.
- f) The club must have an appointed part time or full time Media Officer being responsible for all media matters.

LEGAL CRITERIA

License Applicant Club to be a legal entity registered with the appropriate authority with having club statutes, Executive Committee/Board of Director and valid current company article/constitution/statutes or similar type governing document.

FINANCIAL CRITERIA

- a) Have to submit financial budget for the club.
- b) The club needs to provide the audited annual financial statements with the above details which will be verified by the Licensor.

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- c) The club needs to provide a legally valid declaration that there are no payable overdue towards its current or former employees and social/tax authorities.

ARTICLE 20: MATTERS NOT PROVIDED FOR

Matters not provided for in these regulations shall be decided by the BFF Executive Committee, whose decisions are final.

ARTICLE 21: RATIFICATION

These Regulations were ratified by the 'Executive Committee' of BFF and came into force immediately.



Kazi Md. Salahuddin
President
Bangladesh Football Federation



Md. Abu Nayeem Shohag
General Secretary
Bangladesh Football Federation

BFF Venue Facilities Questionnaire

Concern Club/ DFA/ Institution:

Competition:

1. Stadium Information – Stadium			
a) Name of the stadium			
b) Address			
c) Area		d) City	
e) Postal Code		f) Phone Number	
g) Fax Number		h) Email	
i) Website			
j) Year stadium built		k) Date of inauguration	
l) Last renovated in			
m) Renovation made on	<input type="checkbox"/> Pitch <input type="checkbox"/> Office area <input type="checkbox"/> Spectators seats <input type="checkbox"/> Screen <input type="checkbox"/> VIP section <input type="checkbox"/> Control Room <input type="checkbox"/> Others ()		
n) Stadium purpose	<input type="checkbox"/> Multi-complex <input type="checkbox"/> Cricket stadium <input type="checkbox"/> Football stadium		

2. Distance & Time (to the stadium)		
a) From the Airport	Km :	Minutes :
(airport)	Name :	City :
(If the city of the stadium does not have international airport, how many daily flight connections is available from an international airport)	How many? _____	From which international airport: _____
b) From Team hotel	Km :	Minutes :
c) From BFF hotel	Km :	Minutes :

3. Stadium Pitch				
a) Pitch dimension (in meters)	<input type="checkbox"/> length :		<input type="checkbox"/> width :	
b) Type of pitch	<input type="checkbox"/> natural grass		<input type="checkbox"/> artificial	
	If artificial turf	Name of product		
		FIFA approved	<input type="checkbox"/> yes	<input type="checkbox"/> no
c) Condition of pitch	<input type="checkbox"/> excellent <input type="checkbox"/> good <input type="checkbox"/> fair <input type="checkbox"/> poor <input type="checkbox"/> extremely poor			
d) Running track	<input type="checkbox"/> yes <input type="checkbox"/> no	Warm-up available	<input type="checkbox"/> yes	<input type="checkbox"/> no
e) Particular features	Drainage system	<input type="checkbox"/> yes <input type="checkbox"/> no		
	Watering system	<input type="checkbox"/> sprinklers <input type="checkbox"/> Hose		
	Distance in meters between the pitch and the stands	- behind the goal lines		
		- along the touch lines		
f) Current adverting signage	<input type="checkbox"/> yes <input type="checkbox"/> no			
	Location			
	Numbers			

4. Warm-up Area			
a) Outdoor warm-up area	Location	<input type="checkbox"/> behind the goal <input type="checkbox"/> beside the bench	
	Type of surface		
b) Indoor warm-up area	<input type="checkbox"/> yes <input type="checkbox"/> no	Location	
	Size (in square meters)		
	Type of surface		
	Proximity to dressing room		
	Air-conditioned		<input type="checkbox"/> yes <input type="checkbox"/> no
	Lighting		<input type="checkbox"/> yes <input type="checkbox"/> no

5. Technical Facilities			
a) substitution bench	<input type="checkbox"/> Bench <input type="checkbox"/> dug-out		<input type="checkbox"/> covered <input type="checkbox"/> uncovered
	<input type="checkbox"/> mobile <input type="checkbox"/> fixed		Capacity
b) 4 th official bench	<input type="checkbox"/> covered <input type="checkbox"/> uncovered		Capacity
c) goals	Dimension		Material
d) spare goals	<input type="checkbox"/> yes <input type="checkbox"/> no	e) Spare corner flag	<input type="checkbox"/> yes <input type="checkbox"/> no
f) flagpoles	<input type="checkbox"/> yes <input type="checkbox"/> no	How many?	

6. Seats			
Seats Categorisation for AFC Match Officials			
a) Location	<input type="checkbox"/> VVIP	<input type="checkbox"/> VIP	<input type="checkbox"/> covered <input type="checkbox"/> uncovered
b) Seats with Desks	<input type="checkbox"/> yes <input type="checkbox"/> no	c) TV facilities available	<input type="checkbox"/> yes <input type="checkbox"/> no
d) Is there a separation from other category of seats?	<input type="checkbox"/> yes <input type="checkbox"/> no		

7. Floodlight									
a) Intensity of lighting (LUX)									
b) Certificate available	<input type="checkbox"/> yes <input type="checkbox"/> no								
c) In case of power failure, how many minutes does it take to get full light back? :	_____								
d) Is there a back-up generator	<table border="1"> <tr> <td>For the field of play</td> <td><input type="checkbox"/> yes <input type="checkbox"/> no</td> </tr> <tr> <td>Intensity (LUX)</td> <td></td> </tr> <tr> <td>For the other areas of the stadium</td> <td><input type="checkbox"/> yes <input type="checkbox"/> no</td> </tr> <tr> <td>Intensity (LUX)</td> <td></td> </tr> </table>	For the field of play	<input type="checkbox"/> yes <input type="checkbox"/> no	Intensity (LUX)		For the other areas of the stadium	<input type="checkbox"/> yes <input type="checkbox"/> no	Intensity (LUX)	
For the field of play	<input type="checkbox"/> yes <input type="checkbox"/> no								
Intensity (LUX)									
For the other areas of the stadium	<input type="checkbox"/> yes <input type="checkbox"/> no								
Intensity (LUX)									
e) In case of power failure, no. of minutes to start the back-up generator? _____									

8. Facilities															
8.1 Dressing Rooms for teams															
Total number of dressing rooms available	_____														
a) Teams dressing room	<table border="1"> <tr> <td>Area : _____ m²</td> <td>No of showers : _____</td> </tr> <tr> <td>No. of toilets : _____</td> <td></td> </tr> <tr> <td>No of urinals : _____</td> <td>Air-conditioning : <input type="checkbox"/> yes <input type="checkbox"/> no</td> </tr> <tr> <td>Heating : <input type="checkbox"/> yes <input type="checkbox"/> no</td> <td>Refrigerator : <input type="checkbox"/> yes <input type="checkbox"/> no</td> </tr> <tr> <td>Locker : <input type="checkbox"/> yes <input type="checkbox"/> no</td> <td>White board : <input type="checkbox"/> yes <input type="checkbox"/> no</td> </tr> <tr> <td>Massage table : <input type="checkbox"/> yes <input type="checkbox"/> no</td> <td>How many chairs : _____</td> </tr> <tr> <td colspan="2">Walking distance to pitch in meters : _____</td> </tr> </table>	Area : _____ m ²	No of showers : _____	No. of toilets : _____		No of urinals : _____	Air-conditioning : <input type="checkbox"/> yes <input type="checkbox"/> no	Heating : <input type="checkbox"/> yes <input type="checkbox"/> no	Refrigerator : <input type="checkbox"/> yes <input type="checkbox"/> no	Locker : <input type="checkbox"/> yes <input type="checkbox"/> no	White board : <input type="checkbox"/> yes <input type="checkbox"/> no	Massage table : <input type="checkbox"/> yes <input type="checkbox"/> no	How many chairs : _____	Walking distance to pitch in meters : _____	
Area : _____ m ²	No of showers : _____														
No. of toilets : _____															
No of urinals : _____	Air-conditioning : <input type="checkbox"/> yes <input type="checkbox"/> no														
Heating : <input type="checkbox"/> yes <input type="checkbox"/> no	Refrigerator : <input type="checkbox"/> yes <input type="checkbox"/> no														
Locker : <input type="checkbox"/> yes <input type="checkbox"/> no	White board : <input type="checkbox"/> yes <input type="checkbox"/> no														
Massage table : <input type="checkbox"/> yes <input type="checkbox"/> no	How many chairs : _____														
Walking distance to pitch in meters : _____															
8.2 Dressing room for referees															
a) Referees dressing room 1	<table border="1"> <tr> <td>Area : _____ m²</td> <td>No of showers : _____</td> </tr> <tr> <td>No of toilets : _____</td> <td>Air-conditioning : <input type="checkbox"/> yes <input type="checkbox"/> no</td> </tr> <tr> <td>Heating : <input type="checkbox"/> yes <input type="checkbox"/> no</td> <td>Refrigerator : <input type="checkbox"/> yes <input type="checkbox"/> no</td> </tr> <tr> <td>Locker : <input type="checkbox"/> yes <input type="checkbox"/> no</td> <td>White board : <input type="checkbox"/> yes <input type="checkbox"/> no</td> </tr> <tr> <td>Massage table : <input type="checkbox"/> yes <input type="checkbox"/> no</td> <td>Sofa with table & chairs : _____</td> </tr> <tr> <td>Hot water : <input type="checkbox"/> yes <input type="checkbox"/> no</td> <td>Ball pump : <input type="checkbox"/> yes <input type="checkbox"/> no</td> </tr> <tr> <td colspan="2">Walking distance to pitch in meters : _____</td> </tr> </table>	Area : _____ m ²	No of showers : _____	No of toilets : _____	Air-conditioning : <input type="checkbox"/> yes <input type="checkbox"/> no	Heating : <input type="checkbox"/> yes <input type="checkbox"/> no	Refrigerator : <input type="checkbox"/> yes <input type="checkbox"/> no	Locker : <input type="checkbox"/> yes <input type="checkbox"/> no	White board : <input type="checkbox"/> yes <input type="checkbox"/> no	Massage table : <input type="checkbox"/> yes <input type="checkbox"/> no	Sofa with table & chairs : _____	Hot water : <input type="checkbox"/> yes <input type="checkbox"/> no	Ball pump : <input type="checkbox"/> yes <input type="checkbox"/> no	Walking distance to pitch in meters : _____	
Area : _____ m ²	No of showers : _____														
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Heating : <input type="checkbox"/> yes <input type="checkbox"/> no	Refrigerator : <input type="checkbox"/> yes <input type="checkbox"/> no														
Locker : <input type="checkbox"/> yes <input type="checkbox"/> no	White board : <input type="checkbox"/> yes <input type="checkbox"/> no														
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Hot water : <input type="checkbox"/> yes <input type="checkbox"/> no	Ball pump : <input type="checkbox"/> yes <input type="checkbox"/> no														
Walking distance to pitch in meters : _____															

8.3 BFF's Office			
a) Possible location			
b) Phone	<input type="checkbox"/> yes <input type="checkbox"/> no	c) Fax	<input type="checkbox"/> yes <input type="checkbox"/> no
d) Internet broadband	<input type="checkbox"/> yes <input type="checkbox"/> no	e) Air-conditioning	<input type="checkbox"/> yes <input type="checkbox"/> no
f) Toilet	<input type="checkbox"/> yes <input type="checkbox"/> no	g) Desk & Chairs	<input type="checkbox"/> yes <input type="checkbox"/> no
h) Photocopier	<input type="checkbox"/> yes <input type="checkbox"/> no	i) Computer & Printer	<input type="checkbox"/> yes <input type="checkbox"/> no
j) Refrigerator	<input type="checkbox"/> yes <input type="checkbox"/> no	k) Area	_____ m ²
8.4 Medical Room			
a) Possible location		b) Area	_____ m ²
c) Bed	<input type="checkbox"/> yes <input type="checkbox"/> no	d) Toilet	<input type="checkbox"/> yes <input type="checkbox"/> no
e) Refrigerator	<input type="checkbox"/> yes <input type="checkbox"/> no	f) Air-conditioning	<input type="checkbox"/> yes <input type="checkbox"/> no
g) Accessibility	Walking distance to pitch in meters : _____		
	Easy access to and from pitch: <input type="checkbox"/> yes <input type="checkbox"/> no		
	Distance to Doping control room in meters : _____		

9. Media					
9.1 Press Room					
a) Location	:				
b) capacity	:	c) table & chairs	<input type="checkbox"/> yes <input type="checkbox"/> no		
d) air-conditioning	<input type="checkbox"/> yes <input type="checkbox"/> no				
9.1 Press Conference Room					
a) Location	:				
b) capacity	:	c) table & chairs	<input type="checkbox"/> yes <input type="checkbox"/> no		
d) podium	<input type="checkbox"/> yes <input type="checkbox"/> no	d) no. of seats on podium			
e) microphone	<input type="checkbox"/> yes <input type="checkbox"/> no	f) no. of microphone			
g) speakers	<input type="checkbox"/> yes <input type="checkbox"/> no	h) no. of speakers			
i) how do media go from media seats to Press conference room?					
<input type="checkbox"/> exclusive pathway for media to Press Conference Room					
<input type="checkbox"/> shared pathway with VIP or fans or teams or match officials					
9.2 Media Stand					
	Number of seats with desks	Seats without desks	Locations	Can it be increased?	If yes, by how many?
Covered seats				<input type="checkbox"/> yes <input type="checkbox"/> no	
Uncovered				<input type="checkbox"/> yes <input type="checkbox"/> no	

seats					
Total					
Power plug	<input type="checkbox"/> yes <input type="checkbox"/> no		Internet	<input type="checkbox"/> yes <input type="checkbox"/> no	
			Type of internet	<input type="checkbox"/> wired broadband	
				<input type="checkbox"/> wireless	
9.3 Mixed Zone					
a) Location					
b) Is location between the team's dressing room and their exit to team bus?	<input type="checkbox"/> yes <input type="checkbox"/> no				
c) Space	Area : _____ m ²				
d) Capacity					
e) Segregation from spectators	<input type="checkbox"/> yes <input type="checkbox"/> no				

10. Public announcement system			
a) Is there a public announcement system (loudspeakers) :	<input type="checkbox"/> yes <input type="checkbox"/> no		
b) coverage area	<input type="checkbox"/> whole stadium <input type="checkbox"/> pitch <input type="checkbox"/> spectators seats <input type="checkbox"/> others _____		
c) Location of operation system			
d) Can national anthems be played and public announcement be made and with this system?	<input type="checkbox"/> yes <input type="checkbox"/> no		
e) Can promotional spots be played and public announcement be made and with this system?	<input type="checkbox"/> yes <input type="checkbox"/> no		
f) CD/DVD player	<input type="checkbox"/> yes <input type="checkbox"/> no	f) Tape player	<input type="checkbox"/> yes <input type="checkbox"/> no

11. Scoreboard/Giant screen			
a) Location			
b) Size (in m ²)		c) TV output	<input type="checkbox"/> yes <input type="checkbox"/> no
d) Type of data that can be shown on screen	<input type="checkbox"/> score <input type="checkbox"/> team name <input type="checkbox"/> timer <input type="checkbox"/> team color <input type="checkbox"/> temperature <input type="checkbox"/> text announcement <input type="checkbox"/> others		
e) Screen Resolution (Quality)			
f) Manufacturer logo or name	<input type="checkbox"/> yes <input type="checkbox"/> no		

12. Toilets	
a) total number of toilets	
b) number of toilets for men	
c) number of toilets for ladies	
d) Are they clean and in working order?	<input type="checkbox"/> yes <input type="checkbox"/> no

13. First aid facilities			
a) first aid rooms for public	<input type="checkbox"/> yes <input type="checkbox"/> no	Number	
b) medical staff	<input type="checkbox"/> yes <input type="checkbox"/> no		
c) Location			
d) Distance to location of medical room			
e) Ambulance	<input type="checkbox"/> yes <input type="checkbox"/> no	Position	
f) Nearest hospital	Name		
	Distance (km)	How many minutes?	

14. Safety and security plan			
a) Safety gates in the perimeter fence which open onto the playing area?	<input type="checkbox"/> yes <input type="checkbox"/> no		
b) Marked escape routes	<input type="checkbox"/> yes <input type="checkbox"/> no		
c) Segregation fences in the grandstand	<input type="checkbox"/> yes <input type="checkbox"/> no		
	How many? _____	Height	_____ m
	location		
d) number of main entrances			
e) how many minutes does it take to evacuate the spectators?			

15. Practice Venue Information –			
a) Name of the Venue			
b) Address			
c) Area		d) City	
e) Postal Code		f) Phone Number	
g) Fax Number		h) Email	
i) Website			
j) Year of venue built		k) Date of inauguration	
l) Last renovated in			
m) Renovation made on	<input type="checkbox"/> Pitch <input type="checkbox"/> Office area <input type="checkbox"/> Spectators seats <input type="checkbox"/> Screen		

	<input type="checkbox"/> VIP section <input type="checkbox"/> Control Room <input type="checkbox"/> Others ()
n) Venue purpose	<input type="checkbox"/> Multi-complex <input type="checkbox"/> Cricket stadium <input type="checkbox"/> Football stadium

15.1 Stadium Pitch

a) Pitch dimension (in meters)	<input type="checkbox"/> length :	<input type="checkbox"/> width :
b) Type of pitch	<input type="checkbox"/> natural grass	<input type="checkbox"/> artificial
	If artificial turf	Name of product
		FIFA approved <input type="checkbox"/> yes <input type="checkbox"/> no
c) Condition of pitch	<input type="checkbox"/> excellent <input type="checkbox"/> good <input type="checkbox"/> fair <input type="checkbox"/> poor <input type="checkbox"/> extremely poor	
d) Running track	<input type="checkbox"/> yes <input type="checkbox"/> no	Warm-up available <input type="checkbox"/> yes <input type="checkbox"/> no
e) Particular features	Drainage system <input type="checkbox"/> yes <input type="checkbox"/> no	
	Watering system	<input type="checkbox"/> sprinklers <input type="checkbox"/> Hose
	Distance in meters between the pitch and the stands	- behind the goal lines
		- along the touch lines
f) Current adverting signage	<input type="checkbox"/> yes <input type="checkbox"/> no	
	Location	
	Numbers	

15.2 Technical Facilities

a) substitution bench	<input type="checkbox"/> Bench <input type="checkbox"/> dug-out	<input type="checkbox"/> covered <input type="checkbox"/> uncovered
	<input type="checkbox"/> mobile <input type="checkbox"/> fixed	Capacity
b) goals	Dimension	Material
c) spare goals	<input type="checkbox"/> yes <input type="checkbox"/> no	e) Spare corner flag <input type="checkbox"/> yes <input type="checkbox"/> no
d) flagpoles	<input type="checkbox"/> yes <input type="checkbox"/> no	How many?

d) Is there a separation from other category of seats?	<input type="checkbox"/> yes <input type="checkbox"/> no
--	--

15.3 Floodlight

a) Intensity of lighting (LUX)	
b) Certificate available	<input type="checkbox"/> yes <input type="checkbox"/> no
c) In case of power failure, how many minutes does it take to get full light back? :	
d) Is there a back-up generator	For the field of play <input type="checkbox"/> yes <input type="checkbox"/> no
	Intensity (LUX)
	For the other areas of the stadium <input type="checkbox"/> yes <input type="checkbox"/> no

	Intensity (LUX)	
e) In case of power failure, no. of minutes to start the back-up generator? _____		

15.4 Facilities

19.1 Dressing Rooms for teams

Total number of dressing rooms available _____

a) Teams dressing room	Area _____ m ²	No of showers : _____
	No. of toilets: _____	
	No of urinals : _____	Air-conditioning : <input type="checkbox"/> yes <input type="checkbox"/> no
	Heating : <input type="checkbox"/> yes <input type="checkbox"/> no	Refrigerator : <input type="checkbox"/> yes <input type="checkbox"/> no
	Locker : <input type="checkbox"/> yes <input type="checkbox"/> no	White board : <input type="checkbox"/> yes <input type="checkbox"/> no
	Massage table : <input type="checkbox"/> yes <input type="checkbox"/> no	How many chairs : _____
	Walking distance to pitch in meters : _____	

Sign & Stamp by General Secretary of Club	
Sign & Stamp by President of DFA	
Sign & Stamp by General Secretary of DSA	

BANGLADESH CHAMPIONSHIP LEAGUE**Bangladesh Football Federation****Player Registration****Season 2021-22**

4 Copies of
Color Passport
Size Photo
Attested by Club
Secretary /
General Secretary

Club _____

Name of Player _____

Date of Birth _____ (DD/MM/YYYY)

Father's Name _____

Mother's Name _____

Citizenship _____

Country of Birth _____

National ID (Mandatory for all the players)/

Passport/Birth Certificate No (Below twenty years old players) _____

Religion/Race _____

Blood Group _____

Marital Status ☐ Single ☐ Married

Local Residential Address _____

Postcode _____

Home Tel. _____ Mobile _____

Jersey Name _____ Position ☐ GK ☐ D ☐ M ☐ F Height _____ m

Jersey No. _____ Weight _____ Kg

Player Registration No. (if previously registered) _____

Duration of Contract _____ to _____

Last Club Represented _____

Year _____

Declaration:

I hereby declare and certify that the above information is true and correct. Please register me as a Player with Bangladesh Championship League for
(Club) for the 2021-22 Playing Season. I shall abide by my agreement with the Club, its constitution and rules. I shall also abide with the byelaws of the Bangladesh Championship League 2021-22 and the Laws of the Games and/or with any decision of the Bangladesh Football Federation that affect me as a Player.

Signature of Player

Signature of Witness

Appendix 3

Name & Designation of Witness

I request the Bangladesh Championship League Department to register Mr.
(Player) for the (Club) for season 2021-22.

Club's Director-In-Charge / General Secretary/ Authorized Signatory

Signature : _____

Name : _____

Date : _____

BANGLADESH CHAMPIONSHIP LEAGUE

The registration of Mr.....for the
(Club) for season 2021-22 is:

☐

Accepted

☐

Not Accepted

Manager
Competitions Department
Bangladesh Football Federation

Signature:

Name:

Date:

Player Registration No.: _____

BANGLADESH CHAMPIONSHIP **LEAGUE 2021-22**

LOCAL TRANSFER CERTIFICATE

Issued By

In Favor of

We certify that in accordance with the rules, regulations and bye-laws of the BFF and/or the Bangladesh Championship League governing the status and transfer of players,

(Name of Player)

formerly a member of

(Name of Club)

having duly fulfilled his obligations towards his former Club, is free to pursue activities relating to association football and register with the new Club affiliated to the Bangladesh Football Federation and we as well have received the transfer money in full from theclub.

As From

Date _____

Signature of General Secretary

Issuing Club's Stamp

Name (in BLOCK letters)

Appendix 5

Bangladesh Championship League 2021-22

Match Starting List

Team A:
Jersey Color:
Match No :
Date:

Team B:
Jersey Color:
Stadium:
Time:

Jsy.	Name	P	S	N
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
21.				
22.				
23.				
24.				
25.				
26.				
27.				
28.				
29.				
30.				

Coach:

(Signature)

Jsy.	Name	P	S	N
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
21.				
22.				
23.				
24.				
25.				
26.				
27.				
28.				
29.				
30.				

Coach:

(Signature)

Official in Charge

Referee	:	
Assistant Referee 1	:	
Assistant Referee 2	:	
Fourth Official	:	
Match Commissioner	:	

Use P/S/N to indicate the categories of each player

P: Player	S: Substitute	N = Not Eligible, Suspended, Injured or Not Selected
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Match Commissioner Signature: _____

Bangladesh Championship League

DUTIES OF THE MATCH COMMISSIONER

The Bangladesh Championship League designates a Match Commissioner to every match. He is the Bangladesh Championship League representative at the match. He has the authority to act on behalf of Bangladesh Championship League Department. His report is official and any incidents or events included in his report will be dealt with by Bangladesh Championship League and BFF.

Bangladesh Championship League will appoint a panel of Match Commissioners.

Match Commissioner's Responsibilities

1. The Match Commissioner will contact both clubs in advance of the Match to ascertain where the arrangements being put in place by the home club (organizer) are satisfactory.
2. If the Match Commissioner or Bangladesh Championship League deems it necessary, the Match Commissioner will call a pre-match organizing meeting at least one day before the match to ensure that all necessary arrangements are being made to a high standard. The designated Event Managers / Controllers for both clubs are obliged to attend all such meetings.
3. The Agenda for such an pre-match organizing committee will include
 - Club officials in-charge
 - Teams colors
 - Referees & Fair-play
 - Match countdown
 - Securities
 - Expected attendance
 - Security arrangements
 - Media arrangements
 - Commercial arrangements
 - Medical arrangements
4. On the day of the match, he shall arrive at the stadium at least 120 minutes before the start of the match. He will meet with the Event Manager to ensure that arrangements for the match are to a high standard.
5. 90 minutes before kick-off, he shall visit each team in their dressing-rooms with the official in charge of Event Management to ascertain the player's eligibility to play by checking the player's Letter of Authorization against the team list submitted by the respective teams and explain to the head of the team delegation and/or captain that:
 - foul play will not be tolerated

Bangladesh Championship League

- the referee and the BFF Disciplinary Committee will penalize foul play and unsporting conduct severely
 - fair play must prevail
 - the people sitting on the substitutes' bench must behave respectfully towards the referee and opponents.
6. The team colors already prescribed to the participants is binding upon each team. If the referee reports any discrepancy in these colors, the commissioner shall decide which team must adapt its colors. This definitive decision shall be announced to a representative from each team delegation.
7. He shall visit the referees in the dressing rooms and inform them of incidents reported inside and outside the stadium. Under no circumstances may he prompt them on the game itself.
8. During the match, the commissioner shall be seated in the VIP box, which affords the best overall view of the stadium. He is thus in a position to assess any trouble occurring on the pitch and/or on the terraces, with freedom of movement and no interruptions. He is advised to memorize the route from his seat to the dressing rooms and the pitch in anticipation of prompt action in the case of an emergency. The referee inspector should sit near the commissioner to enable better communication.
9. Doping controls will be carried out after every match: A player receiving a red card during the second half of the match shall be kept in custody by a representative of his/her team or by the BFF Doping Control Coordinator until the names of the players who have to undergo a doping test will be known.

The draw to select the players to undergo doping tests will take place during the second half of the match at the Doping Control Room/Station. It will be carried out by the BFF Doping Control Coordinator.

Shortly before the end of the match, the names of the players will be disclosed to the Doping Control Escorts who at the end of the match (90 minutes), will inform the team doctor at the team bench of the names of the players who are required to report for a doping test after the match. The announcement of the players who have to undergo doping control will be made by relevant BFF form.

Doping Control (after the match) – only the following persons have access to the Doping Control Station.

- the player and his/her accompanying person
- a representative of the BFF Medical Committee
- the Doping Control Officer(s)

Bangladesh Championship League

- a representative of the BFF
- a language specialist (if available and requested)

The samples will be transported to the Laboratory at the completion of the doping control session.

10. If necessary, after the match, match commissioner shall go to the dressing rooms of each team and the referees, to ascertain whether any formal protests have been lodged.
11. The match commissioner shall use the official form given to him before the match to make his report. After the match, he shall fill it in and personally hand it back to the Bangladesh League Department of BFF in the special envelope provided for the purpose or submit his report in the required format to BFF through e-mail system, by fax or mail by 12 noon the day after the match, notwithstanding that it may be a Friday, Saturday or a public holiday.

CONDITION OF THE PITCH AND EQUIPMENT						
WHICH DESIGNATION APPEARED ON THE BALL?	<input type="checkbox"/> FIFA APPROVED	KICK -OFF TIME	THE MATCH STARTED ON	YES / NO	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> FIFA INSPECTED					
	<input type="checkbox"/> INTERNATIONAL MATCHBALLS STANDART					
	<input type="checkbox"/> NONE					

[illegible]

Team A				
Cautions				
Shirt No	Player	Min	Offence Type	Reason

Team B				
Cautions				
Shirt No	Player	Min	Offence Type	Reason

Expulsions					Expulsions				
Shirt No	Player	Min	Offence Type	Reason	Shirt No	Player	Min	Offence Type	Reason

INCIDENTS CAUSED BY PLAYERS OR OFFICIALS*	

*e.g. circumstances of red cards, racist behaviour, unsporting behaviour, violence towards persons or objects, insulting people, provocation, etc.

INCIDENTS CAUSED BY SPECTATORS*	

*e.g. racist behaviour, throwing missiles, displaying insulting slogans, pitch invasion, incendiary devices, violence towards persons or objects etc.

OTHER INCIDENTS BEFORE OR AFTER THE MATCH	

DATE	NAME	SIGNATURE OF REFEREE

TEAM A	TEAM B
Played in / Host City	DATE
STADIUM	TIME
RESULT	IN FAVOUR

[illegible]

ABBREVIATIONS (cf. articles 46 and 47 FDC*)

A = unsporting behaviour such as minor foul play, dangerous play or holding on to an opponent's shirt or any part of his body;

B = showing dissent towards match officials by word or action (criticising decisions, protesting);

C = persistently infringing the Laws of the Game;

D = delaying the restart of play;

E = failing to respect the required distance when play is restarted with a corner kick, free kick or throw in;

F = entering or re-entering the field of play without the referee's permission;

G = leaving the field of play without the referee's permission;

H = serious foul play such as excessive or brute force;

I = violent conduct such as brutal or aggressive actions;

J = spitting at an opponent or any other person;

K = denying the opposing team a goal or an obvious goal-scoring opportunity by deliberately handling the ball (this does not apply to a goalkeeper within his own penalty area);

L = denying an obvious goal-scoring opportunity to an opponent moving towards the opposing goal by committing an offence punishable by a free kick or a penalty kick;

M = using offensive, insulting or abusive language and/or gestures;

N = receiving a second caution during the same match (cf. art. 17 par. 2).

* FIFA Disciplinary Code

Bangladesh Championship League 2021-22

Bangladesh Football Federation

REFEREE ASSESSOR'S REPORT



1	REFEREE ASSESSOR'S NAME:																													
	<table border="1"> <tr> <td>TEAM A</td> <td colspan="2">TEAM B</td> </tr> <tr> <td>PLAYED IN</td> <td colspan="2">(CITY</td> </tr> <tr> <td>- VILLE)</td> <td>/</td> <td>/</td> </tr> <tr> <td>FINAL SCORE</td> <td colspan="2">IN FAVOUR OF</td> </tr> <tr> <td>HALF-TIME SCORE</td> <td colspan="2">IN FAVOUR OF</td> </tr> <tr> <td>REFEREE</td> <td colspan="2">NATIONALITY</td> </tr> <tr> <td>ASSISTANT REFEREE1:</td> <td colspan="2">NATIONALITY</td> </tr> <tr> <td>ASSISTANT REFEREE 2:</td> <td colspan="2">NATIONALITY</td> </tr> <tr> <td>FOURTH OFFICIAL</td> <td colspan="2">NATIONALITY</td> </tr> </table>			TEAM A	TEAM B		PLAYED IN	(CITY		- VILLE)	/	/	FINAL SCORE	IN FAVOUR OF		HALF-TIME SCORE	IN FAVOUR OF		REFEREE	NATIONALITY		ASSISTANT REFEREE1:	NATIONALITY		ASSISTANT REFEREE 2:	NATIONALITY		FOURTH OFFICIAL	NATIONALITY	
TEAM A	TEAM B																													
PLAYED IN	(CITY																													
- VILLE)	/	/																												
FINAL SCORE	IN FAVOUR OF																													
HALF-TIME SCORE	IN FAVOUR OF																													
REFEREE	NATIONALITY																													
ASSISTANT REFEREE1:	NATIONALITY																													
ASSISTANT REFEREE 2:	NATIONALITY																													
FOURTH OFFICIAL	NATIONALITY																													
2	CORRECTNESS AND CONSISTENCY IN DECISION-TAKING		TOTAL 40 POINTS																											
	CORRECT AND CONSISTENT INTERPRETATION AND APPLICATION OF THE LAWS AND SPIRIT OF THE LAWS.	30																												
	APPLICATION OF THE ADVANTAGE LAW.	10																												
3	CONTROL OF THE GAME		TOTAL 30 POINTS																											

	CAUTIONS AND EXPULSIONS WHEN NECESSARY.				20	
	MANNER, ASSERTIVENESS, IMPARTIALITY, CLEAR SIGNALS AND DECISIONS.				10	
4	PHYSICAL FITNESS, MOVEMENT AND POSITIONING				TOTAL 20 POINTS	
	STAMINA, SPEED, ACCELERATION WHENEVER NECESSARY.				10	
	POSITIONING				10	
5	COOPERATION WITH THE ASSISTANT REFEREES				TOTAL 10 POINTS	
	EFFECTIVE TEAMWORK WITH ASSISTANT REFEREES.				5	
	QUICK OR SLOW REACTION TO ASSISTANT REFEREE'S				5	
6	TOTAL NUMBER OF POINTS DIVIDED BY 10					
	DEGREE OF DIFFICULTY OF THE GAME		EASY		DIFFICULT	
					VERY DIFFICULT	
	SUGGESTIONS FOR IMPROVEMENT					

7	EVALUATION OF THE ASSISTANT REFEREES																			
	AS	1	2	2	3	3	4	4	5	5	6	6	7	7	8	8	9	9	10	10
	COMMENTS:																			
	AS	1	2	2	3	3	4	4	5	5	6	6	7	7	8	8	9	9	10	10
	COMMENTS:																			
8	COMMENTS ON FOURTH OFFICIAL																			
9	DATE										SIGNATURE OF THE REFEREE ASSESSOR									
THIS REPORT MUST BE FAXED TO THE FIFA SECRETARIAT WITHIN 24 HOURS OF THE MATCH.																				

Bangladesh Championship League 2021-22

COMMISSIONER'S REPORT



10

Team A		Team B	
Played in / Host City		Date	
Stadium		Time	
NUMBER OF SPECTATORS			
RESULT		IN FAVOUR OF	
HALF-TIME SCORE		IN FAVOUR OF	
MATCH COMMISSIONER		NATIONALITY	
REFEREE		NATIONALITY	
ASSISTANT REFEREE 1		NATIONALITY	
ASSISTANT REFEREE 2		NATIONALITY	
FOURTH OFFICIAL		NATIONALITY	

[illegible][illegible]

Kicks from the penalty mark / X = goal / O = missed

[illegible]

No								
X/O								

Please note the following instructions concerning the exact timing of the different events:

Example: 1st half 47m 20s = 48+ / 2nd half 2m 20s = 48

Team A					Team B				
Substitutions					Substitutions				
Shirt No	Out	Shirt No	In	Min	Shirt No	Out	Shirt No	In	Min

OBSERVATION OF THE ORGANISATION

GENERAL ORGANISATION	
CONDITION OF THE PITCH AND EQUIPMENT	
SECURITY SERVICES	
POLICE	
MEDICAL SERVICE	
MEDIA ORGANISATION	

Other Comments:

Team A				
Cautions				
Shirt No	Player	Min	Offence Type	Reason

Team B				
Cautions				
Shirt No	Player	Min	Offence Type	Reason

Expulsions					Expulsions				
Shirt No	Player	Min	Offence Type	Reason	Shirt No	Player	Min	Offence Type	Reason

INCIDENTS CAUSED BY PLAYERS OR OFFICIALS*	

*e.g. circumstances of red cards, racist behaviour, unsporting behaviour, violence towards persons or objects, insulting people, provocation, etc.

INCIDENTS CAUSED BY SPECTATORS*	

*e.g. racist behaviour, throwing missiles, displaying insulting slogans, pitch invasion, incendiary devices, violence towards persons or objects etc.

OTHER INCIDENTS BEFORE OR AFTER THE MATCH	

DATE	NAME	SIGNATURE OF MATCH COMMISSIONER

INCIDENTS FORM

[illegible]

ABBREVIATIONS (cf. articles 46 and 47 FDC*)

A = unsporting behaviour such as minor foul play, dangerous play or holding on to an opponent's shirt or any part of his body;

B = showing dissent towards match officials by word or action (criticising decisions, protesting);

C = persistently infringing the Laws of the Game;

D = delaying the restart of play;

E = failing to respect the required distance when play is restarted with a corner kick, free kick or throw in;

F = entering or re-entering the field of play without the referee's permission;

G = leaving the field of play without the referee's permission;

H = serious foul play such as excessive or brute force;

I = violent conduct such as brutal or aggressive actions;

J = spitting at an opponent or any other person;

K = denying the opposing team a goal or an obvious goal-scoring opportunity by deliberately handling the ball (this does not apply to a goalkeeper within his own penalty area);

L = denying an obvious goal-scoring opportunity to an opponent moving towards the opposing goal by committing an offence punishable by a free kick or a penalty kick;

M = using offensive, insulting or abusive language and/or gestures;

N = receiving a second caution during the same match (cf. art. 17 par. 2).

* FIFA Disciplinary Code

Bangladesh Championship League

BANGLADESH CHAMPIONSHIP LEAGUE PLAYER / COACH / ASST.

COACH CODE OF CONDUCT

The Player /Coach / Asst. Coach is required to abide by the following Code of Conduct of the Bangladesh Football Federation and Bangladesh Championship League.

1. By virtue of being a registered Player / Coach / Asst. Coach with Bangladesh Championship League or the appointed coach of a participating club, the Player / Coach / Asst. Coach is an ambassador of Bangladesh Premier League. He shall thus avoid putting himself in a situation that could disparage the image of the BFF, Bangladesh Championship League or any of the Bangladesh Championship League affiliated clubs.
2. The Player / Coach / Asst. Coach is expected to conduct himself in a proper manner, both on and off the field. He will refrain from any behavior, gesture or language that is threatening, abusive, obscene or provocative.
3. The Player / Coach / Asst. Coach shall at all times obey the instructions of the referee and his assistants and be respectful to them. In particular, he shall refrain from criticizing any decision of the referee.
4. The Player / Coach / Asst. Coach will refrain from discussing in a derogatory manner the Bangladesh Championship League and/or any other tournaments or matches of BFF, the BFF, its affiliated Clubs or anyone associated therein, and/or the footballing fraternity in Bangladesh (including sponsors, fans and the media).
5. The Player / Coach / Asst. Coach is obliged to preserve a confidential relationship with BFF / Bangladesh Premier League and the club for which he plays. He is to observe secrecy in respect of confidential information which he might acquire as a result of his status as a registered player or appointed coach.
6. No payment or offer of (or attempt to offer) any payment of any kind or form or of whatever nature shall be received by or be made to the Player / Coach / Asst. Coach with the intention to influence the result of any match organized or sanctioned by Bangladesh Championship League. Any such payment or offer shall be reported immediately to his club and to Bangladesh Championship League / BFF.
7. The Player / Coach / Asst. Coach and his immediate family members shall not be permitted to participate in any way in soccer-betting. He shall also not offer or attempt to offer, receive or attempt to receive any form of dividends (of whatever nature) arising from any form of soccer-betting on matches organized or sanctioned by BFF / Bangladesh Championship League.
8. The player is obliged to submit himself to a doping control test when directed by BFF / Bangladesh Championship League at their absolute discretion.
9. The player is not to receive any extra remuneration or excessive allowances on top of his basic wage and bonuses from his Club above the amount specified in his contract.
10. So long as the player remains registered with Bangladesh Championship League / BFF, he is to refrain from substance (drug) abuse at all times, whether on or off the field.

DECLARATION

As a registered player/appointed coach for a Bangladesh Championship League club, I understand my responsibilities towards the BFF, Bangladesh Championship League and my club. I accept the terms of the above 'Code of Conduct' for players/coaches, the breach of which may result in disciplinary action taken against me, jeopardizing my status as a registered player/appointed coach.

Witness's Signature

Player/Coach's Signature

Witness's Name & Designation

Player/Coach's Name

Date

Player/Coach's Passport No.

BFF COPY

Appendix 10

Bangladesh Championship League

BANGLADESH CHAMPIONSHIP LEAGUE PLAYER / COACH / ASST.

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Witness's Signature

Player/Coach's Signature

Witness's Name & Designation

Player/Coach's Name

Date

Player/Coach's Passport No.

CLUB COPY

Appendix 10

Bangladesh Championship League

BANGLADESH CHAMPIONSHIP LEAGUE PLAYER / COACH / ASST.

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Witness's Signature

Witness's Name & Designation

Date

Player/Coach's Signature

Player/Coach's Name

Player/Coach's Passport No.

PLAYER / COACH'S COPY

Annexe 1, art. 1 of the Regulations on the Status and Transfer of Players

Annexe 1, article 1

1. Clubs are obliged to release their registered players to the representative teams of the country for which the player is eligible to play on the basis of his nationality if they are called up by the association concerned. Any agreement between a player and a club to the contrary is prohibited.
2. The release of players under the terms of paragraph 1 of this article is mandatory for all international windows listed in the international match calendar (cf. paragraphs 3 and 4 below) as well as for the final competitions of the FIFA World Cup™, the FIFA Confederations Cup and the championships for “A” representative teams of the confederations, subject to the relevant association being a member of the organising confederation.
3. After consultation with the relevant stakeholders, FIFA publishes the international match calendar for the period of four or eight years. It will include all international windows for the relevant period (cf. paragraph 4 below). Following the publication of the international match calendar only the final competitions of the FIFA World Cup™, the FIFA Confederations Cup and the championships for “A” representative teams of the confederations will be added.
4. An international window is defined as a period of nine days starting on a Monday morning and ending on Tuesday night the following week (subject to the temporary exceptions below), which is reserved for representative teams’ activities. During any international window a maximum of two matches may be played by each representative team (subject to the temporary exceptions below), irrespective of whether these matches are qualifying matches for an international tournament or friendlies. The pertinent matches can be scheduled any day as from Wednesday during the international window, provided that a minimum of two full calendar days are left between two matches (e.g. Thursday/Sunday or Saturday/Tuesday).
 - i. During the international windows scheduled for March 2021 and September 2021, for associations affiliated to UEFA:
 - a) the international windows are extended by one day; and
 - b) a maximum of three matches may be played by each representative team.
 - ii. During the international window scheduled for June 2021, for associations affiliated to the AFC, CAF, Concacaf and the OFC:
 - a) the international window is extended by seven days; and
 - b) a maximum of four matches may be played by each representative team.

5. Representative teams shall play the two matches (subject to the temporary exceptions set out in paragraph 4 of this article) within an international window on the territory of the same confederation, with the only exception of intercontinental play-off matches. If at least one of the two matches is a friendly, they can be played in two different confederations only if the distance between the venues does not exceed a total of five flight hours, according to the official schedule of the airline, and two time-zones.

6. It is not compulsory to release players outside an international window or outside the final competitions (as per paragraph 2 above) included in the international match calendar. It is not compulsory to release the same player for more than one “A” representative team final competition per year. Exceptions to this rule can be established by the FIFA Council for the FIFA Confederations Cup only.

7. For international windows, players must be released and start the travel to join their representative team no later than Monday morning and must start the travel back to their club no later than the next Wednesday morning following the end of the international window, subject to the temporary exception below. For a final competition in the sense of paragraphs 2 and 3 above, players must be released and start the travel to their representative team no later than Monday morning the week preceding the week when the relevant final competition starts and must be released by the association in the morning of the day after the last match of their team in the tournament.

- i. During the international windows that have been extended in accordance with paragraph 4 (i), players must start the travel back to their club no later than the morning following the end of the international window.

8. The clubs and associations concerned may agree a longer period of release or different arrangements with regard to paragraph 7 above.

9. Players complying with a call-up from their association under the terms of this article shall resume duty with their clubs no later than 24 hours after the end of the period for which they had to be released. This period shall be extended to 48 hours if the representative teams’ activities concerned took place in a different confederation to the one in which the player’s club is registered. Clubs shall be informed in writing of a player’s outbound and return schedule ten days before the start of the release period. Associations shall ensure that players are able to return to their clubs on time after the match.

10. If a player does not resume duty with his club by the deadline stipulated in this article, at explicit request, the FIFA Players’ Status Committee shall decide that the next time the player is called up by his association the period of release shall be shortened as follows:

- a) international window: by two days
- b) final competition of an international tournament: by five days

11. Should an association repeatedly breach these provisions, the FIFA Players' Status Committee may decide:

- a) to further reduce the period of release;
- b) to ban the association from calling up a player(s) for subsequent representative teams' activities

Annexe 1, art. 3 par. 2 of the Regulations on the status and Transfer of Players

Annexe 1, article 3, par. 2

2. Associations wishing to call up a player must notify the player in writing at least 15 days before the first day of the international window (cf. Annexe 1, article 1 paragraph 4) in which the representative teams' activities for which he is required will take place. Associations wishing to call up a player for the final competition of an international tournament must notify the player in writing at least 15 days before the beginning of the relevant release period. The player's club shall also be informed in writing at the same time. Equally, associations are advised to copy the association of the clubs concerned into the summons. The club must confirm the release of the player within the following six days.

Bangladesh Championship League 2021-22

PARTICIPATING TEAM AGREEMENT FOR CLUBS

THE UNDERSIGNED:

(INSERT HERE NAME OF CLUB (IN BLOCK LETTERS))

AND

(NAME OF GENERAL SECRETARY/SECRETARY/DIRECTOR IN-CHARGE/MEMBER IN-CHARGE OF
ADMINISTRATION/DIRECTOR OR THE NAME OF PRESIDENT/CHAIRMAN OF CLUB IN BLOCK LETTERS)

HEREWITH CONFIRM AND ACKNOWLEDGE BY EXECUTING THIS Participating Team Agreement and participating in the competition that BFF owns the commercial and intellectual property rights and competition marks relating to the Competition noted above in and that the Club, by submitting to the BFF Secretariat the completed Official Entry Form, and by competing under BFF's Rules and Regulations for the Competition it assigns to BFF all commercial rights to the extent that any local or national laws or regulations may result in any commercial rights in relation to the Competition or any Competition match being owned or controlled by any Club (whether by virtue of the hosting or organization of any Competition match or otherwise).

Further, the Club agree to ensure that each Club before entering the Competition has executed and in its possession a written agreement signed by all players and/or officials affirmatively consenting to: (i) The making of recordings (visual, audio, or audio/visual and in or an any medium) of his performances and and/or appearances during the Competition; (ii) The player and/or official further consenting to the exploitation of such recordings by BFF and its Official Licensees throughout the world without limit of time by any and all means and in all media but excluding any such exploitation in a manner which may reasonable be considered to constitute a personal endorsement by the Players and/or Official of any product or service; and (iii) The player and/or official grants to BFF the irrevocable right during and following the conclusion of the Competition to use his Player/Official Attributes and/or sub-license such use to the Official Licensees – such use to be in connection with the promotion of the Competition and the exploitation of the Commercial Rights. The player's Player Attributes and/or Official's Official Attributes shall not (without his/her prior written consent) be used in any manner which may reasonable be considered to constitute a personal endorsement by any such Player and/or Official of any product or service.

And, the Club noted above further confirms that by executing this Participating Team Agreement and participating in this Competition that it is fully aware of and shall comply with all Competitions Regulations, its annexes, amendments, guidelines, Circulars and any other relevant Regulations of BFF/AFC/FIFA.

(PLACE)

(DATE)

SIGNATURES:

(GENERAL SECRETARY/SECRETARY/DIRECTOR IN-CHARGE/MEMBER IN-CHARGE OF ADMINISTRATION/DIRECTOR OF CLUB)

(STAMP OF THE CLUB)

(PRESIDENT/CHAIRMAN OF CLUB)

Please return this form to BFF via Email by:

13-01-2022

EMAIL:

info@bff.com.bd

PLAYER CONTRACT
(Professional)

An Agreement made on the _____ day of _____ (month)

_____ (year) between

(Name)_____

(Designation/position) _____

(Address)_____

acting pursuant to the Authority of and on behalf of the

_____ Football Club

(hereinafter referred to as the "Club") of the one part

and

(Name)_____

(holding Passport No.) _____ of

(Country)_____

(Address)_____

a Football Player (hereinafter "the Player") of the other part,

and inclusive (if any) of

(Name)_____

(Holding Passport No.) _____ of

(Country) _____

(address)_____

FIFA Registered Player's Agent (hereinafter "the Player's Agent").

Signature of Club Director-In-Charge

Club Stamp

Signature of the Player

WHEREBY it is agreed as follows:

- 1) This Contract shall commence on the _____ day of _____ (month) _____ (year) and shall remain in force until the _____ day of _____ (month) _____ (year)
(The minimum period of contract must be from the date of commencement to the end of the football season and the maximum period can be five years from the date of commencement. For a player less than eighteen years of age at the commencement of the contract the maximum duration can be three years).
- 2) This Contract shall be subject to the laws of Bangladesh.
- 3) The official language of this contract shall be English. Where a Bengali language version of this contract is provided, the terms of the official English version shall take precedence.
- 4) The contract may only be terminated on expiry of the term of the contract or during the term of the contract by mutual agreement of both parties. The contract may not be unilaterally terminated during the course of a season. However, the contract can be terminated by either party on the basis of Just Cause in cases of breach of the terms of this contract or on the basis of Sporting Just Cause as specified in FIFA Regulations for the Status and Transfer of Players (Art. 13-16). If the contract is terminated without Just Cause the consequences stipulated in the FIFA Regulations for the Status and Transfer of Players (Art. 17) shall apply.
- 5) Where applicable, if the International Transfer Certificate (hereinafter referred to as 'the ITC') is not received by the Bangladesh Football Federation (hereinafter 'BFF'), the date of actual receipt of the ITC in FIFA TMS (Transfer Matching System) will constitute the date of commencement of this Contract unless mutually agreed in writing by the parties hereto. The regulations governing application for an ITC and the subsequent registration of the player with the Bangladesh League and BFF shall be those set out in Annex 3 of the FIFA Regulations for the Status and Transfer of Players. The timing of receipt of the ITC in FIFA TMS will not affect the date of termination of the contract.
- 6) The Player agrees to play football solely for the Club or as authorized / permitted by the Club. The Player agrees that he

Signature of Club Director-In-Charge

Club Stamp

Signature of the Player

shall not, without the written consent of the Club, play football or participate in any other sporting activities for any other person, club, firm or corporation. Knowledge by the club of such activities of the Player shall not be deemed as consent by the Club. Such activities if engaged in by the Player shall be absolutely at his own risk, and any injury or sickness suffered thereby shall not be deemed to be in the performance of his services under this contract. The Club shall not be obliged to pay the player the remuneration under this contract during periods of such injury. Such injury or sickness shall be reported to the Club within forty-eight (48) hours of its occurrence. Such activities or injury/sickness arising therefore, may, at the sole discretion of the club, be deemed to constitute a unilateral breach of this contract.

- 7) The Player shall attend promptly all training sessions and matches and any other events in accordance with instructions given by any duly authorized official of the Club.
- 8) The Player warrants that he will strive to achieve excellent physical condition and that, as a professional footballer, he will perform at all times to the best of his ability.
- 9) The Player shall undergo promptly at the Club's expense a complete physical/medical examination as and when required by the Club.
- 10) The Player may be required to travel out of Bangladesh to fulfill his obligations under this contract, provided always that such travel and accommodation and all other direct expenses outside Bangladesh, shall be at the expense of the Club.
- 11) The Player agrees to comply with the laws of the game as laid down by FIFA, the rules of the Club, the rules and regulations of the Bangladesh League and the rules and regulations of BFF and to abide by the Code of Conduct for Professional Players as set out by BFF / Bangladesh League and which forms part of the registration agreement with Bangladesh League and BFF. If the Player fails to comply with this provision, the Club shall have the right to take such action as it determines appropriate including the imposition of monetary fines of up to 50% of the players monthly remuneration and in cases of serious breach of such rules and regulations the right to terminate this Contract, as the Player is deemed to be in unilateral breach without Just Cause and the club may take such other action as may be

specified in the existing Rules of the Club or Rules of Bangladesh League or BFF.

- 12) The club shall have the right to take disciplinary action against the player for breaches of club rules and code of discipline.
- 13) If the player is suspended for a period of 6 (six) months or more by Bangladesh League, BFF, the Asian Football Confederation (hereinafter referred to as 'AFC') or FIFA for a breach of rules or as a disciplinary measure for unacceptable conduct, the player will be deemed to have breached this contract and it may be terminated by the club at its sole discretion.
- 14) If the player retires from football or is forced to cease playing due to injury, the player is deemed to be unable to provide his services under the terms of this contract and hence the club is not obliged to pay the player the remuneration specified in this contract. In such circumstances, the club will be entitled to maintain the player's registration with Bangladesh League and BFF as a professional footballer during the terms of this contract and will be entitled to seek transfer fees and compensation if the player seeks to be registered with another club either in Bangladesh or elsewhere.
- 15) The player may make public statements on technical aspects of the games subject to the permission of the team manager and coach, but may not discuss or make any press and/or public statement or comment on the Club's policies and decisions and/or on any disagreement and/or dispute between the Club and the player.
- 16) The player shall keep confidential all information that comes into his possession about the club and its teams, their strategies and tactics, training regime, his fellow players and any other confidential information about the club, its decisions, policies and finances as may come to his attention.
- 17) The Club agrees to provide the player with the sporting apparel and equipment required for his training and participation in matches.
- 18) The Club is obliged to release the player for the player's country's representative team matches. The release of the player for representative team matches shall be governed by the regulations specified in Annex 1 of the FIFA Regulations for the Status and Transfer of players.

Signature of Club Director-In-Charge

Club Stamp

Signature of the Player

- 19) In the event that the Player is injured or incapacitated or inflicted with sickness in the performance of his services under this Contract, the Player shall inform the Club of the same within 1 (one) day of its occurrence. The Club shall then provide to the player, at its expense, such medical or hospital care as is advised by the medical advisors of the Club. The Club shall keep a record of any such incapacity, be it sickness or injury or any other form of absence from training or matches. The club shall pay the player his basic remuneration under this contract during periods of injury only when such injury has arisen in the performance of his services under this contract.
- 20) The Player shall not be entitled to receive any gifts, payments, bonuses and/or any considerations and/or any offers as an inducement to influence the score of a match. The player has an absolute obligation to immediately inform in writing both the Club and Bangladesh League/BFF of any of such gifts, payments, bonuses, considerations or offers, in whatever form. If the player is found to be in breach of this provision, the Club shall have the right to unilaterally and immediately terminate this contract without any notices and compensations and together with Bangladesh League, BFF, AFC, and FIFA impose any other such penalties and sanctions as the situation shall warrant.
- 21) The Player shall be paid such remuneration on a monthly basis as is set out in **Schedule I** to this Agreement. Schedule I shall include all allowances to which the Player is or may be entitled. It may be amended or revised during the course of this contract by the mutual agreement of both parties. Any such agreement shall be in writing, signed by both parties with witnesses and attached as a codicil to this contract. Any such amendments and/or supplements to the terms of this Contract must be officially communicated by both Parties to Bangladesh League and BFF. If the club is in breach of this provision to pay the player on a monthly basis for 2 (two) consecutive calendar months, the club is deemed to be in unilateral breach of this contract.
- 22) During the course of this contract, if there are any related arising issues which are not stipulated in this contract, both parties may amend or supplement the terms of this contract by mutual agreement. Any such agreement shall be in writing, signed by both parties with witnesses and attached as a codicil to this contract. Any such amendments, codicils and/or

Signature of Club Director-In-Charge

Club Stamp

Signature of the Player

supplements to the terms of this contract will be immediately communicated by the Club to the Bangladesh League and BFF.

- 23) The Club and player may at any time during the duration of this contract mutually agree to extend the term of this contract. This agreement will be reflected in a new contract between the two parties and when agreed and signed, this contract will be terminated. Any such new/replacement contract will be immediately communicated by the Club to the Bangladesh League and BFF.
- 24) The Player agrees that he shall abide by and comply with all reasonable requests of the Club in relation to publicity, promotions, advertisement, sponsorship contracts and such other programs or activities as the Club shall consider necessary in the interests of the Club.
- 25) The Player shall be permitted to enter into arrangements for promotional and advertisement activities with any companies, and/or any individuals and/or any organizations and to receive remuneration for such activities, only after having consulted with and obtained the written approval of the Club. The Player will not be allowed to promote or advertise the products, services and/or trademarks of competitors (direct or indirect) of the sponsors or commercial partners of the Club.
- 26) During his time representing the Club in competitions, tournaments, training and official functions (award ceremony, press conference, television interview and other events as designated by the Club), the Player must wear a club uniform as provided by the Club and may not wear or display (in any way) the branding of any companies whose products, services and trademarks are competitors of the sponsors or commercial partners of the Club.
- 27) During and after the performance of this contract, neither Party has the rights to disclose to any third Party information related to the Articles of this contract except as required by their legal obligation, legal proceedings or arbitration hearings or as agreed in writing by both parties.
- 28) The Player shall not induce or attempt to induce any other player in the Club to leave the Club for any reason whatsoever. If the player breeches this provision, the club will have the right to unilaterally terminate this contract.

Signature of Club Director-In-Charge

Club Stamp

Signature of the Player

- 29) If the Player is convicted of any offense or crime by a court of law, the Club may, on giving 7 (seven) days' written notice to the Player, unilaterally terminate this contract.
- 30) In the case of any dispute between the parties to this contract, disciplinary action by the club against the Player or termination of this contract by the Club, the Player has the right to appeal his case to the Player Status Committee of BFF. The appeal will be subject to the statutes and procedures of BFF, FIFA and the Court of Arbitration for Sport (hereinafter referred to as 'CAS').
- 31) Upon execution of this Contract, the Club shall effect the Registration of the Player with Bangladesh League and BFF in accordance with their respective Rules. A copy of this contract will accompany such registration.
- 32) Such Registration may be transferred by mutual consent in writing of the Club and the Player and this contract will be deemed to be terminated on such transfer. Such transfer of registration may only occur during the registration periods permitted by Bangladesh League and BFF. Such transfer must be notified forthwith in writing by the Club to Bangladesh League and BFF and will be subject to the Rules of Bangladesh League and BFF. The Club reserves the right to seek a compensation payment from any prospective Club seeking the Player's transfer and registration at any point during the period of this contract as specified in Annex 4 of FIFA Regulations for the Status and Transfer of Player.
- 33) A club intending to conclude a contract with the player must inform the player's current club in writing before entering into negotiations with him. The player shall only be free to conclude a contract with another club when this contract has expired or will expire within six months. Any breach of this provision shall be subject to appropriate sanctions.
- 34) The Club and the Player by mutual agreement may arrange a temporary transfer of registration (loan) to another club during the currency of this contract. Such temporary transfer of registration (loan) may only occur during the registration periods permitted by Bangladesh League and BFF. Such temporary transfer (loan) must be notified forthwith in writing by the Club to Bangladesh League and BFF and will be subject to the rules and regulations of Bangladesh League, BFF, AFC and FIFA. Only one such temporary transfer of registration is permitted per season.

- 35)** The Player shall be entitled to a maximum of 30 (thirty) calendar days paid leave per year, such leave to be taken at a time which the Club in its absolute discretion shall determine. The Player shall not participate in football, professional or otherwise, or in any other sporting activity or otherwise during his leave unless consent thereto shall be given by the Club in writing.
- 36)** Where reference is made in this contract to statutes, rules and/or regulations of FIFA/AFC/BFF/ Bangladesh League, this shall refer to the statutes, rules and/or regulations as in force at the date of this contract or as subsequently amended.
- 37)** Any previous agreement or contract between the Club and the Player is hereby cancelled.

Signed by the said

Player

Name_____

Signature_____

Player's Agent (if any)

Name_____

Signature_____

In the presence of (witness)

Name & Designation_____

Signature_____

Signature of Club Director-In-Charge

Club Stamp

Signature of the Player

Authorized Club Official

Name_____

Position_____

Signature_____

In the presence of (witness)

Name & Designation_____

Signature_____

Interpreter (if any), who interpreted this Contract to the player and who acknowledges that the player understood the contents of this Contract.

Name_____

Passport No._____

Signature_____

Signature of Club Director-In-Charge_____
Club Stamp_____
Signature of the Player

SCHEDULE I

- a) A gross monthly salary of BDT (in ward: only) will be paid to the player under this contract.
- b) The Club will pay the player a signing on fee of BDT (in ward: only) on signing of this contract (optional provision at discretion of club).
- c) To receive reimbursement for all direct expenses incurred during the course of the Player's participation in any activity connected with the Club.
- d) Any bonus and incentive shall be at the complete discretion of the club.
- e) The player shall be responsible for his personal income tax.
- f) The Club shall pay foreign players the cost of economy return travel to the player's home once a year (optional provision at discretion of club).
- g) Any other conditions:

.....

.....

SCHEDULE II

Player shall abide by the following, and any violation thereof shall subject the Player to fines imposed at the discretion of the Club:

1. Player must be on time for all meeting, practice sessions and all publicity appointments.
2. The use of drugs is forbidden, and the Player submits himself to random checks at the behest of the Club or Bangladesh League and/or BFF through the Club.
3. Player must not frequent gambling resorts nor associate with gamblers or other notorious or dubious characters.
4. Player shall report immediately, in writing, to the Club, with a copy to the Manager, Bangladesh League and/or General Secretary, BFF of any communication, howsoever made, of any offer, oral or in writing, of any form of illegal consideration or gratification, howsoever made, and of whatsoever kind.
5. Player must not take part in activities, whether sporting activities or otherwise, which are dangerous or places the Player at risk of injury that may affect this Agreement.
6. Player must report all injuries/sickness to the Coach or Trainer or Team Manager immediately in accordance with this Agreement.
7. Player must be appropriately dressed in the Club sponsored attire during all training sessions and matches.
8. Player shall not write or sponsor magazine or newspaper articles, or endorse any product or service or appear on or participate in any radio or television programme whatsoever without the consent of the Club.
9. Player shall not defy instructions given by Team Manager, his assistant, Coach, his assistant, Trainer or other responsible officials of the Club or its Committee.
10. Player shall not be unnecessarily cautioned by the referee for an offence of dissent.
11. Player shall not be absent from training without the production of a proper medical certificate issued by a registered medical practitioner or provide a sufficient and good reason acceptable to the Club.

Signature of Club Director-In-Charge

Club Stamp

Signature of the Player

BANGLADESH CHAMPIONSHIP LEAGUE**Bangladesh Football Federation****Official Registration**Season 2021-22

Club _____
 Name of Official _____
 Date of Birth _____ (DD/MM/YYYY)
 Designation (As per Regulations) _____
 National ID /Passport /Birth Certificate No. _____
 Blood Group _____
 Local Residential Address _____
 _____ Postcode _____
 Home Tel. _____ Mobile _____

2 Copies of
 Colour Passport
 Size Photo
 Attested by Club
 Secretary/ General
 Secretary

Declaration:

I hereby declare and certify that the above information is true and correct. Please register me as a Club Official with Bangladesh Championship League for.....(Club) for the 2021-22 Playing Season. I shall abide by my agreement with the Club, its constitution and rules. I shall also abide with the regulations of the Bangladesh Championship League 2021-22 and the Laws of the Games and/or with any decision of the Bangladesh Football Federation that affect me as a Club Official.

 Signature of Official

I request the Bangladesh Championship League Department to register Mr.(Official)
 for the..... (Club) for season 2021-22.

Club Director-In-Charge / General Secretary/ Authorized Signatory

Signature : _____
 Name : _____
 Date : _____

BANGLADESH CHAMPIONSHIP LEAGUE

The registration of Mr..... for the
 (Club) for season 2021-22 is

Manager, Professional Football League Department
☐
☐

Accepted
 Not Accepted

Signature: _____
 Name : _____
 Date : _____

To all national football associations,
and confederations

Circular no. 23

Temporary amendment to Law 3 – extension

Zurich, 28 May 2021

SEC/2021-C382/bru

Dear Sir or Madam,

At an ordinary meeting held remotely today, The IFAB Board of Directors (BoD) agreed to a further extension of the **temporary amendment to Law 3 – The Players** following representations from several key stakeholders from across the football community.

As already outlined in circular nos 19 (8 May 2020), 20 (15 July 2020), 21 (18 December 2020) and 22 (17 March 2021), the main reason for the temporary amendment (giving top-level competitions the option of allowing teams to use up to five substitutes in matches) is the impact of COVID-19 on football and, in particular, the often condensed and congested match calendars, which affect the welfare of players.

The IFAB's ongoing review, which has included stakeholder feedback and an analysis of the impact of the global pandemic on competition calendars, has again shown that the reasons for the temporary amendment remain valid.

Therefore, the BoD has **extended the temporary amendment for all top-level competitions scheduled to be completed by 31 December 2022.**

We would like to point out that, if a competition takes the option to apply the temporary amendment, it must be applied in full and may not be modified.

Thank you for your attention and please do not hesitate to contact us if you have any questions or enquiries.

We hope you stay safe and healthy.

Yours sincerely,

The IFAB



Lukas Brud
Secretary

cc:

FIFA



AFC Match Operations Protocol During COVID-19 Pandemic (Edition 2021)



AFC MATCH OPERATIONS PROTOCOL DURING COVID-19 PANDEMIC

(EDITION 2021)

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PREAMBLE

This AFC Match Operations Protocol during COVID-19 Pandemic (“AFC MOP”) is a compilation of recommended operational guidelines and measures to be observed and applied by the AFC, Host Organisations, Participating Teams/Participating Clubs and all other relevant stakeholders in relation to the staging, organising and hosting of AFC Competitions and Matches (collectively the “Stakeholders” and each a “Stakeholder”) played during the COVID-19 pandemic, as well as any and all persons affiliated to the Stakeholders and/or carrying out duties on their behalf (collectively the “Individuals” and each an “Individual”).

It is aimed at minimising the risk of COVID-19 by establishing standardised protocols with a focus on additional measures, which shall be applied to all Matches held in the context of the pandemic.

The document has been developed based on relevant protocols from FIFA, Football Confederations and Football Associations across the world as well as international health organisations. As the situation evolves, the AFC General Secretariat may further update this document as required and as advised by the AFC COVID-19 Advisory Expert Group, which shall be communicated to the relevant stakeholders accordingly.

For the purpose of this AFC MOP, all defined terms shall bear the same meaning as ascribed to them in the relevant Competition regulations and the AFC Competition Operations Manual (“Manual”), unless the context requires otherwise.

SECTION 1 | GENERAL PROVISIONS

1. Scope of Application

This AFC MOP shall apply to all AFC football, futsal and beach soccer Competitions and Matches played during the COVID-19 pandemic, until such time as the AFC Executive Committee decides otherwise.

It shall be read in conjunction with the relevant Competition regulations, the Manual and all other protocols, directives, decisions, guidelines and circulars issued by the AFC in connection with its Competitions and Matches. Where no provision of this AFC MOP is applicable, FIFA's Return to Football - International Match Protocol shall apply, where appropriate.

For the avoidance of doubt, where the relevant authorities of a host country have imposed additional and/or stricter requirements than those set out in this AFC MOP, such additional and/or stricter requirements shall prevail. Nothing in this AFC MOP shall affect any obligations arising from any applicable national laws, and the relevant Stakeholder or Individual (as appropriate) shall be solely responsible for complying with all applicable laws and protocols.

2. Preventative Measures

Each Stakeholder and Individual shall collectively ensure to implement the following preventative measures ("Preventative Measures") at all times, as recommended by the World Health Organisation (WHO) and FIFA.

- **Hand hygiene:** provisions shall be in place for regular and thorough hand washing or hand sanitising with an alcohol-based rub.
- **Respiratory hygiene:** the AFC requires that all Individuals wear face masks covering the nose and mouth. The only exception to this requirement shall be:
 - Participating Players and Match Officials on the Field of Play during the Match (all Participating Players and Participating Officials on the team bench shall wear face masks);
 - Participating Players, Participating Officials and Match Officials during any warm-up (pre-Match or during the Match) or training;
 - commentators while commentating in designated positions, and;
 - presenters while presenting to the camera.

Unless otherwise approved in writing by the AFC, face masks must be clear and free from any visible marks, branding, insignia, statements, slogans, names or numbers, in accordance with the AFC Equipment Regulations. No religious or political message or image in any form, any offensive symbol or message is permitted.

- **Physical distancing:** a minimum distance of 1m (one metre) shall be maintained by all Individuals except for those listed above as exceptions to wearing face masks.

- **Cleaning and hygiene regimes:** all spaces and surfaces shall be regularly and thoroughly cleaned and disinfected.
- **Risk communication and awareness:** it is critical to ensure a clear risk communication strategy is in place, which ensures all Individuals understand and comply with the requirements set out in this document.
- **Monitoring and testing:** comprehensive protocols for self-monitoring, health checks and testing shall be put in place.
- **Defining and tracing contacts:** adequate records shall be maintained to enable contact tracing by the relevant authorities, whenever necessary.
- **Management of people with COVID-19, its symptoms and their contacts:** any Individual who develops symptoms, or is suspected of having contracted, or has been confirmed as having COVID-19, shall not enter any Controlled Access Area and be subject to the medical protocol of the relevant authorities.
- **Management responsibility and planning:** the Host Organisation shall be responsible for ensuring that the medical protocol set out by the relevant authorities of the host country and the AFC are fully adhered to.

Full details of the Preventative Measures are stipulated in Annexe B of [FIFA's Return to Football – International Match Protocol](#).



SECTION 2 | MEDICAL MEASURES

3. Health Monitoring Activities

From at least fourteen (14) days prior to the Match, all Individuals involved in the Match shall implement the following self-health monitoring activities:

- daily body-temperature screening;
- symptom check to assess any of the following:
 - fever;
 - dry cough;
 - tiredness;
 - aches and pains;
 - sore throat;
 - diarrhoea;
 - conjunctivitis;
 - headache;
 - loss of taste or smell, and;
 - skin rash, or discolouration of fingers or toes.

Participating Teams/Participating Clubs shall regularly monitor their Participating Players and Participating Officials through the respective medical personnel (e.g. Team Doctor or Team Medical Liaison Officer). All other Individuals should monitor themselves. It is strongly recommended to keep detailed evidence of the daily health monitoring activities (e.g. keeping “health-diaries”), in preparation for any enquiries and investigations by the relevant authorities.

Individuals who are unwell or are experiencing any of the symptoms listed above are urged to self-isolate and follow local health protocols set out by the relevant authorities of the country.

4. Testing Requirements

A robust testing regime is essential to effectively detect and isolate the relevant Individuals and prevent the spread of COVID-19. It is also critical to build psychological confidence within the Individuals involved in the Match by ensuring they are safeguarded within a “biomedical bubble”.

COVID-19 testing is mandatory for all Participating Players, Participating Officials, Match Officials and the AFC Delegation, in accordance with the requirements as below:

- the Polymerase Chain Reaction (“PCR Test”) for SARS-COV-2 shall be strictly used as the diagnostic testing procedure;
- testing shall be conducted no earlier than seventy-two (72) hours prior to the Individual's departure to the Venue and test results shall be submitted to the AFC before departure. Any exceptions due to existing medical protocols set out by the relevant authorities of the country shall be subject to the AFC's written approval;

- any Individual who has previously tested positive for COVID-19 shall provide such medical and other supporting documents as required by the AFC and the relevant authorities as evidence to prove their recovery, which shall be subject to the written approval of the AFC;
- Individuals shall be subject to additional COVID-19 testing upon arrival at the host country and throughout the duration of their stay in the host country, in accordance with the protocol set out by the relevant authorities of the host country, and;
- the AFC reserves the right to request additional documents in all cases.

For a PCR test to be considered valid by the AFC, the following information must be provided in the test results:

- Patient Information
 - Name of the individual (as in passport)
 - Gender, date of birth and age
 - Identification number (e.g. passport number, national ID)
- Specimen Information
 - Specimen type (e.g. Nasopharyngeal / Oropharyngeal)
 - Date and time of receipt of specimen
 - Date and time of reporting
 - Sample location collection
 - Details of the targeted genes (e.g. E, N, S, ORF1b)
- Laboratory Information
 - Laboratory name
 - Accreditation
 - Signature of authorised laboratory scientist (person responsible to verify the analysis of specimen)
 - The result must be in the laboratory letterhead.
- Details of the result, in any positive case, preferably with the Cycle Threshold (CT) value. (e.g. E gene = positive [CT=33.32]; ORF1b gene=positive [CT= 28.23])

Test results are sensitive personal data and shall be dealt in accordance with the directives of the relevant authorities of the country.

Responsibilities of the Host Organisation

Host Organisations shall be responsible to ensure all other Individuals involved in the Match (e.g. drivers, on-pitch medical staff, hotel staff, etc) are tested in accordance with the above requirements, with special focus on those in close contact with the Participating Players, Participating Officials, Match Officials and the AFC Delegation. In principle, only those who have been tested negative shall be allowed to access a Controlled Access Area.

Host Organisations, in consultation with the relevant authorities of the host country, shall establish a comprehensive testing regime for all the Individuals involved in the Match to ensure all Matches are played in a safe environment. They are required to organise tests for Participating Players, Participating Officials, Match Officials and AFC Delegation upon their arrival at the host country. In addition to the test upon arrival, periodic regular tests shall be conducted throughout the duration of the Competition, as follows.

Recommended Testing Schedule

MD-14	<ul style="list-style-type: none"> Participating Players and Participating Officials 	To alleviate false positive and negative results and assist for clinical assessment and mitigate possible spread of infection during training and prior travel.
Before Departure to the Venue	<ul style="list-style-type: none"> Participating Players and Participating Officials Match Officials AFC Delegation 	Within 72 hours prior to departure (mandatory)
Upon Arrival at the Venue	<ul style="list-style-type: none"> Participating Players and Participating Officials Match Officials AFC Delegation 	Host Organisations shall arrange tests upon arrival at the airport or at the official hotel.
MD-6 or MD-2	<ul style="list-style-type: none"> Host Organisation staff third-party service providers (e.g. drivers, hotel staff, cleaners) any other Individual involved in the Match 	<ul style="list-style-type: none"> Host Organisations shall conduct testing before deployment of local personnel on MD-6 to alleviate false positive and negative results. A second testing to be conducted at least 2 to 3 days prior to the Match
Inconclusive Test Results	<ul style="list-style-type: none"> any relevant Individual 	<ul style="list-style-type: none"> An individual whose result is inconclusive shall be re-tested immediately. In case the second test is still inconclusive, it shall be considered as negative, subject to monitoring for any symptoms for decision-making.
Regular Periodic Testing	<ul style="list-style-type: none"> Participating Players and Participating Officials Match Officials AFC Delegation Host Organisation staff third-party service providers (e.g. drivers, hotel staff, cleaners) any other Individual involved in the Match 	Subsequent routine test to be conducted during the duration of the Competition, subject to the epidemiology of the infection, protocol and guidelines of the relevant authorities of the host country, the AFC and the recommendations of the AFC Covid-19 Advisory Expert Group.
Testing for Positive Case	<ul style="list-style-type: none"> any relevant Individual 	Subject to the guidelines and protocols from the relevant authorities of the host country on management of positive cases.

Post Competition Testing	<ul style="list-style-type: none"> • Participating Players and Participating Officials • Match Officials • AFC Delegation 	Testing shall be conducted in accordance with the requirements set out by the relevant authorities (e.g. home country, airlines).
--------------------------	--	---

Host Organisations are required to designate competent laboratory facilities that can carry out the PCR analyses, which shall be duly accredited by the relevant authorities of the host country. The laboratories shall be able to deliver the test results in a timely manner, preferably within twelve (12) to twenty-four (24) hours after each test. Trained and qualified personnel shall perform the PCR Tests (nasopharyngeal and oropharyngeal) and serology tests as deemed necessary. Host Organisations shall provide the AFC with the details of the relevant laboratory facilities, for its approval.

5. Management of Positive Cases

Generally, in cases where Individuals test positive, they should isolate immediately and report to the relevant authorities of the country they are in, to be dealt in compliance with the laws and protocols in place.

In addition to the above, Individuals who are considered as contacts, as identified by the relevant authorities of the host country, may also be required to isolate and report in accordance with the laws and protocols.

In any case, Individuals shall strictly comply with the laws and protocols set out by the relevant authorities.

SECTION 3 | MATCH OPERATIONS PROTOCOL

6. General Principles

In accordance with the Preventative Measures required under this AFC MOP, the following general principles shall be applied to every Individual, space and activity taking place at the Stadium:

- **Personnel planning:** only essential personnel confirmed by the AFC Match Commissioner should be deployed for work at the Stadium.
- **Screening:** all Individuals entering the Stadium shall be subject to a temperature check at the point of entry. Any Individual who develops symptoms, or is suspected of having contracted, or has been confirmed as having COVID-19, shall not be permitted to enter the Stadium.
- **Zoning and access control:** Stadiums shall be divided into four (4) zones to avoid overcrowding and to prevent any uncontrolled contact between the Individuals.
- **Wearing face masks:** face masks covering the nose and mouth shall be worn by all Individuals with the exception of those listed in Article 2.
- **Cleaning and sanitising:** all spaces, surfaces and objects shall be cleaned regularly. Hand sanitisers shall be located in prominent areas throughout the Stadium.
- **Physical distancing:** a minimum physical distance of 1m (one metre) shall be maintained by all Individuals with the exception of Participating Players and Match Officials on the Field of Play during the Match and Participating Players, Participating Officials and Match Officials during any warm-up (pre-Match or during the Match) or training.
- **Contact tracing:** records shall be maintained for the purpose of contact tracing, as required by the relevant authorities of the host country.

7. Stadium Zoning and Access Control

A clear zoning system and strict access controls protocols shall be put in place to minimise contact between the different groups of Stakeholders. At all times, the number of personnel within each zone should be kept to the absolute minimum required.

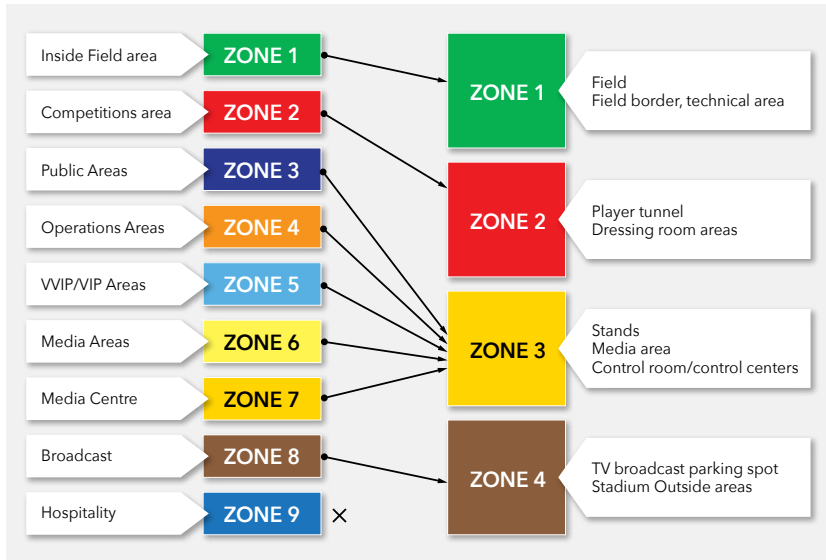
The Host Organisation shall be responsible for the configuration of the zones, taking into account the flow and capacity of the Stadium facilities. It shall also be responsible for establishing the maximum number of personnel allowed into each zone during each time, in consultation with the AFC Match Commissioner and the relevant authorities of the host country.

Security personnel appointed by the Host Organisation shall be responsible for controlling access in each zone at the perimeter of each zone. Access boards and signages shall be sufficiently provided at each access control point to reduce the time taken and contact made with any security personnel. Preparation and set-up for access control operations must be completed prior to the first (earliest) arrival of the officials involved in the Match. For all

entrances, the Host Organisation shall set up measures for temperature checks and identify an isolation room/area nearby in case of any temperature measurement exceeding the threshold.

For Matches held during the COVID-19 pandemic, the following four (4) zones shall apply:

- Zone 1: Field of Play Area
- Zone 2: Official Area
- Zone 3: Stadium Internal Area
- Zone 4: Stadium External Area



In principle, only those Individuals from the “biomedical bubble” shall be allowed to access Zone 1 and 2. Any exception to this principle shall be subject to the written approval of the AFC Match Commissioner.

Zoning is required on all days when the Participating Teams/Participating Clubs and Match Officials are on-site, especially on Match day (“MD”) and MD-1.

Example Personnel Planning for Zone 1: Field of Play Area

Group	Team Arrival	Kick-off	Full time	Team Depart
Players	0	22	22	0
Substitutes & Officials	0	32	32	0
LOC Staff	5	10	10	8
Referees	0	5	0	0
Ball Persons	0	6	0	0
HB	23	15	15	13
Medical/Doping	0	0	2	0
PHO	0	tbd	tbd	0
Stretchers	0	8	8	0
Hygiene Personnel	0	3	3	0
Groundsmen/Service Crew	16	0	0	16
Security	4	4	4	4
Commercial Partner	7	0	7	0

** Exact figures for each Match shall be produced by the Host Organisation and confirmed by the AFC Match Commissioner.*

Example Personnel Planning for Zone 2: Official Area

Group	Team Arrival	Kick-off	Full time	Team Depart
Players	22	0	4	4
Substitutes & Officials	32	0	4	4
LOC Staff	10	5	5	7
Referees	5	0	5	0
Ball Persons	6	0	6	0
HB	5	0	0	0
Medical/Doping	2	2	0	2
PHO	0	0	0	0
Stretchers	8	0	0	0
Hygiene Personnel	3	0	0	0
Groundsmen/Service Crew	0	0	0	0
Security	4	4	4	4
Commercial Partner	2	2	2	2

** Exact figures for each Match shall be produced by the Host Organisation and confirmed by the AFC Match Commissioner.*

Example Personnel Planning for Zone 3: Stadium Internal Area

Group	Team Arrival	Kick-off	Full time	Team Depart
Security	10	10	10	10
Stretchers	4	4	4	0
Police & Firefighters	6	6	6	0
Stadium Operators	5	5	5	5
LOC Staff	8	8	8	0
AFC Staff / Commercial Partner	10	10	10	10
Team guests	12	12	12	0
HB	26	19	19	16
Medical/Doping	2	2	0	0
Media (Journalists)	0	tbd	tbd	0
Video Analysts	4	4	4	4
Hygiene Personnel	5	5	5	8

** Exact figures for each Match shall be produced by the Host Organisation and confirmed by the AFC Match Commissioner.*

Example Personnel Planning for Zone 4: Stadium External Area

Group	Team Arrival	Kick-off	Full time	Team Depart
Security	50	50	50	20
HB	14	14	14	11
Groundsmen/Service Crew	16	16	16	0
Commercial Partner	2	2	2	2

** Exact figures for each Match shall be produced by the Host Organisation and confirmed by the AFC Match Commissioner.*

8. Match Coordination Meeting and Official Countdown

Match Coordination Meetings are recommended to take place online to minimise any unnecessary physical contact. However, physical meetings may take place if deemed necessary by the AFC Match Commissioner, provided that the meeting room is large enough to ensure physical distancing.

In addition to the standard agenda, extra attention should be paid to the special arrangements made in consideration of COVID-19. These arrangements shall include the timings of Stadium disinfection, set-up of thermal scanners at the entrances, sealing of dressing rooms, staggered

departure and arrival of Participating Teams/Participating Clubs, and be reflected in the Official Countdown accordingly.

Preventative Measures, as well as Stadium zoning and access control shall be in place in the same way as on Match days until the departure of all officials involved.

Additional meetings involving the medical personnel of each Stakeholder may also be arranged by the AFC or the Host Organisation, if necessary.

9. Submission and Distribution of Documents

Whenever possible, documents transmitted in relation to the Match (e.g. Player Selection List, Officials on the Substitution Bench Form and Match Start List) shall be submitted and distributed digitally.

Participating Teams/Participating Clubs are required to submit the original copy to the AFC Match Commissioner for the record, as instructed by the AFC Match Commissioner.

10. Disinfecting the Stadium



All spaces, surfaces and objects within the Stadium shall be disinfected regularly, in line with a formal hygiene and cleaning plan for the Stadium.

On Match days, the disinfection must take place early in the morning prior to the first (earliest) arrival of the officials involved in the Match. The Host Organisation shall communicate the schedule of the disinfection to the AFC Match Commissioner to ensure the timings are reflected in the Official Countdown for the relevant Match.

It is the responsibility of the Host Organisation to coordinate with the relevant authorities of the host country to ensure compliance with any protocol of the host country.

All costs related to disinfecting the Stadium shall be borne by the Host Organisation.

Dressing rooms shall be sealed with a signage or label (e.g. “disinfected area”) following the disinfection, only to be opened by the relevant Participating Team/Participating Club.

11. Arrival of Participating Teams/Participating Clubs and Match Officials

Participating Players, Participating Officials and Match Officials must wear face masks upon their arrival at the Stadium.

A separate time and drop-off area shall be arranged for the arrival of Participating Teams/ Participating Clubs and subsequently the Match Officials with a minimum gap of ten (10) minutes.

Implementation of different entry gates and different routes to the respective dressing rooms are recommended as much as possible (e.g. Team A and Team B enter the Stadium from different gates).

The Head Coach on arrival interview will be conducted by the Host Broadcaster while ensuring adequate physical distancing as well as using a dedicated microphone on stand for the Head Coach.



12. Dressing Rooms

Team Dressing Rooms

The use of the dressing rooms shall be minimised as much as possible.

Depending on the size of the dressing rooms, additional rooms adjacent to the existing dressing rooms shall be used as extended dressing rooms for teams to allow physical distancing. If used, these additional rooms must also be disinfected.

Any spa, sauna, wet room, jacuzzi, ice-bath or similar facility should not be used and, if possible, remain closed.

Once the disinfection of the team dressing rooms is completed, only members of the relevant Team Official Delegation may enter the dressing rooms, unless otherwise approved in writing by the AFC Match Commissioner.

Referee Dressing Rooms

The same requirements as established for the team dressing rooms shall be applied to the referee dressing rooms.

Once the disinfection of the referee dressing rooms is completed, only the relevant Match Officials may enter the dressing rooms, unless otherwise approved in writing by the AFC Match Commissioner.

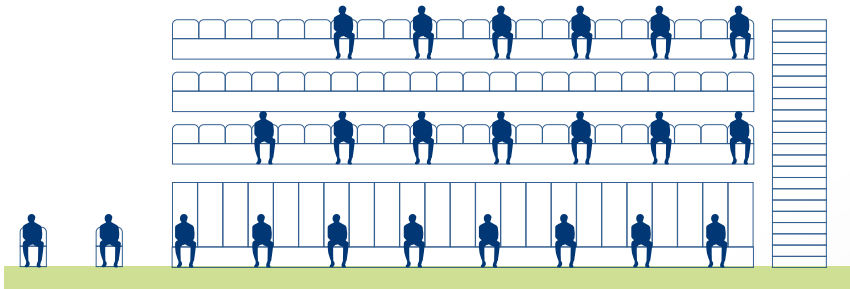
13. Team Benches, Technical Seats and Additional Seats



Physical distancing must be observed in the team benches and technical seats. For this purpose, additional seats may be required to extend the team benches (e.g. by providing additional seats next to the existing team benches or by utilising adjacent seats in the stands with direct access to the field area) to accommodate the number of Participating Players and Participating Officials who are allowed to sit on the team bench in accordance with the relevant Competition regulations.

Technical seats for any member of the Team Official Delegation who are not registered to sit on the team bench shall be provided in the stands adjacent to the team benches. These seats shall be segregated from any additional seats for the team bench and from any other seats in the stands, with separate access routes to ensure the members of the Team Official Delegation do not contact any Individual out of the “biomedical bubble”.

A strict access control protocol shall be in place for any additional seats for the team bench and technical seats.



14. Accreditation Card and Equipment Check

The Accreditation Card and Equipment check by the AFC Match Commissioner and Fourth Official shall be conducted in accordance with the Official Countdown, but not within the dressing rooms.

It shall be conducted at the dressing room entrance or any other designated area adjacent to the relevant team dressing room, in compliance with physical distancing.

15. Pre-Match Warm-up

The pre-Match warm-up timings shall be maintained as per standard practice in accordance with the Official Countdown of the relevant Match.

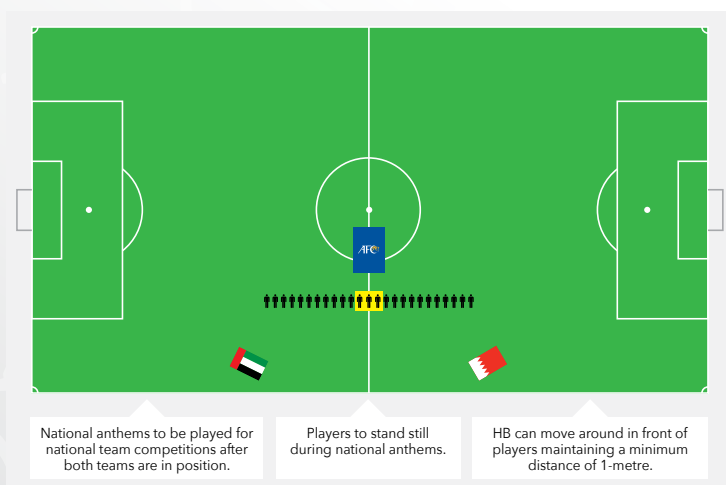
If the Stadium structure allows, Participating Teams/Participating Clubs and Match Officials shall remain segregated when entering and leaving the Field of Play.

16. Pre-Match Ceremony

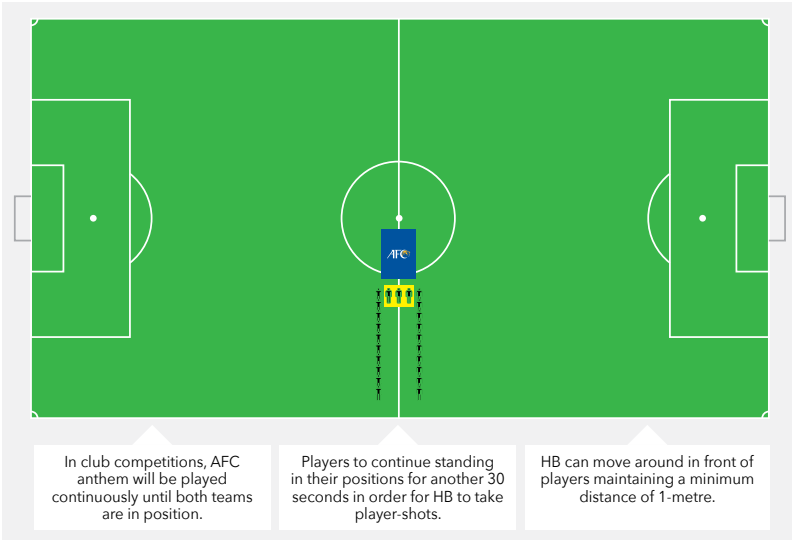
The standard procedure shall be maintained with the following adjustments in consideration of the Preventative Measures:

- all flags (e.g. national flags and AFC flags) shall be carried by adults rather than minors and enter the Field of Play in advance of the Participating Players' tunnel line-up, to avoid any mixing in the tunnel;
- strict physical distancing shall be maintained during the tunnel line-up and final equipment check;
- Host Broadcasters are allowed to film the tunnel line-up and Pre-Match Ceremony as usual procedure, with minimum personnel and physical distancing;
- player escorts, presentations by any third-parties or VIP handshakes shall not be allowed;
- the Referee and two (2) Assistant Referees shall lead the march-in, followed by the Participating Players. The fourth official and AFC General Coordinator (LOC General Coordinator for Matches played in a home and away format) shall follow the Participating Players;
- handshakes between the Participating Players and Match Officials shall be replaced with a clap of hands in the spirit of fair play;
- there shall be no joint photo between the two (2) Participating Teams/Participating Clubs and Match Officials. The exchange of pennants is also discouraged, and;
- only AFC official photographers shall be allowed to take team photos behind the photo marshals. Participating Teams/Participating Clubs may pose twice (once for the official photographer and once facing the A-boards) for the other photographers who shall be positioned behind the A-boards.

Final Position – National Team Competitions



Final Position – Club Competitions



17. Warm-Up During the Match

Option 1 (Preferred Option)

Depending on the space around the Field of Play, each Participating Team/Participating Club shall be allocated their own warm-up area behind each goal on the side closest to the team benches.



Option 2

If the space behind each goal does not permit, option 2 shall be applied and the warm-up shall be arranged next to each team bench (on the left side of Team A bench for team A, on the right side of Team B bench for team B).



18. Ball Persons

The decision to deploy minors as ball kids is the responsibility of the Host Organisation. However, the use of minors is discouraged, in consideration of the pandemic.

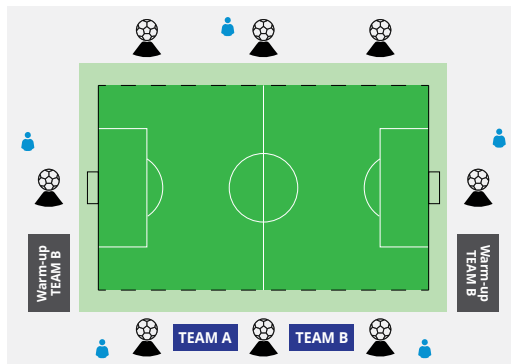
A maximum of six (6) ball persons are recommended to be deployed and trained to cover the area allocated for them. They shall wear face masks at all times and be provided with sanitisers to regularly disinfect the balls.

The Host Organisation shall implement either one of the following options:



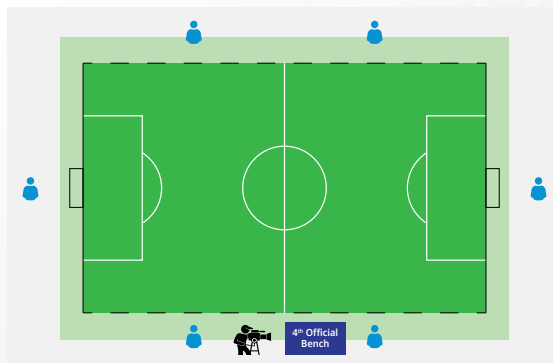
Option 1 (Preferred Option): disinfected balls positioned on cones around the Field of Play

Three (3) to six (6) ball persons shall collect and disinfect the balls out of play and place them on the cones. Participating Players will self-serve the balls from the cones, as necessary.



Option 2: standard procedure with disinfection

Six (6) ball persons shall collect and disinfect the balls out of play and keep them ready at their feet, without handling the balls until needed.



19. Substitutions

In order to avoid unnecessary contact in connection with a substitution and to accommodate the increased number of substitutions allowed in Matches held under the temporary amendments to the Laws of the Game, it is strongly recommended that at least two (2) or more substitution boards are available at the fourth official bench.

20. Medical/Therapeutic Treatments

As far as reasonably practicable, the use of treatments shall be limited to the minimum required to avoid unnecessary contact with the Participating Players.

The following measures are recommended for treatments:

- appropriate personal protective equipment (“PPE”) shall be worn by the medical personnel, including a face mask, disposable gloves, and, if deemed necessary, additional items such as disposable plastic aprons or goggles, and
- any disposable equipment shall be changed after each treatment.

21. Half-Time

If the Stadium structure allows, Participating Teams/Participating Clubs and Match Officials shall remain segregated when leaving and entering the Field of Play.

Participating Teams/Participating Clubs and Match Officials shall avoid contact with others and enter their respective dressing rooms directly from the Field of Play.

Participating Players and Match Officials are not required to enter the Field of Play for the second half together and shall enter the Field of Play directly from their respective dressing rooms for the second half. Close communication and team gatherings (e.g. team scrums in a circle) before kick-off shall be avoided.

22. Post-Match Activities

Participating Teams/Participating Clubs and Match Officials shall leave the Field of Play as soon as possible. Any post-match handshakes, gatherings, or swapping of shirts with other Participating Players or Match Officials shall be avoided.

Participating Teams/Participating Clubs are required to attend the post-Match Media activities as outlined in Section 5 and in accordance with the relevant Competition regulations.

The length of stay in the relevant dressing rooms after the Match shall be minimised. Cool-downs after the Match shall also be limited, subject to the AFC Match Commissioner’s approval.

No dressing room visits from guests shall be allowed after the Match.

Depending on the facilities, a second doping control room may be required to allow physical distancing between the players of each team. Any changes to the anti-doping procedures must be in compliance with the AFC Anti-Doping Regulations.

Departure of the Participating Teams/Participating Clubs and Match Officials shall be separated and staggered in time to ensure physical distancing.

23. Recommendation to Participating Teams/Participating Clubs

Participating Players and Participating Officials must keep in mind that they are role models for their friends, families and fans watching them across the continent. Extra attention will be focused on their behaviour for the Matches held during the COVID-19 pandemic.

Therefore, the Participating Players and Participating Officials must focus on setting good examples at all times by observing the Preventative Measures as outlined in this AFC MOP and complying with any other medical protocol set out by the AFC and the Host Organisation.



SECTION 4 | HOSTING MATCHES

24. General Requirements for Host Organisations

Host Organisations shall be responsible for implementing the Preventative Measures and the protocols set out in this AFC MOP as well as any other protocols set out by the relevant authorities of the host country. Host Organisations are strongly recommended to engage in ongoing dialogue with the relevant authorities of the host country and, wherever possible, seek exemptions from/agreement on measures which may impact the hosting of Matches.

To this effect, Host Organisations shall:

- complete and submit the “Football-Specific Risk Assessment” to the AFC during the hosting process;
- appoint key personnel in charge of matters related to COVID-19 (e.g. the Medical Response Coordinator and Lead Hygiene Implementation Officer);
- establish a testing regime in consultation with the relevant authorities of the host country, for the Individuals involved in the Match;
- appoint and provide written confirmation from the local COVID-19 testing facilities that the required number of tests can be conducted in accordance with the requirements set out by the AFC;
- provide information on COVID-19 related matters in the host country by completing and distributing the “Match Preparation Information Sheet” (cf. Appendix 1) no later than fourteen (14) days before the relevant Match (or fourteen [14] days before the first Match in the host country for centralised Competitions);
- complete and submit the “COVID-19 Medical Preparedness and Response Plan” (cf. Appendix 2), and;
- no later than from fourteen (14) days prior to the Match, ensure all Individuals involved in the Match implement comprehensive health monitoring activities in accordance with Article 3.

Operational arrangements to be made by the Host Organisation to ensure all Individuals comply with the protocols set out include:

- ensuring face masks and hand sanitisers are readily available where needed;
- regularly disinfecting all facilities and equipment before and after use;
- ensuring all uniforms (e.g. bibs) used on-site are laundered before and after use and are not transferred between different personnel;
- providing signage and posters in key locations;
- clearly communicating new zones and associated timings;
- separating entry and exit routes for each Stakeholder to avoid unnecessary contact;
- including all new protocols on induction training and/or pre-Match briefings as required;
- providing a straightforward method for personnel to report COVID-19 symptoms or request information or advice;

- minimising catering within the Stadium and alternatively providing pre-packaged food and single-use bottles if required, and;
- providing sufficient sanitary facilities and areas for physical distancing to be enforced and pre-allocating these facilities.

25. Football-Specific Risk Assessment

Host Organisations shall use the football-specific risk assessment tool, which has been developed by FIFA and a group of other football bodies with support from the WHO, to address specific challenges related to hosting Matches during the COVID-19 pandemic. The football-specific risk assessment tool will be reviewed and updated regularly as the pandemic evolves and is therefore required to be downloaded by using the following [link](#).

Host Organisations shall be responsible for providing accurate answers to the risk assessment and mitigation checklist, in consultation with the relevant authorities of the host country. The completed football-specific risk assessment tools shall be submitted to the AFC as part of the hosting process.

26. Appointment of Additional Personnel

Host Organisations are required to appoint the following personnel to be responsible for key functions in relation to Matches hosted during the COVID-19 pandemic.

Medical Response Coordinator

- has a medical background or is an employee within the medical department of the hosting Member Association;
- liaises with the appointed laboratories conducting the COVID-19 testing for the Match on all medical questions;
- prepares the COVID-19 Medical Preparedness and Response Plan and coordinates its implementation for the Match;
- coordinates risk communication planning, and;
- acts as the point of contact for Team Medical Liaison Officers in relation to the medical preparedness and response for the Match (e.g. testing regime in place).

Lead Hygiene Implementation Officer

- does not require medical background but with appropriate induction training into the role (should be separate from that of the Medical Response Coordinator);
- ensures the operational implementation of the protocols set out, including any COVID-19 testing, and arranges education/monitoring activities as required;
- ensures that arrangements are in place to test individuals in line with the requirements herein, monitors the return of results;
- acts as the point of contact for hygiene concerns for Controlled Access Areas and appointed Hygiene Implementation Officers of each Stakeholder, and;
- reports any matters for consideration regarding the organisation of the Match to the AFC Match Commissioner.

In addition to the above, Host Organisations are strongly encouraged to request for the appointment of additional Hygiene Implementation Officers from the Stakeholders they appoint (e.g. Stadiums, local service providers) to ensure the highest standard of implementation.

Appointed personnel are strongly encouraged to go through the following online training materials provided by WHO and FIFA:

- WHO Training Course: <https://openwho.org/channels/covid-19>
- FIFA Training Module: <https://covid-19-module.fifa.com/>

27. Workforce Management

It is strongly recommended that the number of working personnel at the Stadiums (and Official Training Sites) are kept to an absolute minimum, especially on MD-1 and Match days.

The total number of working personnel will be determined by:

- directives issued by the relevant local authorities;
- the size and configuration of the Stadium (and Official Training Site);
- the space available to conduct operations on the premises while maintaining strict physical distancing and hygiene regimes;
- operational restrictions arising from rezoning in accordance with the requirements stipulated in this AFC MOP, and;
- the additional number of personnel available to implement, monitor and control mandated physical distancing and hygiene regimes.

Host Organisations shall ensure that their appointed working personnel (including any service providers, suppliers and any other appointed third-parties) are aware of all the requirements and protocols which apply to them.

28. Logistical Arrangements

Airport Arrivals and Departures

Host Organisations shall liaise with the relevant authorities of the host country as well as the Participating Teams/Participating Clubs to ensure segregated arrival and departure procedures at airports to avoid unnecessary contact wherever possible. The following measures could be considered:

- use of dedicated arrival and departure gates and lounges;
- drop-off/pick-up of arriving Individuals directly at/from the aircraft;
- priority boarding/group boarding, and;
- dedicated fast-track passage through immigration, customs or security screening.

If possible, these arrangements shall be provided to the AFC Delegation as well.

Domestic Transportation

Host Organisations shall arrange domestic transportation for the Participating Teams/Participating Clubs and AFC Delegation in compliance with the relevant protocols in place.

Measures to be considered are:

- regular disinfection of vehicles before and after each use;
- larger or additional vehicles (e.g. second team bus) to be provided with clear instructions on seats to be used in consideration of physical distancing;
- dedicated vehicles and drivers for each Stakeholder for the duration of their stay in the host country, and;
- proactive health monitoring for drivers before and after their shift, accommodating drivers within the “biomedical bubble” wherever possible to avoid unnecessary contact.

Accommodation

Host Organisations shall ensure hotels providing accommodation for the Participating Teams/ Participating Clubs and AFC Delegation fully comply with all relevant protocols. Recommended practices are:

- regular disinfection of all spaces and surfaces before and after each use;
- face masks and hand sanitisers provided in every room and all other areas;
- exclusive use of facilities to be provided wherever possible, to avoid unnecessary contact with other hotel guests;
- each Individual to be provided a separate room;
- sufficient space for common areas (e.g. dining rooms, meeting rooms) to ensure physical distancing;
- adequate ventilation for all rooms;
- minimum interaction with hotel staff;
- laundry or any other personal equipment, which requires cleaning and/or disinfecting should be placed in individual single-use bags and handed to the responsible person, and;
- meals to be served to tables or by pick-up (not to be served in self-service or in buffet-style).

29. Official Training Sites

Host Organisations shall be responsible for ensuring that the Official Training Sites comply with all relevant protocols.

All spaces and surfaces must be thoroughly cleaned and disinfected before and after each use. Sufficient hand sanitisers should be provided for use by the Participating Teams/Participating Clubs.

Training sessions shall be closed to the media and public to avoid any unnecessary contact. A dedicated entry and exit route shall be provided to the Participating Players and Participating Officials, wherever possible.

Any spa, sauna, wet room, jacuzzi, ice-bath or similar facility should not be used and, if possible, remain closed.

Any personal equipment should be labelled and not be shared with others.

30. Return of Spectators



It is recommended that Matches played during the COVID-19 pandemic are played behind closed doors without spectators to protect the Stakeholders involved and avoid the spread of COVID-19.

However, Host Organisations may propose to host Matches with a limited number of spectators (restricted match) or with spectators in a full capacity (normal match), provided that it fully complies with the protocols set out by the relevant authorities of the host country. A comprehensive risk assessment should be undertaken in consultation with the relevant authorities and submitted to the AFC for its written approval to ensure that the Match can be played in a safe environment.

Matches without Spectators (Closed Match)

The following shall be considered for Matches without spectators:

- no spectator shall be permitted to enter the Stadium;
- a maximum of two (2) guests in the VIP tribune and a maximum of twenty-five (25) guests in the VIP tribune may be exceptionally allowed for the Participating Teams/ Participating Clubs, subject to the protocol set out by the relevant authorities of the host country. For the avoidance of doubt, dressing room visits shall not be allowed in any case;
- a clear communication plan shall be established to inform the fans that the relevant Match will be played behind closed doors. Information shall also be clearly displayed in all relevant facilities and areas (e.g. entrance gates, ticketing booths), with security personnel deployed outside the Stadium to disperse any crowd which may attempt to gather, and;
- the Host Organisation may play recorded audio (e.g. fans cheering, chants, goal celebrations) to create an atmosphere within the Stadium, which shall be subject to the prior written approval of the AFC Match Commissioner. Any recorded audio shall not bear any commercial, religious, political, or offensive message.

Matches with Limited Spectators (Restricted Match)

The following shall be considered for Matches with limited spectators:

- operational measures to ensure the implementation of Preventative Measures for the spectators;
- calculation of capacities for each space upon entry, circulation and exit of spectators;
- Ticketing plan and allocation of Tickets;
- spectator transport concept;
- external communication plan and signage;
- management of spectator movement within the Stadium and offering of spectator facilities (e.g. toilets and concourses);
- management of additional numbers of Match day personnel;
- medical plan, and;
- contingency and evacuation planning.

The return of spectators shall only be considered provided that it is permitted by the relevant authorities of the host country. The involvement of competent and experienced personnel to comprehensively plan and manage the arrangements for spectators is crucial.

The following operational measures are recommended for the delivery of any Match with limited spectators:

- allowing only selected spectators (e.g. members of the fan club, season ticket holders for league matches, etc) instead of public ticket sales;
- maximum number of spectators shall be less than 50% of the total sellable tickets with a recommended ratio of 30%. The allocation of Purchasable/Complimentary Tickets for the AFC, AFC Commercial Rights Partner and Participating Teams/Participating Clubs in accordance with the relevant Competition Regulations shall also be included when calculating the number of spectators;
- seats shall be spread throughout the Stadium in consideration of physical distancing, with seating information on the Tickets;
- the allocation of Tickets for the fans of the away team shall be discussed and agreed between two teams. The Host Organisation shall not reduce the ratio stipulated in the relevant Competition Regulations without any agreement, and;
- announcements shall be made regularly to control and maintain the distance between spectators.

Personnel involved are also recommended to complete the online [WHO COVID-19 Mass Gatherings Risk Assessment Training](#) to better prepare themselves.

The AFC may publish additional guidelines to support the planning process for Matches with spectators.

Matches with Full Spectators (Normal Match)

This scenario consists of a full return of spectators with the normal procedures and activities in place on and off the pitch, with no limitations.

However, it will still be required that the Host Organisation complies with the strictest hygiene and disinfection guidelines.

The continuation of the highest standards of hygiene measures should continue until the emergency health situation is declared to be completely over. Announcements should also be regularly made during Matches to continue the process of educating fans.

SECTION 5 | PARTICIPATING IN MATCHES

31. General Requirements for Participating Teams/Participating Clubs

Participating Teams/Participating Clubs shall be responsible for complying with the Preventative Measures and the protocols set out in this AFC MOP as well as any other protocols set out by the relevant authorities of the host country or any other countries between which they are travelling.

To this effect, Participating Teams/Participating Clubs shall:

- plan their flight itineraries in consideration of the protocols in place (e.g. COVID-19 testing, quarantine measures) and ensure the exact travel itinerary is duly informed to the AFC and the Host Organisation for necessary arrangements;
- no later than from fourteen (14) days prior to the Match, ensure all Individuals involved in the Match implement comprehensive health monitoring activities in accordance with Article 3;
- appoint key personnel in charge of matters related to COVID-19 (e.g. the Team Medical Liaison Officer and Team Hygiene Implementation Officer) and provide their contact details to the Host Organisation and the AFC;
- liaise with the Host Organisation and the relevant authorities of the host countries for all logistical matters (e.g. accommodation, domestic transportation, visa support, health provisions), and;
- submit the COVID-19 testing results and any other medical documentations as required by the AFC and relevant authorities of the Host Organisation.

Operational arrangements to be made by the Participating Teams/Participating Clubs to ensure all Individuals comply with the protocols set out include:

- providing hygienic materials to the members of the Team Official Delegation for use (e.g. face masks, hand sanitisers);
- ensuring all members of the Team Official Delegation fully comply with the Preventative Measures;
- wearing face masks at all times, except for the Participating Players on the Field of Play during the Match and the Participating Players and Participating Officials during any warm-up (pre-Match or during the Match) or training;
- regularly disinfecting all equipment before and after use;
- ensuring all uniforms (e.g. bibs) used on-site are laundered before and after use and are not transferred between different personnel;
- repeatedly informing and educating all new protocols during team meetings, and;
- establishing a clear process for personnel to report COVID-19 symptoms or request information or advice.

32. Appointment of Additional Personnel

Participating Teams/Participating Clubs are required to appoint the following personnel to be responsible for key functions in relation to their participation in Matches during the COVID-19 pandemic.

Team Medical Liaison Officer

- role should be carried out by one of the team's medical staff (e.g. Team Doctor, Physiotherapist) registered in the Team Official Delegation;
- ensures that the testing protocols set out by the AFC and Host Organisation are carried out, and;
- must ensure the test results and any other medical documents as required by the AFC and Host Organisation are submitted in a timely manner.

Team Hygiene Implementation Officer

- is a coordination/administrative role and may be carried out by an official with another function within the Team Official Delegation (e.g. Team Manager, Team Administrator);
- ensures implementation of Preventative Measures as defined in this document at all times, and;
- liaises with the AFC and Host Organisation to ensure necessary measures are in place in relation to COVID-19.

Appointed personnel are strongly encouraged to go through the following online training materials provided by WHO and FIFA:

- WHO Training Course: <https://openwho.org/channels/covid-19>
- FIFA Training Module: <https://covid-19-module.fifa.com/>

33. Return to Training Safety Considerations

Prior to any resumption of training activities, daily health monitoring activities (cf. Article 3) shall be implemented for all Participating Players and Participating Officials. It is strongly recommended that all Individuals involved are tested, as from a psychological perspective it is essential to convince the Participating Players that no case of COVID-19 is present within the team.

Additional measures shall be in place to maintain a safe training environment, such as:

- disinfecting all facilities and equipment before and after use;
- minimising any indoor activity;
- wearing face masks at all times except during the training session;
- avoiding unnecessary physical contact (e.g. handshakes, gathering)
- no sharing of personal equipment (e.g. water bottles, towels);
- avoid spitting and clearing of nasal/respiratory secretions on the pitch, and;
- educating each Individual of the Preventative Measures and all related protocols set out by the relevant authorities of the country.

Special attention is required for any Participating Player who has previously been tested positive. Any such Participating Player should undergo a full medical evaluation and assessment prior to returning to competitive sport such as:

- cardiac screening such as electrocardiogram (ECG), blood test for Troponin and C-Reactive Protein (CRP), Cardiac MRI – Echocardiogram depending on the severity of the past COVID-19 infection;
- kidney test (e.g. urinalysis, creatinine) should also be considered to evaluate kidney functions, and;
- if there is no cardiac concern, the player must proceed to graduated return to training with no high intensity training for one (1) week.

In all cases, the Participating Team/Participating Club shall be fully responsible for any such Participating Player's return to play and shall not hold the AFC or any Host Organisation liable for any medical complication that may develop due to the return of such Participating Player's return to competitive sport. The AFC may request the Participating Team/Participating Club or Participating Player to sign a declaration that the relevant player is fit to participate.

34. Pre-Competition Medical Assessment

Each Participating Team/Participating Club must ensure that their Participating Players undergo a Pre-Competition Medical Assessment ("PCMA") in accordance with the relevant Competition Regulations.

For Matches held during the COVID-19 pandemic, all PCMAs shall be conducted in line with the following:

- COVID-19 testing is mandatory and shall form an essential part of the PCMA;
- all Participating Players and Participating Officials must undergo COVID-19 testing no earlier than seventy-two (72) hours prior to their departure to the Venue, in accordance with the testing requirements set out in Article 4;
- Participating Players and Participating Officials who have tested positive for COVID-19 at any time prior to their departure shall provide such medical supporting documents as required by the AFC and the relevant authorities, as evidence to prove their recovery, and;
- the AFC reserves the right to request any additional documents in all cases.

35. Logistical Arrangements

International and Domestic Travel

The following precautions should be taken when travelling:

- ensure physical distancing is maintained at all times by pre-arranged seating plans and staggered timings for all activities;
- avoid shops, food outlets and all other areas during the travel to minimise unnecessary contact;
- coordinate with the travel service providers to ensure the members of the Team Official Delegation are separated from other guests as much as possible, and;
- wiping surfaces with antiseptic wipes before use.

If possible, these arrangements shall be provided to the AFC Delegation as well.

Accommodation

Recommended practices within the hotel accommodation are:

- early engagement with the hotel and Host Organisation to ensure necessary protocols are in place;
- each Individual to be provided a separate room;
- minimise interaction with others and spend time in their own rooms as much as possible;
- adequately ventilate all rooms;
- laundry or any other personal equipment should not be shared;
- meals to be served to tables or by pick-up (not to be served in self-service or in buffet-style), and;
- not to touch elevator buttons, handrails or door handles with the hand (using the elbow instead).

36. Match Day Requirements

Pre-Departure Temperature Checks

Temperature Checks of all Participating Players and Participating Officials shall be conducted prior to their departure to the Stadium as below:

- 1st check: 10:00hrs on Match day, and;
- 2nd check: prior to their departure from the hotel

Any temperature reading above 37.5°C (or the temperature threshold set out by the relevant authorities of the host country, whichever is lower) shall be reported to the AFC Match Commissioner.

Stadium Temperature Check

All Individuals shall be subjected to a temperature check prior to entering the Stadium.

Any temperature reading above 37.5°C (or the temperature threshold set out by the relevant authorities of the host country, whichever is lower) shall be subjected to a second temperature check which shall take place approximately ten (10) minutes after the first temperature check.

In case the second temperature reading is still higher than the temperature threshold, the relevant Individual shall be escorted to an isolation room/area and be referred to the AFC Medical Officer (or LOC Medical Officer in case the AFC Medical Officer is not present) who will make the decisions on any further action.

37. Training Sessions

Additional measures listed in Article 33 in relation to training sessions shall also be implemented in training sessions throughout the duration of the Competition.

Official Training at the Stadium

Participating Players shall arrive at the Stadium in their training kits and shower at the hotel instead of the Official Training Sites, whenever possible. The use of team dressing rooms will not be allowed, unless otherwise approved by the AFC Match Commissioner.

Training Sessions at the Official Training Sites

The use of dressing rooms or any indoor facilities should be minimised. Participating Players are strongly recommended to arrive at the Official Training Sites in their training kits and shower at the hotel instead of the Official Training Sites whenever possible. Any other activities, such as team meetings and gatherings should take place in the open air.

SECTION 6 | MEDIA & BROADCAST

38. General Requirements for Media and Broadcast Partners



Media and Broadcast Partners shall be responsible for implementing the Preventative Measures and the protocols set out in this AFC MOP as well as any other protocols set out by the relevant authorities of the host country or any other countries between which they are travelling.

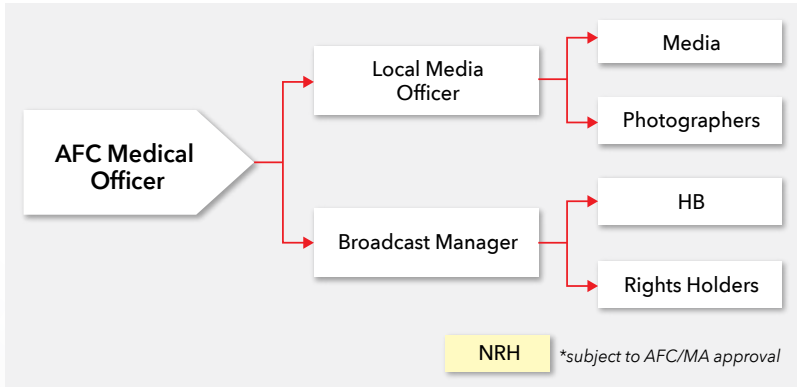
Operational arrangements to be made by the Media and Broadcast Partners to ensure all Individuals comply with the protocols set out include:

- deploying only essential personnel who shall fully comply with the Preventative Measures;
- providing hygienic materials to the members of the Team Official Delegation for use (e.g. face masks, hand sanitisers);
- wearing face masks at all times, except for the commentators while commentating in their designated positions and the presenters while presenting to the camera;
- regularly disinfecting all equipment before and after use;
- ensuring no personal equipment is shared (e.g. headsets, microphones) or transferred between different personnel, and;
- adequately ventilating any enclosed facilities for media and broadcast operations.

39. Points of Liaison

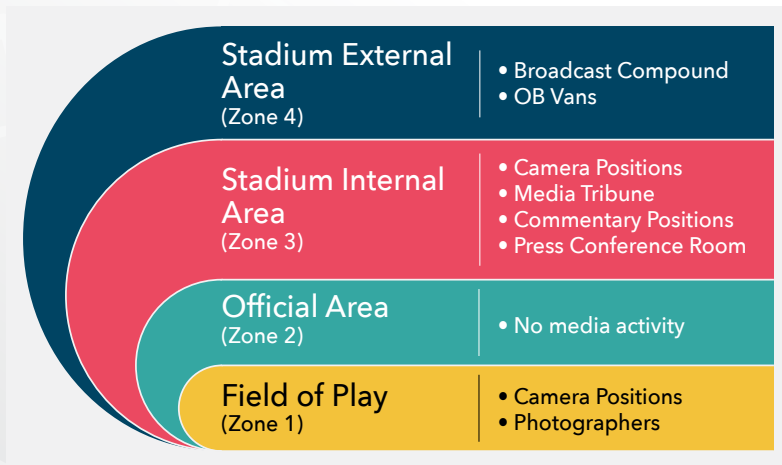
The Local Media Officer (LMO) and the Broadcast Manager (BM) are responsible for the planning and implementation of all Media and Broadcast activities.

The Venue Medical Officer or any other delegated person will also liaise with them and oversee the implementation of all hygiene measures.



40. Zoning

The Stadium will be divided into four (4) zones with the relevant media and broadcast activities to be held as follows:



41. Requisite Personnel for Each Area

Media & Broadcast Operations – Allowed Number of Personnel			
Media / Broadcast Area	Personnel Involved	Scenario	
		Timing	Suggested Numbers
Media Tribune	Media/NRH/RTV	1 Hour before Kick-Off	1 Person per 3 seats (Number to vary across stadiums)
Field of Play	PHO	1 Hour before Kick-Off	30 Persons (including Official PHO)
Field of Play	HB	From 10hrs before KO to KO – 23 Persons During Match – 15 Persons FT to FT + 2hrs – 13 Persons	
Stands	HB	From 10hrs before KO to KO – 26 Persons During Match – 19 Persons FT to FT + 2hrs – 16 Persons	
Stadium Perimeter	HB	From 10hrs before KO to KO – 14 Persons During Match – 14 Persons FT to FT + 2 hrs – 11 Persons	

42. Team Training

All training sessions, except for the Official Training of each Participating Team/Participating Club shall be closed to the Media.

43. MD-1 Media Activities

Standard MD-1 Media Activities such as press conferences and coverage of official training sessions may take place from the designated positions in compliance with the Preventative Measures and the protocols in place.

Stadium media centres will not be operational. If possible, it should be considered whether a fifteen (15) minute streaming of the training session can be provided, or if footage and photos can be disseminated post-training, to minimise the number of Media on-site. Further, opportunities for unmanned camera activities could be explored, as appropriate.

44. Match Day Media Activities

Entry and Access

In addition to the protocols set out in this AFC MOP, it shall be compulsory for the Media to sign the media register list before entering. Any Individual who refuses to sign will be denied entry to the Stadium.

The media entrance gate must be separate from those of any other Stakeholders. If this is not possible due to the Stadium layout, a barricade should be placed and the distance in between shall comply with the physical distancing requirements in place.

The production truck will remain inaccessible to unauthorised personnel not working in it.

In order to prevent congregating of any kind, no catering will be offered. The Stadium media centre will remain closed.

Before Kick-off

Media and broadcast personnel shall only utilise the designated access routes and avoid any queuing or crowding at any point. They must strictly be separated from the Participating Players, Participating Officials and Match Officials.

Only official photographers (as appointed by the AFC) and Host Broadcasters shall be allowed to be present at the designated areas near the team benches during the Pre-Match Ceremony. Other photographers and RTVs should be positioned behind the A-boards directly.

For Host Broadcasters and RTV:

- Head Coach on arrival interview is allowed, provided that physical distancing is maintained and dedicated microphones on stands are used for the Head Coach and interviewer. The microphone shall be disinfected before and after each use;
- team dressing room filming will be strictly prohibited for Matches during COVID-19;
- pre-Match presentations and pre-Match standups are allowed provided that physical distancing is maintained and dedicated microphones are used. The microphone(s) shall be disinfected before and after each use, and;
- allowed to film team line-ups and the Pre-Match Ceremonies.

During the Match

Seats for photographers and seats in the media tribune will be allocated and assigned on a first-come-first-served basis. They shall be positioned to comply with the physical distancing requirements in place. The extension of Media seats utilising adjacent spectators' seats may be considered in case the existing facilities cannot ensure the necessary protocols.

After the Match

Post-Match Press Conferences shall take place with the following arrangements:

- the press conference room shall be set up after taking into account strict physical distancing requirements with a limited number of pre-approved attendees;
- seats shall be positioned in such a way as to avoid cross-flows;
- the overall time spent in the press conference room shall be minimised as much as practicable;
- microphone stands/booms should be used instead of handheld microphones;
- microphones shall be disinfected before and after each use and the interviewee should not touch the microphone, and;
- personal recording devices shall not be placed on the podium.

Mixed zones will not be used for Matches during the COVID-19 pandemic.

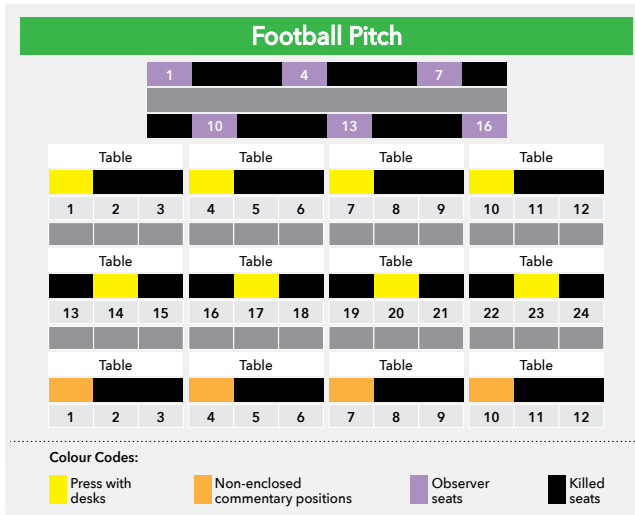
For Host Broadcasters and RTV:

- Flash interviews for the Head Coach and Participating Players shall be allowed outside the Field of Play, provided that physical distancing is maintained and dedicated microphones on stands are used. The microphone shall be disinfected before and after each use.

Media Activities – Summary

Section	Media Personnel	Media Activity	Availability	Remark
Before kick-off	HB	Players' bus drop off	Available	Secure at least 1m distance
		Dressing rooms	Not available	
		Head Coach flash interview	Available	Outside FOP (secure at least 1m distance)
	Photographer	Players' bus drop off/ entrance in to stadium	Available	Official PHO is allowed
	HB/RTV	pre-Match presentations and pre-Match standups	Available	Outside FOP (secure at least 1m distance)
During match	HB	Players' waiting in tunnel	Available	Secure at least 1m distance
	PHO	Line up, tossing coin, etc	Available	Secure at least 1m distance
Post-Match	HB/RTV	Head Coach & Players flash interview	Available	Outside FOP (secure at least 1m distance)
		post-Match presentations and post-Match standups	Available	Outside FOP (secure at least 1m distance)
	Press	Official press conference	Available	Briefing room (secure at least 1m distance)
		Mixed Zone	Not available	

45. Media Tribune Layout

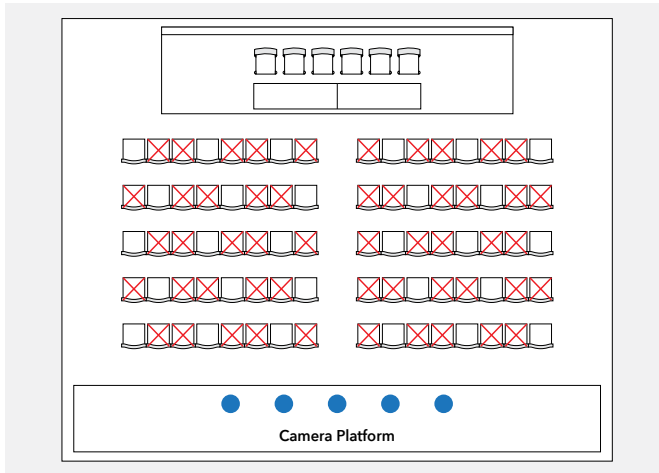


** Preference to be given to Rights Holders and Agencies*

46. PHO Seating Layout

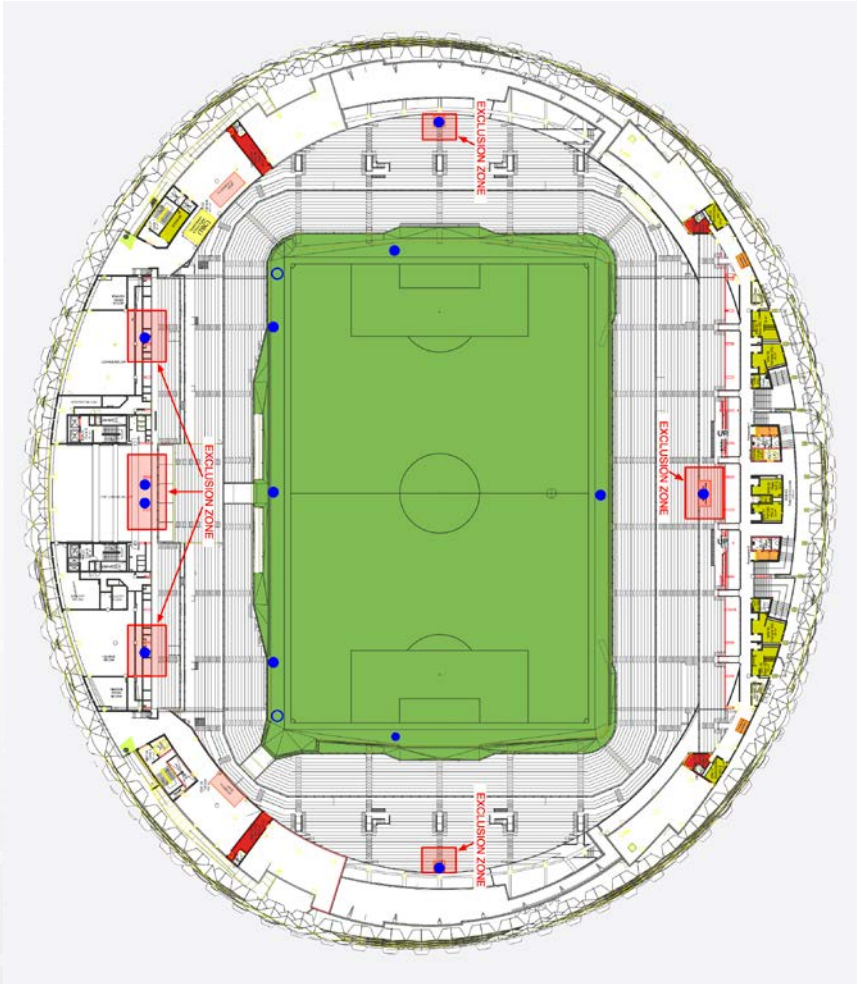


47. PC Room Layout



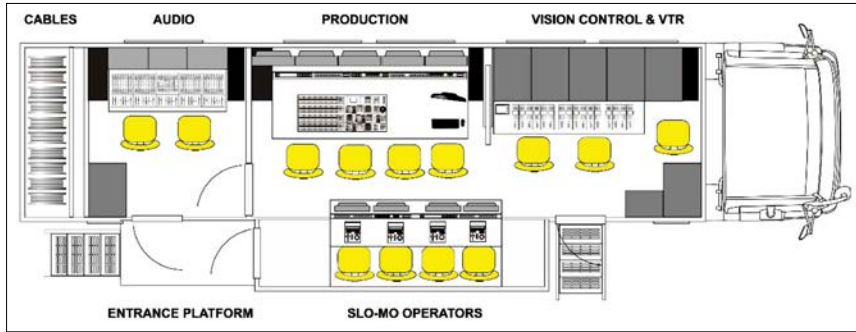
** Preference to be given to Rights Holders and Agencies*

48. Recommended Camera Plan

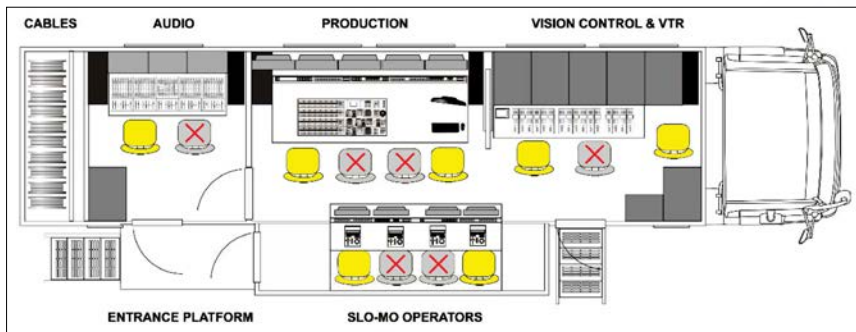


49. OB Van Layout

Usual Layout



Recommended Layout during COVID-19



APPENDIX 1 | TEMPLATE FOR MATCH PREPARATION INFORMATION SHEET

This information sheet should be carefully prepared by the Host Organisation, in consultation with the relevant authorities from the host country. The Host Organisation shall ensure to maintain a continuous dialogue with such authorities of the host country as well as all Stakeholders involved in the Match.

This document should be transmitted no later than fourteen (14) days prior to the Match to the following Stakeholders:

- Participating Teams/Participating Clubs (both home and away);
- the AFC, and;
- any other Stakeholder (e.g. local service providers) appointed by the Host Organisation.

Part I - KEY CONTACTS	
Match Details Competition: Date: Home Team: Away Team: Name of Stadium:	
Version/Issue Number Date of Issue: Version of this document:	
KEY CONTACTS IN HOST VENUE	
Host Organisation Medical Response Coordinator Name: Mobile phone (incl. country code): Email address:	
Host Organisation Lead Hygiene Implementation Officer Name: Mobile phone (incl. country code): Email address:	
Stadium Hygiene Implementation Officer (if any) Name: Mobile phone (incl. country code): Email address:	

Appointed COVID-19 Testing Facility Name of facility: Name of main contact: Contact phone (incl. country code): Address: Website: Email address:	
EMERGENCY CONTACTS IN HOST VENUE	
Emergency doctor/medical contact Name: Mobile phone (incl. country code): Email address:	
Nearest hospital for emergencies Name of facility: Name of main contact: Contact phone (incl. country code): Address: Website: Email address:	
Quarantine/Isolation facilities Name of facility: Name of main contact: Contact phone (incl. country code): Address: Website: Email address:	
NATIONAL COVID-19 REPORTING REQUIREMENTS	
Name of relevant competent authority (e.g. public health authority)	
Measures to take if an individual shows symptoms of COVID-19, as mandated by the relevant competent authority	
Measures to take if an individual tests positive for COVID-19, as mandated by the relevant competent authority	

Medical facilities equipped to receive individuals who test positive for COVID-19 and require medical assistance	
Other protocols mandated by the relevant competent authority (if any)	
Part II: COVID-19 PROTOCOLS AND PREVENTATIVE MEASURES	
Residual risk score and risk level as per the football-specific risk assessment	Risk score: Risk Level:
Overview of the current COVID-19 situation in the host country and host venue	
Relevant travel restrictions for travel to the host country or host venue	
Relevant movement restrictions in the host country or host venue	
Website (if applicable) of the local authority that provides the latest indication on restrictions	
COMPULSORY PROTOCOLS AT THE STADIUM OR OTHER OFFICIAL SITES	
Arrangements for arrival/ departure to the host country/ host venue	
Domestic Transportation arrangements	
Additional testing arrangements in the host venue (i.e. city)	
Arrangements for checking confirmation of test results	
Stadium: dressing room services (e.g. towels, catering, ice, sanitisers, if any)	
Stadium: relevant match protocols (e.g. zoning, warm-up, substitutes' benches)	
Any other relevant points	

APPENDIX 2 | COVID-19 MEDICAL PREPAREDNESS AND RESPONSE PLAN

A COVID-19 Medical Preparedness and Response Plan should be developed in coordination with all relevant authorities of the host country. This plan will play an essential part in the mitigation of risks identified using the football-specific risk assessment tool. The requirements detailed below can also be found in the mitigation checklist contained in the football-specific risk assessment tool.

The plan aims to set out actions to take in case of a medical contingency scenario occurring, and attributes clear roles and responsibilities as part of a multi-agency medical response.

The following constituent parts are to be reflected in this document:

- a description of the status of the current risk situation and local epidemiological situation;
- established screening measures (including temperature checks, screening for COVID-19 symptoms on arrival, health screening questionnaires, contact tracing, travel history questionnaires, etc) in place for Individuals entering a Controlled Access Area in relation to the Match;
- detailed COVID-19 Preventative Measures for all Controlled Access Areas;
- details of appointed suppliers of COVID-19 laboratory diagnostic tests or required certification levels, along with the testing regime for the Match;
- different scenarios of event modification, which have been developed regarding the status of the local and global epidemiological situation; the most likely scenarios are to be developed into contingency plans (e.g. additional travel and/or movement restrictions due to an increase in COVID-19 cases);
- a cooperation protocol/agreement with the relevant authorities of the host country with clear roles and responsibilities for COVID-19 case management, including testing, isolation/quarantine, medical care, and transportation for all Stakeholders;
- a procedure that clearly identifies how any Individual feeling unwell or displaying COVID-19 symptoms while at a Controlled Access Area should report;
- an agreed reporting protocol on who the Host Organisation or Participating Teams/ Participating Clubs should contact in the host country to report confirmed or suspected cases and request advice, testing and epidemiological investigations as required by the local public health authorities;
- a description of the first-aid and other event medical services on-site, their equipment, their roles and responsibilities;
- details of medical teams which are equipped to support Participating Players and other Individuals with acute respiratory symptoms;
- details of isolation rooms/spaces available on all Controlled Access Areas used for the Match;
- procedures in place to quickly isolate suspected/confirmed cases;
- details/locations of and access arrangements with designated medical facilities that can address severe respiratory disorders in patients with COVID-19 infection;
- details of arrangements in place with local public health/transportation services with trained professionals (ambulatory services) available to transport critically ill patients with a severe acute respiratory syndrome to a hospital;

- arrangement for movement of patients out of the country, including those who are asymptomatic, but have tested positive, and;
- protocols in place to notify all relevant Individuals of possible exposure to COVID-19 if there are any suspected or confirmed cases at an official site.

As a minimum, the COVID-19 Medical Preparedness and Response Plan should comply with the requirements set out in the AFC Match Operations Protocol during COVID-19 Pandemic. In case the requirements set out by the relevant authorities of the host country are stricter, those requirements shall prevail and the COVID-19 Medical Preparedness and Response Plan should cover the constituent parts accordingly.



Wash your hands frequently and thoroughly using soap and water for at least 20 seconds. Use alcohol-based hand sanitizer if soap and water aren't available.



Cough or sneeze into a tissue or flexed elbow, then throw the tissue in the trash.



Avoid touching, your eyes, nose or mouth with unwashed hands.



Maintain social distancing and stay at least 1 – 2 meters away from other people.



When sick, consult your health care provider and inform your team doctor.



Clean and disinfect surfaces and objects people frequently touch.



Wear a face mask when you are in crowded places and if you have respiratory symptoms.

**THE BEST WAY TO
PROTECT YOURSELF
FROM COVID-19**

HEALTH PROTOCOL RETURN TO TRAINING DURING THE CURRENT COVID-19 PANDEMIC

1 Before Training



1

Do a self-check (temperature and monitoring for other symptoms) to ensure you are well. If you are not well, do not go to training and instead inform your team doctor/health provider and seek advice.



2

Prepare your mask, hand sanitiser, wipes, tissues, and own water bottle.



3

Bring extra clothes for changing after training.



4

Upon arrival for training, team doctor should check player's temperature.



5

Education on infection control must be included in the pre-training briefing.



6

Team personnel to ensure equipment are rigorously cleaned and disinfected.

HEALTH PROTOCOL RETURN TO TRAINING DURING THE CURRENT COVID-19 PANDEMIC

2 During Training



- 1** Players should not share clothing, towels, bar soap or other personal items.



- 2** Avoid spitting and clearing of nasal/respiratory secretions on the pitch during training and play.



- 3** Players should not share water bottle. Strictly follow infection control measures (wash hands or use hand sanitiser, facial tissues, facial coverings, etc.).



- 4** Avoid touching door handles, railing & lift button, instead, use elbow and disinfect your hands when touching commonly touched areas.



- 5** No handshake, hugging, cheek to cheek, high five or any other physical contact. Greet with hello, nod or wave.

HEALTH PROTOCOL RETURN TO TRAINING DURING THE CURRENT COVID-19 PANDEMIC

3 After Training



1

Players should separate their dirty clothes in a disposable bag and use fresh clothes when leaving the training site.



2

Ensure all equipment are rigorously cleaned and disinfected after training. Proper disposal of used waste materials after training.



3

Use mask when leaving the training site to return home or place of stay. If you are staying at home, do not expose yourself to your family before cleaning and sanitising.



4

Disinfect all your training apparel (e.g. bag, shoes, gloves etc.) and wash clothes immediately.



5

Take a shower, clean oneself from head to toe.



6

Eat balanced diet and sleep 8 – 10 hours to boost your immunity

PREVENTION OF COVID-19 MESSAGES

FOOTBALL

Follow

& abide by
Government &
WHO
Regulations/
Guidelines

Observe

social
distancing
and avoid
crowded
places

Observe

personal
hygiene:
wash hands
with soap or
use alcohol
sanitisers

To

use PPE:
face masks,
gloves if
necessary

Break

the chain
of infection

Always

seek medical
evaluation if you
have symptoms
of fever, sore
throat, cough or
breathing
difficulty

Lifestyle

changes: eat
a healthy diet,
sleep 8-10
hours,
exercise

Living

Football,
Living Life &
Safety



WEAR A PROTECTIVE
MASK



DISINFECT
SURFACES



WASH HANDS
FREQUENTLY



KEEP DISTANCE
FROM SICK PEOPLE



AVOID CROWDED
PLACES



AVOID CONTAMINATED
OBJECTS



WEAR
GLOVES

Asian Football Confederation

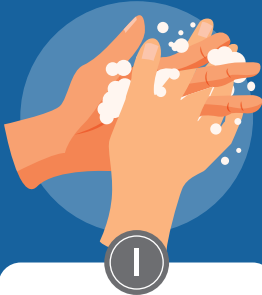
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KEEP HANDS CLEAN



#BreakTheChain of
COVID-19 infections



1
Rub hands
palm to palm



2
Right palm over left
dorsum with interlaced
fingers and vice versa



3
Palm to palm with
fingers interlaced



4
Back of fingers to
opposing palms with
fingers interlocked



5
Rotational rubbing of left
thumb clasped in right
palm and vice versa



6
Rotational rubbing, backwards and
forwards with clasped fingers of right
hand in left palm and vice versa

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MASK UP

#BreakTheChain of COVID-19 infections

Mask up for protection

Wearing a face mask can protect you and others from COVID-19. Even with a mask, remember to practise social distancing - at least a metre apart - and wash your hands regularly and thoroughly. Avoid touching the face and mask to prevent infection and observe the dos and don'ts to keep you safe.

DOs



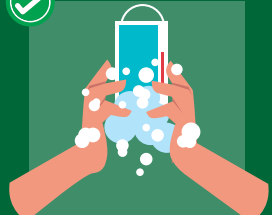
Clean your hands before touching the mask



Ensure there are no gaps at the sides of the mask

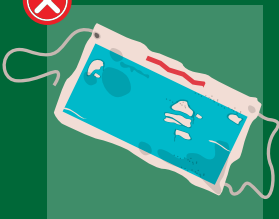


Hold the straps behind the ears or head when removing the mask



Wash the reusable mask in soap and hot water every day

DON'Ts



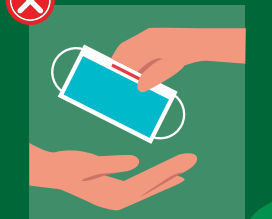
Don't use a damaged or dirty mask



Never use a loose mask



Don't wear the mask under the nose, mouth or chin



Never share the mask with others

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STOP & SANITISE

#BreakTheChain of COVID-19 infections

Reduce the Spread of Infection



How to use a Hand Sanitiser



Dispense the hand sanitiser on your palms



Rub well over palms, back of hands and fingernails until dry



Waterless use for refreshingly clean hands

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SPECIAL RULES APPLICABLE TO AFC COMPETITIONS DURING COVID-19 PANDEMIC



Special Rules Applicable to AFC Competitions During COVID-19 Pandemic (Edition 2021)

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5. Financial Responsibilities.....	8
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PREAMBLE

These Special Rules are applicable to all AFC football Competitions and Matches taking place in the period during which they are in force in the context of the COVID-19 pandemic (the “Special Rules”).

These Special Rules set out the responsibilities of the AFC, Host Organisations, Participating Teams/Participating Clubs and all other relevant stakeholders participating in and/or otherwise involved in the staging, organising, hosting and/or delivery of the AFC Competitions and Matches (collectively the “Stakeholders” and each a “Stakeholder”), as well as any and all persons affiliated to the Stakeholders and/or carrying out duties on their behalf (collectively the “Individuals” and each an “Individual”).

These Special Rules shall be read in conjunction with and be considered to form an integral part of the relevant Competition regulations and the AFC Competition Operations Manual (the “Manual”), and shall also be read in conjunction with the AFC Match Operations Protocol during COVID-19 Pandemic (“AFC MOP”) and all other protocols, directives, decisions, guidelines and circulars issued by the AFC in connection with its Competitions and Matches.

In the event of any discrepancy between these Special Rules and any of the foregoing documents, the provisions of these Special Rules shall prevail to the extent of the discrepancy.

Failure to comply with any matter set out in these Special Rules is an offence and may be sanctioned in accordance with the relevant Competition regulations and the AFC Disciplinary and Ethics Code (as applicable).

For the purposes of these Special Rules, all defined terms shall bear the same meaning as ascribed to them in the relevant Competition regulations and the Manual, unless the context requires otherwise.

1. Compliance with AFC and Host Country Medical Protocol

- 1.1. Notwithstanding anything to the contrary in the AFC MOP, all Stakeholders and Individuals are required to comply with:
 - 1.1.1. the provisions of these Special Rules and all rules set out herein; and
 - 1.1.2. all health, safety, medical, security, travel and other protocol and laws set by the relevant authorities of the host country any Match is held in, at all relevant times.
- 1.2. For the avoidance of doubt, where the relevant authorities of a host country have imposed additional and/or stricter requirements than those set out in these Special Rules, such additional and/or stricter requirements shall prevail.
- 1.3. For the avoidance of doubt, nothing in these Special Rules shall affect any obligations arising from any applicable national laws (whether in a host country, a Stakeholder or Individual's home country, any transit country or otherwise) and the relevant Stakeholder or Individual (as appropriate) shall be solely responsible for complying with all applicable laws and protocols.

2. Temperature Checks and Entry to the Stadium

- 2.1. All Individuals shall be subject to a temperature check prior to entering a Stadium.
- 2.2. Any Individual re-entering a Stadium for any reason shall be subject to another temperature check.
- 2.3. In case the measurement of a temperature check is higher than 37.5°C (or the temperature required by the host country, whichever is lower), the relevant Individual will be subject to a second temperature check which shall take place approximately ten (10) minutes after the first temperature check.
- 2.4. In case the measurement of a second temperature check is still higher than 37.5°C (or the temperature required by the host country, whichever is lower), the relevant Individual shall not be allowed to enter and shall be escorted to an isolation room/area. The relevant Individual shall be referred to the AFC Medical Officer or (if the AFC Medical Officer is not present in the Stadium) the LOC Medical Officer who will take the final decision on any further action(s). Individuals and Stakeholders must comply with all directions of the AFC Medical Officer or LOC Medical Officer (as appropriate) in this regard.
- 2.5. In case any Individual is not allowed entry to a Stadium as a result of the operation of Articles 2.3 and 2.4, the relevant Stakeholder shall be responsible for replacing such Individual and for ensuring that the delivery of the Match is not affected (subject to any applicable rules regarding registration).

3. Testing and Eligibility

- 3.1. Only Participating Players, Participating Officials and Match Officials who have tested negative for COVID-19 in accordance with the testing requirements set out by the AFC and the relevant authorities of the host country shall be able to participate in a Match.
- 3.2. Any Individual who travels to the host country of a Match or Competition and tests positive for COVID-19 at any time after his/her arrival to the host country shall immediately be quarantined by the relevant Stakeholder. This requirement also applies to any Individual who tests positive but is already present in the host country of a Match or Competition (i.e. an Individual who does not need to travel). The relevant Stakeholder shall also immediately report the positive test to the AFC and comply with all reporting obligations required under the national law and/or protocol of the host country, maintaining strict confidentiality. The relevant Individual shall be subject to the medical protocol of the host country. Any such Individual who subsequently tests negative for COVID-19 shall only be allowed to participate in a Match after providing such medical and other supporting documents as are required by the AFC and the relevant authorities of the host country (e.g. a negative test result from an approved and validly authorised testing facility), and any such participation shall always be subject to the prior written approval of the AFC (to be granted or withheld at the AFC's sole discretion).
- 3.3. Any Individual who has been tested positive for COVID-19 at any time prior to their arrival to the host country of a Match or Competition (whether such Individual has recovered or otherwise) shall provide such medical and other supporting documents as are required by the AFC and the relevant authorities of the host country. This requirement also applies to any Individual who has tested positive in the past but is already present in the host country of a Match or Competition (i.e. an Individual who does not need to travel). Individuals covered by this Article 3.3 shall only be allowed to participate in any Match with the prior written approval of the AFC (to be granted or withheld at the AFC's sole discretion).
- 3.4. The relevant Participating Team/Participating Club shall be fully responsible for all of its Participating Players who return to play after recovering from COVID-19 and neither the AFC nor any other Stakeholder shall be liable for any medical complication that may develop as a result of or in connection with any Participating Player's return to play in a Match and/or participation in a Competition (whether from the after effects of COVID-19 or otherwise) or for any other liability (whether financial or otherwise) connected with their return to play. The AFC may request the relevant Participating Team/Participating Club and/or the relevant Participating Player to sign a declaration that the relevant Participating Player is medically fit to participate in a Match and/or Competition.

- 3.5. Any withholding of information or failure to provide supporting documents by a Stakeholder, or the making of false or misleading statements by a Stakeholder, may result in the initiation of disciplinary proceedings in accordance with the relevant Competition regulations and the AFC Disciplinary and Ethics Code (as applicable), and/or legal action being initiated by the relevant authorities of the host country.
- 3.6. No media releases or public announcements (including any social media posting) regarding test results (positive or negative) or otherwise relating to AFC protocol or procedure shall be made by any Stakeholder and/or Individual without the AFC's prior written approval.
- 3.7. In case any Individual is not allowed to participate in a Match due to a confirmed case of COVID-19, the relevant Stakeholder shall be responsible for replacing such Individual and for ensuring that the delivery of the Match is not affected (subject to any applicable rules regarding registration).
- 3.8. For the avoidance of doubt, save to the extent expressly provided in these Special Rules or otherwise by application of the relevant Competition regulations, the existence of any confirmed COVID-19 case(s) for any Individual(s) shall not impact on the scheduling of any Match or Competition.

4. Determining the Result of a Match that cannot be Played

- 4.1. If a Participating Team/Participating Club has less than thirteen (13) Participating Players (including one [1] goalkeeper) available for a Match for any reason (whether or not relating to COVID-19), the relevant Participating Team/Participating Club shall not be able to participate in the Match. Such Participating Team/Participating Club shall be held responsible for the Match not taking place and shall be considered to have withdrawn from the relevant Competition. The relevant Participating Team/Participating Club and its affiliated Member Association shall be subject to the provisions of the relevant Competition regulations regarding the consequences of withdrawal, as applicable.

In exceptional circumstances and provided that any rescheduling will not affect the Match Schedule determined by the AFC General Secretariat, the AFC Competitions Committee (or any sub-committee carrying out duties on its behalf) may grant an exception to the foregoing and allow the relevant Match to be rescheduled.

Competitions (or parts thereof) to be played in a centralised format (including, for example, centralised Matches in the Group Stage of AFC Club Competitions)

- 4.2. In case a Participating Team/Participating Club cannot travel to the host country and/or Venue due to any travel or other restriction relating to COVID-

19, the Participating Team/Participating Club shall be considered to have withdrawn from the relevant Competition. The relevant Participating Team/Participating Club and its affiliated Member Association shall be subject to the provisions of the relevant Competition regulations regarding the consequences of withdrawal, as applicable.

- 4.3. Subject to Article 4.1, all Matches shall take place in accordance with the Match Schedule determined by the AFC General Secretariat.

Competitions (or parts thereof) to be played in a home and away format (including any single-leg Match which is not to be played as part of a centralised format)

- 4.4. Host Organisations shall cooperate with the relevant authorities of the host country and use their best endeavours to obtain exemptions from any travel and/or other restrictions relating to COVID-19 which may impact on the relevant Match(es). In particular, Host Organisations shall ensure that:

4.4.1. the away Participating Team/Participating Club is allowed to travel into the host country and/or Venue of the Match (i.e. borders open);

4.4.2. if a full exemption cannot be obtained, the away Participating Team/Participating Club will serve a quarantine period of no more than two (2) days (unless otherwise mutually agreed between the Participating Team/Participating Clubs and/or as instructed by the AFC) upon their arrival to the host country and/or Venue of the Match; and

4.4.3. the away Participating Team/Participating Club will be provided with an Official Training Site and be allowed to conduct training sessions during its quarantine period, if any.

- 4.5. In case the Host Organisation is not able to comply with the requirements set out in Article 4.4, it shall propose an alternative neutral venue for the relevant Match that would ensure the requirements set out therein are met. Such proposal shall be submitted by no later than thirty (30) days prior to the relevant Match or as otherwise instructed by the AFC for the AFC's written approval (to be granted or withheld at the AFC's sole discretion). The Host Organisation will remain responsible for the organisation of the Match at the neutral venue and all related costs. In case the Host Organisation fails to propose an alternative neutral venue in accordance with the applicable deadline, its Participating Team/Participating Club shall be considered to have withdrawn from the relevant Competition. The relevant Participating Team/Participating Club and its affiliated Member Association shall be subject to the provisions of the relevant Competition regulations regarding the consequences of withdrawal, as applicable.

- 4.6. If the Host Organisation has complied with the requirements set out in Article 4.4 but an away Participating Team/Participating Club cannot travel to the

host country and/or Venue of a Match due to any travel and/or other restriction relating to COVID-19 imposed by its home country and/or any transit country (e.g. due to travel restrictions imposed by the relevant authorities of its home country), such away Participating Team/Participating Club shall be held responsible for the Match not taking place and shall be considered to have withdrawn from the relevant Competition. The relevant Participating Team/Participating Club and its affiliated Member Association shall be subject to the provisions of the relevant Competition regulations regarding the consequences of withdrawal, as applicable.

- 4.7. Subject to Article 4.1, all Matches shall take place in accordance with the Match Schedule determined by the AFC General Secretariat.

5. Financial Responsibilities

- 5.1. Subject to Article 5.2, the Host Organisation shall be responsible for:
- 5.1.1. implementing preventative measures in all Controlled Access Areas in compliance with the medical protocol set by the AFC and the relevant authorities of the host country, at its own cost; and
 - 5.1.2. organising and covering the cost of the COVID-19 testing process for the AFC Delegation and Participating Teams/Participating Clubs upon their arrival to the host country and (if required) on an ongoing basis, as well as for organising and covering the cost of the COVID-19 testing process for Participating Teams/Participating Clubs already based in the host country. This shall include, without limitation, the purchase of testing kits, the delivery of testing, the analysis of samples and the results management process. The Host Organisation shall ensure that these obligations are discharged using appropriately skilled personnel and in a timely manner, in the utmost confidence.
- 5.2. The relevant Stakeholder shall be responsible for any and all costs and/or expenses (unless agreed otherwise with any relevant Individual) incurred by all Individuals affiliated to it and/or carrying out duties on its behalf in connection with their involvement in any Match or Competition, including, but not limited to, any insurance coverage, hospitalisation, medical and quarantine costs.

6. Decisions

- 6.1. All decisions made by the AFC Competitions Committee (or any sub-committee carrying out duties on its behalf) in accordance with these Special Rules, except where expressly identified otherwise, are final and binding and not appealable.

7. Enforcement

- 7.1. These Special Rules were ratified by the AFC Executive Committee on 10 September 2020 and came into force immediately.
- 7.2. These Special Rules were amended by the AFC Executive Committee on 17 March 2021 and came into force immediately. The relevant amendments are highlighted in these Special Rules.
- 7.3. These Special Rules shall continue to remain in force until such time as the AFC Executive Committee decides otherwise.
- 7.4. The AFC Executive Committee may amend these Special Rules at any time.

For the AFC Executive Committee

Shaikh Salman bin Ebrahim Al Khalifa
President

Dato' Windsor John
General Secretary



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GUIDELINES FOR PREVENTION AND CONTROL OF COVID-19

This is the basic guideline, prepared for the club to undergo league competition for the season 2021-22 during the COVID-19 pandemic. The role of the team doctor will be needed and is responsible for preparing the technical health protocol in the club regarding COVID-19 in accordance with instructions of Bangladesh government, FIFA, AFC and WHO.

I. General Guidelines

1. Monitoring participants closely for any flu-like symptoms, and isolating affected individuals and contacting a healthcare provider immediately if any respiratory illness is noted.
2. Implementing recommended protective measures, including daily health checks (ranging from the monitoring of respiratory signs/symptoms to body-temperature checks and specific COVID-19 laboratory testing).
3. All players returning to professional football to be tested for COVID-19 as a safeguard and to build psychological confidence within the team and surroundings:
 - a. The first test to be conducted 72 (seventy-two) hours before resuming any football activities.
 - b. Football participants then to be under supervision of team doctors following recommended hygiene and protective procedures.
 - c. Football participants who test positive will not be allowed to participate in any footballing activities and will be under supervision of team doctors.
 - d. Only football participants who test negative will be allowed to participate in footballing activities.
4. Require that all players and team officials use masks in the training environment, on their way to and from the training ground, and when each person leaves the training venue.
5. In certain conditions if needed, the club can facilitate quarantine / self-isolation.
6. Guests / visitors / media crews will be examined by special officers and if they do not meet health requirements it is not permitted to enter the training area.
7. Players and officials are encouraged to minimize the time of stay in the dressing room before and after the training session.
8. During training, it is best not to allow audience / fans to attend.
9. Common areas such as multipurpose rooms that are shared, should be used for things that are important only.

10. Team meetings should take place in a room with adequate space.

II. Recommendations for Hotel Accommodation

1. Team officials can first travel to the hotel to prepare the sterilization procedures and coordinate with the hotel before the entire team arrives at the hotel.
2. It is recommended to bring as few official personnel as possible (essential team members only), not bring high-risk people (old people, have chronic diseases).
3. The place to stay for the hotel for players and team officials must be in a special / exclusive area or at least on the same floor to minimize contact with other hotel visitors.
4. It is recommended not to use hotel facilities such as spa, gym, swimming pool. This is done to minimize interactions with other hotel visitors.
5. Rooms are not cleaned by the hotel cleaning service during the players and officials are still in the hotel. If the team only stays 1-2 days at the hotel it is recommended not to be cleaned. Sanitary needs while at the hotel can be provided for 2 days from the start before the team enters the hotel in order to minimize contact with the hotel staff.
6. The team official in charge of the sterilization/manager must ensure that the hotel rooms to be used have been disinfected before the team arrives at the hotel.



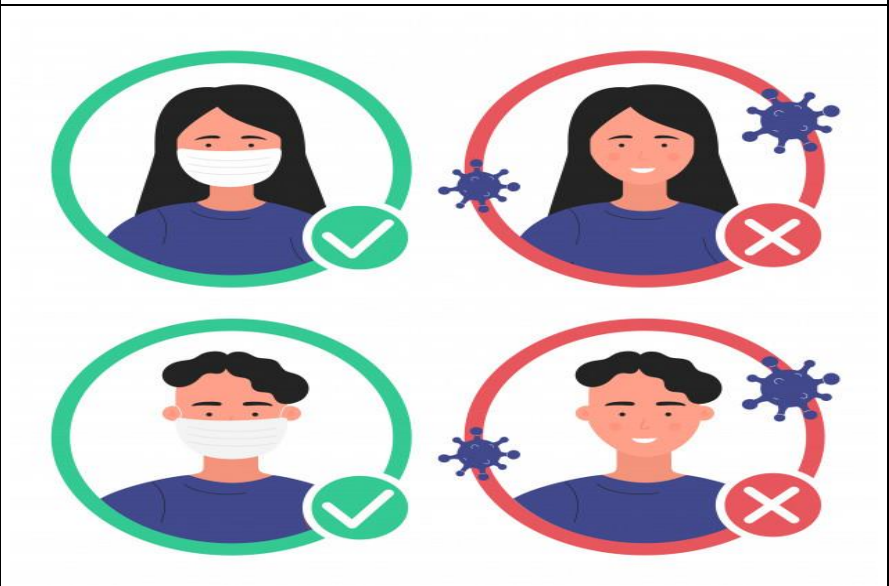
III. Guidelines for Environmental Hygiene and Cleanliness

1. Hand sanitizers are available at the front door of each room, if possible, this will be used before people will enter the room.
2. Perform procedures for disinfection of rooms, hallways, entrances / exits, and other areas that are routinely passed by people routinely after training ends.
3. Improve ventilation of each room in the training building / mess player.
4. Implementing a Clean Healthy Lifestyle in the training area and the player's mess;
 - a. Wash your hands with soap and running water.
 - b. Use your elbows to open the door and push the elevator button.
 - c. Do not crowd and keep a distance on the elevator with their backs to each other. Maintain distance when sitting eating together.
 - d. Try not to touch the facilities / equipment that are shared in the training area, use a hand sanitizer.
 - e. Get used to not shaking hands.
5. Sports equipment, eating and drinking equipment do not share between players and officials.

Appendix-17

6. After using sports equipment / machines users must wash their hands.
7. Team personnel from the club's medical department (doctors, physiotherapists, masseurs, etc.) at work must always use medical masks, always be consistent to wash their hands after interacting with players while doing therapy and others. Another alternative is to use disposable medical gloves when handling players.
8. Medical equipment used for doctors and therapists must be cleaned with disinfectants before and after use.
9. The door to the room should be kept open to minimize contact between the door handle and the person.

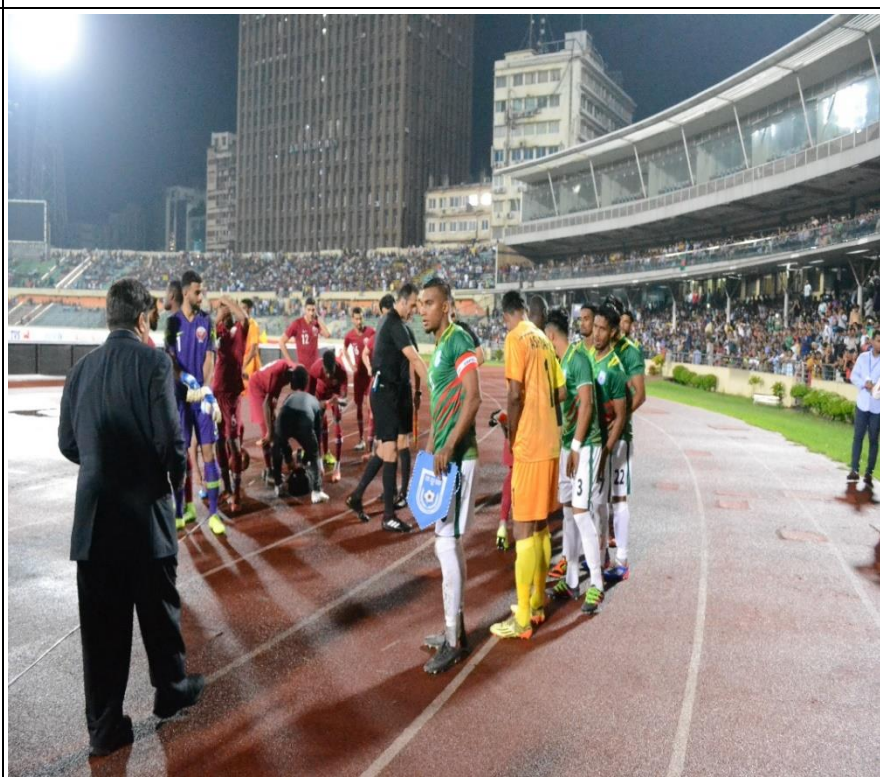
IV. Guidelines for Competitions

<p>Separate time for the team arrivals into the stadium (minimum 5 minutes gap).</p>	
<p>Fever test / hand sanitizing at the stadium entrance point (distancing).</p>	<div data-bbox="732 806 938 835">Team Manager</div> <div data-bbox="1349 806 1442 835">Player</div>  <div data-bbox="639 1268 927 1297">Match Commissioner</div>
<p>Mandatory possession of wearing of a mask.</p>	

Team check by MC and 4th Official shall be conducted in the team technical area once players come out for pre match warm-up (before start of the warm-up) not in the dressing rooms.



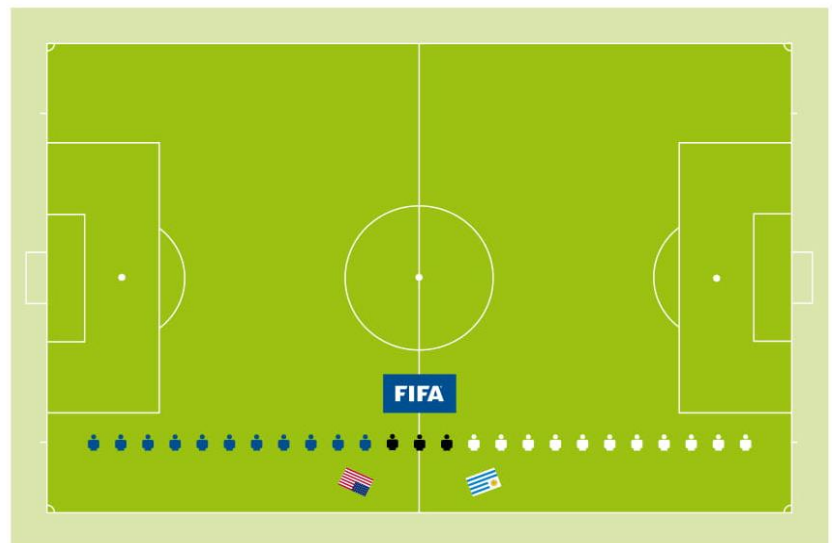
Final check by referee before march-in (in the gathering area).



March-in (distancing).



New line up:
Players and match officials should keep the physical distance (no VIP handshakes, no handshakes between teams).



No cheering scrum before kickoff.



Avoid close contact during any goal celebration.



Referee protocol (new normal) (the referee who denied to join the hand with the player).



Team members and substitute players to wear masks at all times except those players in the FOP during training, warm up, cooling down and match.



Avoid spitting.



Avoid sharing personal properties.



Equip personal water bottles:
It is recommended that all players and officials use their personal labeled water bottle.



Avoid exchanging uniforms.

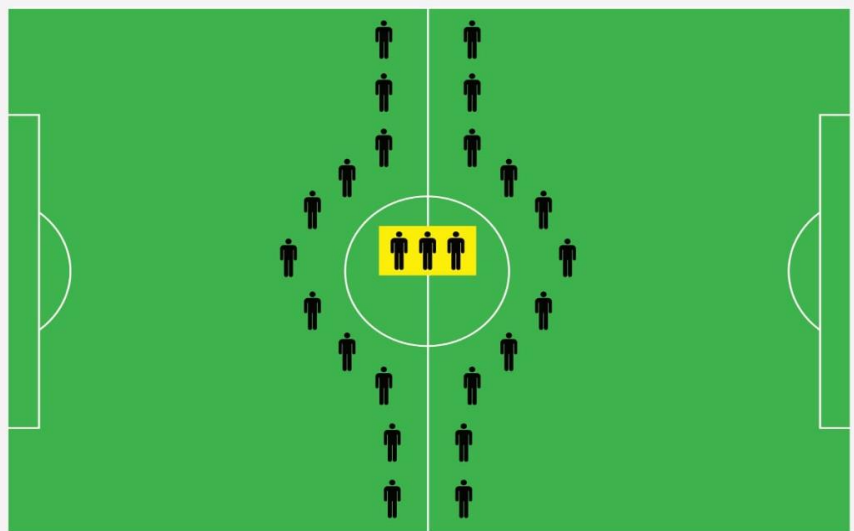
No exchanging jersey



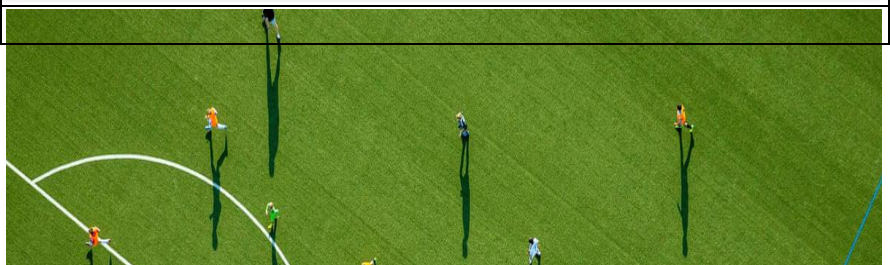
It will be compulsory for those involved to wear face covering during press conference and at any media Interviews.



In the half time avoid communication with others, avoid team scrum (gathering in a circle) before kick off.



After the Match there will be no post-



<p>match handshake, Players are encouraged to leave the field without any physical contact, Teams to line up next to center circle in their own half and applaud the other team before leaving the field, Referees to remain in the center circle until players have left the field.</p>	
<p>After the match cool down of team is subject to MC's approval, teams are recommended to leave stadium and minimize the length of stay after the match. Dressing room visit after the match by team guests shall not be allowed.</p>	
<p>Total of 6 ball kids, with hand sanitizer, disposable gloves.</p>	

*This protocol is prepared based on various references from FIFA, AFC and WHO.