

VFF STATUTES

Regulations Governing the Application of the
Statutes

Standing Orders of the Congress

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DEFINITIONS

The terms given below denote the following:

- 1 **FIFA:** “Federation Internationale de Football Association”.
 2. **VFF or Federation:** “Vanuatu Football Federation”.
 - 3 **Association:** a football association recognized by VFF. It is a member of VFF, unless a different meaning is evident from the context.
 - 4 **League:** an organization that is subordinate to an Association.
 - 5 **British Associations:** the four Associations in the United Kingdom – The Football Association, The Scottish Football Association, The Football Association of Wales and The Irish Football Association (Northern Ireland).
 - 6 **IFAB:** the International Football Association Board.
 - 7 **OFC:** “the Oceania Football Confederation”
 - 8 **Congress:** the supreme and legislative body of VFF.
 - 9 **Executive Committee:** the executive body of VFF.
 - 10 **Member:** an Association that has been admitted into membership of VFF by the Congress.
 - 11 **Official:** every board member, committee member, referee and assistant referee, coach, trainer, and other persons responsible for technical, medical and administrative matters in VFF, a Confederation, Federation, Association, League or club.
 - 12 **Player:** any football player licensed by an Association.
 - 13 **Football:** the game controlled by FIFA and organized in accordance with the Laws of the Game.
 - 14 **Laws of the Game:** the Laws of the Game issued by the International Football Association Board.
 - 15 **Regional Association or region:** the controlling body for association football within a province of Vanuatu
 - 16 **Bodies:** sub-committees or working committees.
- NB:** Terms referring to natural persons are applicable to both genders. Any term in the singular applies to the plural and vice-versa.

VANUATU FOOTBALL FEDERATION STATUTES

I. GENERAL PROVISIONS

Article	1	Name and headquarters
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| 1 | The Vanuatu Football Federation (VFF) is an association registered in the Commercial Register of Companies in accordance with the Register Of Companies Act of the Republic of Vanuatu. |
| 2 | VFF headquarters are located in Port Vila, Republic of Vanuatu and may only be transferred to another location following a resolution passed by the Congress. |
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Article	2	Objectives
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The objectives of VFF are:

- (a) to improve the game of football constantly and promote it locally, regionally and globally in the light of its unifying, educational, cultural and humanitarian values, particularly through youth and development programmes;
 - (b) to promote the game of football in Vanuatu in the spirit of peace, understanding and fair play without discrimination as to politics, gender, religion or race.
 - (c) to organize or assist in the organization of all aspects of local and national competitions;
 - (d) to draw up regulations and provisions and ensure their enforcement;
 - (e) to control every type of Association Football by taking appropriate steps to prevent infringements of the Statutes, regulations or decisions of FIFA, VFF and OFC or of the Laws of the Game;
 - (f) to prevent all methods or practices which might jeopardize the integrity of matches or competitions or give rise to abuse of Association Football;
 - (g) to provide by Statutes, Regulations, By-Laws or otherwise the method of deciding and settling all differences or disputes that may arise between Members, clubs, leagues, officials and players affiliated to Members;
 - (h) to maintain good football standards and protect football interests in Vanuatu;
 - (i) to purchase, hold or otherwise acquire any real property or equipment, or any interest in the same, respectively, which shall be for the benefit of VFF or which will assist in the promotion of any of the objects of VFF.
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Article	3	Non-discrimination and stance against racism
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Discrimination of any kind against a country, private person or groups of people on account of ethnic origin, gender, language, religion, politics or any other reason is strictly prohibited and punishable by suspension or expulsion.

Article	4	Promoting friendly relations
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| 1 | VFF shall promote friendly relations: |
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- (a) between Members, Associations, Leagues, clubs, Officials and Players. Every person and organization involved in the game of football is obliged to observe the Statutes, regulations and the principles of fair play;
 - (b) in society for humanitarian objectives.
- 2 VFF shall provide the necessary institutional means to resolve any dispute that may arise between Members, Associations, clubs, Officials and Players.

Article	5	Players
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The Executive Committee shall regulate the status of Players and the provisions for their transfer in special regulations.

Article	6	Laws of the Game
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- 1 Each Member of VFF shall play Association Football in compliance with the Laws of the Game issued by IFAB. Only IFAB may lay down and alter the Laws of the Game.
- 2 IFAB is composed of eight members; four members are designated by FIFA and four by the British Associations.
- 3 The duties and responsibilities of IFAB are contained in special regulations.

Article	7	Conduct of bodies and officials
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The bodies and Officials must observe the Statutes, regulations, decisions and Code of Ethics of VFF, OFC and FIFA in their activities. The Executive Committee shall draw up the Code of Ethics.

Article	8	Official languages
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- 1 English, French and Bislama are the official languages of VFF. English is the official language for minutes, correspondence and announcements.
- 2 Members are responsible for translations into the language of their origin.
- 3 English, French and Bislama are the official languages at the Congress. Qualified interpreters may translate into these languages. Delegates may speak in their mother tongue if they ensure interpretation into one of the official Congress languages by a qualified interpreter.
- 4 The Statutes, Regulations Governing the Application of the Statutes, the Standing Orders of the Congress, decisions and announcements of VFF shall be published in the three official languages. If there is any divergence in the wording, the English text is authoritative.

II. MEMBERSHIP

Article	9	Admission, suspension and expulsion
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The Congress shall decide whether to admit, suspend or expel a Member.

Article	10	Admission
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- 1 Any Association, which is responsible for organizing and supervising football in the country, may become a Member of VFF. In this context, the expression "Association" shall refer to the regional football associations of Vanuatu recognized by the VFF. Subject to par. 5 and par. 6 below, only one Association shall be recognized in each region.
- 2 Membership is only permitted if an Association has already been a regional member of the Federation for at least two years.
- 3 Any Association wishing to become a Member of VFF shall apply in writing to the VFF general secretariat.
- 4 The Association's legally valid statutes shall be enclosed with the application for membership and shall contain the mandatory following provisions:
 - (a) always to comply with the Statutes, regulations and decisions of FIFA, OFC and VFF;
 - (b) to comply with the Laws of the Game in force;
 - (c) to recognize the Court of Arbitration for Sport, as specified in these Statutes.
- 5 An Association in Vanuatu, which has not yet gained membership, may, with the authorization of the Association in the region in which it is situated, also apply for admission to VFF.
- 6 The Regulations Governing the Application of the Statutes shall regulate the details of the procedure for admission.
- 7 This article shall not affect the status of existing Members.

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

- 1 The Executive Committee shall request the Congress either to admit or not to admit an Association. The Association may state the reasons for its application to the Congress.
- 2 The new Member shall acquire membership rights and duties as soon as it has been admitted. Its delegates are eligible to vote and be elected with immediate effect.

Article **12** **Members' rights**

- 1 Members have the following rights:
 - (a) to take part in the Congress;
 - (b) to draw up proposals for inclusion in the agenda of the Congress;
 - (c) to nominate candidates for the VFF presidency;
 - (d) to take part in competitions organized by VFF;
 - (e) to take part in VFF's assistance and development programmes;
 - (f) to exercise all other rights arising from these Statutes and other regulations.
- 2 The exercise of these rights is subject to other provisions in these Statutes and the applicable regulations.

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

- 1 Members have the following obligations:

- (a) to comply fully with the Statutes, regulations, directives and decisions of FIFA, OFC and VFF bodies at any time;
 - (b) to take part in competitions organized by VFF;
 - (c) to pay their membership subscriptions;
 - (d) to ensure that their own members comply with the Statutes, regulations, directives and decisions of VFF bodies;
 - (e) to respect the Laws of the Game;
 - (f) to comply fully with all other duties arising from these Statutes and other regulations.
- 2 Violation of the above-mentioned obligations by any Member may lead to sanctions provided for in these Statutes.

Article	14	Suspension
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- 1 The Congress is responsible for suspending a Member. The Executive Committee may, however, suspend a Member that seriously and repeatedly violates its obligations as a Member with immediate effect. The suspension shall last until the next Congress, unless the Executive Committee has lifted it in the meantime.
- 2 A suspension shall be confirmed at the next Congress by a three-quarter majority of the votes taken. If it is not confirmed, the suspension is automatically lifted.
- 3 A suspended Member shall lose its membership rights. Other Members may not entertain sporting contact with a suspended Member. The Disciplinary Committee may impose further sanctions.
- 4 Members, which do not participate in at least two of all VFF competitions over a period of four consecutive years, shall be suspended from voting at the Congress until they have fulfilled their obligations in this respect.

Article	15	Expulsion
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- 1 The Congress may expel a Member:
 - (a) if it fails to fulfill its financial obligations towards VFF; or
 - (b) if it seriously violates the Statutes, regulations, decisions or the Code of Ethics of VFF, OFC or FIFA; or
 - (c) if it loses the status of an Association representing Association Football in its region.
- 2 The presence of an absolute majority of Members entitled to vote at the Congress is necessary for an expulsion to be valid, and the motion for expulsion must be adopted by a three-quarter majority of the votes taken.

Article	16	Resignation
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- 1 A Member may resign from VFF with effect from the end of a calendar year. Notice of resignation must reach the general secretariat no later than six months before the end of the calendar year and be sent by registered letter.
- 2 The resignation is not valid until the Member wishing to resign has fulfilled its financial obligations towards VFF and its other Members.

Article	17	Bodies
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- 1 A Member's bodies shall be either elected or appointed in that Association. A Member's statutes shall provide for a procedure that guarantees the complete independence of the election or appointment.
- 2 Any Member's bodies that have not been elected or appointed in compliance with the provisions of par. 1, even on an interim basis, shall not be recognized by VFF.
- 3 Decisions passed by bodies that have not been elected or appointed in compliance with par. 1 shall not be recognized by VFF.

Article	18	Status of Leagues and other groups of clubs
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- 1 Leagues or any other groups affiliated to a Member of VFF shall be subordinate to and recognized by that Member. The Member's statutes shall define the scope of authority and the rights and duties of these groups. The statutes and regulations of these groups shall be approved by the Member.
- 2 Every Member shall ensure that its affiliated clubs can take all decisions on any matters regarding membership independently of any external body. This obligation applies regardless of an affiliated club's corporate structure. In any case, the Member shall ensure that neither a natural nor a legal person (including holding companies and subsidiaries) exercises control over more than one club whenever the integrity of any match or competition could be jeopardized.
- 3 The VFF Executive Committee may declare an Association or league to become body corporate or semi-professional or professional Leagues. Such body shall be regulated and governed by all laws and regulations of FIFA, OFC and VFF.

III. HONORARY PRESIDENT AND HONORARY MEMBER

Article	19	Honorary president and honorary member
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- 1 The Congress may bestow the title of honorary president or honorary member upon any persons for meritorious service to football.
- 2 The Executive Committee shall make proposals for these nominations.
- 3 The roles of the honorary members are of consultancy and counseling.
4. The honorary president or honorary member may take part in the Congress. They may join in the debates but may not vote.

IV. ASSOCIATIONS

Article	20	Associations
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- 1 Members that belong to the VFF have formed the following Association, which are recognized by VFF:
 - (a) MALAMPA Football Association – MFA
 - (b) PENAMA Football Association – PFA
 - (c) SANMA Football Association – SFA
 - (d) SHEFA Football Association – SHEFA
 - (e) TAFEA Football Association – TFA
 - (f) TORBA Football Association – TORFA

(g) PORT VILA Football Association – PVFA

(h) LUGANVILLE Football Association – LFA

2 VFF may, in exceptional circumstances, authorize an Association to grant membership to a club or league that belongs geographically to another Association and is not affiliated to the Association in that region. The opinion of the Association concerned geographically shall be obtained.

3 Each Association shall have the following rights and obligations:

(a) to comply with and enforce compliance with the Statutes, regulations and decisions of VFF;

(b) to work closely with VFF in every domain so as to achieve the objectives stipulated in art. 2 and to organize regional and national competitions;

(c) to organize its own interclub competitions, in compliance with the national match calendar;

(d) to organize its own regional competitions, particularly youth competitions, in compliance with the national match calendar;

(e) to ensure that regional Leagues or any other such groups of clubs or Leagues shall not be formed without its consent and the approval of VFF;

(f) at the request of VFF, to grant Associations applying for membership the status of a provisional member. This status shall grant Associations the right to take part in the Federation' competitions and conferences. Any other rights and obligations of the Association member shall be regulated by the Federation's statutes and regulations. Association members may not take part in VFF final competitions;

(g) to appoint to the Executive Committee members to which they are entitled in compliance with these Statutes;

(h) to nurture relations and cooperation with VFF actively and constructively for the Good of the Game through consultative meetings and to discuss and resolve any problems relating to the interests of the Confederations and VFF;

(i) to ensure that the representatives appointed to VFF bodies or the Executive Committee carry out their activities on these bodies with mutual respect, solidarity, recognition and fair play;

(j) to set up committees that work closely together with the corresponding committees at VFF;

(k) exceptionally to allow, with VFF's consent, an Association from another Federation (or clubs belonging to that Association) to participate in a competition that it is organizing;

(l) with the mutual cooperation of VFF, to take any action considered necessary to develop the game of football in the region concerned, such as arranging development programmes, courses, conferences etc.;

(m) to set up the bodies necessary to fulfill the duties incumbent upon it;

(n) to procure the funds necessary to fulfill its duties.

4 The Executive Committee may delegate other duties or powers to the Associations. To this end, VFF may conclude an appropriate agreement with each of the Associations concerned.

5 The Associations' statutes and regulations shall be submitted to VFF for approval.

V. ORGANISATION

Article	21	Bodies
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- 1 The Congress is the supreme and legislative body.
- 2 The Executive Committee is the executive body.
- 3 The general secretariat is the administrative body.
- 4 Standing and ad-hoc committees shall advise and assist the Executive Committee in fulfilling its duties. Their primary duties are defined in these Statutes and their composition, function and additional duties are defined in special regulations.

V. ORGANISATION

A. CONGRESS

Article	22	Congress
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- 1 A Congress may be an Ordinary or an Extraordinary Congress.
- 2 The Ordinary Congress shall be held every year.-The Executive Committee shall fix the place and date. The Members shall be notified in writing at least 60 day in advance. The formal convocation shall be made in writing at least 30 days before the date of the Congress. This convocation shall contain the agenda, the President's report, the financial statements and the auditors' report.
- 3 The Executive Committee may convene an Extraordinary Congress at any time.
- 4 The Executive Committee shall convene an Extraordinary Congress if one-fifth of the Members make such a request in writing. The request shall specify the items for the agenda. An Extraordinary Congress shall be held within 60 day of receipt of the request.
- 5 The Members shall be notified of the place, date and agenda at least 30 day before the date of an Extraordinary Congress. The agenda of an Extraordinary Congress may not be altered.

Article	23	Vote, delegates, observers
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- 1 Each Member has one vote in the Congress and is represented by its delegates. Only the Members present are entitled to vote. Voting by proxy or by letter is not permitted.
- 2 Delegates must belong to the Member Association that they represent and be appointed by the appropriate body of that Association. The secretary of the regional association must submit the delegates' names in writing **14 days** prior to the Congress
- 3 Association delegates may take part in the Congress as observers.
- 4 During their term of office, members of the Executive Committee may not be appointed as delegates for their Association.
- 5 The President shall conduct the Congress business in compliance with the Standing Orders of the Congress.

Article	24	Candidates for the office of VFF President
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- 1 Only Members may propose candidates for the office of president. Members shall notify the VFF general secretariat in writing of the name of a candidate for the VFF presidency at least two months before the date of the Congress.
- 2 The general secretariat shall notify the Members of the names of proposed candidates at least one month before the date of the Congress.

Article	25	Ordinary Congress Agenda
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- 1 The General Secretary shall draw up the agenda based on proposals from the Executive Committee and the Members. Any proposal that a Member wishes to submit to the Congress shall be sent to the general secretariat in writing, with a brief explanation, at least 42 days before date of the Congress.
- 2 The Congress agenda shall include the following mandatory items:
 - (a) a declaration that the Congress has been convened and composed in compliance with the Statutes;
 - (b) approval of the agenda;
 - (c) an address by the President;
 - (d) appointment of five Members to check the minutes;
 - (e) appointment of scrutineers;
 - (f) suspension or expulsion of a Member (if applicable);
 - (g) approval of the minutes of the preceding Congress;
 - (h) activity report (containing the activities since the last Congress);
 - (i) presentation of the consolidated and revised Balance Sheet and the Profit and Loss Statement;
 - (j) approval of the financial statements;
 - (k) approval of the budget;
 - (l) admission for membership (if applicable);
 - (m) votes on proposals for amendments to the Statutes, the Regulations Governing the Application of the Statutes and the Standing Orders of the Congress (if applicable);
 - (n) discussion of proposals submitted by the Members and the Executive Committee within the period stipulated under par. 1 (if applicable) ;
 - (o) appointment of auditors (if applicable);
 - (p) election of the President and installation of the vice-presidents and Members of the Executive Committee (if applicable).
- 3 The agenda of an Ordinary Congress may be altered, provided three-quarters of the Members present at the Congress and eligible to vote agree to such a motion.

Article	26	Amendments to the Statutes, Regulations Governing the Application
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- 1 The Congress is responsible for amending the Statutes, the Regulations Governing the Application of the Statutes and the Standing Orders of the Congress.

- 2 Any proposals for an amendment to the Statutes must be submitted in writing with a brief explanation to the general secretariat by a Member or by the Executive Committee. A proposal submitted by a Member is valid, provided it has been supported in writing by at least two other Members.
- 3 For a vote on an amendment to the Statutes to be valid, an absolute majority (half of the Members plus one Member) of the Members eligible to vote must be present.
- 4 A proposal for an amendment to the Statutes shall be adopted only if three-quarters of the Members present and eligible to vote agree to it.
- 5 Any proposal to amend the Regulations Governing the Application of the Statutes and the Standing Orders of the Congress must be submitted in writing with a brief explanation to the general secretariat by a Member or by the Executive Committee.
- 6 A proposal for an amendment to the Regulations Governing the Application of the Statutes and the Standing Orders of the Congress shall be adopted only if a simple majority of the Members present and eligible to vote agree to it.

Article **27** **Elections, other decisions, requisite majority**

- 1 Elections shall be conducted by secret ballot.
- 2 Any other decision that requires a vote shall be reached by a show of hands or by means of an electronic count. If a show of hands does not result in a clear majority in favor of a motion, the vote shall be taken by calling the roll, members being called in English alphabetical order.
- 3 For the election of the President, two-thirds of the votes recorded and valid are necessary in the first ballot. In the second and any other requisite ballot, an absolute majority of the votes recorded is sufficient. If there are more than two candidates, whoever obtains the lowest number of votes is eliminated as from the second ballot until only two candidates are left.
- 4 Unless otherwise stipulated in the Statutes, a simple majority is sufficient for a vote to be valid. The number of valid votes counted shall decide the simple majority. Abstentions are disregarded in calculating the majority.
- 5 For avoidance of doubt, the elections of all affiliated Member Associations or regional Associations shall be conducted in the same manner as stipulated above on sections 1, 2, 3 and 4 of this article.

Article **28** **Minutes**

- 1 The General Secretary shall be responsible for recording the minutes at the Congress.
- 2 The minutes of the Congress shall be checked by those Members designated.
- 3 The draft minutes of a Congress shall be completed and made available to all Member Associations sixty (60) calendar days immediately after the closing date of the said Congress.

Article **29** **Effective dates of decisions**

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

V. ORGANISATION

B. EXECUTIVE COMMITTEE

- 1 The Executive Committee consists of 9 members:
 - 1 President, elected by the Congress
 - 3 vice-presidents and 5 members appointed by the Member/regional associations and the congress.
- 2 The President shall be elected by the Congress for a period of four years in the year following OFC and FIFA elections. His mandate shall begin after the end of the Congress, which has elected him. A President may be re-elected.
- 3 The members of the Executive Committee shall be appointed by the Congress. The President or any member of affiliated regional Associations Executives or any ordinary member may be appointed by the Congress to be an Executive Committee Member of VFF subject to a formal and written recommendation of the said Association.
- 4 Not more than one member from the same Association may serve on the Executive Committee simultaneously, except for the position of President.
- 5 The mandate of vice-presidents and members is for four years. They may be re-elected or appointed provided they have been re-elected or appointed by their respective regional Associations.
- 6 If the President is permanently or temporarily prevented from performing his official function, the longest serving vice-president shall represent him until the next Congress. This Congress shall elect a new President, if necessary.
- 7 Any member of the Executive Committee who no longer exercises his official function shall be immediately replaced by the Federation or Associations, which appointed him for the remainder of the term of office.
- 8 (a) Pursuant to article 27, section 5 article 30 section 2 (a) and article 30 section 5, the Presidents and Executive Committee Members of all affiliated Associations shall be elected and appointed for a period of four years in the year following the election of the VFF President and new Executive.

(b) For avoidance of doubt and as part of transition, unless otherwise is affected by the any provision of this statute, the terms and conditions of the current Presidents and respective Executive Committee Members of all VFF Associations shall be extended and come to an end not later than 90 calendar days immediately after the date of the election of the new President.
- 9 *No employee of VFF or any affiliated regional Associations shall be elected or appointed to the positions of Presidents and/or Executive Committees of VFF and regional Associations or any OFC and FIFA standing committees unless he or she has resigned from his employment with the Federation or Association concerned.

- 1 The Executive Committee shall pass decisions on all cases that do not come within the sphere of responsibility of the Congress or are not reserved for other bodies by law or under these Statutes.
- 2 The Executive Committee shall meet at least twice a year.
- 3 The President shall convene the Executive Committee meetings. If six members of the Executive Committee request a meeting, he shall convene it accordingly.
- 4 The Executive Committee shall appoint the chairmen, deputy chairmen and members of the standing committees.

- 5 The Executive Committee shall appoint the chairmen, deputy chairmen and members of the judicial bodies.
- 6 The President shall compile the agenda. Each member of the Executive Committee is entitled to propose items for inclusion in the agenda.
- 7 The Executive Committee may decide to set up ad-hoc committees if necessary at any time.
- 8 The Executive Committee shall nominate the representatives from VFF to:
 - (a) OFC Executive Committee
 - (b) OFC and FIFA Committees and Judicial Bodies.
- 9 The Executive Committee shall compile the regulations for the organization of standing committees and ad-hoc committees.
- 10 The Executive Committee shall report to VFF on the manner in which regional Associations are organized.
- 11 The Executive Committee may delegate all or any of its powers to any of its committees or to any regional association.
- 12 The Executive Committee shall approve VFF competitions and tournaments and all national and regional competitions in the country and the rules and regulations for these competitions.
- 13 The Executive Committee shall appoint or dismiss the General Secretary on the proposal of the President. The General Secretary shall attend the meetings of all the committees ex officio.
- 14 The Executive Committee shall decide the place and dates of the final competitions of VFF tournaments and the number of teams taking part from each Association.
- 15 The Executive Committee shall approve regulations stipulating how VFF shall be organized internally.
- *16 (a) The Executive committee shall control the use and investment of the VFF funds and may borrow funds on behalf of VFF.

(b) The Executive Committee may decide to pay allowances to the Executive Committee and /or VFF standing committees and traveling allowances at the rates which shall be determined from time to time by the Management and Finance Committee and approved by the Executive Committee.

V. ORGANISATION

C. *PRESIDENT*

Article	32	President
1		The President represents VFF legally.
2		He is primarily responsible for: <ol style="list-style-type: none">(a) implementing the decisions passed by the Congress and the Executive Committee through the general secretariat;(b) supervising the work of the general secretariat;

- (c) relations between VFF and the Associations, Members, political bodies and national and international organizations;
- 3 Only the President may propose the appointment or dismissal of the General Secretary.
- 4 The President shall preside over the Congress, the Executive and Emergency Committee meetings and those committees of which he has been appointed chairman.
- 5 The President shall have an ordinary vote on the Executive Committee and whenever votes are equal, shall have a casting vote.
- *6 If the President is absent or unavailable, the First or Second Vice-President available shall deputize.
7. Any additional powers of the President shall be contained in the internal organization regulations of VFF.
8. The President may attend all meetings of VFF standing committees if necessary.
9. The President shall have the direct responsibility for appointment and dismissal of every employee of VFF subject to the recommendation of the General Secretary and approval of the Executive Committee.

V. ORGANISATION

D. EMERGENCY COMMITTEE

Article	33	Emergency Committee
1		The Emergency Committee shall deal with all matters requiring immediate settlement between two meetings of the Executive Committee. The committee shall consist of the VFF President and one member from each Association appointed by the Executive Committee and chosen from among its members for a period of four years.
2		The President shall convene the Emergency Committee meetings. If a meeting cannot be convened within an appropriate period of time, decisions may be passed through other means of communication. Such decisions shall have immediate legal effect. The President shall notify the Executive Committee immediately of the decisions passed by the Emergency Committee.
3		All decisions taken by the Emergency Committee shall be ratified by the Executive Committee at its next meeting.
*4		If the President is unable to attend a meeting, the First Vice-President or Second Vice-President available shall deputize.
5.		The President is entitled to designate a deputy for any member who is unable to attend or has a conflict of interests. The deputy shall belong to the Executive Committee and the same Confederation as the member who is unable to attend or has a conflict of interests.

V. ORGANISATION

E. STANDING COMMITTEES

Article	34	Standing committees
1		The standing committees of VFF are:

- (a) Management and Finance Committee
- (b) Internal Audit Committee
- (c) Competitions Committee
- (d) Technical and Development Committee
- (e) Women's Football Committee
- (f) Futsal and Beach Soccer Committee
- (g) Referees Committee
- (h) Health and Doping Control Committee
- (i) Legal, Disciplinary and Player Status Committee.
- (j) Media and Marketing Committee

*2 (a) The chairmen or Vice Chairmen of the standing committees shall be members of the Executive Committee with the exception of those for the Internal Audit Committee, Disciplinary Committee and Appeal Committee who may not be members of the Executive Committee.

(b) Notwithstanding sub-section (a) of this section, where the Executive Committee deems necessary, it may appoint suitable people to the positions of Chairman or Vice-Chairman of any standing Committee.

3 The members of each standing committee shall be designated by the Executive Committee on the proposal of the Members of VFF, the President of VFF or the Associations. The chairmen, deputy chairmen and the members of the standing committees shall be designated for a term of office of four years.

4 The composition, specific duties and powers of the individual committees shall be stipulated in special organization regulations.

5 Each chairman shall represent his committee and conduct business in compliance with the relevant organization regulations.

6 Each committee may, if necessary, set up a bureau and/or sub-committee to settle urgent matters.

7 Each committee may propose amendments to its regulations to the Executive Committee.

Article ***35** **Management and Finance committee**

The Management and Finance Committee shall:

- (a) Monitor, assess and make appropriate recommendations for improvements where necessary on the general secretariat management performance and financial management procedures and control, to the Executive committee for appropriate actions.
- (b) Analyze the annual VFF Recurrent Budget and the financial statements prepared by the General Secretary and submit them to the Executive Committee for approval.
- (c) Have the direct responsibility to ensure the good and effective general and financial management of the Academy, including the recommendations for recruitment of adequate staff which shall be approved by the Executive Committee.

Article **36** **Internal Audit Committee**

VFF Executive shall from time to time establish an Internal Audit Committee to review the reliability of the financial accounting and review the external auditors' report.

Article **37** **Competitions Committee**

The Competitions Committee shall organize all VFF competitions in compliance with the provisions of these Statutes and the regulations applicable to the respective competition whose format and regulations have approved by the Executive Committee.

Article **38** **Technical and Development Committee**

The Technical Development and Players status Committee shall:

- (a) Primarily analyze the basic aspects of football training and technical development and shall deal with all technical issues relating to National teams of men and women's football as well as national teams of men and women Futsal and beach soccer.
- (b) be responsible for the planning, implementation, monitoring and assessment of the development programmes, activities, capacity building of technical staff, and negotiations for export opportunities for national elite players.

Article **39** **Women's Football Committee**

The Women's Football shall monitor, assess and make appropriate recommendations on the overall development programmes and activities of women's football throughout the country and advice the VFF Executive for appropriate actions. The committee may assist where necessary to organize women's football competitions in compliance with provisions of these Statutes and the regulations applicable to the respective competition whose format and regulations have approved by the Executive Committee.

Article **40** **Futsal and Beach Soccer Development Committee**

- 1. The Futsal and Beach Soccer Committee shall monitor, assess and make appropriate recommendations on the overall development programmes and activities of Futsal and Beach Soccer throughout the Country and advice the VFF Executive for appropriate actions. The committee may assist where necessary to futsal and beach soccer competitions in compliance with provisions of these Statutes and the regulations applicable to the respective competition whose format and regulations have approved by the Executive Committee.
- 2. The national Futsal championship of Vanuatu shall be an annual programme and organized throughout the Country under a specific regulation issued and recommended by the Futsal and Beach Soccer committee and approved by the Executive Committee.

Article **41** **Referees Committee**

The Referees' Committee shall implement the Laws of the Game. It shall appoint the referees for matches in competitions organized by VFF, OFC and FIFA. It shall organize refereeing matters within VFF in collaboration with the administration of VFF and monitor the education and training of referees.

Article	*42	Health and Doping Control Committee
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The Health and Doping Control committee shall:

- (a) primarily analyze the basic aspects of football for health, technical problems relating to health care and protection of players, social health issues and impacts affecting the football development and football families and recommend appropriate actions for approval by the Executive committee.
- (b) be responsible to set appropriate measures and procedures to control doping activities for any national or international competitions or tournaments as and when necessary. It may recommend a tested positive player for not taking part in any tournament in accordance with relevant regulations and the Executive committee approval.

Article	43	Legal and Player Status Committee
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1. The Legal and Player Status Committee shall:

- (a) Monitor the evolution of the Statutes and regulations of VFF, the Associations and Members and advice the VFF as appropriate to make improvements on these statutes and/or regulations if or where necessary for both the good of the game and betterment of the national football organization.
- (c) Set up and monitor compliance with the Regulations for the Status and Transfer of Players and recommend appropriate actions for improvements where necessary in the status of Players for various VFF competitions. All recommendations shall be approved by the executive Committee prior to implementation and are subject the Regulations set by FIFA for the Status and Transfer of Players and Protection of Minors.

Article	44	Marketing and Media
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- (a) Media and Marketing Committee shall advise and assist VFF where necessary to promote football development and activities through all media and telecommunications means or any other possible means throughout the Country, region and world at large.
- (c) The Media and Marketing Committee shall advise the Executive Committee with regard to drafting and implementing contracts between VFF and its various marketing/ media partners and analyze marketing and media strategies that have been devised. It shall also deal with the working conditions for the media at VFF events and maintain relations with national and international media organizations.

VI. DISCIPLINARY MEASURES

Article	44	Disciplinary measures
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The disciplinary measures are primarily:

- 1 for natural and legal persons:
 - (a) a warning;
 - (b) a reprimand;
 - (c) a fine;

- (d) the return of awards.
- 2 for natural persons:
 - (a) a caution;
 - (b) an expulsion;
 - (c) a match suspension;
 - (d) a ban from the dressing rooms and/or the substitutes' bench;
 - (e) a ban from entering a stadium;
 - (f) a ban on taking part in any football-related activity.
- 3 for legal persons:
 - (a) a transfer ban;
 - (b) playing a match without spectators;
 - (c) playing a match on neutral territory;
 - (d) a ban on playing in a particular stadium;
 - (e) annulment of the result of a match;
 - (f) expulsion;
 - (g) a forfeit ;
 - (h) deduction of points;
 - (i) relegation to a lower division.
- 4 The Executive Committee shall draw up a VFF Disciplinary Code.

VII. JUDICIAL BODIES

Article	45	Judicial bodies
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- 1 The judicial bodies of VFF are:
 - (a) the Disciplinary Committee;
 - (b) the Appeal Committee.
- 2 The responsibilities and function of these bodies shall be stipulated in the VFF Disciplinary Code.
- 3 The decision-making powers of certain committees remain unaffected.

Article	46	Disciplinary Committee
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- 1 The Disciplinary Committee shall consist of a chairman, deputy chairman and the number of members deemed necessary. The chairman and the deputy chairman shall have legal qualifications.

- 2 The function of this body shall be governed by the VFF Disciplinary Code. The committee shall pass decisions only when at least three members are present. In certain cases, the chairman may rule alone.
- 3 The committee may pronounce the sanctions described in these Statutes and the VFF Disciplinary Code on Members, clubs, Officials, Players and match and players' agents.
- 4 These provisions are subject to the disciplinary powers of the Congress and Executive Committee with regard to the suspension and expulsion of Members.

Article	47	Appeal Committee
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- 1 The Appeal Committee shall consist of a chairman, deputy chairman and the number of members deemed necessary. The chairman and deputy chairman shall have legal qualifications.
- 2 The function of this body shall be governed by the VFF Disciplinary Code. The committee shall pass decisions only when at least three members are present. In certain cases, the chairman may rule alone.
- 3 The Appeal Committee is responsible for hearing appeals against decisions from the Disciplinary Committee that are not declared final by the relevant VFF regulations as well as decisions passed by the Players' Status Committee concerning the eligibility of Players for Association teams.
- 4 Decisions pronounced by the Appeal Committee shall be irrevocable and binding on all the parties concerned. This provision is subject to appeals lodged with the Court of Arbitration for Sport (CAS).

VIII. ARBITRATION

Article	48	Arbitration
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VFF shall create an Arbitration Tribunal, which shall deal with all internal national disputes between VFF, its members, Players, Officials and match and players' agents that do not fall under the jurisdiction of its judicial bodies. The Executive Committee shall draw up special regulations regarding the composition, jurisdiction and procedural rules of this Arbitration Tribunal.

Article	49	Jurisdiction
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1. VFF, its members, Players, Officials and match and players' agents will not take any dispute to Ordinary Courts unless specifically provided for in these Statutes and FIFA regulations. Any disagreement shall be submitted to the jurisdiction of FIFA, OFC or VFF.
2. VFF shall have jurisdiction on internal national disputes, i.e disputes between parties belonging to VFF. FIFA shall have jurisdiction on international disputes, i.e. disputes between parties belonging to different Associations and/or Confederations.

Article	50	Court of Arbitration for Sports
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1. In accordance with Article 59 and 60 of the FIFA Statutes, any appeal against a final and binding FIFA decision shall be heard by the Court of Arbitration for Sport (CAS) in Lusanne, Switzerland. CAS shall not, however, hear appeals on violations on the Laws of the Game, suspension of up to four matches or up to

three months, or decision passed by an independent and duly constituted Arbitration Tribunal of an Association or Confederation.

- 2 VFF shall ensure its full compliance and that of its Members, Players, Officials and match and players' agents with any final decision passed by a FIFA body or CAS.

IX. SUBMISSION TO DECISIONS OF VFF

Article	51	Principle
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- 1 The Associations, Members and Leagues shall agree to comply fully with any decisions passed by the relevant VFF bodies which, according to these Statutes, are final and not subject to appeal.
- 2 They shall take every precaution necessary to ensure that their own members, Players and Officials comply with these decisions.
- 3 The same obligation applies to licensed match and players' agents.

Article	52	Sanctions
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Any violation of the foregoing provisions will be punished in compliance with the VFF Disciplinary Code.

X. GENERAL SECRETARIAT

Article	53	General Secretariat
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The general secretariat shall carry out all the administrative work of VFF under the direction of the General Secretary.

Article	54	General Secretary
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A. VFF SECRETARIAT

- 1 The General Secretary is the chief executive of the general secretariat.
- 2 He shall be appointed on the basis of an agreement governed by private law.
- 4 He shall be responsible for:
 - (a) implementing decisions passed by the Congress and Executive Committee in compliance with the President's directives;
 - (b) managing and keeping the accounts of VFF properly;
 - (c) compiling the minutes for the meetings of the Congress, Executive Committee, Emergency Committee and standing and ad-hoc committees;
 - (d) VFF's correspondence;

- (e) relations with the Associations, Members and committees;
 - (f) organizing the general secretariat;
 - (g) Recommending the appointment and dismissal of staff working in the general secretariat.
- 5 The President shall appoint the managerial staff (directors) in the general secretariat on the proposal of the General Secretary.

XI. FINANCE

Article **55** **Financial period**

1A Finance and Reporting

1. The treasurer shall be responsible for the Accounts of VFF. The treasurer's duties shall include:

- (a) Preparation in collaboration with the General Secretary and the Finance Officer An annual budget of income and expenditures together with a cash-flow statement for presentation to the Executive Committee or the Congress.
- (b) Presentation to each meeting of the Executive a statement of income and expenditure to date.
- (c) Operations of bank account of the Federation consistent with the statutes of VFF. The Signatories on such bank accounts as are operated by the Treasurer shall be determined by the Executive Committee from time to time.
- (d) Responsibility for the completion of annual financial audit of the Federation accounts in a timely manner having regard to the presentation of annual accounts.

2. The financial period of VFF and its Members shall be annually from 1 January to 21 December in each year.

3. All Associations affiliated with the Federation shall as soon as practicable before the close of the financial year, submit statement with supporting documents as to how all revenues of the Associations was spent thus enabling proper audit processes to take place by an auditor.

Article **56** **Auditors**

The auditors shall audit the accounts approved by the Finance Committee and present a report to the Congress. The auditors shall be appointed for a period of four years. This mandate may be renewed.

Article **57** **Membership subscriptions**

- 1 Membership subscriptions are due on 1 July of each year and payable on or before 31 March of each year. A member who has not paid its subscription by 1 April shall be automatically suspended from being a member unless a reason for non-payment acceptable to the Executive Committee is submitted prior to that date. A notification of suspension of membership for non-payment of annual subscription shall be sent by the General Secretary to the member. Subject to payment in arrears before 30 June of that year the member regains its rights.
- 2 The Congress shall fix the amount of the annual subscription from time to time on the recommendation of the Executive Committee. It shall be the same for every Member and amount to no more than Vatu 100,000.

- 3 Notwithstanding the foregoing provisions the Executive Committee for good cause shown may exempt an applicant for membership or a member from payment of all or part of any of the above-mentioned sums.

Article	58	Settlement
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VFF may debit any Member's account to settle claims.

Article	59	Levies
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- 1 Members shall pay VFF a levy for every national match played between two "A" Association teams. Matches played as part of the Qualification for National Tournaments shall be regarded as national matches. The levy shall be calculated in compliance with the provisions in the Regulations Governing the Application of the Statutes on the basis of the gross revenue and shall be payable by the Member in whose region the match is being played.
- 2 The Associations may demand their own levy independently of VFF, in accordance with the Associations' statutes and regulations.

XII. RIGHTS IN COMPETITIONS AND EVENTS

Article	60	Rights
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- 1) VFF, its Members and the Associations are the original owners of all of the rights emanating from competitions and other events coming under their respective jurisdiction, without any restrictions as to content, time, place and law. These rights include, among others, every kind of financial rights, audiovisual and radio recording, reproduction and broadcasting rights, multimedia rights, marketing and promotional rights and incorporeal rights such as emblems and rights arising under copyright law.
- 2) The Executive Committee shall decide how and to what extent these rights are utilized and draw up special regulations to this end. The Executive Committee shall alone decide whether these rights shall be utilized exclusively, or jointly with a third party or entirely through a third party.

Article	61	Authorization
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- 1 VFF, its Members and the Associations are exclusively responsible for authorizing the distribution of image and sound and other data carriers of football matches and events coming under their respective jurisdiction, without any restrictions as to content, time, place and technical and legal aspects.
- 2 The Executive Committee shall issue special regulations to this end.

XIII. COMPETITIONS

A. VFF FINAL COMPETITIONS

Article	62	Venue
1		The Executive Committee shall decide the venue for the final competitions organized by VFF. As a rule, tournaments may not be held on the same continent on two successive occasions. The Executive Committee shall issue guidelines in this connection.
2		The VFF Local Football Tournaments and Championships Regulations shall stipulate that a certain amount of the gross revenue shall be utilized for development purposes.

XIII. COMPETITIONS

B. NATIONAL MATCHES AND COMPETITIONS

Article	63	National match calendar
1.		The authority for organizing national matches and national competitions between Association teams and between leagues and/or club teams lies solely with VFF. No match or competition shall take place without the prior permission of the VFF Executive Committee. In addition, permission from the relevant Associations may be required in accordance with VFF, OFC and FIFA regulations.
2.		VFF is bound to comply with the international match calendar compiled by FIFA.
3.		The Executive Committee shall compile a national match calendar that shall be binding upon the Associations, Members and Leagues, after conferring with the Associations.

Article	64	National matches and competitions
1		The Executive Committee shall be responsible for issuing provisions for organizing national, regional and major Associations or leagues matches and competitions between Association teams and between League and/or club teams. No such match or competition shall take place without the prior permission of VFF.
2		The Executive Committee may draw up further technical provisions.

Article	65	Contacts
1		Matches may not be played or sporting contacts made between members and Associations that are not Members of VFF or provisional members of the Associations, or their leagues or clubs, without the approval of VFF.
2		Matches against teams whose players do not belong to a club or a League affiliated to a VFF Member are prohibited.
3		Members and their clubs may not play on the territory of another Member without the latter's approval.

Article **66** **Approval**

Any Association, League or club that is affiliated to a Member cannot belong to another Member or participate in competitions on the territory of another Member without the authorization of its current and prospective Members and of the VFF and of FIFA except in exceptional circumstances.

XIV. FINAL PROVISIONS

Article **67** **Unforeseen contingencies and force majeure**

The Executive Committee shall have the final decision on any matters not provided for in these Statutes or in cases of force majeure.

Article **68** **Dissolution**

If VFF is disbanded, its assets shall be transferred to the supreme court of the Republic of Vanuatu. It shall hold these assets in trust as “bonus pater familiae” until VFF are re-established.

Article **69** **Executive member to relinquish duties**

A VFF Executive shall relinquish all his or her duties if he or she resigns or has ceased to be as an Executive member of his or her Association.

Article **70** **Enforcement**

These Statutes were adopted at the Congress in Port Vila, Efate Island, Vanuatu on 4th November 2011 and will come into force on 4th January 2012.

Port Vila 4th November 2011

FOR THE VFF EXECUTIVE COMMITTEE



President
Lambert Maltock



Acting General Secretary
Fabien Hoeppe

REGULATIONS GOVERNING THE APPLICATION OF THE VFF STATUTES

I. APPLICATION FOR ADMISSION TO VFF

Article	1	Application for admission
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1	A regional Association that wishes to become a member of the VFF shall submit a written application for admission including its constitution, internal organization and details relating to its infrastructure to VFF. VFF shall verify that each application for admission is complete and shall forward it to the appropriate Association.
2	The Association's legally valid statutes shall be enclosed with the application for membership and shall contain the mandatory following provisions; <ul style="list-style-type: none">(a) always to comply with the statutes, regulations and decisions of VFF, OFC and FIFA;(b) to comply with the Laws of the Game in force;(c) to recognize the Court of Arbitration for Sports, as specified in these Statutes.
3	When granting provisional membership to an Association requesting admission to VFF in compliance with the Statutes VFF shall observe the manner in which the applicant Association is organized over a period of at least two years.
4	The Federation shall compile a final detailed report for VFF describing how the Association is organized.
6	The Executive Committee shall lay down the procedure for admission in special regulations.

Article	2	Associations
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1	The Executive Committee shall decide whether the Association fulfils the requirements for admission to VFF based on the Association's final report.
2	If the requirements have been fulfilled, the next Congress shall decide whether to admit the Association or not.

II. DEFINITION, NOTIFICATION AND REGISTRATION OF MATCHES

Article	3	National matches
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1	National football matches recognized by VFF are those between two Members of VFF and for which each Member fields a representative team.
2	A national "A" match is a match arranged between two Members of VFF and for which both Members field their first representative team.
3	The terms used to define a match are those that give an appropriate political and geographical description of the region or territories of the Members whose teams are

involved in the match and over which region or territories the Members have sole control and jurisdiction.

- 6 If a Member allows one of its Leagues to choose a team that bears the name of its region or Association, the match shall be considered a national match as described in par. 1 of this article.

Article **4** **Interclub and interleague matches**

- 1 An interclub match is a match played between two clubs. Although the clubs may belong to different Members, such a match shall not be recognized as a national match.
- 2 An interleague match is a match played between teams from two Leagues. Although the Leagues may belong to different Members, such a match shall not be recognized as a national match, subject to the provisions of art. 3 par. 4.

Article **5** **Notification**

- 1 Every national “A” match, including friendly matches and those played in tournaments or in games including football, shall be notified to the VFF general secretariat by the Members organizing them within 14 days of their being arranged. In any case, such notification shall reach VFF at least 48 hours before the planned date of the match.
- 2 Failure to give notification of a match within this prescribed period shall incur a fine of VT 50,000. Failure to provide any notification whatsoever shall incur a fine of VT 100,000. These fines shall be paid to VFF within 10 days of receipt of VFF’s decision.

Article **6** **Report**

- 1 The General Secretary of the Member on whose territory the match is played shall, within 14 days of each national “A” match, notify the VFF general secretariat of the result of the match, the surnames and first names of the referee and assistant referees who officiated and the surnames, first names and status of the Players and substitutes of each team, using the official form for this purpose. This form shall be filled in completely and signed.
- 2 Failure to send the form in within the prescribed period shall incur a fine of VT 20,000. Failure to send the form in at all shall incur a fine of VT 50,000. These fines shall be paid to VFF within 10 days of receipt of VFF’s decision. In the case of repeated dilatoriness, the amount of the fine may be increased by the Executive Committee.

Article **7** **Registration**

- 1 The results of every national “A” match shall be recorded in an official list constantly updated by VFF.
- 2 Such a match shall, however, not be registered on the official list of national matches involving two Members if either Member so desires and informs VFF and the other Member to this effect at least 48 hours before the match takes place. The levy due to VFF for national “A” matches in compliance with these Statutes shall still be paid in such a case.
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III. INTERCLUB AND INTERLEAGUE MATCHES

Article	8	Authorization
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- 1 No interclub or interleague matches between teams from different Members shall be played without the express authorization of the VFF and the Members concerned. The Members shall include a provision in their regulations stipulating at what point in time the clubs are required to seek authorization and, in addition, the sanctions to be imposed if this rule is breached.
- 2 A Member shall inform the VFF and Members concerned of every match which it knows has been arranged and played in their area of jurisdiction and for which permission was either not sought or given.
- 3 Scratch teams consisting of Players not belonging to the same club or Member shall not be permitted to play clubs or teams representing Members or similar teams unless authorization has been granted by the Members concerned and the Association on whose territory the match is planned. If the Players belong to clubs or Members from different Associations, the authorization of VFF is required.

IV. TOURNAMENTS

Article	9	Authorizations
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- 1 All tournaments involving more than two leagues or Association teams (clubs or representative teams) that belong to different Members must be authorized by the VFF and Association on whose territory the tournament is planned. If any of the teams involved belong to different leagues and Associations, the authorization of VFF is required.
- 2 The request for authorization shall be submitted by the Member on whose territory the tournament is planned at least two months before the earliest of the proposed dates.
- 3 The request for authorization shall be accompanied by a list of the teams that are planning to take part in the tournament and the tournament regulations drawn up by the organizing body.
- 4 If a tournament is played on the territory of a Member without prior permission, the Member in question shall be sanctioned in compliance with the disciplinary regulations of the VFF.

V. FINANCIAL ARRANGEMENTS

Article	10	Levies
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- 1 The levy to be paid to VFF for each match played between two regional "A" teams (in compliance with the Statutes), including the matches played in tournaments or in games including football (except for junior tournaments), shall comprise 2% (two per cent).
- 2 The amount shall be based on the gross receipts (ticket sales, advertising rights, rights for television and radio broadcasts, and film and video rights etc.) derived from matches.

- 3 The only deductions that may be made from the gross income are state or local taxes actually paid (but not bank charges or differences in exchange rates) and any charges for the hire of the stadium. The total amount deducted shall not exceed 30% of the entire gross income.
- 4 Members affiliated to the VFF are governed by the provisions of par. 1 of this article, subject to the following conditions:
- (a) the levy due to VFF in respect of matches played on the territory of a Association between Members belonging to that Association is only 1%, the remaining 1% being payable directly to the Confederation involved;
 - (b) the 2% levy due in respect of matches played between Members affiliated to different Associations, on the territory of one of these Associations, is payable to VFF, which will retrocede 0.5% to each of the Associations involved.

Article	11	Statement of account
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- 1 For each match subject to a levy, a detailed statement of account shall be drawn up by the Member of the country in which the match has been played.
- 2 This statement shall contain all the requisite figures reflecting the entire income and any taxes or charges deducted there from.
- 3 The statement of account and the amount due from the levy shall be sent to VFF within 60 days of the date the match was held.
- 4 Failure to conform to these requirements shall be punished in compliance with the sanctions provided for in the VFF Statutes.

Article	12	Minimum contribution
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Whatever the financial outcome of the match, the contribution to be paid to VFF shall be at least VT 20,000.

VI. MATCH AND PLAYERS' AGENTS

Article	13	Match agents
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- 1 Match agents may be employed to arrange matches.
- 2 Match agents hired to organize matches between teams from the same Association shall be recognized by the VFF and the Association concerned (licensed). The VFF shall issue appropriate rules.
- 3 Match agents hired to organize matches between teams from different Associations shall hold a VFF license. The Executive Committee shall issue appropriate rules.
- 4 VFF is only entitled to intervene to enforce the contracts concluded between match agents and teams in the following cases:
- (a) if the match or tournament at the source of the dispute involves teams from different Associations and leagues;
 - (b) if the match agent in question holds a VFF license.

Article	14	Players' agents
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Players may use the services of agents to negotiate transfers. Only players' agents in possession of a license may carry out this work. The Executive Committee shall issue appropriate provisions to this end.

VII. ELIGIBILITY TO PLAY FOR ASSOCIATION TEAMS

Article	15	Principle
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- 1 Any person holding the license of an Association or league is eligible to play for the representative teams of the Association or league. The Executive Committee shall decide on the conditions of eligibility for any Player whose license would entitle him to represent more than one Association or league.
- 2 As a general rule, any Player who has already represented one Association (either in full or in part) in an official competition of any category may not play a national match with another Association team.
- 3 If a Player acquires a new license, or if the Player is eligible to play for several Association teams due to his license, the following exceptions apply:
 - (a) Up to his 21st birthday, a player may only once request changing the Association for which he is eligible to play national matches. A Player may exercise this right to change Associations only if he has not played at "A" national level for his current Association and if at the time of his first full or partial appearance in a national match in an official competition of any other category, he already had such licenses. Changing Associations is not permitted during the preliminary competition of a VFF competition, Association or VFF championship if a player has already been fielded in a match of one of these competitions.
 - (b) Any Player who has already acquired eligibility to play for one Association is not entitled to change associations. This provision is not subject to any age limits.
- 4 Any Player who wishes to exercise this right to change Associations shall submit a written and substantiated request to the VFF general secretariat. After submitting the request, the Player is no longer qualified to play for his current Association's team. The Players' Status Committee shall decide on the request. The committee's decision may be brought before the Appeal Committee. The Regulations for the Status and Transfer of Players contain more detailed provisions.
- 5 Any Players who have already had their 21st birthday at the time of implementation of these provisions and who fulfill the requirements in par. 3 (a) are also entitled to submit such a request to change Associations. This entitlement will expire definitively twelve months after implementation of this provision.

VIII. LAWS OF THE GAME

Article	16	Amendments to the Laws
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| 1 | VFF shall notify its Members of any amendments and decisions regarding the Laws of the Game within one month of the decision of the IFAB. |
| 2 | The Members shall enforce these amendments and decisions no later than 1 January following IFAB's annual meeting. Exceptions may be granted only to Members whose football season has not terminated by this date. |
| 3 | Members may apply such amendments and decisions as soon as they have been issued by IFAB. |

IX. REFEREES AND ASSISTANT REFEREES

Article	17	Nomination
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| 1 | Each referee and assistant referee appointed to a national match shall belong to a neutral Member unless otherwise previously agreed by the Members concerned. |
| 2 | The referee and assistant referees chosen to officiate at a national match shall be included in the official VFF or FIFA List of national and International Referees and Assistant Referees. |

Article	18	Report
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| 1 | The referee of every national "A" match shall send a report within 48 hours of the match both to VFF and the Member on whose territory the match was played. |
| 2 | This report shall be made on the official form given to the referee by the Member under whose jurisdiction the match was played. |
| 3 | The report shall record all the disciplinary measures taken and the reasons for these measures. |

Article	19	Reimbursement
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| 1 | Referees and assistant referees at a national matches shall be entitled to:

(a) a daily allowance;

(b) reimbursement of travel expenses. VFF's Expense Regulations shall determine the amounts, travel category and number of days due for reimbursement to which referees and assistant referees are entitled. |
| 2 | The amount owed to the referees and the organizing Member shall pay assistant referees to them in an easily convertible currency on the same day as the match. |
| 3 | The expenses for hotel and board incurred by referees and assistant referees of national matches shall be borne by the organizing Member. |

X. FINAL PROVISION

Article	20	Enforcement
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The Regulations Governing the Application of the Statutes were adopted by the VFF Congress in Port Vila on 30th 2010 and will come into force on 1st July 2010.

Port Vila 1st July 2010

FOR THE VFF EXECUTIVE COMMITTEE



President
Lambert Maltock



Acting General Secretary
John Bongnaim

STANDING ORDERS OF THE CONGRESS

Article	1	Participation in the Congress
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| 1 | Each Member may be represented at the Congress by a maximum of three delegates, all of whom may take part in the debates. |
| 2 | The names of the delegates, including the one with the right to vote, shall be notified to the general secretariat before the opening of the Congress. The general secretariat enters the delegates mentioned on to a list (numbered 1 to 3). The delegate with the right to vote is entered as number 1. If the delegate with the right to vote leaves the Congress during the debates, the delegate entered as number 2 on the Member's delegation list is entitled to vote. If this delegate is also absent, the delegate entered as number 3 is entitled to vote. |
| 3 | Only delegates of Associations that satisfy both the following conditions shall be eligible to attend the Congress :

(a) delegates from regional associations and leagues that are financial members of VFF;

(b) delegates that have complied with Article 23 (2) of the VFF Statutes which states that: " The names of the delegates shall be submitted in writing by the secretary of the regional associations 14 days prior to the Congress." |
| 3 | VFF shall bear the costs of travel and accommodation for one delegate of each Member taking part in the Congress. The Executive Committee shall issue appropriate directives in this connection. |

Article	2	Chair
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| 1 | The President shall chair the Congress. If the President is unable to attend, the longest serving vice president available shall deputize. If none of the vice-presidents is present, the Congress shall elect a member of the Executive Committee as chairman. |
| 2 | The chair shall ensure that the Congress is conducted in strict compliance with these Standing Orders, open and close the Congress and debates, and, unless the Congress decides otherwise, grant delegates permission to speak and conduct all discussions. |
| 3 | The chair shall be responsible for maintaining order during debates. He may take the following action against any Congress participant who disturbs the debates:

(a) a call to order ;

(b) a reprimand;

(c) exclusion from one or more sessions. |
| 7 | If an appeal is made against such action, the Congress shall decide immediately without debate. |

Article	3	Scrutineers
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At the beginning of the first session, the Congress shall appoint an adequate number of scrutineers to count the votes and to assist the General Secretary in distributing and counting voting papers issued for the elections. The Executive Committee may decide to use electronic equipment to determine the results of a vote.

Article	4	Interpreters
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Official interpreters shall be appointed to translate into the official languages of the Congress. They shall be appointed by the General Secretary.

Article	5	Debates
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- 1 Debates on each item on the agenda shall be preceded by a short report:
 - (a) by the chair or a member of the Executive Committee designated for this purpose;
 - (b) by a representative of the committee designated the Executive Committee to give a report;
 - (c) by a delegate from the Member that requested the item be included in the agenda.
- 2 The chair then opens the debate.

Article	6	Speakers
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- 1 Permission to speak is granted in the order in which it is requested. A speaker may not start speaking until he has obtained permission to do so. Speakers shall address the Congress from the rostrum intended for this purpose.
- 2 A speaker may not speak for a second time on the same item until all other delegates who have requested permission to speak have spoken.

Article	7	Proposals
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- 1 All proposals shall be submitted in writing. Proposals, which are not relevant to the subject under discussion, shall not be admitted to the debate.
- 2 Any amendment shall be drawn up in writing and passed to the chair before being put to the debate.

Article	8	Procedural motions and closing of debates
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- 1 If a procedural motion is made, discussion on the main question shall be suspended until a vote has been taken on the motion.
- 2 If a motion is made to close the discussion, it shall immediately be put to the vote without debate. If the motion is approved, permission to speak shall only be granted to those Members who have asked to speak before the vote was taken.
- 3 The chair shall close the discussion unless the Congress decides otherwise by a simple majority of those voting

Article	9	Votes
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- 1 Voting by secret ballot is prohibited.
- 2 Before each vote, the chair, or the person designated by him, shall read the text of the proposal aloud and explain the voting procedure (quorum) to the Congress. If an objection is raised, the Congress shall decide immediately.

- 3 Votes may be taken by roll call if requested by at least 15 of the Members present and entitled to vote.
- 4 No-one is compelled to vote.
- 5 As a rule, votes are taken by a show of hands (voting cards) or by the use of electronic equipment.
- 6 Proposals shall be put to the vote in the order in which they are submitted. If there are more than two main proposals, they shall be put to the vote in succession and the delegates may not vote for more than one of the proposals.
- 7 Alterations to amendments shall be put to the vote before the amendments proper, and amendments before the main proposal.
- 8 Proposals without a vote against are regarded as having been passed.
- 9 The chair shall check the results of the vote and announce it to the Congress.
- 10 No-one is permitted to speak during the vote and until after the result has been announced.

Article **10** **Elections**

- 1 Elections shall be carried out with ballot papers by secret ballot. The General Secretary, assisted by the scrutineers, shall conduct the distribution and counting of the ballot papers.
- 2 The number of ballot papers that have been distributed shall be announced by the chair before the count.
- 3 If the number of ballot papers returned is equal to or less than the number of ballot papers distributed, the election shall be declared valid. If the number returned exceeds that of the ballot papers distributed, the vote shall be declared null and void and another vote shall be taken immediately.
- 4 The absolute majority shall be calculated on the basis of the number of valid ballot papers collected. Empty ballot papers or invalid votes are disregarded. If two or more votes are given in support of one candidate on one ballot paper, only one vote shall be valid.
- 5 The chair shall announce the result of each ballot.
6. The General Secretary shall put the ballot papers that have been collected and counted into envelopes intended for this purpose and seal them immediately. The general secretariat shall keep these envelopes and destroy them 100 days after the end of the Congress.

Article **11** **Enforcement**

These Standing Orders of the Congress were adopted by the Congress in Port Vila on 30th_March 2010 and will come into force on 1st July 2010.

Port Vila 1st July 2010

FOR THE VFF EXECUTIVE COMMITTEE



President
Lambert Maltock



Acting General Secretary
John Bongnaim