



CONSTITUTION OF THE CARIBBEAN FOOTBALL UNION

1. NAME

The Organization shall be called the Caribbean Football Union (hereinafter referred to as the "Union").

The Union shall be affiliated to CONCACAF and such organizations as it may determine from time to time. It shall have jurisdiction and authority by the expressed delegation of CONCACAF, over the Caribbean Zone of CONCACAF.

2. OBJECTIVES

The objectives of the Union are:

- a. to widen the scope of Association Football in every way deemed proper by the Union and/or by its Executive Committee;
- b. to foster friendly relations among officials and players at local, inter-territorial and international tournaments, and in all other appropriate ways;
- c. to control and develop football in the Caribbean region in general, by following the Rules of the Game as established by the International Football Association Board;
- d. to regulate and control the conduct of football in the Caribbean.

3. CONSTITUTION

The Caribbean Football Union shall consist of the Associations which are affiliated to and recognized by it as the bodies which govern Association Football in their respective territories, provided that they are also affiliated to CONCACAF either as Full or Associate Members. Only one Association shall be recognized in each territory.

The Associations in membership with the Union shall recognize each other as the Associations exclusively controlling Association Football in their respective countries/territories to the exclusion of all others.

A Football Association in a territory which has not yet gained independence may, with the authorization of the National Association of the country on which it is dependent, also ask to become affiliated to the C.F.U.

The administrative headquarters of the C.F.U. shall be the city in which the General Secretary resides and the legal headquarters shall be the city in which the President is domiciled.



4. MEMBERSHIP

- a. The Associations shall only be admitted by the Congress. However, the Executive Committee of the Union may grant provisional membership which shall be submitted to the next Congress for ratification.
- b. An Association applying for membership shall submit to the Union:
 - i. a written application - The application for membership shall contain an undertaking to conform to the rules and regulations of the Union and to observe the Laws of the Game in force with the Union.
 - ii. an up to date copy of its Constitution, and must give immediate notification of any change or changes to the said Constitution.
 - iii. an affiliation fee of Five Hundred U.S. Dollars (\$500.00).
- c. An Association applying for membership may support its application to the Congress or the Executive Committee through its delegates when the application is presented. However, the delegates must leave the Conference Hall while the application is being considered and voted upon.

Should the application be accepted, the delegates of the Association shall be readmitted and be allowed to take part at once in the work of the Congress.

- d. Members shall pay an annual subscription of such amount as may be determined by the Executive Committee from time to time.

5. ORGANIZATION

The business of the Union shall be directed and administered by the following:

- a. The Congress, which shall be the legislative body.
- b. The Executive Committee, which shall be the emergency or executive body.
- c. The General Secretariat, which shall be the administrative body of the Union.
- d. The Standing Committees, which shall be appointed by the Executive Committee to assist in its work.

6. SUPREME AUTHORITY

The Supreme Authority of the Union shall be the Congress.

7. THE CONGRESS

- a. The Congress shall be held every year.
- b. The Executive Committee may at any time on the written request of one third of the financial members of the Union call an Extraordinary Congress of the Union.



- c. The place, date and agenda of an Extraordinary Congress must be notified to the membership at least two months before it is due to take place.
- d. Each Association shall have the right to one vote and to be entitled to be represented by two delegates who may take part in the discussions.
- e. The names of the delegates must be sent to the Secretary before the Opening of the Congress. The one having the right to vote must be indicated. Should this delegate leave the Conference Hall at any time during the Congress, he shall be replaced by the representative next on the list of delegates drawn up by the Association concerned.
- f. Only the delegates present and entitled to vote shall decide any questions put to the vote.
- g. No delegate shall be allowed to represent more than one Association.
- h. During their term of office, members of the Executive Committee will not be eligible to act as delegates of their Associations.
- i. Voting by letter or proxy is not allowed.
- j. Delegates to the Congress must be bona fide members of the Associations they represent.
- k. Observers may attend the Congress on the approval of the Executive Committee but shall not be allowed to take part in the proceedings.

NOTICE OF CONGRESS MEETINGS

The date and place of a Congress must be notified to affiliate Associations by registered letter posted two months in advance.

The agenda, specifying the nature of the business to be transacted, the report of the General Secretary, the Balance Sheet and the Auditors Report must be sent to the Associations by registered letter and posted one month before the date of the Congress.

All proposals and questions to be submitted to the Congress by the affiliated Associations must be sent to the Secretary of the Union not later than two months before the month in which the aforesaid Congress is to be held. Only those items included in the Agenda may be discussed.

In cases of Urgency, the Congress may deal with matters submitted after the above closing date, provided it is agreed upon by a three-fourths majority of the votes given by the members of the Congress present and entitled to vote.



AGENDA

The Agenda of the Ordinary Congress shall be in the following form:

- a. Roll Call
- b. Confirmation of Minutes
- c. Business arising from the Minutes
- d. Presentation of the Financial Statement and Audited Balance Sheet
- e. Presentation of the Annual Report
- f. Election of Officers and Auditors (when due)
- g. Any other business of which due notice has been given.

In case of an Extraordinary Congress, the notice of the meeting shall include the Agenda. No items other than those included on the Agenda, may be discussed.

8. QUORUM

The Quorum for a meeting of the Congress shall be one third of the total membership which includes at least two (2) officers of the Union. In the event of a quorum not being present, the meeting shall stand adjourned for twenty four (24) hours and the members present shall form a quorum. However, in order to be able to obtain a decision on amendments to these Statutes, a Congress must be attended by at least half of the affiliated Associations, but a vote may be taken even if at any time some of the delegates of these Associations have left the Conference Hall.

9. THE OFFICERS OF THE UNION

The Officers of the Union shall be:

- a. A President
- b. A First Vice President
- c. A Second Vice President

A General Secretary shall be appointed directly by the Executive Committee, on the advice of the President. Every person seeking office shall have to be nominated by a proposer and seconder, in good financial standing, at least sixty (60) days prior to the date scheduled for election.

The above named Officers shall be elected every four years at the meeting of the Ordinary Congress. Two Auditors or a firm of qualified Accountants shall also be elected at the same meeting. All outgoing officers shall be eligible for reelection and or reappointment, and shall be entitled to vote. The President shall have an original and a casting vote.



10. POWERS OF THE CONGRESS

The Congress shall elect its officers every four years. At that same meeting the Congress shall also elect the Executive Committee which shall comprise the officers of the Union together with four member delegates from among its membership.

The members of the Executive Committee shall also have to be nominated by a proposer and a seconder, in good financial standing, at least 60 days prior to the date of the said Congress.

The Congress shall fill any vacancy that occurs among the officers. However, the Executive Committee may appoint persons to act from time to time in the interest of the performance of the functions of the Union. All acting appointments are to be ratified by the Congress.

All decisions of the Congress shall be binding on all members and shall so remain unless or until such decisions are rescinded or varied by a majority vote of two thirds of the votes given by members of the Congress present and entitled to vote.

11. VOTING

In all cases where matters are subject to voting, the vote will always be direct, nominal and public. In all decisions, a simple majority shall be taken, except in the following cases which require the approval of two thirds of the votes recorded:

- a. Amendments or additions to the Statutes
- b. Additions to the Agenda of the Congress
- c. Expulsion of member(s) of the Union
- d. Dissolution of the Union.

12. COMPOSITION OF THE EXECUTIVE COMMITTEE

The Executive Committee will be constituted by the following members:

- A President
- A First Vice President
- A Second Vice President
- Four (4) Members
- The Representatives of the Caribbean Zone before CONCACAF and FIFA.

The Representatives of the Caribbean Zone before CONCACAF and FIFA shall be *ex officio* members of the Executive Committee, eligible to attend all meetings but with no voting rights. The tenure of office for the Representatives of CONCACAF and FIFA shall be the same as their tenure of office in the respective organizations.



Four persons, of whom at least two should be officers, shall form a quorum at meetings of the Executive Committee.

The Executive Committee shall be the executive body of the Union. It shall be empowered to take decisions on all matters which are not exclusive to the Congress. The Executive Committee shall meet at least once a year.

The Executive Committee may impose the penalties as indicated under Article 18 of these Statutes.

At the request of two thirds of the Executive Committee, the President must convene an extraordinary meeting. In the event the cost of such a meeting cannot be borne by the Union, it shall be shared by the members in equal proportion.

Members of the Executive Committee whose Associations are involved in a dispute must leave the meeting while the matter is dealt with.

The Executive Committee, on the advice of the President, shall appoint the Chairmen and Members of the Standing Committees (See Article 17). The General Secretary may attend officially all Committee meetings.

The Executive Committee, on the advice of the General Secretary, shall approve the engagement of the permanent staff of the Secretariat.

The Executive Committee shall fix the venue and date of each Meeting of the Congress.

The Executive Committee shall, in its own right conduct each year such competitions as it may deem practicable. These competitions shall be participated in by the Union's members only, and shall be played under such Rules and Regulations as may be deemed expedient, keeping always however, within the Rules and Regulations set down by FIFA for the conduct of Association Football. The absolute control of these competitions is the Union's but it may delegate authority to any of its members or Committees to organize and control said competitions as it deems necessary.

13. DUTIES OF OFFICERS

- a. The President: The President shall represent the Union. He shall also represent it in Court cases, either as a plaintiff or as a defendant. He shall preside at the Congress, Meetings of the Executive Committee, and Committees of which he shall have been elected Chairman.

The President shall vote, and when voting is equal, he shall have a casting vote. The business of the Congress shall be conducted in accordance with the provisions to be found in the Standing Orders annexed to these Statutes. If the President is



absent or unavailable, the First Vice President shall automatically fulfill his duties. In the absence of the First Vice President, the Second Vice President shall act accordingly. In the absence of the President and the two Vice Presidents a Chairman shall be elected from among the persons present and entitled to vote at the meeting. The first and second Vice Presidents shall assist generally in the management of the Union.

- b. The General Secretary: The General Secretary shall keep books as the Executive Committee may direct in which shall be recorded the Minutes of all Meetings and the business transacted therein. He shall keep records of all matches, Fixtures and Tournaments, and any and all functions held under the auspices of the Union.

He shall keep such books of account as the Executive Committee may direct, and shall record therein all financial transactions entered into by him in his capacity as Treasurer. He shall issue and demand receipts for monies paid and received by him in the name of the Union. His books shall be open to inspection at any time by any member of the Congress, providing seven business days notice is given in writing.

He shall also conduct the correspondence of the Union. He shall act as a liaison between the Executive Committee, the Congress and all Committees for the administration and the work of the staff of the Secretariat.

Standing and other Committees may have the assistance of the General Secretary in the carrying out of their administrative work.

- c. Auditors: The Auditors shall audit the accounts of the Union whenever the Executive Committee may so direct, but must do so at least once annually in respect of the year ending on 31st December.

The Annual Year of the Union is January 1st to December 31st.



14. DUTIES AND RIGHTS OF THE MEMBERS

- a. The duties of the Member Associations are:
 - i. To comply and enforce the Statutes and Rules of FIFA, CONCACAF and the C.F.U.
 - ii. To pay all fees, economic contributions, percentages and/or any other economic obligation to the C.F.U.
 - iii. To be represented at Congresses and other meetings called by the C.F.U.
 - iv. To comply with the resolutions of the Congress and the Executive Committee.

- b. The rights of the Member Associations are:
 - i. To participate in all the activities of the C.F.U.
 - ii. To propose the officials from its own Association or affiliated National Associations of the C.F.U. who can be nominated for election.
 - iii. To request the celebration of Extraordinary Congresses to the Executive Committee in accordance with these Statutes.



15. STANDING COMMITTEES

- i. Finance Committee
- ii. Referees Committee
- iii. Technical and Development Committee
- iv. Sports Medicine Committee
- v. Disciplinary Committee
- vi. Protocol Committee
- vii. Fair Play and Security Committee
- viii. Statutes and Rules Committee.

All the above Committees shall consist of a Chairman and such persons who shall be appointed by the Executive Committee on the advice of the President. The tenure of office of each Committee shall be for a period not exceeding two years.

i. FINANCE COMMITTEE

The duties of the Committee shall be:

- a. to control the financial administration of the Union
- b. to advise the Executive Committee on the management of property
- c. to prepare the budget of the Executive Committee and to examine those of the various Standing Committees and Commissions and to submit them for approval to the Executive Committee
- d. to supervise the financial accounts of the Standing Committees and Commissions and authorize payments after verification by the General Secretary.

ii. REFEREES COMMITTEE

Its duties shall be:

- a. To give decisions regarding the application of the Laws of the Game.
- b. To compile a list of Referees in the Caribbean qualified to control International Matches from the nominations submitted by members.
- c. To assist in establishing uniformity in methods of refereeing and application of the Laws of the Game.
- d. To organize courses for referees and for those responsible for the education and preparation of referees.
- e. To prepare and publish books, booklets, films and other visual aids and to collect a library of same.
- f. To recommend the appointment of referees and linesmen to competitions.



iii. TECHNICAL AND DEVELOPMENT COMMITTEE

Its duties shall be:

- a. To advance the training methods of football teams,
- b. To improve the qualification of trainers.
- c. To organize courses and conferences for Instructors, Trainers, Coaches and Administrators in conjunction with members.
- d. To resolve questions on theory and practice.
- e. To prepare and publish documents for teaching and training techniques for footballers, trainers, coaches, and referees, and to establish a library for same.
- f. To recommend coaches and trainers for jobs under the jurisdiction of members, when requested.

iv. SPORTS MEDICINE COMMITTEE

Its duties shall be of an advisory capacity on all problems of sports medicine, physiology and hygiene.

- a. To exploit the scientific knowledge in the field of psychology, medical control, theory of training, physiology and hygiene.
- b. To prepare memoranda concerning sports medical services, diet and nourishment for football players.
- c. To form a group of specialists who from time to time, and according to necessity, may be invited to take part in courses and/or meetings organized by the Sports Medicine Committee.

v. DISCIPLINARY COMMITTEE

The Disciplinary Committee shall consist of a Chairman and such members appointed by the Executive Committee. Its duties shall be:

- a. To examine reports submitted by referees, members, appointed observers and others concerning incidents on the field of play or its precincts, likely to bring the game into dispute, and to recommend punishment for same.
- b. To act at tournaments organized by the Union in accordance with any disciplinary measures included in the special regulations of such tournaments. At all times the Disciplinary Committee shall keep as a guide the FIFA's Memorandum on Disciplinary Procedures.



vi. PROTOCOL COMMITTEE

Its duties shall be:

- a. To establish relations with members and in the news media for the purpose of circulating information concerning the activities of the Union.
- b. To cooperate with Press Committees appointed by members in connection with any competition run under the auspices of the Union.
- c. To publish or to give official authorization to the publication of text books, a quarterly bulletin and other reports, memoranda and news-cutting as may from time to time be deemed necessary.
- d. To authorize the Secretary to issue such day to day releases of news to the press and agencies if available, and when deemed necessary.

vii. FAIR PLAY AND SECURITY COMMITTEE

The Fair Play and Security Committee shall consist of a Chairman and as many members as may be deemed necessary. Its duties shall be as follows:

- a. To examine generally every aspect of security inside and around the stadia designated as venues for C.F.U. competitions.
- b. To investigate every possible way of improving security at football matches.
- c. To deal with every aspect of Fair Play in its broadest sense.
- d. To propose different kinds of campaigns designed to promote Fair Play, to ensure that they are realized and to assist the results.

viii. STATUTES AND RULES COMMITTEE

The Statutes and Rules Committee shall consist of a Chairman and as many members as may be deemed necessary.

- a. The Committee shall be responsible for reviewing, upon submission, the Statutes and Rules of the affiliated Associations, or changes thereto, to maintain them consistent with those of FIFA, CONCACAF and the C.F.U.
- b. The Committee shall also draft regulations for the conduct of Congresses and Meetings and refer same to the Executive Committee from time to time.
- c. The Committee shall perform such tasks as are assigned from time to time by the Executive Committee.



16. SANCTIONS

The disciplinary measures of the Union which may be enforced are:

- a. to caution
- b. to censure
- c. to fine
- d. to suspend
- e. to cancel membership.

The Congress shall have authority to impose fines not exceeding US\$5,000.00 and the Executive Committee up to US\$2,000.00

The disciplinary measures may be imposed on members or officials who have violated the Statutes, Regulations or Standing Orders of the Congress, or members who have failed in their duties to the Union.

Suspensions and cancellations may only be decreed by a decision of an Ordinary or Extraordinary Congress or in cases of absolute necessity or emergency, of the Executive Committee, subject to ratification by the next Congress. The suspension shall come into force, however, as soon as it has been notified. For cancellation of membership at least 40% of the members affiliated to the Union should be present and the resolution must receive the approval of a three-fourths majority of the votes given by members of the Congress present and entitled to vote. Members who, without valid reason, do not participate in two successive Caribbean Congresses or Competitions of any nature, will automatically be suspended from the Union until they participate in a future Congress or Tournament.

The Disciplinary Committee shall have authority to impose measures (a), (b) and (c) only.

17. APPEALS

Appeals against the decision of the Disciplinary Committee may be made to the Union and the Executive Committee shall decide by approval of a two-thirds majority of the votes given by members of the Executive Committee present and entitled to vote in what manner and by whom such appeals shall be heard; but unless the Executive Committee so orders, the decisions shall not be suspended pending the outcome of the appeals.

Appeals against the decisions of the Executive Committee or the Congress may be made at a subsequent meeting of the Congress and such decisions can only be varied or rescinded by a majority vote of three-fourths of the members present and entitled to vote.

A fee of US\$500.00 must accompany each appeal and will be refunded if the appeal is upheld.



18. FINANCES

The financial period of the Union is one year starting on January 1st. The Congress shall appoint two auditors or a firm of auditors who shall audit the accounts of the Union whenever the Congress may so direct, but must do so at least once annually in respect of the year ending December 31st. The reports of the auditors shall be submitted to the Congress.

A member who has not paid its annual subscription by April 1st shall cease to be a member of the Union. The notification of the cancellation of membership shall be sent by the Secretary of the Union by registered letter. As soon as the subscription has been paid, the member concerned shall regain its rights.

19. OFFICIAL LANGUAGE

English shall be the official language for the Minutes, official correspondence and communications. Each member shall be responsible for its own translation. English, French, Spanish, Dutch are the official languages of the Congress. If a delegate cannot translate his speech himself, it shall be done by an interpreter officially appointed by the Executive Committee. Delegates may address the Congress in their own language.

If any dispute should arise concerning the sense of the English, French, Spanish or Dutch translations of the Statutes, Regulations or Standing Orders of the Congress or of the official decisions of the Congress or the Executive Committee, the text in English shall be authoritative.

20. DISPUTES

Members should not bring before a court of justice any dispute with the Union or other members of the Union without first submitting such dispute to an Arbitration Tribunal appointed by common consent, or, alternatively, to the CONCACAF.

21. INDEMNITY

Should an officer or member of the Union be charged in a Court of Justice for an action authorized by the Union, the Union is entitled to indemnify the member in full or in part to the extent of the expenses incurred.

22. AMENDMENTS

An Ordinary or Extraordinary Congress shall have power to amend any of the Statutes of the Union, provided always that it is supported by two-thirds of the votes given by members of the Congress present and entitled to vote. Notice of proposed amendments shall be given as provided for under Article 8c.



23. UNFORESEEN MATTERS

All matters not provided for under these Statutes shall be settled by the Executive Committee, whose decisions shall be final.

24. CONFIDENTIALITY

The discussion, statements of Members, evidence of witnesses and other matters within and before the Congress or Executive Committee shall be deemed privileged and confidential and the Executive Committee or the Congress shall have power to censure or suspend from the Congress any member proved guilty of a breach of this provision.

25. BY-LAWS

The Congress shall have the power to make such by-laws and regulations deemed necessary to provide for matters arising from or implement these Statutes provided that any such bylaws or regulations do not alter, supersede, or conflict with these Statutes. Members of the Associations shall be deemed to have knowledge of and be bound by the said bylaws and regulations if the same shall have been circulated in Minutes of the Congress, the production of which shall constitute at all times undisputed proof of the validity of such bylaws or regulations.

26. INTERPRETATION OF THE RULES

The Congress of the Union is the sole authority for the interpretation of these Statutes and the Bylaws and Regulations made thereunder, and the decision of the Congress upon any matter affecting the Union shall be final and binding. In the event of a question arising on a point on which these Statutes are silent, the matter shall be decided by the Executive Committee at its absolute discretion and shall be referred to the Congress for its ratification.

27. TENURE OF OFFICE

1. A member of a Committee shall retain his membership or shall hold office as the case may be until the next general election but should any office become vacant the Executive Committee is authorized to fill the vacancy.
2. Any person upon suspension or expulsion from membership of the Union or from any office or Committee of the Union shall surrender all books, papers, documents, and other effects of the Union in his possession or under his control.

28. DISSOLUTION

In any case of dissolution of the Union its funds shall not be distributed. They shall be transferred to the CONCACAF, who will keep them until the re-establishment of the Union.