

**Constitution**  
**of**  
**Jamaica Football Federation Limited**

<b>Article</b>	<b>Page</b>
<b>DEFINITIONS</b>	<b>3</b>
<b>I. GENERAL PROVISIONS</b>	<b>4</b>
1-10	4
<b>II. MEMBERSHIP</b>	<b>7</b>
11-21	7
<b>III. HONORARY PRESIDENT AND HONORARY MEMBER</b>	<b>12</b>
22	12
<b>IV. ORGANISATION</b>	<b>13</b>
23-54	13
A. Congress	14
B. Board of Directors	20
C. President	23
D. General secretariat	24
E. Standing committees	25
F. Club licensing bodies	28
<b>V. INDEPENDENT COMMITTEES</b>	<b>29</b>
55-60	29
<b>VI. DISCIPLINARY MEASURES</b>	<b>32</b>
61	32
<b>VII. ARBITRATION</b>	<b>33</b>
62-63	33
<b>VIII. FINANCE</b>	<b>34</b>
64-71	34
<b>IX. COMPETITIONS AND RIGHTS IN COMPETITIONS AND EVENTS</b>	<b>36</b>
72-75	36
<b>X. INTERNATIONAL MATCHES AND COMPETITIONS</b>	<b>37</b>
76-78	37
<b>XI. FINAL PROVISIONS</b>	<b>38</b>
79-83	38
<b>ANNEXE A – QUESTIONNAIRE FOR INTEGRITY CHECKS</b>	<b>40</b>
<b>ANNEXE B – STANDING ORDERS OF THE CONGRESS</b>	<b>43</b>

## DEFINITIONS

The terms given below denote the following:

**JFF:** Jamaican Football Federation.

**CONCACAF:** The Confederation of North, Central America and Caribbean Association Football.

**CFU:** Caribbean Football Union.

**FIFA:** Fédération Internationale de Football-Association.

**Association:** A Parish association recognised as such by JFF that carries a geographic space as defined under Jamaican laws

**League:** an organisation that is subordinate to an association.

**Regional association:** an organisation that is subordinate to the JFF and constitute a group of parish associations recognised by JFF that belongs to the same geographic region.

Regions: South Eastern: St. Thomas, KSAFA and St. Catherine

South Western: Clarendon, Manchester, St. Elizabeth

North Western: St. James, Westmoreland, Trelawny, Hanover

North Eastern: Portland, St. Mary, St. Ann

**Club:** a member of an association (that is a member of JFF and of the region) or a member of a league recognised by an association that enters at least one team in a competition.

**Official:** any board member (including the members of the Board of Directors), committee member, referee and assistant referee, coach, trainer and any other person responsible for technical, medical and administrative matters in JFF, a region, an association, a league or a club as well as any other persons obliged to comply with the JFF Statutes (except players and intermediaries).

**Player:** a football player licensed by JFF.

**Congress:** the supreme and legislative body of JFF.

**Board of Directors:** the strategic and oversight body of JFF.

**Member:** a legal person that has been admitted into membership of JFF by the Congress.

**Delegate:** a natural person validly representing a Member at the Congress.

**Association football:** the game controlled by FIFA and organised by FIFA, the confederations and/or the associations in accordance with the Laws of the Game.

**Laws of the Game:** the laws of association football issued by The IFAB in accordance with the relevant provisions of the FIFA Statutes.

**The IFAB:** The International Football Association Board (IFAB).

**Ordinary courts:** state courts which hear public and private legal disputes.

**Arbitration tribunal:** an independent and duly constituted private court of justice acting instead of an ordinary court.

**CAS:** Court of Arbitration for Sport based in Lausanne (Switzerland).

**National Professional Bodies:** any professional organisation which operates football in Jamaica.

NB: Terms referring to natural persons include both genders. Any term in the singular applies to the plural and vice-versa.

**Article 1 Legal form, headquarters and trademarks**

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- <sup>1</sup> JFF is a company limited by guarantee and not having a share capital, established in compliance with the legislation of Jamaica. It is formed for an unlimited period.
- <sup>2</sup> The headquarters of JFF are located in 20 St. Lucia Crescent, Kingston 5,
- <sup>3</sup> JFF is a member of FIFA, of CONCACAF and of CFU.
- <sup>5</sup> The logo of JFF is
- <sup>6</sup> The abbreviation of Jamaica Football Federation is JFF.
- <sup>7</sup> The logo and abbreviation are legally registered with the Jamaica Intellectual Property Office.



**Article 2 Objectives**

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The objectives of JFF are:

- a) to improve the game of football constantly and promote, regulate and control it throughout the territory of JFF in the light of fair play and its unifying, educational, cultural and humanitarian values, particularly through youth and development programmes;
- b) to organise competitions in association football, futsal and beach soccer at national level, by defining precisely, as required, the areas of authority conceded to the various leagues of which it is composed;
- c) to draw up and develop regulations and provisions and ensure their enforcement;
- d) to protect the interest of its Members, promote and strengthen good relations with all stakeholders;
- e) to respect and prevent any infringement of, adhere and enforce the Statutes, regulations, directives and decisions of FIFA, of CONCACAF, CFU and of JFF as well as the Laws of the Game, and to ensure that these are also respected by its Members;
- f) to promote integrity, ethics and fair play with a view to preventing all methods or practices, such as corruption, doping or match manipulation, which might jeopardise the integrity of matches, competitions, players, officials and Members or give rise to abuse of association football, futsal or beach soccer;
- g) to promote and strengthen good governance principles and practices at national and local levels and encourage its Members to adopt their own good governance principles an approved JFF governance structure;
- h) to promote the development of women's football and the full participation of women at all levels of football governance;
- i) to control and supervise all friendly football matches of all forms played throughout the territory of JFF;
- j) to control and supervise association football, futsal and beach soccer at national level and to control and supervise all forms of international football matches played throughout the territory of JFF, in accordance with the relevant Statutes and regulations of FIFA and of the confederations;
- k) to manage international sporting relations connected with association football, futsal and beach soccer;
- l) to host competitions at international and other levels.

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Article **3** **Human rights**

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JFF is committed to respecting all internationally recognised human rights and shall strive to promote the protection of these rights.

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Article **4** **Non-discrimination and equality**

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Discrimination of any kind against a country, private person or group of people on account of race, skin colour, ethnic, national or social origin, gender, disability, language, religion, political opinion or any other opinion, wealth, birth or any other status, sexual orientation or any other reason is strictly prohibited and punishable by suspension or expulsion and/or other disciplinary measures.

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Article **5** **Neutrality and institutional independence**

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- <sup>1</sup> JFF is neutral in matters of politics, gender and religion.
  - <sup>2</sup> The Members of JFF shall also be neutral in matters of politics, gender and religion and shall ensure that their own members remain neutral.
  - <sup>3</sup> JFF shall remain independent and shall avoid any form of undue political interference. JFF shall manage its affairs independently and shall ensure that its own affairs are not influenced by any third parties.
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Article **6** **Promoting friendly relations**

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- <sup>1</sup> JFF shall promote friendly relations between its Members, clubs, officials and players and in society for humanitarian objectives.
  - <sup>2</sup> JFF shall provide the necessary institutional means to resolve any internal dispute that may arise between the Members, clubs, officials and players.
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Article **7** **Players**

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- <sup>1</sup> The status of players and the provisions for their registration shall be regulated by the Board of Directors in accordance with the FIFA Regulations on the Status and Transfer of Players.
  - <sup>2</sup> Players shall be registered in accordance with the regulations of JFF.
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Article **8** **Laws of the Game**

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<sup>1</sup> JFF and each of its Members shall play association football in compliance with the Laws of the Game issued by The IFAB. Only The IFAB may lay down and alter the Laws of the Game.

<sup>2</sup> JFF and each of its Members shall play futsal in accordance with the Futsal Laws of the Game issued by FIFA. Only FIFA may lay down and alter the Futsal Laws of the Game.

<sup>3</sup> JFF and each of its Members shall play beach soccer in accordance with the Beach Soccer Laws of the Game issued by FIFA. Only FIFA may lay down and alter the Beach Soccer Laws of the Game.

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Article **9** **Conduct of bodies, Officials and others**

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<sup>1</sup> All bodies and officials of JFF shall observe the Constitution, regulations, directives, decisions and the Code of Ethics of FIFA, of CONCACAF, CFU and of JFF in their activities.

<sup>2</sup> Every person and organisation involved in the game of association football, futsal and beach soccer in the territory of JFF is obliged to observe the Statutes and regulations of FIFA, of CONCACAF, of JFF and any other relevant statutes, as well as the principles of fair play, loyalty, integrity and sportsmanship.

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Article **10** **Official languages**

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<sup>1</sup> The official language of JFF shall be English. Official documents and texts shall be written in this language.

<sup>2</sup> The official language at the Congress shall be English

Article **11** Admission, suspension and expulsion

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- <sup>1</sup> The Congress shall decide whether to admit, suspend or expel a Member.
  - <sup>2</sup> Admission may be granted if the applicant fulfils the requirements of JFF in accordance with this Constitution.
  - <sup>3</sup> Membership is terminated by resignation or expulsion. Loss of membership does not relieve the Member from its financial obligations towards JFF, members and other stake holders but leads to the loss of all rights in relation to JFF.
  - <sup>4</sup> JFF shall ensure that all relevant stakeholders are represented within its Congress. The reality of women's football should be taken into account in relation to the Congress's composition
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Article **12** Members

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The Members of JFF are registered bodies and domiciled in Jamaica. They are:

**PILLAR 1**

- a-m) The 13 Parish associations: Clarendon, Hanover, Kingston & St Andrew, Manchester, Portland, St. Thomas, St. Ann, St. Catherine, St. Elizabeth, St. James, St. Mary, Trelawny, and Westmoreland;

**PILLAR 2**

- n) Men's Tier 1 - clubs
- o) Women's Tier 1 - clubs
- p) Women's Tier 2 - clubs
- q) Men's Tier 2 - clubs

**PILLAR 3**

- r) Jamaica Football Referees Association
  - s) Jamaica Coaches Association
  - t) Past National Players' Association
  - u) Inter Secondary Schools Association
  - v) INTERCOL Association
  - w) Beach Football Association
  - x) PFJL
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Article **13** Admission

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- <sup>1</sup> Any legal person wishing to become a Member of JFF shall apply in writing to the general secretariat of JFF.
- <sup>2</sup> The application must be accompanied by the following mandatory items:
  - a) a copy of its legally valid statutes and, if applicable, regulations;

- b) a declaration that it will comply at all times with the Constitution regulations and decisions of JFF, FIFA, CONCACAF and CFU and ensure that these are also respected, if applicable, by its own members, clubs, officials and players;
- c) a declaration that it will comply with the Laws of the Game in force as laid down by The IFAB, as well as the Beach Soccer Laws of the Game and the Futsal Laws of the Game as laid down by FIFA;
- d) a declaration that it will refer in the last instance (i.e. after exhaustion of all internal channels within JFF) any dispute of national dimension arising from or related to the Constitution, regulations, directives and decisions of JFF only to an independent and duly constituted arbitration tribunal, which shall definitely settle the dispute to the exclusion of any ordinary court, unless expressly prohibited by the legislation in force in Jamaica;
- e) a declaration that any dispute of international dimension arising from or related to the Statutes, regulations, directives and decisions of FIFA or of CONCACAF may only be submitted in the last instance to CAS, as specified in the Statutes of FIFA and of CONCACAF;
- f) a declaration that it recognises the jurisdiction of CAS, as specified in the Statutes of FIFA and of CONCACAF, and its decisions;
- g) a declaration that it is a national/legal body located and registered on the territory of JFF;
- h) a declaration to the effect that the legal composition of the applicant guarantees that it can make decisions independently of any external entity;
- i) a declaration to the effect that the members of its own bodies were elected or appointed as a result of a procedure that guarantees the complete independence of the election or appointment;
- j) a list of officials, specifying those who are authorised signatories with the right to enter into legally binding agreements with third parties;
- k) a copy of the minutes of its last Congress or constitutional meeting;
- l) if applicable, a declaration that it undertakes to organise or participate in international friendly matches only with the prior consent of JFF;
- m) if applicable, a declaration that it will play all official home matches on the territory of JFF;
- n) a declaration that it will submit the annual reports including the approved financial statements, budget and Certificate of compliance.

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Article **14** Request and procedure for application

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- <sup>1</sup> The procedure for admission shall be regulated by special regulations approved by the Board of Directors.
- <sup>2</sup> The Board of Directors shall request that the Congress either admit an applicant or not. The applicant may state the reasons for its application to the Congress.
- <sup>3</sup> 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.

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Article **15** Members' rights

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- <sup>1</sup> The Members of JFF have the following rights:
  - a) to take part in the Congress, to receive its agenda in advance, to be called to the Congress within the prescribed time, to exercise their rights to participate in the debates and discussions and to exercise their voting rights;



- b) to draw up proposals for inclusion in the agenda of the Congress;
- c) to nominate candidates for elections and/or appointment to the relevant bodies of JFF;
- d) to be informed of the affairs of JFF through its official bodies;
- e) to take part in competitions (if applicable) and/or other sporting activities organised by JFF;
- f) to exercise all other rights arising from the Constitution and regulations of JFF.

<sup>2</sup> The exercise of these rights is subject to other provisions in the Constitution and applicable regulations of JFF.

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## Article 16 Members' obligations

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<sup>1</sup> The Members of JFF have the following obligations:

- a) to comply fully with the Statutes (or Constitution), regulations, directives and decisions of FIFA, CONCACAF, CFU and JFF at all times and to ensure that these are also respected by its members;
- b) to ensure the election of its decision-making bodies at least every four years;
- c) to take part in competitions (if applicable) and other sporting activities organised by JFF;
- d) to pay their membership subscriptions;
- e) to respect the Laws of the Game as laid down by The IFAB, as well as the Beach Soccer Laws of the Game and the Futsal Laws of the Game as laid down by FIFA, and to ensure that these are also respected by its members through a statutory provision;
- f) to adopt a statutory clause specifying that any dispute of national dimension arising from or related to the Constitution, regulations, directives and decisions of JFF may only be referred in the last instance (i.e. after exhaustion of all internal channels within JFF) to an independent and duly constituted arbitration tribunal, which shall definitely settle the dispute to the exclusion of any ordinary court, unless expressly prohibited by the legislation in force in Jamaica;
- g) to adopt a statutory clause specifying that any dispute of international dimension arising from or related to the Statutes, regulations, directives and decisions of FIFA or of CONCACAF may only be submitted in the last instance to CAS, as specified in the Statutes of FIFA and of CONCACAF;
- h) to manage their affairs independently and ensure that their own affairs are not influenced by any third parties in accordance with art. 20 of this Constitution;
- i) to ensure that their bodies are either elected or appointed according to a procedure that guarantees the complete independence of the election or appointment;
- j) to communicate to JFF any amendment to its Constitution and regulations as well as the list of its officials who are authorised signatories with the right to enter into legally binding agreements with third parties;
- k) not to maintain any relations of a sporting nature with entities that are not recognised or with Members that have been suspended or expelled;
- l) to observe the principles of loyalty, integrity and good sporting behaviour as an expression of fair play through a statutory provision;
- m) to observe the mandatory items specified under art. 13 par. 2 of this Constitution for the duration of their affiliation;
- n) to administer a register of members which shall regularly be updated;
- o) to ratify statutes that are in accordance with the requirements of this Constitution;
- p) to comply fully with all other duties arising from the Statutes and other regulations of FIFA, CONCACAF, CFU and the Constitution and other regulations of JFF.

<sup>2</sup> Violation of the above-mentioned obligations by any Member may lead to sanctions provided for in the Constitution.

<sup>3</sup> Violation of par. 1 h) above may also lead to sanctions, even if the third-party influence was not the fault of the Member concerned. Each Member of JFF is responsible towards it for any and all acts of the members of their bodies caused by the gross negligence or wilful misconduct of such members.

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Article **17** Suspension

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<sup>1</sup> The Congress is responsible for suspending a Member. The Board of Directors may, however, temporarily suspend a Member that seriously and/or repeatedly violates its obligations as a Member with immediate effect. The suspension approved by the Board of Directors shall last until the next Congress, unless the Board of Directors has lifted it in the meantime.

<sup>2</sup> The presence of a majority (more than 50%) of the delegates representing the Members eligible to vote is necessary for a suspension to be valid. A suspension of a Member by the Congress or the Board of Directors shall be confirmed at the next Congress by a three-quarter majority of the valid votes cast. If it is not confirmed, the suspension shall be automatically lifted.

<sup>3</sup> A suspended Member shall lose its membership rights. Other Members may not entertain sporting contact with a suspended Member. The Disciplinary and Ethics Committee may impose further sanctions.

<sup>4</sup> Members that do not participate in the sporting activities of JFF for two (2) seasons shall be suspended from voting at the Congress and their representatives shall not be elected or appointed until they have fulfilled their obligations in this respect.

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Article **18** Expulsion

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<sup>1</sup> The Congress may expel a Member if it seriously and repeatedly violates the Statutes, regulations, directives or decisions of FIFA, CONCACAF, CFU and Constitution, regulations, directives or decisions of JFF.

<sup>2</sup> The presence of a majority (more than 50%) of the delegates representing the Members eligible 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 valid votes cast.

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Article **19** Resignation

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<sup>1</sup> A Member may resign with effect from the end of a football season. Notice of resignation must reach the general secretariat no later six months before the end of the football season.

<sup>2</sup> The resignation is not valid until the Member wishing to resign has fulfilled its financial obligations towards JFF, its other Members and respective stakeholders.

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Article **20** Independence of Members and their bodies

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<sup>1</sup> Each Member shall manage its affairs independently and with no undue influence from third parties.

<sup>2</sup> The Members' bodies shall be either elected or appointed. The Members' statutes shall provide for a democratic procedure that guarantees the complete independence of the election or appointment.

<sup>3</sup> Any Members' bodies that have not been elected or appointed in compliance with the provisions of par. 2 above, even on an interim basis, shall not be recognised by JFF.

<sup>4</sup> Decisions passed by bodies that have not been elected or appointed in compliance with par. 2 above shall not be recognised by JFF.

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Article **21** Status of clubs, leagues, regional associations and other groups of clubs

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<sup>1</sup> Clubs, leagues, regional associations, or any other groups of clubs affiliated to JFF shall be subordinate to and recognised by JFF. There shall be top-tier national leagues for men and women on the territory of JFF.

<sup>2</sup> This Constitution define the scope of authority and the rights and duties of the entities mentioned in par. 1 above. Their Constitution, statutes (if applicable), and regulations shall be in line with the requirements and obligations of the Constitution and regulations of JFF. JFF shall have the primary responsibility to regulate matters relating to refereeing, the fight against doping, the registration of players, club licensing, the imposition of disciplinary measures, including for ethical misconduct, as well as measures required to protect the integrity of competitions.

<sup>3</sup> The entities mentioned in par. 1 above shall take all decisions on any matters regarding their membership independently of any external body. This obligation applies regardless of their corporate structure.

<sup>4</sup> In any case, no natural or legal person (including holding companies and subsidiaries) shall exercise control over more than one club or group of clubs whenever the integrity of any match or competition could be jeopardised.

Article **22** **Honorary President and honorary member**

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- <sup>1</sup> The Congress may bestow the title of honorary president or honorary member upon any person for meritorious service to football.
- <sup>2</sup> The Board of Directors shall make these nominations.
- <sup>3</sup> The honorary president or honorary member may take part in the Congress. They may join the debates but are not entitled to vote.

Article **23** **Bodies**

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- <sup>1</sup> The Congress is the supreme and legislative body.
- <sup>2</sup> The Board of Directors is the strategic and oversight body.
- <sup>3</sup> The general secretariat is the executive, operational and administrative body.
- <sup>4</sup> Standing and ad hoc committees shall advise and assist the Board of Directors and the general secretariat in fulfilling their duties.
- <sup>5</sup> The club licensing bodies are in charge of the club licensing system within JFF.
- <sup>6</sup> The independent committees fulfil their functions in accordance with this Constitution and applicable regulations. The independent committees are the Audit and Compliance Committee, the electoral committees and the judicial bodies.
- <sup>7</sup> The judicial bodies are the Disciplinary and Ethics Committee and the Appeal Committee.
- <sup>8</sup> The bodies shall be either elected or appointed by JFF itself without any undue external influence and in accordance with the procedures described in this Constitution. The members of the bodies shall not have previously been found guilty of any criminal offence incompatible with the position.
- <sup>9</sup> Any member of the bodies must withdraw from the debate and from taking a decision if there is any risk or possibility of a conflict of interest. In particular, members of the bodies shall always be aware of, and comply with, the relevant provisions of the FIFA Code of Ethics on conflicts of interest and adjust their conduct as necessary (e.g. abstain from performing their duties, notify the chairperson in cases of potential conflicts of interest, etc.).

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Article **24** **Dismissal of a member of a body**

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- <sup>1</sup> The Congress may dismiss a member of a body. The Board of Directors may also dismiss a member of a body provisionally, with the exception of the members of the independent committees. The provisional dismissal approved by the Board of Directors shall be confirmed by the next Congress, unless the Board of Directors has lifted it in the meantime. If the next Congress is of an elective nature, a dismissed member shall be allowed to be an elective candidate (provided that he fulfils the relevant eligibility criteria) on a conditional basis depending on the final decision of the Congress on his dismissal which shall be taken before the election.
- <sup>2</sup> The motion for dismissal must be justified and shall be sent to the members of the Board of Directors and/or to the Members of Congress along with the respective agenda.
- <sup>3</sup> The member of the body in question has the right to defend himself in front of the Board of Directors and/or the Congress.
- <sup>4</sup> The motion for dismissal shall be decided by means of secret ballot at the Board of Directors and/or the Congress. For the motion to be passed, a majority of two-third of the valid votes cast is required.
- <sup>5</sup> The member dismissed (provisionally or not) is relieved of his functions with immediate effect.

## A. CONGRESS

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### Article 25 Definition and composition

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- <sup>1</sup> The Congress is a meeting at which all of the Members regularly convene. It represents the supreme and legislative authority of JFF. Only a Congress that is duly convened has the authority to make decisions.
- <sup>2</sup> The Congress shall be constituted in accordance with the principles of representative democracy and shall take into account the importance of gender equality in football.
- <sup>3</sup> The Congress may be ordinary or extraordinary.
- <sup>4</sup> The President shall chair the Congress in compliance with this Constitution, the Standing Orders of the Congress as well as any applicable regulations.
- <sup>5</sup> The Board of Directors may appoint observers who take part in the Congress without the right to debate or to vote. Observers are assigned one per parish i.e. thirteen observers
- <sup>6</sup> The honorary presidents or honorary members may take part in the Congress. They may join the debates but are not entitled to vote.

### Article 26 Delegates and votes:

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- <sup>1</sup> The Congress is composed of 69 delegates including 13 observers plus honorary members. The number of voting delegates will be 56. Observers (non-voting) will be one from each of the parish associations. The number of delegates and votes is allocated as follows:

#### **Pillar 1: amateur football**

- i. Thirteen (13) legal Parish Associations; 3 representatives (2 voting delegates and 1 observer);

#### **Pillar 2: elite football**

- i. Men's Tier 1 clubs - 4 delegates; 4 votes
- ii. Women's Tier 1 clubs - 4 delegates; 4 votes
- iii. Men's Tier 2 clubs - 4 delegates; 4 votes
- iv. Women's Tier 2 clubs - 4 delegates; 4 votes

#### **Pillar 3: interest groups**

- i. Jamaica Football Referees - 2 delegates; 2 votes
- ii. Jamaica Coaches Association – 2 delegates; 2 votes
- iii. ISSA - 2 delegates; 2 votes
- iv. INTERCOL Association - 2 delegates; 2 votes
- v. Beach Football Association - 2 delegates; 2 votes
- vi. Past National Players Association - 2 delegates; 2 votes
- vii. PFJL - 2 delegate; 2 votes

<sup>2</sup> Delegates must belong to the member that they represent and be duly appointed or duly elected by the appropriate body of that member. They must also be able to produce evidence of this upon request. The delegates of the members shall not at the same time be members of the JFF Board of Directors. The four delegates representing each of the professional and amateur groupings must send the names of their chosen delegates to the general secretariat fourteen days before the date of the Congress.

<sup>3</sup> Each delegate has one vote in the Congress. Only the delegates present are entitled to vote. Voting by proxy or by letter is not permitted. For the Elite groupings Tiers 1 and 2, male and female, the top four teams in terms of placement as at the ending of the last competition of the previous year shall be the representatives. For the other pillars, the chosen representative/s must be in keeping with the constitution of their respective entities

<sup>4</sup> The members of the Board of Directors and the General Secretary shall take part in the Congress without voting rights. During their terms of office, members of the Board of Directors may not be appointed as delegates to the Congress.

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Article **27** Areas of authority

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The Congress has the following areas of authority:

- a) adopting or amending this Constitution and the Standing Orders of the Congress;
- b) appointing three (3) Members to check the minutes and approving the minutes of the last meeting;
- c) electing the President, the vice-presidents and members of the Board of Directors;
- d) electing the chairpersons, the deputy chairpersons and members of the independent committees (i.e. Audit and Compliance Committee, electoral committees and judicial bodies), upon proposal of the Board of Directors;
- e) appointing scrutineers to count the votes and to assist the General Secretary in distributing the ballot papers issued for the elections;
- f) approving the annual audited financial statements, including the consolidated financial statements and the annual report;
- g) approving the budget;
- h) approving the activity report (containing the activities of JFF since the last Congress);
- i) appointing the independent and external auditors upon proposal of the Board of Directors;
- j) fixing the membership subscriptions upon proposal of the Board of Directors;
- k) bestowing the title of honorary president or honorary member, upon proposal of the Board of Directors;
- l) admitting, suspending or expelling a Member;
- m) dismissing a member of a body of JFF;
- n) dissolving JFF;
- o) passing decisions at the request of a Member in accordance with this Constitution or passing any decision entrusted to the Congress in accordance with this Constitution.

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Article **28** Quorum

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<sup>1</sup> Decisions passed by the Congress shall only be valid if a majority (more than 50%) of the delegates representing the Members eligible to vote are present.

<sup>2</sup> If a quorum is not achieved, a second Congress shall take place within 14 days with the same agenda.

<sup>3</sup> A quorum is not required for the second meeting of the Congress unless an item on the agenda proposes the amendment of this Constitution, the election of the President, vice-presidents or members of the Board of Directors, the election of the chairpersons, deputy chairpersons or members of the independent committees, the dismissal of a member of a body, the suspension or expulsion of a Member or the dissolution of JFF.

<sup>4</sup> Once it is declared that the Congress has been convened and composed in accordance with this Constitution, the quorum shall not be influenced by delegates departing.

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## Article 29 Decisions

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<sup>1</sup> A decision that requires a vote shall be reached by a show of hands, ballot or by means of an electronic count, unless decided otherwise by the Congress. If a show of hands does not result in a clear majority in favour of a motion, the vote shall be taken by calling the roll in alphabetical order.

<sup>2</sup> Unless otherwise stipulated in this Constitution, a majority (more than 50%) of the valid votes cast is sufficient for a decision to be valid. Blank ballot papers, invalid votes or electronic votes manipulated in any way as well as abstentions shall be disregarded when calculating the majority.

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## Article 30 Elections

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<sup>1</sup> The President, the four vice-presidents and the ordinary members of the Board of Directors shall be elected by the Congress. Elections shall be conducted by secret ballot.

<sup>2</sup> Elections shall be conducted in accordance with the Electoral Code of JFF and shall be supervised by the Electoral Committee.

<sup>3</sup> The election for the positions within the Board of Directors shall take place by slate. At least one position shall be reserved for a female candidate. Every candidate in the election for the positions within the Board of Directors shall be proposed by five (5) members as follows: three from Pillar 1; one each from Pillars 2 and 3. Each Member shall support only one slate. If a Member supports more than one slate, none of its expressions of support shall be considered valid.

<sup>4</sup> A majority (more than 50%) of the valid votes cast is necessary for the election of the President and Vice-President(s), female representative and two independent members of JFF. If there are more than two candidates for any post the candidate receiving the highest number of votes is elected.

<sup>5</sup> For the election of the other members of the Board of Directors, the candidate(s) who receive(s) the most votes in respect of the free seat(s) shall be elected. *'Free seats' refer to positions which are at play, vacant during elections*

<sup>6</sup> For the election of the chairpersons, deputy chairpersons, members of the independent committees (i.e. Audit and Compliance committee, electoral committees and judicial bodies), the candidate(s) who receive(s) the most votes in respect of the free seat(s) shall be elected. These elections may be conducted en bloc. However, at the request of at least more than 50% of the delegates representing the Members, a separate vote for a specific candidate shall take place.



<sup>7</sup> In case of a tied vote in any elections of any body, a maximum of two new ballots shall be conducted in accordance with the procedure set forth in this article. If the tied vote remains after the second new ballot, the relevant position shall remain vacant until a new elective Congress convenes to proceed with new elections according to this Constitution.

<sup>8</sup> Blank ballot papers, invalid votes or electronic votes manipulated in any way as well as abstentions shall be disregarded when calculating the majority.

<sup>9</sup> The Board of Directors shall fix the place and date of the elective Congress. The Members shall be notified in writing at least 60 days in advance. Candidatures for any of the positions of the Board of Directors shall be sent to the general secretariat at least 45 days before the relevant elective Congress. The official list of candidates must be passed to the Members of JFF at least ten (10) days before the Congress at which the Board of Directors shall be elected. The provisions of this paragraph shall apply irrespective of the elections take place during an Ordinary or Extraordinary Congress.

<sup>10</sup> Candidatures for any of the positions of the independent committees (i.e. Audit and Compliance committee, electoral committees and judicial bodies) must be passed to the Members of JFF at least 30 days before the Congress at which the members in question shall be elected.

<sup>11</sup> Regional elections for representatives to the Board of Directors.  
With the constitutional announcement of the date of the JFF Congress (sixty days notice), regions must set their Special AGM within two weeks of that announcement, and the process of electing a Chairman be completed a minimum of seven days before the JFF Congress. There shall be thirty days between the calling and the hosting of the regional Special AGM. The elected representatives must be then confirmed at the Congress to be part of the Board.

<sup>11.1</sup> For the regional elective congress, the executive must fix the place and date of the elective congress. The members shall be notified in writing at least thirty days in advance. Candidatures for any of the positions of the region must be sent to the regional secretariat at least 21 days before the relevant elective congress. The official list of candidates must be passed to the members of the region at least 10 days before the regional congress at which the Executive will be elected. The provisions of this paragraph shall apply irrespective of the elections taking place during an ordinary or extraordinary JFF Congress.

Each parish within the region will have the following representatives to the region's Special AGM:

- top five clubs from the last premier male competition (Major League): one representative from each club
- three executive members as advised by the parish association
- one representative from the parish's referees group

Hence there will be nine (9) representatives from each parish with therefore 36 votes at the regional level (if region has four parishes) to vote for their Chairman who will represent the region on the Board of Directors.

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Article **31** Ordinary Congress

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<sup>1</sup> The Ordinary Congress shall be held every year.

<sup>2</sup> The Board of Directors shall fix the place and date. The Members shall be notified in writing at least 60 days in advance.

<sup>3</sup> 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 45 days before the date of the Congress.

<sup>4</sup> The formal convocation shall be made in writing at least ten (10) days before the date of the Congress. This convocation shall contain the agenda, the activity report, the financial statements, the independent and external auditors' report and any other relevant documents.

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Article **32** Ordinary Congress agenda

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<sup>1</sup> The General Secretary shall draw up the agenda based on proposals from the Congress and the Members.

<sup>2</sup> The Congress agenda shall include the following mandatory items (in chronological order):

- a) a declaration that the Congress has been convened and composed in compliance with this Constitution;
- b) approval of the agenda;
- c) an address by the President;
- d) appointment of three (3) Members to check the minutes;
- e) appointment of five (5) scrutineers;
- f) suspension or expulsion of Members (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) votes on proposals for amendments to this Constitution and the Standing Orders of the Congress (if applicable);
- m) discussion of proposals submitted by the Members and the Board of Directors in accordance with the procedure stipulated under art. 31 par. 3 of this Constitution;
- n) appointment of the independent and external auditors (if applicable) upon proposal of the Board of Directors;
- o) dismissal of a member of a body of JFF (if applicable);
- p) election of the President, vice-presidents and members of the Board of Directors (if applicable);
- q) elections of the members of the independent committees, i.e. Audit and Compliance committee, electoral committees and judicial bodies (if applicable);
- r) admission for membership (if applicable);
- s) any further items proposed by the Members or the Board of Directors of JFF in accordance with this Constitution.

<sup>3</sup> The Congress shall not take a decision on any point not included in the agenda.

<sup>4</sup> The agenda of an Ordinary Congress may be altered, provided more than 50% of the delegates representing the Members present at the Congress and eligible to vote agree to such a motion.

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Article **33** Extraordinary Congress

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- <sup>1</sup> The Board of Directors may convene an Extraordinary Congress at any time.
- <sup>2</sup> The Board of Directors shall convene an Extraordinary Congress if seventy-five percent (75%) of the delegates representing the Members of JFF make such a request in writing. The request shall specify the items to be included in the agenda. An Extraordinary Congress shall be held within maximum of 30 days of receipt of the request. If an Extraordinary Congress is not convened, the delegates representing the Members who requested it may convene the Congress themselves. In doing so, they shall inform all the Members of JFF and the Board of Directors of the date and location of the Extraordinary Congress, along with the items to be included in the agenda in accordance with par. 3 below.
- <sup>3</sup> The Members shall be notified of the place, date and agenda at least 14 days before the date of an Extraordinary Congress.
- <sup>4</sup> When an Extraordinary Congress is convened on the initiative of the Board of Directors, it must draw up the agenda. When it is convened upon the request of the Members, the agenda must contain the points raised by those Members.
- <sup>5</sup> The agenda of an Extraordinary Congress must not be altered.

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Article **34** Amendments to the Constitution and Standing Orders of the Congress

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- <sup>1</sup> The Congress is responsible for amending this Constitution and the Standing Orders of the Congress.
- <sup>2</sup> Any proposals for an amendment to this Constitution 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 Board of Directors. A proposal submitted by delegates representing a Member is valid, provided it has been supported in writing by at least two-thirds of delegates representing Members.
- <sup>3</sup> For a vote on an amendment to the Constitution and to the Standing Orders of the Congress to be valid, a majority (more than fifty percent (50%) of the delegates representing the Members eligible to vote must be present.
- <sup>4</sup> A proposal for an amendment to this Constitution and to the Standing Orders of the Congress shall be adopted only if two-thirds of the delegates representing the Members present and eligible to vote agree to it.

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Article **35** Minutes

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The General Secretary shall be responsible for recording the minutes at the Congress. The minutes shall be checked by those Members designated, and finally approved at the next Congress.

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Article **36** Effective dates of decisions

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Decisions passed by the Congress shall come into effect immediately after the close of the Congress, unless otherwise stipulated in this Constitution or unless the Congress fixes another date for a decision to take effect.

## B. BOARD OF DIRECTORS

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### Article 37 Composition

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<sup>1</sup> The Board of Directors shall consist of eleven (11) members as follows:

- a) one (1) President;
- b) four (4) vice-presidents;
- c) four (4) members from the regions, one from each region and being the elected Chairman;
- d) two (2) ordinary members.

<sup>2</sup> All the members of the Board of Directors shall undergo an integrity check, to be conducted by the Electoral Committee, prior to their election, re-election or ratification.

<sup>6</sup> The mandate of the President, vice-presidents and members of the Board of Directors shall be for four years. Their mandates shall immediately begin after the end of the Congress which has elected them and expire at the end of the Congress at which their successors are elected. No person may serve as President for more than three terms of office (whether consecutive or not). All other members (including the vice-presidents) of the Board of Directors may serve for no more than three terms of office (whether consecutive or not). Any partial term of office shall count as one full term.

All members of the Board of Directors shall fulfil the following conditions:

- a) be a Jamaican citizen;
- b) have residency within the territory of Jamaica for at least ten (10) years;
- c) must not have been previously found guilty of a criminal offence (i.e. produce a clean criminal record);
- d) shall not be older than 75 years to be elected to the Board of Directors.

<sup>7</sup> A member of the Board of Directors may not at the same time be a member of an independent committee and may not be appointed/elected as a delegate representing a Member at the Congress.

<sup>8</sup> If a position or up to 50% of the positions of the Board of Directors become vacant, the Board of Directors shall fill the position(s) in question until the next Congress, when replacement(s) for the position(s) will be elected for the remaining period of office.

<sup>9</sup> If more than 50% of the positions of the Board of Directors become vacant, the General Secretary shall convene an Extraordinary Congress within the prescribed period of time.

<sup>10</sup> Any position within the Board of Directors shall be considered vacant in case of death, resignation or if the member concerned is permanently prevented from performing his official function.

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### Article 38 Meetings

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<sup>1</sup> The Board of Directors shall meet at least once per quarter.

<sup>2</sup> The President shall convene the Board of Directors meetings. If a majority (more than 50%) of the Board of Directors members request a meeting, the President shall convene it so that the meeting is held within 14 days of the receipt of the request. If the President does not convene the requested meeting by the aforementioned deadline, the other members of the Board of Directors shall convene it themselves, but must send the agenda to all members of the Board of Directors at least 7 days before the meeting in line with par. 3 below.

<sup>3</sup> The President, assisted by the general secretariat, shall compile the agenda. Each member of the Board of Directors is entitled to propose items for inclusion in the agenda. The members of the Board of Directors must submit the items they wish to be included in the agenda for the meeting to the general secretariat at least seven (7) days before the meeting. The agenda must be sent out to the members of the Board of Directors at least five (5) days the meeting.

<sup>4</sup> The General Secretary shall take part in the meetings of the Board of Directors in a consultative role and without voting rights. If the General Secretary is unable to attend a meeting, he may nominate a representative to attend the meeting on his behalf, subject to the approval of the Board of Directors.

<sup>5</sup> The meetings of the Board of Directors shall not be held in public. The Board of Directors may, however, invite third parties to attend. Those third parties shall not have voting rights, and may only express an opinion with the permission of the Board of Directors.

<sup>6</sup> The President may also convene the Board of Directors on an urgent basis to deal with any matter requiring immediate settlement between two meetings of the Board of Directors. If the members of the Board of Directors cannot meet physically, decisions may be passed through other modern means of written communication (e.g. emails, virtual meetings or messaging apps).

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Article **39** Powers

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The Board of Directors shall have the following powers:

- a) passing 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 this Constitution.
- b) preparing, with the assistance of the general secretariat, and convening the Ordinary and Extraordinary Congress.
- c) appointing the chairpersons, deputy chairpersons and members of the standing committees.
- d) deciding to set up ad hoc committees if necessary at any time.
- e) approving and issuing the regulations for the organisation of standing committees and ad hoc committees.
- f) appointing the General Secretary upon proposal of the President. The General Secretary may be dismissed by the Board of Directors with prior proposal of the President.
- g) proposing the chairpersons, the deputy chairpersons and members of the independent committees to the Congress.
- h) proposing the independent and external auditors to the Congress.
- i) appointing replacements for vacancies in the independent committees until the next Congress.
- j) approving and issuing regulations governing the conditions of participation in and the staging of competitions organised by JFF.
- k) appointing the coaches for the representative teams and other technical staff.
- l) approving and issuing the Internal Organisation Regulations of JFF.
- m) ensuring that this Constitution are applied and adopting the executive arrangements required for their application.
- n) dismissing a member of a body or suspending a Member of JFF provisionally until the next Congress;
- o) delegating tasks under its authority to other bodies.
- p) appointing observers who may take part in the Congress without the right to debate or to vote.

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Article **40** Decisions

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- <sup>1</sup> The Board of Directors shall not engage in valid debate unless the majority (more than 50%) of its members are present.
- <sup>2</sup> The Board of Directors shall reach decisions by a majority (more than 50%) of the valid votes cast. Voting by proxy or by letter is not permitted.
- <sup>3</sup> Any member of the Board of Directors must withdraw from the debate and from taking a decision if there is any risk or possibility of a conflict of interests.
- <sup>4</sup> The decisions taken shall be recorded in the minutes.
- <sup>5</sup> The decisions taken by the Board of Directors shall come into effect immediately, unless the Board of Directors decides otherwise.

## C. PRESIDENT

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### Article 41 President

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- <sup>1</sup> The President is primarily responsible for:
  - a) implementing the decisions passed by the Congress and the Board of Directors through the general secretariat;
  - b) ensuring the effective functioning of the bodies in order that they achieve the objectives described in this Constitution;
  - c) supervising the work of the general secretariat;
  - d) the relations between JFF and its Members, FIFA, CONCACAF, political bodies and other organisations.
- <sup>2</sup> Only the President may propose to the Board of Directors the appointment of the General Secretary. The President may however also propose to the Board of Directors the dismissal of the General Secretary.
- <sup>3</sup> The President shall preside over the Congress and the Board of Directors meetings.
- <sup>4</sup> The President shall have an ordinary vote on the Board of Directors.
- <sup>5</sup> If the President is absent or unavailable, one of the vice-presidents so designated by the President shall deputise. Any vice-president acting on behalf of the President in his absence shall assume full authority and responsibility of the Office of the president during the time of the latter's absence.
- <sup>6</sup> If the position of the President becomes vacant in the sense of art. 37 par. 8 of this Constitution, one of the vice-presidents so designated by the Board of Directors shall deputise until the next Congress. This Congress shall then elect a new President for the remaining period of office.
- <sup>7</sup> Any additional powers of the President shall be contained in the Internal Organisation Regulations of JFF.

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### Article 42 Representation and signature

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The President represents the JFF generally. The Board of Directors shall adopt special provisions in the Internal Organisation Regulations of the JFF regarding the joint signature of office holders.



## D. GENERAL SECRETARIAT

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### Article 43 General secretariat

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The general secretariat is the executive, operational and administrative body and shall carry out the work of JFF under the direction of the General Secretary. The members of the general secretariat are bound by the Internal Organisational Regulations of JFF and shall fulfil the given tasks in good faith.

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### Article 44 General Secretary

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- <sup>1</sup> The General Secretary is the chief executive officer of the JFF.
- <sup>2</sup> The General Secretary shall be appointed by the Board of Directors upon proposal of the President on the basis of an agreement governed by private law and shall have the necessary professional qualifications and/or experience.
- <sup>3</sup> The General Secretary shall be responsible for:
  - a) implementing decisions passed by the Congress and Board of Directors in compliance with the President's directives;
  - b) attending the Congress and meetings of the Board of Directors and the standing and ad hoc committees;
  - c) organising the Congress and meetings of the Board of Directors and other bodies;
  - d) compiling the minutes for the meetings of the Congress, Board of Directors and standing and ad hoc committees;
  - e) managing and keeping the accounts;
  - f) managing correspondences (internal/external);
  - g) the relations with the Members, committees, FIFA, CONCACAF and CFU, under the direction of the President;
  - h) organising the general secretariat;
  - i) the appointment and dismissal of staff working in the general secretariat;
  - j) providing the electoral committees with logistic and operative support for the elections.
- <sup>4</sup> Any additional responsibilities and duties assigned to the General Secretary shall be stipulated in the Internal Organisation Regulations of the JFF.
- <sup>5</sup> The General Secretary shall not be a Congress delegate or a member of any other body.

## E. STANDING COMMITTEES

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### Article 45 Standing committees

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The standing committees are:

- a) Finance Committee;
- b) Competitions & Regulations Committee;
- c) Referees & Assessors Committee;
- d) Women's Football Committee;
- e) Players' Status Committee;
- f) Technical and Development Committee;
- g) Medical Committee;
- h) Marketing & Commercialisation Committee.

<sup>2</sup> All members of the standing committees can be a member of the Board of Directors with the exception of those of the Referees & Assessors Committee. The members of each standing committee shall be appointed by the Board of Directors upon proposal of the Members of JFF or the President. The Board of Directors shall ensure appropriate female representation on standing committees. The chairpersons, deputy chairpersons and the members of the standing committees shall be designated for a term of office of four years.

<sup>3</sup> Each chairperson shall represent his standing committee and conduct business in compliance with the relevant provisions of the Internal Organisation Regulations of the JFF approved by the Board of Directors.

<sup>4</sup> Each chairperson shall fix the dates of meetings in collaboration with the General Secretary, ensure that all tasks are carried out and report back to the Board of Directors.

<sup>5</sup> The Board of Directors and each standing committee, the latter with the approval of the Board of Directors, may, if necessary, set up a bureau and/or sub-committee to settle urgent matters. Any discussions and decisions of the bureau and/or sub-committee shall be reported to the relevant standing committee as soon as it is practicable to do so.

<sup>6</sup> Each standing committee may propose to the Board of Directors amendments to the relevant provisions of the Internal Organisation Regulations of JFF that concern its committee.

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### Article 46 Finance Committee

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The Finance Committee shall monitor the financial management and advise the Board of Directors on financial matters and asset management. It shall analyse the budget and the financial statements prepared by the General Secretary and submit them to the Board of Directors for approval. It shall consist of a chairperson, a deputy chairperson and five (5) members.

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### Article 47 Competitions & Regulations Committee

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The Competitions & Regulations Committee shall organise JFF's competitions of association football, futsal and beach soccer at any level within JFF in compliance with the provisions of the Constitution and the regulations applicable to -JFF's competitions. It shall consist of a chairperson, a deputy chairperson and five (5) members

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Article **48** Referees & Assessors Committee

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The Referees & Assessors Committee shall implement the Laws of the Game. It shall appoint the referees for matches in competitions organised by JFF, organise refereeing matters within JFF in collaboration with the administration and monitor the education and training of referees. It shall consist of five (5) members with a chairperson, a deputy chairperson and three (3) members, all of whom shall be ex-referees.

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Article **49** Women's Football Committee

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The Women's Football Committee shall oversee the growth and development of JFF's women's football. It shall consist of seven (7) members with a chairperson, a deputy chairperson and five (5) members.

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Article **50** Players' Status Committee

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<sup>1</sup> The Players' Status Committee shall set up and monitor compliance with transfer regulations in accordance with the FIFA Regulations on the Status and Transfer of Players and determine the status of players for the various competitions of JFF. The Board of Directors may approve special regulations governing the Players' Status Committee's powers of jurisdiction. The Players' Status Committee shall consist of a chairperson, a deputy chairperson and three (3) members.

<sup>2</sup> Players' status disputes involving JFF, its Members, clubs, players, officials, intermediaries and licensed match agents shall be settled in the last instance by an independent and duly constituted arbitration tribunal in accordance with this Constitution and subject to any applicable national law.

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Article **51** Technical and Development Committee

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<sup>1</sup> The Technical and Development Committee shall have the following functions:

- a) it primarily analyse the basic aspects of football training and technical development in football.
- b) it shall also be in charge of JFF's development programmes, devising and proposing appropriate strategies, monitoring these strategies and analysing the support and programmes provided to the Members of JFF and providing advice to the Board of Directors on development matters in general.

<sup>2</sup> It shall consist of a chairperson, a deputy chairperson and five (5) members.

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Article **52** Medical Committee

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The Medical Committee shall deal with all medical aspects of football. It shall consist of a chairman, a deputy chairman and three (3) members.

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Article **53** Ad hoc committees

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The Board of Directors may, if necessary, create ad hoc committees such as a Marketing & Commercialization Committee for special duties and a limited period of time. The Board of Directors shall appoint a chairperson, a deputy chairperson and the appropriate number of members. The duties and function of ad hoc committees are defined in special regulations approved by the Board of Directors. An ad hoc committee shall report directly to the Board of Directors.

## F. CLUB LICENSING BODIES

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### Article **54** Club licensing bodies

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- <sup>1</sup> The club licensing bodies shall be in charge of the club licensing system within JFF in accordance with the Club Licensing Regulations of JFF and CONCACAF.
- <sup>2</sup> The club licensing bodies consist of a first instance body and an appeal body.
- <sup>3</sup> Decisions passed by the club licensing appeal body may only be appealed before an independent and duly constituted arbitration tribunal in accordance with the provisions in this Constitution.

Article **55** Institutional independence

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The independent committees shall conduct their activities and perform their duties entirely independently but always in the interests of JFF and in accordance with its Constitution and regulations.

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Article **56** Audit and Compliance Committee

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<sup>1</sup> The Audit and Compliance Committee shall ensure the completeness and reliability of the financial accounting and review the financial statements, the consolidated financial statement and the independent, external auditors' reports in relation to the JFF plans and programmes. The Audit and Compliance Committee shall consist of a chairperson, a deputy chairperson and three (3) members. Its members shall be knowledgeable and experienced in audit/financial, regulatory and legal matters and may not be involved in any decision affecting the operations of JFF.

<sup>2</sup> The Audit and Compliance Committee shall advise, assist and oversee the Board of Directors in monitoring JFF's financial and compliance matters, set up compliance mechanisms and monitor compliance with the relevant regulations of JFF. It shall also supervise the general secretariat in financial and compliance issues. The Audit and Compliance Committee shall ensure the completeness and reliability of the financial accounting and review the consolidated financial statements and the independent and external auditor's report. The Audit and Compliance Committee shall furthermore monitor JFF's financial and compliance matters and suggest to the appropriate bodies any action that it deems necessary as a result of such monitoring. The Audit and Compliance Committee shall, with the assistance of the general secretariat, implement a compliance programme within JFF.

<sup>3</sup> Details on the Audit and Compliance Committee's responsibilities, its internal cooperation and other procedural matters are stipulated in the Internal Organisation Regulations of JFF.

<sup>4</sup> The Audit and Compliance Committee shall be elected by the Congress for a period of four years and may only be relieved of his duties by the Congress. He shall not belong to any other body of JFF and they shall undergo an integrity check, to be conducted by the Disciplinary and Ethics Committee, prior to their election or re-election and shall fulfil the independence requirements contained in par. 5 below.

<sup>5</sup> The Audit and Compliance Committee as well as any of his immediate family members may not exercise or have exercised during the four years preceding their initial terms any executive function at JFF, one of JFF's Members, a league or a club (including any of their affiliated companies/organisations), nor have or have had in the four years preceding their initial term any material business relationship with JFF, one of JFF's Members, a league or a club (including any of their affiliated companies/organisations). "Immediate family member" shall mean, with respect to a person, such person's spouse or domestic partner, parents, grandparents, uncles, aunts, children (including any stepchild or adopted child), grandchildren, son-, daughter-, father- or mother-in-law, and including anyone else, whether by blood or otherwise, with whom the individual has a relationship akin to a family relationship for which such person provides financial support.

<sup>6</sup> If the chairperson, the deputy chairperson or a member of the Audit and Compliance Committee permanently ceases to perform his official function during his term of office, the Board of Directors shall appoint a replacement to serve until the next Congress.

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Article **57** Electoral committees

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<sup>1</sup> The electoral committees are the bodies in charge of organising and supervising the election process for the Jamaica Football Federation and the four Regional Bodies in accordance with the Electoral Code of JFF. The electoral committees consist of the Electoral Committee (the first instance body shall consist of five (5) members) and the Election Appeal Committee (the second instance body shall consist of three (3) members)).

<sup>2</sup> The composition and function of the electoral committees shall be governed by the Electoral Code of JFF.

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Article **58** **Judicial bodies**

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<sup>1</sup> The judicial bodies are:

- a) the Disciplinary and Ethics Committee;
- b) the Appeal Committee.

<sup>2</sup> The judicial bodies are to be composed in such a way that the members, together, have the knowledge, abilities and specialist experience that is necessary for the due completion of their tasks and duties. The chairpersons and deputy chairpersons of the judicial bodies shall be qualified to practise law.

<sup>3</sup> All members of the judicial bodies (including the chairpersons and deputy chairpersons) shall undergo an integrity check prior to their election or re-election which shall be conducted by the Electoral Committee.

<sup>4</sup> The term of office of all members shall be four years. The members may be re-elected or relieved of their duties at any time, although they may only be relieved of their duties by the Congress.

<sup>5</sup> The chairpersons, deputy chairpersons and other members of the judicial bodies shall be elected by the Congress upon proposal of the Board of Directors and shall not be members of any other body of JFF.

<sup>6</sup> The chairpersons and deputy chairpersons of the judicial bodies shall fulfil the independence criteria that are stipulated in art. 56 par. 5 of this Constitution.

<sup>7</sup> If the chairperson, the deputy chairperson or a member of a judicial body permanently ceases to perform his official function during his term of office, the Board of Directors shall appoint a replacement to serve until the next Congress, in which the Congress shall appoint a new member of the respective judicial body for the remaining period.

<sup>8</sup> The responsibilities and function of the judicial bodies shall be stipulated in the Disciplinary Code and Ethics Code of JFF.

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Article **59** **Disciplinary and Ethics Committee**

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<sup>1</sup> The function of the Disciplinary and Ethics Committee shall be governed by the Disciplinary Code and Ethics Code of JFF. The Disciplinary and Ethics Committee shall consist of a chairperson, a deputy chairperson and five (5) members. 3 out of the 7 members shall be qualified to practice law and only these 4 shall be adjudicating in case of ethics matters.

<sup>2</sup> The Disciplinary and Ethics Committee may pronounce the sanctions described in this Constitution and the Disciplinary Code and Ethics Code of JFF on Members, match and other officials, players, clubs, licensed match agents and intermediaries.

<sup>3</sup> These provisions do not affect the powers of the Congress and the Board of Directors with regard to the suspension and expulsion of Members.

<sup>4</sup> The Board of Directors shall issue the Disciplinary and Ethics Code of JFF, which shall be in accordance with the principles laid down in the FIFA Disciplinary Code and the FIFA Ethics Code.

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Article **60** **Appeal Committee**

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<sup>1</sup> The function of the Appeal Committee shall be governed by the Disciplinary Code and Ethics Code of JFF and shall consist of a chairperson, a deputy chairperson and three (3) members.

<sup>2</sup> The Appeal Committee is responsible for hearing appeals against decisions from the Disciplinary and Ethics Committee that are not declared final by the relevant regulations of JFF.

<sup>3</sup> Decisions pronounced by the Appeal Committee may only be referred to an independent and duly constituted arbitration tribunal in accordance with the provisions in this Constitution.



Article **61** Disciplinary measures

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The disciplinary measures are primarily:

- <sup>1</sup> for natural and legal persons:
  - a) a warning;
  - b) a reprimand;
  - c) a fine;
  - d) the return of awards.
  
- <sup>2</sup> 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;
  - g) social work;
  - h) compliance training.
  
- <sup>3</sup> 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 the match;
  - f) expulsion from a competition;
  - g) a forfeit;
  - h) deduction of points;
  - i) relegation to a lower division;
  - j) replaying a match.

Article **62** Arbitration

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<sup>1</sup> Disputes within JFF or disputes affecting Members of JFF, leagues, members of leagues, clubs, members of clubs, players and officials may only be referred in the last instance (i.e. after exhaustion of all internal channels within JFF) to CAS, which shall settle the dispute definitively to the exclusion of any ordinary court, unless expressly prohibited by the legislation in Jamaica.

<sup>2</sup> Disputes of international dimension arising from or related to the Statutes, regulations, directives and decisions of FIFA or CONCACAF may only be submitted in the last instance to CAS as specified in the Statutes of FIFA and of CONCACAF.

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Article **63** Jurisdiction

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<sup>1</sup> JFF shall have jurisdiction on internal national disputes, i.e. disputes between parties belonging to or affiliated to JFF.

<sup>2</sup> FIFA and/or CONCACAF shall have jurisdiction on international disputes, i.e. disputes between parties belonging to different associations and/or confederations, in accordance with the relevant regulations.

<sup>3</sup> JFF shall ensure its full compliance and that of all those subject to its jurisdiction with any final decision passed by a FIFA body, a CONCACAF body, the arbitration tribunal recognised by JFF or CAS.

Article **64** Financial period

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- <sup>1</sup> The financial period of JFF shall one (1) year and shall begin on 1 January and end on 31 December.
  - <sup>2</sup> The revenue and expenses of JFF shall be managed so that they balance out over the financial period. JFF's major duties in the future shall be guaranteed through the creation of reserves.
  - <sup>3</sup> The General Secretary is responsible for drawing up the annual consolidated accounts of JFF with its subsidiaries as 31 December.
- 

Article **65** Revenue

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The revenue of JFF comprises:

- a) Members' annual subscriptions;
  - b) receipts generated by the marketing of rights to which JFF is entitled;
  - c) fines imposed by the authorised bodies;
  - d) other subscriptions and receipts in keeping with the objectives pursued by JFF;
  - e) donations;
  - f) any other revenue related to football activities;
  - g) funding from FIFA , CONCACAF and CFU.
- 

Article **66** Expenses

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JFF shall bear:

- a) the expenses stipulated in the budget;
  - b) other expenses approved by the Congress and expenses that the Board of Directors is entitled to incur within the scope of its authority;
  - c) all other expenses in keeping with the objectives pursued by JFF.
- 

Article **67** Independent and external auditors

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The independent and external auditors appointed by the Congress shall audit on a yearly basis the accounts approved by the Finance Committee in accordance with the appropriate principles of accounting and present a report to the Congress. The independent and external auditors shall be appointed for a period of one year. Their mandate may be renewed.

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Article **68** Membership subscriptions

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- <sup>1</sup> Membership subscriptions are due by the month of February of each year. The annual subscription for new Members for the year in question shall be paid within 30 days of the close of the Congress at which they are admitted.
- <sup>2</sup> The Congress shall fix the amount of the annual subscription every year on the recommendation of the Board of Directors. It shall be the same for every Member.

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Article **69** Settlement

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JFF may debit any Member's assets and accounts to settle claims.

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Article **70** Levies

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JFF may demand that a levy be paid by its Members for matches.

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Article **71** Publication of financial data

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JFF shall publish on its official website the financial documents referred to under art. 32 par. 2 i), j) and k) of this Constitution once the relevant items have been approved by the Congress.

Article **72** Competitions

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- <sup>1</sup> JFF shall organise and coordinate the following official competitions held within its territory:

    - a) Jamaica Men's premier League and Knockout;
    - b) Jamaica Women's premier League and Knockout;
    - c) Tier 2 Men's Competition;
    - d) Tier 2 Women's Competition;
    - e) National Under 14 Boys Competition;
    - f) National Under 15 Girls and Boys Competitions;
    - g) National Under 17 Boys;
    - h) National Under 17 Girls;
    - i) National Under 20 Boys;
    - j) National Under 20 Girls.
  - <sup>2</sup> The Board of Directors may delegate to JFF's subordinate leagues the authority to organise competitions (e.g. by means of a proper and comprehensive agreement for elite football). The competitions organised by the leagues shall not interfere with those competitions organised by JFF. Competitions organised by JFF shall take priority.
  - <sup>3</sup> The Board of Directors may issue special regulations to this end.
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Article **73** Club licensing

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The Board of Directors shall issue regulations regarding a club licensing system governing the participation of clubs in the competitions of JFF and CONCACAF, in compliance with the minimum requirements of the club licensing system as set up by CONCACAF and FIFA.

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Article **74** Rights

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- <sup>1</sup> JFF and its Members 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 and place. These rights include, among others, every kind of financial rights, audio visual 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.
- <sup>2</sup> The Board of Directors shall decide how and to what extent these rights are utilised and shall draw up special regulations to this end. JFF shall ensure that the sale of such rights is carried out in a transparent manner and in compliance with the Constitution and regulations of JFF as well as mandatory national laws.

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Article **75** Authorisation to distribute

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- <sup>1</sup> JFF and its Members are exclusively responsible for authorising the distribution of image and sound and other data carriers of football matches and events coming under their respective jurisdiction, without any restrictions.
- <sup>2</sup> The Board of Directors shall issue special regulations to this end.

Article **76** International matches and competitions

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<sup>1</sup> The authority for organising international matches and competitions between representative teams and between leagues, club teams and/or scratch teams lies solely with FIFA, the confederation(s) and/or the association(s) concerned. No such match or competition shall take place without the prior permission of FIFA, the confederation(s) and/or the association(s) concerned in accordance with the FIFA Regulations Governing International Matches.

<sup>2</sup> JFF is bound by the international match calendar compiled by FIFA.

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Article **77** Contacts

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JFF, its Members, players, officials, licensed match agents and intermediaries may not play matches or make sporting contacts with associations that are not members of FIFA or provisional members of a confederation without the approval of FIFA.

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Article **78** Approval

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<sup>1</sup> Clubs, leagues or any other group of clubs that are affiliated to JFF may only join another association with the authorisation of JFF, the other association, the respective confederation(s) and FIFA.

<sup>2</sup> Clubs, leagues or any other group of clubs that are affiliated to JFF cannot participate in competitions on the territory of another association without the authorisation of JFF, the other association, FIFA and the respective confederation(s) according to the FIFA Regulations Governing International Matches.

**Article 79 Unforeseen contingencies and force majeure**

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The Board of Directors shall have the power to decide on all cases of force majeure and on all matters not provided for in this Constitution; such decisions shall take into account the relevant regulations of FIFA and of CONCACAF, as well as any applicable mandatory laws.

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**Article 80 Publication of corporate documents**

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JFF shall make available on its official website the following documents and information:

- a) Constitution and Standing Orders of the Congress;
  - b) Electoral Code;
  - c) Disciplinary and Ethics Code;
  - d) Internal Organisation Regulations;
  - e) Most important/key decisions;
  - f) Its strategy;
  - g) Agenda for Board of Directors and Congress meetings;
  - h) Circular letters.
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**Article 81 Dissolution**

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<sup>1</sup> Any decision relating to the dissolution of JFF requires a majority of two thirds of all of the Members of JFF, which must be obtained at a Congress specially convened for the purpose.

<sup>2</sup> If JFF is disbanded, its assets shall be transferred to an organisation with similar status and objectives as JFF. It shall hold these assets as a trustee in accordance with the relevant professional duties until JFF is re-established. The final Congress may, however, choose another recipient for the assets on the basis of a two-thirds majority.

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**Article 82 Enforcement**

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This Constitution were adopted at the Congress in Manchester on December 20, 2022 and come into force on Tuesday, December 20, 2022. The former Articles of Association of the JFF are hereby repealed. The JFF By Laws shall cease to have effect immediately after the approval of this Constitution.

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**Article 83 Transitional provisions**

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<sup>1</sup> The Members as defined under art. 12 of this Constitution, shall be granted a period of 6 months, as from the adoption of this Constitution, to comply with the mandatory requirements stipulated in art. 13 par. 2, as well as art. 16 par. 1 f), g), j), n) and o) of this Constitution. Any Member which does not comply with all of these requirements within the



aforementioned timeframe, shall automatically lose its right to vote at the Congress and the delegate(s) of the Member in question shall not be taken into account when establishing the quorum. Non legally formed associations in new membership structure, will have their voting right redistributed as explained above. The Member in question shall only regain its right to vote at the Congress once it has fully complied with its obligations as mentioned in this paragraph.

As per the redistribution of voting rights, the following shall prevail as it relates to respective pillars:

**Re: Pillar 1**

- II. in the event that any group in this category is not in existence as of June 30 of the year of the Voting Congress, then their 2 votes are allocated to the groups with the largest membership, 1 each.
- III. if two groups are not in existence, their 4 votes are awarded equally to two groups with the largest membership, 2 each
- IV. If three groups are not in existence, their six votes are allocated to three groups with the largest membership, 2 each

**Re Pillar 2**

- V. in the event that any member or members of the ELITE Football group is not formally in existence as of June 30 of the year of the Voting Congress, the following will apply:
- VI. if only one member at the specified date above exists then that member will receive all 16 votes applicable to the ELITE Football Pillar
- VII. if only two Groups exist, then each will receive 8 votes each
- VIII. if only three groups exist, of whatever gender, then the final four votes will go to the group affected, so for clarity, if Tier 11 women is not in existence by the specified date, then that group's four votes will go Tier 1 Women. The same would apply for the male gender members.

**Re: Pillar 3**

- IX. in the event that any group in this category is not in existence as of June 30 of the year of the Voting Congress, then their 2 votes are allocated to the groups with the largest membership, 1 each.
- X. if two groups are not in existence, their 4 votes are awarded equally to two groups with the largest membership, 2 each
- XI. If three groups are not in existence, their six votes are allocated to three groups with the largest membership, 2 each

<sup>2</sup> The requirement to undergo an integrity check as mentioned in art. 37 par. 2 of this Constitution and the criteria defined in art. 37 par. 4 of this Constitution shall not apply to the members of the Board of Directors that are in place at the time of adoption of this Constitution but shall be complied with by any candidate running for any of the position on the Board of Directors following the adoption of this Constitution.

<sup>3</sup> The term limits as defined in art. 37 par. 3 of this Constitution shall only apply as from the elections of the members of the Board of Directors which shall take place following the adoption of this Constitution.

<sup>4</sup> The requirement to have already been active in football as provided for in art. 37 par. 4 of this Constitution shall not apply to the female candidates running for a position of members of the Board of Directors on the occasion of the first elections of the Board of Directors that shall take place following the adoption of this Constitution.

<sup>5</sup> Upon adoption of this Constitution, the Board of Directors shall appoint the members of the Standing Committees as defined under art. 45 to 53 of this Constitution.

<sup>6</sup> Within 12 months upon the adoption of this Constitution, the Congress shall elect the relevant members of the independent committees as defined under art. 56 to 60 of this Constitution that are not already in office.

<sup>7</sup> The JFF shall have one year as from the adoption of this Constitution to ensure that the members are brought in line with the provisions of this Constitution.

[Manchester, Jamaica], [Tuesday, 20 December, 2022]

For JFF



Mr. Michael Ricketts  
President



Mr. Dennis Chung  
General Secretary

### Part 1: General provisions

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- <sup>1</sup> The integrity checks with regard to candidates for, and holders of, official positions within JFF that are subject to such checks (“candidates or holders”) shall be conducted by the relevant body in accordance with the provisions of this Constitution and this annexe.
- <sup>2</sup> Candidates or holders are obliged to comply with the screening and self-disclosure process as outlined in parts 2 and 3 below. Prior to the screening process, every candidate or holder shall give his written consent to said process through a form provided by the relevant body conducting the integrity check. If such written consent is not provided, the candidate or holder shall be deemed not to have passed the integrity check.
- <sup>3</sup> Candidates or holders shall act in good faith at all times and shall fully collaborate to establish the relevant facts upon reasonable notice. If the candidate or holder concerned does not cooperate with the body competent to conduct the integrity check, the candidate or holder shall be deemed not to have passed the integrity check.
- <sup>4</sup> The candidate or holder shall be deemed not to have passed the integrity check, if he:

  - a) has been subject to criminal convictions or disciplinary sanctions by a –Parish/Supreme court, in particular if the offence in question was a substantive issue and not a minor infraction or procedural misconduct;
  - b) has been found guilty and/or sanctioned by the FIFA Ethics Committee or any other sporting body with a sanction that would seriously put into question the discharge of the office concerned.
- <sup>5</sup> Subject to the relevant provisions regarding disclosure and forwarding of the information and related data obtained in the context of integrity checks in accordance with this annexe, all such information and related data must be treated as strictly confidential by the body conducting the integrity check concerned.

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### Part 2: Screening process

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- <sup>1</sup> At the beginning of the screening process, every candidate or holder shall undergo an identification check (“ID check”). In this context, the candidate or holder shall submit a valid copy of his passport to the body in charge of performing the integrity check. The ID check shall include verification/identification of the following elements:

  - a) name(s) and surname(s);
  - b) address of residence;
  - c) date and place of birth;
  - d) nationality/nationalities.
- <sup>2</sup> Every candidate or holder shall complete the questionnaire contained in part 3 below.
- <sup>3</sup> The body in charge of performing the integrity check may conduct independent research and/or investigations in order to obtain further relevant information on a particular candidate or holder, which may include information on intermediaries and related parties, mandates, potential conflicts of interest and significant participations as well as civil and criminal proceedings/investigations.

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**Part 3: Questionnaire**

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First name(s):	
Surname(s):	
Address of residence:	
Date and place of birth:	
Nationality/nationalities:	
Profession:	

<sup>1</sup> Have you previously been convicted by a final decision of any intentional indictable offence or of any offence corresponding to a violation of the rules of conduct set out in part II section 5 of the FIFA Code of Ethics?

No  Yes

If yes, please specify:

<sup>2</sup> Has a sports governing body ever imposed any disciplinary or similar sanction or measure on you in the past for actions which amount to a violation of the rules of conduct set out in part II section 5 of the FIFA Code of Ethics?

No  Yes

If yes, please specify:

<sup>3</sup> Are you the subject of any pending civil, criminal or disciplinary proceedings or investigations?

No  Yes

If yes, please specify:

<sup>4</sup> I am fully aware that I am subject to the provisions of the Disciplinary and Ethics Code of JFF and to the provisions of the Constitution and other regulations of JFF that may address integrity issues, and I fully comply with such provisions.

<sup>5</sup> I currently hold the following positions in football:

<sup>6</sup> The following facts and circumstances may give rise to potential conflicts of interest regarding me and in particular art. 23 par. 9 of this Constitution):

<sup>7</sup> Remarks and observations which may be of potential relevance in the context of the integrity check:

<sup>8</sup> I am fully aware and agree that this questionnaire is made available to the members of the appropriate body of JFF.

<sup>9</sup> I am fully aware and confirm that I must notify the body conducting the integrity check of any relevant facts and circumstances arising after the integrity check has been completed.

<sup>10</sup> I am fully aware and confirm that I am obliged to collaborate fully to establish the relevant facts with regard to the integrity check to which I am subject. In particular, I will comply with requests for any documents, information or any other material of any nature held by me. In addition, I will comply with the procurement and provision of documents, information or any other material of any nature not held by me but which I am entitled to obtain.

<sup>11</sup> I am fully aware and confirm that the body conducting the integrity check may also request information on possible sanctions (questions 1 and 2 above) directly from FIFA or the relevant confederation as well as from other institutions such as the Court of Arbitration for Sport in Lausanne, Switzerland, or the International Olympic Committee. In this regard, I hereby release the relevant institutions from any obligation of confidentiality relating to the information concerned.

<sup>12</sup> I am fully aware and confirm that the body conducting the integrity check may collect further information on me in accordance with part 2 par. 3 of this annexe.

\_\_\_\_\_  
(Place and date)

\_\_\_\_\_  
(Signature)

# Standing Orders of the Congress of Jamaica Football Federation

October 2022 edition

TABLE OF CONTENTS

Article	Page
<b>DEFINITIONS</b>	<b>45</b>
1 Representation and participation in the Congress	46
2 Chairperson	46
3 Scrutineers	46
4 Debates	46
5 Speakers	47
6 Proposals during the Congress	47
7 Procedural motions and closing of debates	47
8 Votes	47
9 Elections	48
10 Enforcement	48

DEFINITIONS

Whenever relevant, the terminology used in these Standing Orders shall refer to the terms defined in the Definitions section of the Constitution of the JFF.

NB: Terms referring to natural persons are applicable to both genders. Any term in the singular applies to the plural and vice-versa.

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Article **1** **Representation and participation in the Congress**

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<sup>1</sup> Members of JFF shall be represented at the Congress by the delegates as mentioned under art. 26 par. 1 of the Constitution of JFF.

<sup>2</sup> The names of the delegates shall be submitted to the general secretariat seven days (7) before the opening of the Congress and any change submitted 24-hours before the opening of the Congress.

<sup>3</sup> JFF shall bear the costs of travel and accommodation for the delegates of the Members taking part in the Congress. The Board of Directors shall issue appropriate directives in this connection.

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Article **2** **Chairperson**

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<sup>1</sup> The President of JFF shall chair the Congress. If the President is unable to attend, the vice-president so designated by the President shall deputise.

<sup>2</sup> The chairperson 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.

<sup>3</sup> The chairperson shall be responsible for maintaining order during debates. He may take the following action against any delegate who disturbs the debates:

- a) a call to order;
- b) a reprimand;
- c) exclusion from the Congress.

<sup>4</sup> If an appeal is made against such action, the Congress shall decide immediately without debate.

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Article **3** **Scrutineers**

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At the beginning of the meeting, 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.

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Article **4** **Proposals & Questions**

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All proposals and questions to be submitted to the Annual General Meeting by the members must be sent in writing to the General Secretary of the JFF at least twenty five (25) days before the date of the meeting and only those proposals and questions received in time and included in the Agenda shall be discussed at the Meeting.

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Article **5** **Speakers**

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<sup>1</sup> Permission to speak is granted in the order in which it is requested. A speaker may not begin speaking until he has obtained permission to do so.

<sup>2</sup> 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.

<sup>3</sup> The chairperson may set a time limit for speakers.

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## Article 6 Proposals during the Congress

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<sup>1</sup> All proposals submitted during the Congress shall be made in writing. Proposals which are not relevant to the subject under discussion shall not be admitted to the Congress.

<sup>2</sup> Any amendment to such initial proposals shall be drawn up in writing and passed to the chairperson before being put to the Congress.

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## Article 7 Procedural motions

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<sup>1</sup> If a procedural motion is made, discussion on the main question shall be suspended until a vote has been taken on the motion.

<sup>2</sup> 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 asked to speak before the vote was taken.

<sup>3</sup> The chairperson shall close the discussion unless the Congress decides otherwise by a majority (more than 50%) of the valid votes cast.

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## Article 8 Votes

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<sup>1</sup> A decision that requires a vote shall be reached by a show of hands, ballot or by means of an electronic count unless decided otherwise by the Congress.

<sup>2</sup> Before each vote, the chairperson, 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.

<sup>3</sup> Votes may be taken by roll call if requested by at least more than 50% of the delegates representing the Members present and eligible to vote.

<sup>4</sup> No one shall be compelled to vote.

<sup>5</sup> Proposals made during the Congress 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.

<sup>6</sup> Alterations to amendments shall be put to the vote before the amendments proper, and amendments before the main proposal.

- <sup>7</sup> Proposals without a vote against are regarded as having been accepted by the Congress.
- <sup>8</sup> The chairperson shall check the result of the vote and announce it to the Congress.
- <sup>9</sup> No one is permitted to speak during the vote and until after the result has been announced.

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Article **9** Elections

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Elections and the electoral process within JFF shall be conducted according to the relevant provisions of the Constitution and Electoral Code of JFF.

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Article **10** Enforcement

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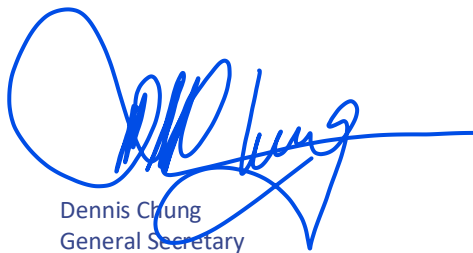
These Standing Orders were adopted at the Congress in Manchester on Tuesday, December 20, 2022 and come into force on Tuesday, December 20, 2022.

Manchester, Jamaica W.I.  
December 20, 2022

For JFF



Michael Ricketts  
President



Dennis Chung  
General Secretary