



# Club Licensing Catalogue of Sanctions

Edition 2022

CAF - Confédération Africaine de Football



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## Part I – General Provisions

1. The implementation of the Club Licensing Procedure must be respected by all CAF Member Associations. The CAF Club Licensing Regulations stipulates that CAF shall implement a catalogue of sanctions and carry out spot-checks with the Licensors (Member Associations or Leagues) to ensure that the licenses are properly awarded.
2. In order to guarantee an appropriate assessment process, CAF shall, amongst other things:
  - a. Set up a schedule of sanctions applicable for the club licensing system, which pertains to determine necessary sanctions against the necessary Member Associations/licence applicants/ licensees.

## Part II – Jurisdiction of the CAF Disciplinary Board

1. The CAF Disciplinary Board is competent to:
  - a. determine whether licensors have fulfilled their obligations and whether licence applicants have fulfilled the licensing criteria as defined in the CAF Club Licensing regulations at the time the licence was granted;
  - b. determine whether, after the licence has been granted, licensees continue to fulfil the licensing criteria as defined in the CAF Club Licensing regulations;
  - c. impose disciplinary measures as defined in these rules in the event of non-fulfillment of the requirements set out in the CAF Club Licensing regulations.

## Part III – Role of the CAF Administration

1. The CAF administration assists the CAF Disciplinary Board in the fulfilment of its tasks as set out in these catalogues of sanctions.
2. The CAF administration provides the CAF Disciplinary Board with the staff, infrastructure, and administrative support at CAF headquarters necessary to accomplish its tasks.
3. It is the responsibility of the CAF administration to conduct all preliminary analysis related to the fulfilment of the obligation of the Licensors and the License applicants, and subsequently reporting infractions to the CAF Disciplinary Board.

## Part IV – Types of infractions and sanctions

Section	Infraction	Sanction
A - Legal Basis steps	Not having the statutory clauses inserted in the statutes of the Federation and officially communicating a copy to CAF	Non-participation
	Not creating National Club Licensing Regulations and officially communicating a copy to CAF	Non-participation
	Not forming the 2 Club Licensing Decision-making bodies and communicating them officially to CAF	Non-participation
	Not selecting a Club Licensing Manager and officially communicating his/her CV and contact details to CAF	3,000
	Not setting up a catalogue of sanctions	3,000

Section	Infraction	Sanction
<b>B - Club Licensing Process</b>	Not inviting the clubs officially in order to apply for a club license	\$1,000
	Not organizing an annual club licensing workshop	\$1,000
	Not setting a deadline for the clubs to communicate the club licensing related documents	\$1,000
	Not signing the club licensing confidentiality clauses by all persons involved in the licensing process	\$2,000
	Not collecting the club licensing criteria related documents from the clubs	\$2,000
	Not conducting club licensing spot-checks at least for the clubs participating in CAF inter-clubs competitions	\$2,000
	Not organizing a meeting for the First instance body in order to decide on the licensing of the clubs	\$2,000
	Not organizing a meeting for the Appeals body in order to decide on the appeals received	\$2,000
	Not communicating the final decisions in writing to the clubs	\$1,000
	Not communicating to CAF the licensing decisions for CAF competitions	\$7,000 & Reject Club Engagement
	Not communicating to CAF the licensing decisions and reports for domestic competitions (at minimum to the top tier men's national club competition)	\$5,000
	Not communicating to CAF copies of the minutes of the meetings of the decision-making bodies	\$2,000
	Not communicating to CAF copies of the technical staff coaching licenses	\$1,000
	Not communicating to CAF copies of the reports completed for the stadium inspections	\$1,000
	Late submission of the licensing decisions and other requested documents (after the deadline set by CAF)	\$100 p/day

Section	Infraction	Sanction
<b>B - Club Licensing Process</b>	Granting a license to a club which did not complete an A or mandatory criteria requirement (without receiving CAF approval as an exceptional case)	\$10,000 & Reject Club Engagement
	Granting a license to a club without sanctioning (at least an official warning) to a club that did not complete a B criteria Requirement (without receiving CAF approval as an exceptional case)	\$5,000
	Not conducting follow-up spot-checks on Clubs which have already received a license	\$2,000
	Granting a club a provisional or temporary Club License (which is not allowed as per the CAF Club Licensing regulations)	\$7,000 & investigating the club by CAF administration
	Not communicating to CAF a case of a withdrawal of license of a Club participating in CAF interclubs competition	\$10,000 & disqualification of the club
	Not communicating to CAF a case of a change of a technical staff member and not communicating a copy of the coaching license of the new Coach	\$2,000
	Not communicating to CAF a stadium report of a new stadium to be used by a club during its participation in CAF Inter-clubs Competitions	\$1,000
	Not utilizing the CAF Club Licensing Online Platform for licensing club for CAF competitions and domestic competitions (at minimum to the top tier men's national club competition)	\$2,000
	Not implementing a licensing system in the domestic competitions (at minimum to the top tier men's national club competition)	\$2,000
	Seeking to interfere with the decisions of the decision-making bodies	\$15,000 & investigation by CAF administration
	Not complying with the CAF Club Licensing Quality Standard	\$5,000
	Not inserting the domestic criteria in the CAF Club Licensing Online Platform	\$2,000

Section	Infraction	Sanction
<b>B - Club Licensing Process</b>	Not officially communicating to CAF the deadline date of engagement for domestic competitions	\$1,000
	Not respecting the deadline date of submission of documents for the domestic competitions (without receiving CAF approval as an exceptional case)	\$3,000
	Other not specified	\$500 to \$5,000
<b>C - Following a CAF Club Licensing Spot-check</b>	In case a federation did not respect any steps of the club licensing process other than the above-mentioned steps	\$2,000-\$10,000
	In case a club hid the fact of not respecting any A or mandatory criteria requirement	\$10,000 to be imposed on the club & disqualification from the current or next edition in which the club would be participating
	In case a club hid the fact of not respecting a B criteria requirement	\$5,000
	In case a club failed to notify the Federation of any changes concerning the A, mandatory, or B criteria requirements	\$2,000-\$10,000
	In case a federation did not respect a decision from the FIB or AB	\$15,000 disqualification from the current or next edition in which the club would be participating
	In case of non-cooperation to properly organize a CAF Club Licensing Spot-check imposed by CAF	\$5,000 & setting up dates for a new spot-check

## NOTES:

Fines are doubled in case of repetition.

CAF keeps the right to impose more sanctions rather than the ones mentioned in this frame if necessary, at all times.

CAF to decide on other cases not mentioned here as they appear.

In case of multiple violations, a maximum global fine amount is to be considered per section, as indicated below:

Section	Description	Maximum fine USD
A	<b>Legal Basis steps</b>	<b>\$6,000</b>
B	<b>Club Licensing Process</b>	<b>\$15,000</b>
C	<b>Following a CAF Club Licensing Spot-check</b>	<b>\$20,000</b>

## Part V – Others Disciplinary measures

- The CAF Disciplinary Board is competent to determine whether clubs have fulfilled (and continue to comply with) the licensing criteria as set out in the CAF Club Licensing Regulations, including in respect of overdue payables. Along with the sanctions set in part IV of these catalogue of sanctions, the following disciplinary measures may be imposed against a club for non-compliance:
  - Warning;
  - Reprimand;
  - Fine;
  - Deduction of points;
  - Withholding of revenues from a CAF competition;
  - Prohibition on registering new players in CAF competitions;
  - Restriction on the number of players that a club may register for participation in CAF competitions, including a financial limit on the overall aggregate cost of the employee benefits expenses of players registered on the A-list for the purposes of CAF club competitions;
  - Disqualification from competitions in progress and/or exclusion from future competitions;
  - Withdrawal of a title or award.

2. These sanctions may be combined. There is therefore a strong incentive for clubs to comply with the CAF Club Licensing regulations regarding.

## Part VI – Final Provisions

1. The application of these CAF Club Licensing catalogue of sanctions shall be done by the CAF Disciplinary Board in accordance with the CAF Club Licensing System regulations and relevant Disciplinary Codes.
2. All Disciplinary aspects will be dealt by the CAF Disciplinary Board.
3. The CAF Club Licensing catalogue of sanctions is available in English, French and Portuguese. In the event of discrepancy between the three linguistic versions, the French version shall be authoritative.
4. The CAF Club Licensing catalogue of sanctions were adopted by the Executive Committee on 10 December 2020 and come into force on 1 July 2022.

### CONFEDERATION AFRICAINE DE FOOTBALL

Cairo, 1 July 2022

For the CAF Executive Committee:

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