

**TURKS AND CAICOS ISLANDS FOOTBALL ASSOCIATION  
CONSTITUTION**

**(As amended in October 2006)**

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## **Definitions**

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

**Association Football:** the game controlled by FIFA and organised in accordance with the Laws of the Game

**FIFA:** “Federation Internationale de Football Association”

**TCIFA:** “The Turks & Caicos Islands Football Association”

**CONCACAF:** “The Confederation Norte-Centro Americana y del Caribe de Football”

**CFU:** “The Caribbean Football Union”

**Confederation:** a group of Associations recognized by FIFA that belong to the same continent (or assimilable geographic region)

**Executive Committee:** shall mean the TCIFA’s Executive Committee

**Official:** every board member, officer, committee member, referee and assistant referee, coach trainer and other persons responsible for technical, medical and administration matters in FIFA, a Confederation, Association, League or Club

**Member:** Leagues, Clubs, Affiliated Associations that have been admitted into membership of TCIFA by a General Meeting pursuant to the terms hereof

**Statutes/Constitution:** The rules of FIFA are named “FIFA Statutes” whilst the rules of TCIFA are named “TCIFA Constitution”.

In this constitution the use of the word constitution is interchangeable with the word statutes and vice versa.

## **Article 1—Title**

- 1.1 The Association shall be called “THE TURKS & CAICOS ISLANDS FOOTBALL ASSOCIATION” hereinafter referred to as “The Association”.
- 1.2 The Association shall be affiliated to the Federation Internationale de Football Association (FIFA), the Confederation Norte-Centro Americana y del Caribe de Football (CONCACAF), The Caribbean Football Union (CFU), the Olympic Committee of the Turks & Caicos Islands and any such other bodies as The Association may from time to time determine.
- 1.3 The Association shall be a Corporation limited by guarantee incorporated under the laws of the Turks & Caicos Islands.
- 1.4 The financial year of The Association shall end on December 31<sup>st</sup>.

## **Article 2—Objects**

The objects of The Association are:

- 2.1 To regulate and control the conduct of association football in the Turks & Caicos Islands.
- 2.2 To take all steps it may deem necessary in order to prevent the infringement of its constitution as well as of the Statutes and Regulations of FIFA and further to prevent the introduction of irregular methods or practices in the sport as well as the abuses these practices bring about
- 2.3 To prohibit and to make sure there is no area of political, religious or racial discrimination among its members
- 2.4 To foster and promote association football in every way it deems fit
- 2.5 To widen the scope of association football
- 2.6 To settle any differences that may arise between and among its members and between members and The Association.
- 2.7 To promote the values of fair-play
- 2.8 To organize competitions in the territory of the Turks & Caicos Islands
- 2.9 To safeguard and respect the interest of its members

## **Article 3—Membership**

- 3.1 The Association shall consist of Island Leagues, Football Clubs and Affiliated Associations such as the General Meeting may approve from time to time and which are otherwise qualified hereunder.

- 3.2 The Association and its officers, all Members, Leagues, Clubs and Affiliated Associations shall play and/or administer association football in conformity with the Rules Regulations, Code of Ethics and Bye-laws of The Association and also
- a) the laws of the game (as determined by the International Football Association Board) and
  - b) the Statutes, Regulations, Code of Ethics and decisions of FIFA, CONCACAF and CFU.
- 3.3 Affiliates may admit to membership properly constituted bodies within their area and provide for the proper management and control of such properly constituted bodies.
- 3.4 Membership may comprise: -
- a) Full membership
    - i) Affiliated Associations
    - ii) Properly Constituted Bodies
  - b) Honorary membership

#### **Article 4—Full Membership**

- 4.1 A full membership shall be granted to a Properly Constituted League, Club or Association on application by its authorized body or by its authorized representative to the General Meeting on the following conditions: -
- a) that it subjects itself to the Constitution, Regulations, Code of Ethics, Bye-laws and decisions of FIFA, CONCACAF, CFU and The Association.
  - b) that they shall participate in competitions organized by The Association
  - c) that it ensures its own members abide by the Constitution, Regulations, Code of Ethics, Bye-laws and decisions of FIFA, CONCACAF, CFU and The Association
  - d) that it submits to the General Secretary an up to date copy of its constitution and thereafter gives immediate notification of any changes to the same constitution.
  - e) that it pays:
    - i) an affiliation fee as may be determined by the General Meeting from time to time
    - ii) an annual subscription fee of such amount as the General Meeting may determine from time to time and
    - iii) other fees for competitions, registration of players, coaches and managers as the General Meeting may determine from time to time.
  - f) that its bodies shall be either elected or appointed in that League, Club or Association
  - g) that any bodies of the League, Club or Association that have not been elected or appointed in compliance with the provisions of 4.1(f) even on an interim basis, shall not be recognized by the Turks and Caicos Islands Football Association.

- h) that decisions passed by bodies of the League, Club or Association that have not been elected or appointed in compliance with paragraph 4.1(d) shall not be recognized by the Turks and Caicos Islands Football Association.
- 4.2 An annual subscription must be paid on or before the last day of June each year. New members shall pay their initial affiliation fee and annual subscription fee within seven (7) days of admission to membership.
- 4.3 A full member must submit annually to the General Secretary within six (6) weeks of its annual general meeting:
- a) a report of its annual general meeting
  - b) a copy of its annual audited balance sheet and accounts
  - c) a list of its officers
  - d) a list of the clubs management and technical staff
  - e) an official address and/or names and addresses of the official who conducts its business.
- 4.4 A member may undertake foreign tours and/or host teams of The Association or teams of an Association outside The Association only with prior approval of The Association.
- 4.5 Notwithstanding the above a full member is subject to review by the General Meeting from time to time.
- 4.6 The Executive Committee of The Association is empowered to grant provisional membership which shall be submitted to the next meeting of the General Meeting for ratification.

## **Article 5—Honorary President and Honorary Members**

- 5.1 The title of Honorary President may be bestowed upon a person for meritorious service to football in general and to The Association in particular. The Executive Committee shall make the nomination.
- 5.2 Honorary members may be elected at a General Meeting by a majority vote of members present and eligible to vote. Such honorary members shall be persons who have made outstanding contributions to the welfare of association football generally and to The Association in particular.
- 5.3 Honorary members shall not exceed five (5) in number at any one time. The Honorary President and Honorary members may attend and participate in meetings of The Association but cannot vote at such meetings or hold office in The Association

## **Article 6—Responsibility of membership**

- 6.1 Each member must ensure that its representative(s) appointed to attend meetings of The Association exercise this function faithfully and that such representatives must duly report to the members the decisions taken at or by these meetings,
- 6.2 The members have the rights and duties as defined elsewhere in the Constitution of The Association.
- 6.3 Leagues or any other groups affiliated to a member of The Association shall be subordinate to and recognized by that member. The Member's constitution shall define the scope of authority and the rights and duties of these groups. The constitution and regulations of these groups shall be approved by the Member.
- 6.4 Every Member shall ensure that its affiliated clubs can take all decisions on any matters regarding membership independently of any external body. This obligation applies regardless of an affiliated club's corporate structure. In any case, the Member shall ensure that neither a natural nor a legal person (including holding companies and subsidiaries) exercises control over more than one club whenever the integrity of any match or competition could be jeopardized.

## **Article 7—Application for Membership**

- 7.1 New clubs wishing to take part in The Association competitions must apply on the approved form to the General Secretary of The Association through the appropriate League Committee on or before 30<sup>th</sup> June in any year.
- 7.2 The Executive Committee shall examine all applications for membership and make recommendations to the General Meeting regarding the acceptance, deferment or rejection of the application. The applicant may state the reasons for its application to the General Meeting.
- 7.3 The new member shall acquire membership rights and duties as soon as it has been admitted. Its delegates are eligible to vote and be elected with immediate effect.

## **Article 8—Organization**

The business of The Association shall be administered by the following: -

- The Association in General Meeting (legislative body)
- The Executive Committee (executive body)
- The General Secretariat (administrative body)
- The Disciplinary and Appeals Committees (judicial bodies).

## **Article 9—General Meetings**

- 9.1 The general meeting shall be the Legislative Body of The Association and as such the supreme authority. Any proposals to change the Constitution of The Association or to suspend or expel any member and/or official of The Association must be approved by members in a General Meeting.
- 9.2 The General meeting of The Association shall be held in the month of May in each year. If it is not possible to hold a meeting in May the date of the meeting shall be fixed by the Executive Committee on a date not later than two (2) months after May in the said year.
- 9.3 The General Secretary shall give at least fourteen (14) clear days notice in writing to all officers and members of The Association informing them of the date, time and venue of such meetings. The General Secretary shall provide a printed abstract of the minutes of the previous year's meeting, the Executive Committee annual report for the preceding year, the audited financial statement and balance sheet for the preceding year, the agenda specifying business to be transacted at the meeting and a list showing:
  - a) the Officers of The Association
  - b) the members of The Association
  - c) notices of any motions or resolutions to be moved at the General Meeting.
- 9.4 Nominations for office must in writing and reach the General Secretary seven (7) days before the date of the General Meeting at which officers are to be elected. The General Secretary must make these known to members of The Association at least three (3) days before the date of the General Meeting at which the officers are to be elected.
- 9.5 If no nominations are received by the stipulated date for any office or if a person nominated for an office declines and there are no other nominations the meeting can decide by a simple vote to accept nominations at the meeting.
- 9.6 All nominations must have a proposer and a seconder.
- 9.7 Only full members of The Association are entitled to make nominations and vote at such meetings.
- 9.8 The agenda shall be in the following order:
  - a) roll call
  - b) confirmation of minutes
  - c) business arising from the minutes
  - d) to receive and accept the Executive Committee annual report
  - e) to receive and adopt the audited financial statement and balance sheet and budget for the following year
  - f) to approve the affiliation of any additional members to The Association

- g) to approve any proposal to change the affiliation fee, annual subscription fee or any registration fee
  - h) to approve any proposal to change the constitution of The Association
  - i) to approve any proposal to suspend or expel any member and/or official of The Association
  - j) the election of officers (as necessary)
  - k) elect members of the Executive Committee
  - l) any other business of which due notice has been given
- 9.9 Notice of any motion or resolution to be moved at the General Meeting must be submitted to the General Secretary on or before the 31<sup>st</sup> day of March in each year. The motion or resolution shall contain a deadline within which implementation shall be achieved and if carried the deadline contained within the motion or resolution shall become binding.
- 9.10 An Extraordinary General Meeting may be called by the Executive Committee whenever it deems fit or upon special requisition made in writing by at least twenty (20) % of the full membership stating specifically the business to be transacted. No business other than that specifically placed on the agenda shall be discussed or debated at the meeting. The General Secretary upon receipt of such requisition shall within seven (7) days give at least fourteen (14) clear days notice in writing to all officers, members of The Association informing them of the date, time venue and business of such meeting.
- 9.11 The quorum of the General Meeting shall be fifty-one (51)% of the membership and representatives from not less than two (2) Island Leagues of The Association and at least two (2) officers shall be present.
- 9.12 If a quorum is not present half an hour after the time appointed for a meeting the meeting shall be adjourned to the same time and day of the following week at the same place. If at the adjourned meeting a quorum is not present half an hour after the time appointed the members present shall form a quorum. The same principle applies in General Assembly meetings.

## **Article 10—Composition of General Meetings**

- 10.1 Those eligible to attend include:
- a) two (2) delegates from each full member of The Association
  - b) the Officers of The Association
  - c) two (2) delegates from The Referees Association
  - d) two (2) delegates from each of the Island Leagues
  - e) two (2) delegates from each of the High School Leagues
  - f) Honorary members
  - g) such observers as may be agreed by the Executive Committee in advance of the meeting.

- 10.2 The name of the delegates from each full member must be sent to the General Secretary 7 days before the opening of the General Meeting. The delegate of the full member having the right to vote must be indicated and will have one (1) vote.
- 10.3 No delegate shall be allowed to represent more than one (1) member.

### **Article 11—Voting at a General Meeting**

- 11.1 Only one (1) delegate from each full member is entitled to vote.
- 11.2 A decision to approve any proposal to amend the constitution of The Association or to approve any proposal to suspend or expel any member and/or official of The Association shall require the support of not less than two-thirds (2/3) of those present and entitled to vote. Notice of any such proposals shall be given as provided for under Article 9.
- 11.3 A decision on any proposal other than those stated in 11.2 above shall be made by a simple majority. In the event of a tie, the President or the person appointed to preside under article 13.1 shall have an original and a casting vote. If that person is not entitled to vote a second vote will be taken.
- 11.4 Voting for admission of new members and voting at election of officers shall be by secret ballot. Voting on all other matters shall be by a show of hands or by roll call if requested by at least twenty (20)% of the persons present and entitled to vote.
- 11.5 Voting by letter or proxy is not allowed.

### **Article 12—Officers of The Association**

- 12.1 The Officers of The Association shall be:  
The President;  
Vice-President (Grand Turk);  
Vice-President (Providenciales);  
General Secretary (appointed by the Executive Committee);  
Treasurer;  
Coaching Officer (Grand Turk);  
Coaching Officer (Providenciales);  
Public Relations Officer;  
Assistant Secretary.

Elections for Officers shall be staggered to permit continuity of service.

The above named Officers elected at previous Annual General Meetings shall serve for the period set out below

Vice-President (Grand Turk) and Coaching Officer (Providenciales)	1 year
Public Relations officer	2 years
Vice-President (Providenciales), Treasurer and Coaching Officer (Grand Turk)	3 years
The President and Assistant Secretary	4 years

At the first Annual General Meeting following adoption of this amended constitution the Vice-President (Grand Turk) and the Coaching Officer (Providenciales) will be elected for a period of four (4) years

At the second General Meeting following adoption of this amended constitution the Public Relations Officer will be elected for a period of four (4) years

At the third General Meeting following adoption of this amended constitution the Vice-President (Providenciales), the Treasurer and the Coaching Officer (Grand Turk) will be elected for a period of four (4) years

At the fourth General Meeting following adoption of this amended constitution The President and the Assistant Secretary will be elected for a period of four (4) years

The above named Officers thereafter shall be elected for a four (4) year term in the same rotation.

- 12.2 At the first Executive Committee meeting following adoption of this amended constitution the Executive Committee will confirm the appointment of the General Secretary who was appointed at a previous Executive Committee Meeting.
- 12.3 A firm of Chartered Accountants shall also be appointed auditors at the same meeting.
- 12.4 All officers and auditors shall be eligible for re-election and/or reappointment.

### **Article 13—Duties and Responsibilities of Officers**

#### **13.1 The President**

The President is the Chief Coordinating Officer and Legal representative of The Association.

The President shall preside at all General Meetings and Executive Committee meetings. In the absence of the President the Vice President (Providenciales) shall preside. In the absence of the President and the Vice President (Providenciales) the Vice President (Grand Turk) shall preside. In the absence of the President and the two (2) Vice-Presidents the Chairman shall be elected from among the persons present by the members present and entitled to vote at the meeting.

### 13.2 The Vice Presidents

- a) The Vice Presidents shall be responsible for:-
  - i) Technical and development matters
  - ii) Funding and finance
  - iii) Competition and tournaments.
- b) At the first Executive Committee meeting after the General Meeting the President shall assign to each Vice-president a specific area of responsibility.

### 13.3 The General Secretary

- a) is the Chief Administrative Officer of The Association and
- b) shall keep such books as the General Meeting and Executive Committee may direct. In one of these books he/she shall record the business transacted at all meetings of The Association and
- c) shall conduct the correspondence of The Association and
- d) shall act as the link between General Meeting, Executive Committee and all committees and
- e) shall be responsible for the administration and the work of the staff of the secretariat
- f) shall be responsible for the appointment or dismissal of staff of the Secretariat
- g) shall be responsible for the day to day activities of The Association

### 13.4 The Treasurer

- a) shall keep such books of account as the General Meeting may direct and shall record therein all financial transactions entered into by him/her. He/she shall demand and issue receipts for monies paid and received by him/her in the name of The Association. The books shall be open for inspection at any time by any member of The Association after giving due notice of such a request and
- b) shall prepare and present to the Executive Committee meeting each month a Statement of Account and a Balance Sheet of the Association's business to the end of the previous month and
- c) shall prepare and present to the General Meeting a Statement of Account and Balance Sheet of The Association's business to the end of the previous month and
- d) present an audited financial statement and balance sheet at the General Meeting of The Association in each year.
- e) present a budget for the next year at the General Meeting of The Association in each year

### 13.5 The Coaching Officers

- a) shall be responsible for coordinating coaching courses for the various coaches (including Referees) in The Association and
- b) attend to all technical matters of The Association and
- c) identify coaches/trainers and players for the Turks & Caicos Islands National Team and
- d) also form part of the National Team selection committee.

13.6 The Public Relations Officer

- a) will handle publicity for The Association
- b) give game scores to the radio, television and newspapers
- c) publicize tournaments, competitions and other events on behalf of The Association.

13.7 The Assistant Secretary

- a) shall keep such books as directed by The General Secretary for recording the minutes of all meetings and
- b) shall be responsible for the equipment, fixtures and facilities of The Association and
- c) shall generally assist the General Secretary, but shall be specifically responsible for the registration of players and related matters.

**Article 14—Auditors**

The auditors shall audit the accounts of The Association whenever the General Meeting may so direct, but will do so at least once annually in respect of the year ending December 31<sup>st</sup> last. The annual audit should be ready for presentation to the General Meeting within the time frame outlined in Article 9.3.

**Article 15—The Executive Committee**

15.1 The Executive Committee shall comprise the officers of The Association and five (5) members elected by the General Meeting.

15.2 Thirty three and one-third (33 1/3%) of the membership shall form a quorum at meetings of the Executive Committee provided that at least two (2) are officers.

15.3 The Executive Committee shall be responsible for:

- a) presenting reports of its activities to any General meeting
- b) the arrangement of fixtures for the competitions of The Association
- c) the budgeting and finance of The Association
- d) the appointment of members of the standing committees
- e) the appointment of sub-committees as it may deem necessary
- f) the appointment of staff
- g) the appointment of a Technical Director, National Coach and Assistant Coaches, the Managers of teams and the Assistant Managers and such other officials as it may deem necessary for the efficient management of each National team.

- h) the appointment or dismissal of the General Secretary on the proposal of the President. The General Secretary shall attend the meetings of all the committees ex officio.
  - i) the form and nature of all competitions organized by The Association and/or its affiliates
  - j) the appointment of a Public Relations Committee of not more than four (4) persons, to include the President and Public Relations Officer.
- 15.4 The Executive Committee shall be the Executive body of the Association. It shall be empowered to take decisions on all matters which are not exclusive to the General Meeting and are not covered by the Constitution, By-Laws and Regulations of The Association and its decision shall be final. The decisions taken by the Executive Committee shall come into operation immediately unless the Executive Committee decides otherwise.
- 15.5 The Executive Committee may delegate any of its powers to any committee or sub-committee and may make such regulations for management of The Association and control of its competitions as from time to time may be necessary provided always that these be not in conflict with any matters contained in the Constitution.
- 15.6 The Executive Committee shall in principal meet at least once per month.
- 15.7 At the request of fifty (50)% of its members the President must convene an extraordinary meeting of the Executive Committee. The General Secretary upon receipt of such requisition shall within seven (7) days give at least fourteen (14) clear days notice in writing to all members of the Executive Committee informing them of the date, time venue and business of such meeting.
- 15.8 The Executive Committee shall appoint delegates to:  
  
FIFA; CONCACAF; CFU; The Turks & Caicos Islands Olympic Committee and any other organization as required
- 15.9 The Executive Committee shall be empowered to decide on design of the playing uniforms for all National teams. It shall also be responsible for making changes in the design.
- 15.10 If an officer or other member of the Executive Committee is absent from three (3) consecutive meetings of the Executive Committee without an excuse acceptable to the Executive Committee he/she shall automatically forfeit his/her position. The same policy shall apply to persons on the Island League Committees.

## **Article 16—Emergency Committee**

An emergency committee of four (4) members shall be appointed by the Executive

Committee from among its members to deal with all matters requiring immediate decisions between meetings of the Executive Committee. The Committee shall include the President and the General Secretary. A decision may be reached in exceptional circumstances by means of written or telephone communication and the other members of the Executive Committee notified immediately of the decision taken. The decision shall be implemented immediately and ratified by the Executive Committee at its next meeting.

## **Article 17—Standing Committees**

- 17.1 The standing committees are appointed by the Executive Committee. The standing committees shall be:
1. Players Status
  2. Sports medicine
  3. Competitions and tournaments
  4. Technical and development
  5. Youth
  6. Referees
  7. Finance
  8. Selection
  9. Public Relations
  10. Disciplinary
  11. Appeals
  12. Benevolent Fund
- 17.2 a) The Chairman and members of Standing Committees shall be appointed for the period of four (4) years.
- b) The Chairman of each standing committee shall be from among the members of the Executive Committee.
- 17.3 The Chairman shall report on the activities of his committee to the Executive Committee.
- 17.4 The President and General Secretary are ex-officio members of all standing committees, excluding the Disciplinary and the Appeals Committees, but may delegate this responsibility to a Vice President or Assistant Secretary as the case may be.

## **Article 18—The Players Status Committee**

- 18.1 The Players Status Committee shall consist of a Chairman, the Assistant Secretary, a Deputy Chairman and two (2) members. Coaches are classified as players as far as the Constitution is concerned.
- 18.2 The duties of the Players Status Committee shall be:-
- a) to examine problems regarding registration and the status of players and advise the Executive Committee on the interpretation of the regulations regarding the eligibility status or transfer of players.
  - b) to ensure that the regulations drawn up by FIFA regarding the status of players be observed.
  - c) to investigate and decide upon disputed transfers submitted to The Association.
- 18.3 An appeal may be lodged with the Appeals Committee against any decisions as described under 18.2.

## **Article 19—The Sports Medicine Committee**

- 19.1 The Sports Medicine Committee shall consist of a Chairman, a deputy Chairman and the number of members deemed necessary by the Executive Committee. The Hon Medical Officer of The Association, other Doctors of Medicine, Physiotherapists and Trainers should be included among the members of this Committee.
- 19.2 The duties of the Sports Medicine Committee shall be:
- a) to act as an advisory board for the Association on every aspect of medicine, physiology and hygiene
  - b) to organize seminars/workshops for all groups involved in the sport
  - c) to develop and use scientific experience in the field of physiology, medical control, training theories, psychology and hygiene
  - d) to draw up a guide for association football players to improve their athletic ability, physical fitness and performance capacity
  - e) to draw up a medical guide for use by coaches, players and referees
  - f) to prepare memoranda on diet and nourishment for association football players giving appropriate recommendations
  - g) to prepare memoranda for trainers and coaches on physical preparation of association football players
  - h) to prepare memoranda on general aspects of sport hygiene and in particular, the effects of certain substances on the body (alcohol, nicotine, medicants, doping etc)
  - i) to issue instructions regarding medical facilities to be made available at local and international matches and tournaments

- j) to investigate types of injuries suffered during association football matches and to issue recommendations for improved prevention or treatment of such injuries and
- k) to be aware of the regulations on doping control drawn up by FIFA and to make checks to ensure that they are being observed.

## **Article 20—Competitions and Tournaments**

- 20.1 The Committee shall consist of a Vice-President as chairman and four (4) other persons.
- 20.2 The duties of the Competitions and Tournament Committee shall be:-
  - a) to be responsible for the organization of all The Association competitions and tournaments in accordance with the regulations governing each competition or tournament
  - b) to propose to the Executive Committee amendments which it considers should be made to the regulations of The Association's competitions and/or tournaments and
  - c) to be responsible for the production and publication of an official report on each tournament or competition of The Association.

## **Article 21—Technical and Development**

- 21.1 The technical and development committee shall consist of a Vice-President as chairman, a deputy chairman and a number of members that may be deemed necessary by the Executive Committee.
- 21.2 The duties of the Technical and Development Committee shall be:
  - a) to advance the training methods of association football teams
  - b) to take all possible measures to improve the qualification of coaches
  - c) to take all possible measures to promote familiarization of the experience of teaching association football
  - d) to organize courses, conferences for instructors, trainers, coaches and administrators
  - e) to compile material on teaching and coaching techniques for association football players, trainers, coaches and referees
  - f) to deal with all matters concerning the construction of installations and the availability of equipment to teach association football
  - g) to be responsible for editing the technical section of official Association publications
  - h) to recommend coaches, instructors or trainers to clubs and for national duty
  - i) to examine any problem regarding association football pitches
  - j) to compile a list of qualified trainers and coaches and

k) to do such technical and/or development matters which might be referred to it from time to time.

## **Article 22—Youth Committee**

22.1 The Youth Committee shall comprise a chairman and the number of persons that may be deemed necessary by the Executive Committee.

22.2 The duties of the Youth Committee shall be:

- a) to co-ordinate youth competitions at national levels with the National Youth Organization
- b) to plan for FIFA's World Youth Competitions in conjunction with the National Youth Organization
- c) to submit to the Executive Committee proposals for amendments it considers should be made to the rules and regulations of youth competitions and
- d) to collate reports of each youth competition organized under the aegis of The Association.

## **Article 23—Referees Committee**

23.1 The referees committee shall consist of a chairman and five (5) other persons appointed by the General Meeting. Three (3) of these persons shall be appointed on the advice of the Turks and Caicos Islands Football Referees Association.

23.2 The duties of the Referees Committee shall be:

- a) to make decisions and useful explanations regarding the application of the laws of the game
- b) to compile a list of referees and linesmen qualified to supervise international matches from among the nominations submitted by The Association
- c) to establish as far as possible uniformity in the methods of refereeing and implementation of the laws of the game
- d) to organize courses for referees and assistant referees and for those responsible for the education and the preparation of referees and assistant referees
- e) to establish an Assessors Panel who, when appointed by The Association will attend matches to assess the performance of referees and will draw up standards for assessing to ensure that there is uniformity in the assessing of referees
- f) to appoint on the advice of The Association the referees and assistant referees for matches organized by The Association or for any other matches or tournaments, whenever requested to do so
- g) to establish a group of Licenced Referee Instructors who, from time to time and according to the exigencies will take part in course and conferences organized by the Referees Committee
- h) to prepare and publish memoranda and to produce books, booklets, films, and other visual aids

- i) to ensure that each league committee has a properly constituted Referees Committee and to ensure that these Committees function satisfactorily and
- j) generally to do all things to promote a harmonious relationship between The Association and the Turks and Caicos Islands Football Referees Association.

#### **Article 24 Finance Committee**

- 24.1 The finance committee shall consist of the President as chairman, a vice chairman, the General Secretary, the Treasurer and three (3) other members
- 24.2 The duties of the Finance Committee shall be:
  - a) to control the financial administration of The Association
  - b) to prepare the budget for the Executive Committee and examine those of the various standing and ad hoc committees and to submit them for approval to the Executive Committee and
  - c) to supervise the financial accounts of the committees and authorize the Treasurer to make payments after verification.

#### **Article 25—The Selection Committee**

- 25.1 The selection committee shall comprise a chairman, the Coaching Officers, the Technical Director and a number of members that may be deemed necessary by the Executive Committee.
- 25.2 The duties of the Selection Committee shall be:
  - a) the selection of national squads (senior and junior age groups) for training
  - b) to organize and supervise screening programmes and
  - c) to recommend after consultation with the respective coaches, players to join the national squads.

#### **Article 26—Public Relations Committee**

- 26.1 The public relations committee shall comprise the President as chairman, the Public Relations Officer and three (3) other members.
- 26.2 The duties of the Public Relations Committee shall be:-
  - a) to advise the Executive Committee on matters involving public relations and to liaise with the news media
  - b) to develop proposals regarding The Associations' publications and if need be assist in their conception and preparation and
  - c) to prepare and to carry out the accreditation procedure for media representatives and to supervise the organization of the media at tournaments.

## **Article 27—The Disciplinary Committee**

- 27.1 The Disciplinary Committee shall consist of five (5) members none of whom shall be members of the Association Executive Committee.
- 27.2 The operation of the disciplinary committee shall be governed by rules of procedure.
- 27.3 Its duties shall be:
- a) to deal with all disciplinary cases or incidents brought to its attention
  - b) to deal with infringements of FIFA instructions and regulations at matches and competitions of The Association
  - c) to deal with appeals on disciplinary matters determined by the Island League Committee and
  - d) to take appropriate disciplinary action in accordance with the list of disciplinary measures against clubs, officials, members, coaches, players or officials of The Association, who act in contravention of the rules and regulations of The Association or in a manner which may be considered likely to bring The Association into disrepute.
- 27.4 Should a member of the disciplinary committee be directly concerned in any matter before the Committee, he/she shall not sit on the Committee during the hearing of the said matter
- 27.5 Decisions of the Disciplinary Committee shall be final subject only to appeal to the Appeals Committee within forty-eight (48) hours and on payment of a fee of one hundred US dollars (\$100.00). The disciplinary committee shall have the power to impose the penalties set out in the Regulation concerned with Penalties.

## **Article 28-The Appeals Committee**

- 28.1 The Appeals Committee shall consist of three (3) members of The Association none of whom shall be members of the Executive Committee
- 28.2 The Appeals Committee shall hear appeals against the decisions of The Association. Affiliated Associations, Island Leagues and Competitions sanctioned by The Association. The Appeal shall be heard in the absence of any member who was party to the original decision. The General Secretary shall provide the necessary secretarial assistance to the Committee
- 28.3 An appeal under this article must be made within seven (7) days of the relevant decision and be accompanied by a deposit of one hundred US dollars (\$100.00) and shall not be withdrawn except by leave of the Appeals Committee

28.4 Appeals shall be permitted only under the rules of the respective Associations or Competitions and on one or more of the following grounds:-

The Association, Affiliated Association, Island League or Competition sanctioned by The Association

- a) failed to give the Appellant a fair hearing
- b) acted unconstitutionally
- c) came to a decision which it should not have come to on the facts of the case
- d) against the penalty imposed

28.5 The Appeals Committee shall have the power to adjourn the hearing wholly or in part, and having heard the submissions of both parties shall make one of the following decisions:-

- a) allow or dismiss the appeal
- b) vary the decision or decisions appealed against
- c) order a rehearing of the original case by The Association, Affiliated Association, Island League or Competition sanctioned by The Association. In any rehearing ordered the decision or decisions reached shall be binding on all parties concerned

28.6 In the event of the appeal being dismissed or varied the Appeals Committee may order the appeal deposit to be forfeited and may make a further order for payment of costs. In the event of the appeal being allowed the appeal deposit shall be returned.

## **Article 29 – Benevolent Fund**

29.1 The Benevolent Fund Committee shall comprise a Chairman and the number of persons that may be deemed necessary by the Executive Committee. The Treasurer of The Association shall be the Executive Officer of the Fund.

29.2 The duties of the Benevolent Fund Committee shall be to manage the administration of the Benevolent Fund in accordance with the Benevolent Fund rules as set out from time to time in the Bye-laws & Regulations of The Association

## **Article 30 – Competitions**

30.1 The Association shall in its own right, conduct each year such competitions as it may deem practicable. These competitions are for the participation of The Association's members only, and shall be played under such rules and regulations as may be deemed expedient, keeping always within the essence of the Rules & Regulations set by FIFA for the conduct of association football.

- 30.2 The Executive Committee is empowered to determine the form and structure of all competitions of The Association
- 30.3 The absolute control of these competitions is The Association's, but it may delegate authority to such of its members or committees to organize and control these competitions as may be deemed necessary.

### **Article 31—Loss of Membership**

- 31.1 A member may forfeit its membership with The Association
- a) for infringement of the Constitution, Rules, Regulations, Bye-laws and Standing Orders of the Association
  - b) by ceasing to fulfill the obligations of membership
  - c) where in the opinion of the General Meeting the behaviour of the club and/or its members has not been in the best interest of The Association and association football and that such best interest is to terminate the members membership and
  - d) for not playing in competitions during the season without giving a reason or reasons satisfactory to the Executive Committee.
- 31.2 The expulsion of a member for any of the above reasons must be by the adoption of a resolution made at the General Meeting. The resolution must receive the approval of two-thirds of the members present and entitled to vote.

### **Article 32—Submission of Records, Documents, Etc.**

At the hearing of any matter the General Meeting, the Discipline Committee, an Island Committee or an Appeals Committee shall have the power to call upon any member, official or player to produce any books, letters, documents or other evidence it considers necessary to assist in the deliberations,

### **Article 33—Indemnity**

Should an Officer or Executive Committee Member of The Association be sued or charged in a court of law or incur costs expenses or other liabilities as a result of such suit or charge for an action authorized by The Association the Officer or member is entitled to be fully indemnified by The Association provided such Officer or member was considered to be acting reasonably in carrying out his/her function

### **Article 34—Television and Radio Transmissions**

- 34.1 The Turks & Caicos Islands Football Association and its member clubs own the exclusive rights to broadcast and transmissions of events coming under their

jurisdiction via any audio-visual and sound broadcasting media whatsoever whether live deferred or excerpts.

- 34.2 The Executive Committee of The Association shall decide on the use of rights in accordance with the existing statutes and regulations of FIFA.
- 34.3 The procedure of authorizing the transmission shall be the procedure issued by FIFA.

### **Article 35---Amendments**

The General Meeting or an Extraordinary General Meeting summoned for that purpose shall have power to amend any of the rules of The Association provided always that not less than two-thirds of those present and entitled to vote support such amendment. Notice of proposed amendments shall be given as provided for under Article 9.

### **Article 36—Matters Not Provided For**

All matters whether of procedure, line of appeal or otherwise whatsoever not provided for under this Constitution shall be dealt with and settled by or in the manner and by persons appointed by the General Meeting. When the General Meeting settles a matter such decision shall be final and binding as to facts and shall be challengeable in a court of law only as to a question of law.

### **Article 37—Privilege**

The discussions, statements of members, evidence of witnesses and other matters within and before the General Meeting and Committees shall be deemed privileged and confidential and the Council shall have power to censure or suspend any member proven guilty of a breach of this rule.

### **Article 38—Trustees**

The shares in The Turks & Caicos Islands Football Association (a corporation limited by guarantee incorporated under the laws of the Turks & Caicos Islands) shall be vested in the name of the Trustees, who shall be The President, The Treasurer and The General Secretary for the time being of The Association.

### **Article 39—Bye-laws and Regulations**

The General Meeting shall have the power to make such Bye-laws and regulations deemed necessary to provide for matters arising from or to implement these rules provided that any such Bye-laws or Regulations do not alter supersede or conflict with these Rules. Members and Officers The Association shall be deemed to have knowledge of and be bound by the said Bye-laws and Regulations if the same shall have been circulated in minutes of the General Meeting the production of which shall constitute at all time undisputed proof of the validity of such Bye-laws or regulations.

### **Article 40—Interpretation of Rules and Regulations**

40.1 The Executive Committee of The Association is the sole authority for the interpretation of these Rules and of the Bye-laws and Regulations made hereunder and the decision of the Executive Committee upon any matter affecting The Association shall be final and binding.

40.2 In event of a question arising on a point on which these rules and regulations are silent, the matter shall be decided by the Executive Committee in its absolute discretion.

### **Article 41—Dissolution**

In the event that The Association is dissolved its funds shall not be distributed but shall be utilized for the purchase of US Government Bonds in the name of the three trustees to be appointed for the purpose by the Executive Committee until such time as the Association is re-established. In the event that the Association is not re-established within five (5) years the Bonds are to be donated and/or assigned to a sporting organization or other charitable and/or educational bodies in accordance with the determination of the trustees.

### **Article 42—Tenure of Office**

42.1 A person shall retain his membership or shall hold office as the case maybe until the date appointed for an Election save when such office becomes vacant as provided for under these rules.

42.2 A committee member or the holder of any office to which election or appointment is made shall automatically vacate his seat or office on ceasing to enjoy the confidence of or on being suspended or expelled by The Association.

- 42.3 Such person upon suspension or expulsion shall immediately surrender all books, papers, documents and other effects of The Association entrusted to his/her office.
- 42.4 If, due to illness, death or any other reason, any Officer or Executive member cannot fulfill his/her duties, the Executive Committee shall fill the vacancy until the next General Meeting when a new Officer or Executive Committee member shall be elected for the remaining period of the mandate.
- 42.5 If, due to illness, death or any other reason, more than two Executive Committee members (either Officer and/or committee member) cannot fulfill his/her duties, the Executive Committee shall call for an Extraordinary General Meeting within one month, in order to elect a new Officer(s) or Executive Committee member(s) for the remaining period of the mandate.

### **Article 43—Jurisdiction**

- 43.1 The TCIFA, its Members, Players, Officials and match and player's agents will not take any dispute to Ordinary Courts unless specifically provided for in this Constitution and FIFA regulations. Any disagreement shall be submitted to the jurisdiction of FIFA, CONCACAF or the TCIFA.
- 43.2 The TCIFA shall have jurisdiction on internal national disputes i.e. disputes between parties belonging to the TCIFA. FIFA shall have jurisdiction on international disputes i.e. disputes between parties belonging to different Associations and/or Confederations.

### **Article 44—Disputes**

- 44.1 All disputes of whatsoever nature arising out of or in connection with the Constitution or any Rules, Regulations or Bye-laws made by or any act, omission or decision of The Association, or any of its Officers, Trustees, Committees, Coaches or members and any other person associated with members shall be settled in accordance with the provisions of this Constitution and as herein stated.
- 44.2 If any dispute is incapable of resolution in accordance with article 44.1 then the dispute shall be referred to arbitration. The Arbitrator shall be agreed to in writing by the parties in dispute. If said parties are unable to so agree then each party will appoint in writing an Arbitrator and the two so appointed Arbitrators shall appoint a third Arbitrator. The three so appointed Arbitrators shall determine matters by a majority decision which will be regarded as final. The costs of arbitration shall be a matter for the Arbitrators to decide upon. Any Arbitrators appointed shall have no connection with or hold any official office with The Association or any member of The Association.

- 44.3 The members of The Association, the clubs or club members shall not be permitted to refer disputes with The Association, other members of The Association, clubs or club members to a court of law and they shall agree to submit each one of such disputes to the jurisdiction of The Association or to an arbitration tribunal.
- 44.4 The Association and all bodies created or recognized by this Constitution recognize the potential sanction as laid down by FIFA of not following the dispute procedure outlined herein.
- 44.5 Any party seeking to arbitrate on any matter shall deposit the sum of three hundred US dollars (\$300.00) with the General Secretary and held by The Association pending resolution of the dispute.

#### **Article 45—Court of Arbitration for Sport**

- 45.1 In accordance with Articles 59 and 60 of the FIFA Statutes, any appeal against a final and binding FIFA decision shall be heard by the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland. CAS shall not, however, hear appeals on violations of the Laws of the Game, suspensions of up to four matches or up to three months unless related to doping violations, or decisions passed by the duly constituted arbitration tribunal as stipulated in the TCIFA constitution.
- 45.2 The TCIFA shall ensure its full compliance and that of its Members, Players, Officials and match and players' agents with any final decision passed by a FIFA body or CAS.

#### **Article 46—Principle**

- 46.1 Members, Clubs and Leagues shall agree to comply fully with any decisions passed by the relevant TCIFA bodies, which, according to their Constitutions, are final and not subject to appeal.
- 46.2 Members, Clubs and Leagues shall take every precaution necessary to ensure that their own members, Players and Officials comply with these decisions.
- 46.3 The same obligation applies to licensed match and players' agents.

#### **Article 47—International Matches and Competitions**

- 47.1 The international match calendar compiled by FIFA shall be binding upon all Members, Leagues and Clubs.

47.2 No match or competition shall take place between other Association teams and between Leagues and/or Club teams from another Association with the prior permission of FIFA.

### **Article 48—Approval**

Any affiliated League or Club cannot belong to another National Association or participate in competitions on the territory of another National Association with the authorisation of its current and prospective members and of FIFA, except in exceptional circumstances.

### **Article 49—Adoption**

This amended constitution was adopted by a General Meeting of The Turks & Caicos Islands Football Association held on 10<sup>th</sup> October 2006 at the Association Offices, Leeward Highway, Providenciales, Turks & Caicos Islands.

Signed:



Christopher Bryan  
President



Sonia Bien-Aime  
General Secretary

### **Original Constitution adopted on 14<sup>th</sup>. March 1998**

#### **Amended**

**AGM 5<sup>th</sup>. June 1999 Article 43.4**

**AGM 5<sup>th</sup>. July 2004 Article 5.1 & 5.2 & 5.3**

**Article 15.11**

**EGM 10<sup>th</sup> October 2006 Article 2.1(a) to 2.1(i) are renumbered as 2.1 to 2.9, Article 3.2, Article 4.1, Article 6.3, 6.4, Article 7.1, 7.2, 7.3, Article 11.4, Article 12.1, 12.2, Article 13.3(f) and (g), Article 15.3(h), 15.8, Article 17.4, Article 18.3, Article 24.1, Article 27.1, 27.5, Article 33, 36, Article 42.5, 43.1, 43.2, 45.1, 45.2, 46.1, 46.2, 46.3, 47.1, 47.2, 48**