

CONCACAS STATUTES

**REGULATIONS GOVERNING THE APPLICATION
OF THE STATUTES**

STANDING ORDERS OF THE CONGRESS

August 2019 edition

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DEFINITIONS

The terms given below denote the following:

- 1 **FISA:** “Federation International Subbuteo Association”.
- 2 **CONCACAS:** “Confederation of North, Central & Caribbean America Subbuteo”.
- 3 **Association:** a Subbuteo association recognised as such by CONCACAS. It is a member of CONCACAS, unless a different meaning is evident from the context.
- 4 **League:** an organisation that is subordinate to an association.
- 5 **British associations:** the four associations in the United Kingdom - The Subbuteo Association, The Scottish Subbuteo Association, The Subbuteo Association of Wales and The Irish Subbuteo Association (Northern Ireland).
- 6 **The ISAB:** The International Subbuteo Association Board (ISAB).
- 7 **Country:** an independent state recognised by the international community.
- 8 **Association:** a national association recognised by CONCACAS that belong to the same continent (or assimilable geographic region).
- 9 **Congress:** the supreme and legislative body of CONCACAS.
- 10 **Council:** the strategic and oversight body of CONCACAS.
- 11 **Bureau of the Council:** the bureau of the Council as defined in art. 38 of these Statutes.
- 12 **Laws of the Game:** the laws of association Subbuteo Table Football issued by The ISAB in accordance with art. 7 of these Statutes.

- 13 Member association:** an association that has been admitted into membership of CONCACAS by the Congress.
- 14 Official:** any board member (including the members of the Council), committee member, referee and assistant referee, coach, trainer and any other person responsible for technical, medical and administrative matters in CONCACAS, a member association, a league or a club as well as all other persons obliged to comply with the CONCACAS Statutes (except players and intermediaries).
- 15 Club:** a member of an association (that is a member association of CONCACAS) or a member of a league recognised by a member association that enters at least one team in a competition.
- 16 Player:** any Subbuteo Table Football player licensed by an association.
- 17 Association Subbuteo:** the game controlled by FISA and organised by FISA, the confederations and/or the member associations in accordance with the Laws of the Game.
- 18 Official competition:** a competition for representative teams organised by FISA or any confederation.
- 19 Stakeholder:** a person, entity or organisation which is not a member association and/or body of CONCACAS but has an interest or concern in CONCACAS's activities, which may affect or be affected by CONCACAS's actions, objectives and policies, in particular clubs, players, coaches and professional leagues.
- NB:** Terms referring to natural persons are applicable to both genders. Any term in the singular applies to the plural and vice-versa.

I. GENERAL PROVISIONS

1 Name and headquarters

1.

The Confederation of North, Central & Caribbean America Subbuteo (CONCACAS) is an association registered in the Commercial Register of the County of Topeka in accordance with the USA Civil Code.

2.

CONCACAS's headquarters are located in Topeka, Kansas (USA) and may only be transferred to another location following a resolution passed by the Congress.

2 Objectives

The objectives of CONCACAS are:

- a) to improve the game of Subbuteo Table Football constantly and promote it globally in the light of its unifying, educational, cultural and humanitarian values, particularly through youth and development programmes;
- b) to organise its own international competitions;
- c) to draw up regulations and provisions governing the game of Subbuteo Table Football and related matters and to ensure their enforcement;
- d) to control every type of association Subbuteo Table Football by taking appropriate steps to prevent infringements of the Statutes, regulations or decisions of CONCACAS or of the Laws of the Game;
- e) to use its efforts to ensure that the game of Subbuteo Table Football is available to and resourced for all who wish to participate, regardless of gender or age;
- f) to promote the development of women's Subbuteo Table Football and the full participation of women at all levels of Subbuteo Table Football governance; and
- g) 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 member associations or give rise to abuse of association Subbuteo.

3 Human rights

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

4 Non-discrimination, equality and neutrality

1.

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.

2.

CONCACAS remains neutral in matters of politics and religion. Exceptions may be made with regard to matters affected by CONCACAS's statutory objectives.

5 Promoting friendly relations

1.

CONCACAS shall promote friendly relations:

- a) between and among member associations, clubs, officials and players; and
- b) in society for humanitarian objectives.

2.

CONCACAS shall provide the necessary institutional means to resolve any dispute that may arise between or among member associations, confederations, clubs, officials and players.

6 Players

The Council shall regulate the status of players and the provisions for their transfer, as well as questions relating to these matters, in particular the encouragement of player training by clubs and the protection of representative teams, in the form of special regulations from time to time.

7 Laws of the Game

1.

Each member association shall play association Subbuteo Table Football in compliance with the Laws of the Game issued by The ISAB. Only The ISAB may lay down and alter the Laws of the Game.

2.

The ISAB is an association in accordance with Hellenic law with its headquarters located in Larisa, Thessalia (Hellas). The members of The ISAB are CONCACAS and the four British associations.

3.

The organisation, duties and responsibilities of The ISAB are governed by the statutes of The ISAB.

4.

Each member association shall play mini Subbuteo in accordance with the mini Subbuteo Laws of the Game, as issued by the Council.

5.

Each member association shall play street Subbuteo in accordance with the Street Subbuteo Laws of the Game, as issued by the Council.

8 Conduct of bodies, officials and others

1.

All bodies and officials must observe the Statutes, regulations, decisions and Code of Ethics of CONCACAS in their activities.

2.

Executive bodies of member associations may under exceptional circumstances be removed from office by the Council in consultation with the relevant confederation and replaced by a normalisation committee for a specific period of time.

3.

Every person and organisation involved in the game of Subbuteo Table Football is obliged to observe the Statutes and regulations of CONCACAS as well as the principles of fair play.

9 Official languages

1.

English, Spanish, French, Hellenic and German are the official languages of CONCACAS. English is the official language for minutes, official correspondence and announcements.

2.

Member associations are responsible for translations into the languages of their country.

3.

English, Spanish, French, Hellenic, German, Russian, and Portuguese are the official languages at the Congress. Qualified interpreters shall translate into these languages. Delegates may speak in their mother tongue if they ensure interpretation into one of the official Congress languages by a qualified interpreter.

4.

The Statutes, Regulations Governing the Application of the Statutes, the Standing Orders of the Congress, decisions and announcements of CONCACAS shall be published in the four official languages. If there is any divergence in the wording, the English text shall be authoritative.

II. MEMBERSHIP

10 Admission, suspension and expulsion

The Congress shall decide whether to admit, suspend or expel a member association solely upon the recommendation of the Council.

11 Admission

1.

Any association which is responsible for organising and supervising Subbuteo Table Football in all of its forms in its country may become a member association. Consequently, it is recommended that all member associations involve all relevant stakeholders in Subbuteo Table Football in their own structure. Subject to par. 5 and par. 6 below, only one association shall be recognised as a member association in each country.

2.

Membership is only permitted if an association is currently a member of a confederation. The Council may issue regulations with regard to the admission process.

3.

Any association wishing to become a member association shall apply in writing to the CONCACAS general secretariat.

4.

The association's legally valid statutes shall be enclosed with the application for membership and shall contain the following mandatory provisions:

- a) always to comply with the Statutes, regulations and decisions of CONCACAS and of the relevant confederation;
- b) to comply with the Laws of the Game in force;
- c) to recognise the Court of Arbitration for Sport, as specified in these Statutes.

5.

Each of the four British associations shall be recognised as a separate member association of CONCACAS.

6.

An association in a region which has not yet gained independence may, with the authorisation of the member association in the country on which it is dependent, also apply for admission to CONCACAS.

7.

This article shall not affect the status of existing member associations.

12 Request and procedure for application

1.

The Council shall request the Congress either to admit or not to admit an association. The association may state the reasons for its application to the Congress.

2.

The new member association 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.

13 Member associations' rights

1.

Member associations have the following rights:

- a) to take part in the Congress;
- b) to draw up proposals for inclusion in the agenda of the Congress;
- c) to nominate candidates for the CONCACAS presidency and the Council;
- d) to participate in and cast their votes at all CONCACAS elections in accordance with the CONCACAS Governance Regulations;

- e) to take part in competitions organised by CONCACAS;
- f) to take part in CONCACAS's assistance and development programmes; and
- g) to exercise all other rights arising from these Statutes and other regulations.

2.

The exercise of these rights is subject to other provisions in these Statutes and the applicable regulations.

14 Member associations' obligations

1.

Member associations have the following obligations:

- a) to comply fully with the Statutes, regulations, directives and decisions of CONCACAS bodies at any time as well as the decisions of the Court of Arbitration for Sport (CAS) passed on appeal on the basis of art. 57 par. 1 of the CONCACAS Statutes;
- b) to take part in competitions organised by CONCACAS;
- c) to pay their membership subscriptions;
- d) to cause their own members to comply with the Statutes, regulations, directives and decisions of CONCACAS bodies;
- e) to convene its supreme and legislative body at regular intervals, at least every two years;
- f) to ratify statutes that are in accordance with the requirements of the CONCACAS Standard Statutes;
- g) to create a referees committee that is directly subordinate to the member association;
- h) to respect the Laws of the Game;

- i) to manage their affairs independently and ensure that their own affairs are not influenced by any third parties in accordance with art. 19 of these Statutes;
- j) to comply fully with all other duties arising from these Statutes and other regulations.

2.

Violation of the above-mentioned obligations by any member association may lead to sanctions provided for in these Statutes.

3.

Violations of par. 1 i) may also lead to sanctions, even if the third-party influence was not the fault of the member association concerned. Each member association is responsible towards CONCACAS for any and all acts of the members of their bodies caused by the gross negligence or willful misconduct of such members.

15

Member associations' statutes

Member associations' statutes must comply with the principles of good governance, and shall in particular contain, at a minimum, provisions relating to the following matters:

- a) to be neutral in matters of politics and religion;
- b) to prohibit all forms of discrimination;
- c) to be independent and avoid any form of political interference;
- d) to ensure that judicial bodies are independent (separation of powers);
- e) all relevant stakeholders must agree to respect the Laws of the Game, the principles of loyalty, integrity, sportsmanship and fair play as well as the Statutes, regulations and decisions of CONCACAS and of the respective confederation;
- f) all relevant stakeholders must agree to recognise the jurisdiction and authority of CAS and give priority to arbitration as a means of dispute resolution;

- g) that the member association has 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, and measures required to protect the integrity of competitions;
- h) definition of the competences of the decision-making bodies;
- i) to avoid conflicts of interests in decision-making;
- j) legislative bodies must be constituted in accordance with the principles of representative democracy and taking into account the importance of gender equality in Subbuteo; and
- k) yearly independent audits of accounts.

16 Suspension

1.

The Congress may suspend a member association solely at the request of the Council. Notwithstanding the foregoing, the Council may, without a vote of the Congress, temporarily suspend with immediate effect a member association that seriously violates its obligations. A suspension approved by the Council shall be in effect until the next Congress, unless the Council has revoked such suspension prior to such Congress.

2.

A suspension of a member association by the Congress requires a three-quarter (3/4) majority of the member associations present and eligible to vote. A suspension of a member association by the Congress or the Council shall be confirmed at the next Congress by a three-quarter majority of the member associations present and eligible to vote. If it is not confirmed, such suspension shall be automatically lifted.

3.

A suspended member association may not exercise any of its membership rights. Other member associations may not entertain sporting contact with a suspended member association. The Disciplinary Committee may impose further sanctions.

4.

Member associations which do not participate in at least two of all CONCACAS competitions over a period of four consecutive years shall be suspended from voting at the Congress until they have fulfilled their obligations in this respect.

17 Expulsion

1.

The Congress may expel a member association only at the request of the Council if:

- a) it fails to fulfill its financial obligations towards CONCACAS; or
- b) it seriously violates the Statutes, regulations or decisions of CONCACAS; or
- c) it loses the status of an association representing association Subbuteo Table Football in its country.

2.

The presence of an absolute majority (more than 50%) of the member associations eligible to vote at the Congress is necessary for an expulsion of a member association to be valid, and the motion for expulsion must be adopted by a three-quarter (3/4) majority of the valid votes cast.

18 Resignation

1.

A member association may resign from CONCACAS with effect from the end of a calendar year. Notice of resignation must reach the general secretariat no later than six months before the end of the calendar year and be sent to the general secretariat by registered letter.

2.

The resignation is not valid until the member association wishing to resign has fulfilled its financial obligations towards CONCACAS and its other member associations.

19 Independence of member associations and their bodies

1.

Each member association shall manage its affairs independently and without undue influence from third parties.

2.

A member association's bodies shall be either elected or appointed in that association. A member association's statutes shall provide for a democratic procedure that guarantees the complete independence of the election or appointment.

3.

Any member association's bodies that have not been elected or appointed in compliance with the provisions of par. 2, even on an interim basis, shall not be recognised by CONCACAS.

4.

Decisions passed by bodies that have not been elected or appointed in compliance with par. 2 shall not be recognised by CONCACAS.

20 Status of clubs, leagues and other groups of clubs

1.

Clubs, leagues or any other groups affiliated to a member association shall be subordinate to and recognised by that member association. The member association's statutes shall define the scope of authority and the rights and duties of these groups. The statutes and regulations of these groups shall be approved by the member association.

2.

Every member association 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 association shall ensure that neither a natural nor a legal person (including holding companies and subsidiaries) exercises control in any manner whatsoever (in particular through a majority shareholding, a majority of voting rights, a majority of seats on the board of directors or any other form of economic dependence or control, etc.) over more than one club whenever the integrity of any match or competition could be jeopardised.

III. HONORARY PRESIDENT, HONORARY VICE-PRESIDENT AND HONORARY MEMBER

21 Honorary president, honorary vice-president and honorary member

1.

The Congress may bestow the title of honorary president, honorary vice-president or honorary member upon any former member of the Council for meritorious service to Subbuteo.

2.

The Council shall propose these nominations.

3.

The honorary president, honorary vice-president or honorary member may take part in the Congress. They may join in the debates but may not vote.

IV. ORGANISATION

22 Bodies

1.

The Congress is the supreme and legislative body.

2.

The Council is the strategic and oversight body.

3.

The general secretariat is the executive, operational and administrative body.

4.

Standing and ad-hoc committees shall advise and assist the Council and the general secretariat in fulfilling their duties. Their primary duties are defined in these Statutes and their composition, function and additional duties are defined in the CONCACAS Governance Regulations.

5.

The independent committees fulfill their functions in accordance with these Statutes and the applicable CONCACAS regulations.

6.

The independent auditors perform all audits of CONCACAS's accounts and financial statements as required by USA (Kansas, Topeka) law.

A. CONGRESS

23 Congress

1.

A Congress may be an Ordinary or an Extraordinary Congress.

2.

The Ordinary Congress shall be held every year. The Council shall fix the place and date. The member associations shall be notified in writing at least four months in advance of the place and date of such Ordinary Congress. The formal convocation shall be made in writing at least one month before the date of the Congress. This convocation shall contain the agenda, the President's report, the financial statements, including the consolidated financial statements, and the auditors' report.

3.

The Council may convene an Extraordinary Congress at any time.

4.

The Council shall convene an Extraordinary Congress if one-fifth (1/5) of the member associations make such a request in writing. The request shall specify the items for the agenda. An Extraordinary Congress shall be held within three months of receipt of the request.

5.

The member associations shall be notified of the place, date and agenda at least two months before the date of an Extraordinary Congress. The agenda of an Extraordinary Congress may not be altered.

24 Vote, delegates, observers

1.

Each member association has one vote in the Congress and is represented by its delegates. Only the member associations present are entitled to vote. Voting by proxy or by letter is not permitted.

2.

Delegates must belong to the member association that they represent and be appointed by the appropriate body of that member association.

3.

Confederation delegates may take part in the Congress as observers without a right to vote.

4.

During their term of office, members of the Council may not be appointed as delegates for their association.

5.

The President shall conduct the Congress business in compliance with the Standing Orders of the Congress.

27

Candidates for the office of CONCACAS President, for the Council and for the chairpersons, deputy chairpersons and members of the Audit and Compliance Committee and the judicial bodies

1.

Only the member associations may propose candidatures for the office of CONCACAS President. A candidature for the office of CONCACAS President shall only be valid if supported by a total of at least five member associations. Member associations must notify the CONCACAS general secretariat, in writing, of a candidature for the CONCACAS presidency at least four months before the start of the Congress, together with the declarations of support of at least five member associations. A candidate for the office of CONCACAS President shall have played an active role in association Subbuteo Table Football (e.g. as a player or an official within CONCACAS or an association, etc.) for two of the last five years before being proposed as a candidate and must pass an eligibility check carried out by the Review Committee in accordance with the CONCACAS Governance Regulations.

2.

The general secretariat shall notify the member associations of the names of proposed candidates for the office of CONCACAS President at least one month before the date of the Congress.

3.

Subject to par. 4 below, only member associations may propose candidatures for the Council. The associations shall notify the CONCACAS general secretariat, in writing, of all candidatures submitted to them within five days of the expiration of the three-month deadline. Each member association is entitled to submit only one proposal for a member of the Council. If a member association presents proposals for more than one candidate, all of its presented proposals shall be deemed invalid.

4.

The elections by the member associations of the female candidates for the Council are set out in art. 33 par. 5 of these Statutes.

5.

Council members shall be elected by the member associations on the occasion of their association congresses in accordance with the CONCACAS Governance Regulations. Candidates for the Council must pass an eligibility check carried out by the Review Committee in accordance with the CONCACAS Governance Regulations. The election of Council members shall be monitored by CONCACAS.

6.

The conditions to be observed during a candidature for the office of President and for positions on the Council are stipulated in the CONCACAS Governance Regulations.

7.

The Council shall submit proposals for the positions of chairperson, deputy chairperson and members of each of the Audit and Compliance Committee, the Governance Committee and the judicial bodies to the Congress. The Council shall determine the number of seats to be assigned to each association in the relevant committee. Proposals shall be submitted, in writing, to the general secretariat at least four months before the start of the Congress. The procedure shall be laid down in the CONCACAS Governance Regulations.

8.

Candidates for the positions of chairperson, deputy chairperson and members of each of the Audit and Compliance Committee and the judicial bodies must pass an eligibility check carried out by the Review Committee in accordance with the CONCACAS Governance Regulations.

28 Ordinary Congress agenda

1.

The Secretary General shall draw up the agenda based on proposals from the Council and the member associations. Any proposal that a member association wishes to submit to the Congress shall be sent to the general secretariat in writing, with a brief explanation, at least two months before the date of the Congress.

2.

The Congress agenda shall include the following mandatory items:

- a) a declaration that the Congress has been convened and composed in compliance with the Statutes;
- b) approval of the agenda;
- c) an address by the President;
- d) appointment of five member associations to check the minutes;
- e) appointment of scrutineers;
- f) suspension or expulsion of a member association (if applicable);
- g) approval of the minutes of the preceding Congress;
- h) activity report (containing the activities since the last Congress);
- i) report from the Audit and Compliance Committee;
- j) presentation of the annual audited financial statements, including the consolidated financial statements and the annual report as well as the auditors' reports;

32 V. ORGANISATION

- k) approval of the annual audited financial statements, including the consolidated financial statements and the annual report;
- l) approval of the budget;
- m) admission for membership (if applicable);
- n) votes on proposals for adopting and amending the Statutes, the Regulations Governing the Application of the Statutes and the Standing Orders of the Congress (if applicable);
- o) discussion of proposals duly submitted by the member associations and the Council within the period stipulated under par. 1 (if applicable);
- p) appointment of auditors (if applicable);
- q) election or dismissal of the President in accordance with these Statutes (if applicable);
- r) election or dismissal of the chairpersons, deputy chairpersons and members of the following committees (if applicable) on proposal of the Council:
 - Disciplinary Committee
 - Ethics Committee
 - Appeal Committee
 - Audit and Compliance Committee
 - Governance Committee
- s) vote on the designation of the host country of the CONCACAS North, Central & Caribbean America Cup™ final competition (if applicable).

3.

The agenda of an Ordinary Congress may be altered, provided three-quarters (3/4) of the member associations present at the Congress and eligible to vote agree to such a motion.

29 Adoption of and amendments to the Statutes, the Regulations Governing the Application of the Statutes and the Standing Orders of the Congress

1.

The Congress is responsible for adopting and amending the Statutes, the Regulations Governing the Application of the Statutes and the Standing Orders of the Congress.

2.

Any proposals for an amendment to the Statutes must be submitted in writing with a brief explanation to the general secretariat by a member association or by the Council. A proposal submitted by a member association shall be valid, provided it has been supported in writing by at least two other member associations.

3.

For a vote on an amendment to the Statutes to be valid, an absolute majority (more than 50%) of the member associations eligible to vote must be present.

4.

A proposal to adopt or amend the Statutes shall be adopted if approved by three-quarters (3/4) of the member associations present and eligible to vote.

5.

Any proposal to adopt or amend the Regulations Governing the Application of the Statutes and the Standing Orders of the Congress must be submitted in writing with a brief explanation to the general secretariat by a member association or by the Council.

6.

For any proposal to adopt or amend the Regulations Governing the Application of the Statutes and the Standing Orders of the Congress to be adopted, a simple majority (more than 50%) of the valid votes cast is required.

30 Elections, other decisions, requisite majority

1.

Elections shall be conducted by secret ballot.

2.

Any other decision that requires a vote shall be reached by a show of hands or by means of an electronic count. If a show of hands does not result in a clear majority in favour of a motion, the vote shall be taken by calling the roll, member associations being called in English alphabetical order.

3.

For the election of the President, where there is only one candidate, the Congress may decide to elect him by acclamation. Otherwise, if there are two or fewer candidates, a simple majority (more than 50%) of the valid votes cast is necessary. If there are more than two candidates for the election of the President, two-thirds (2/3) of the votes of the member associations present and eligible to vote are necessary in the first ballot. As from the second ballot, whoever obtains the lowest number of votes is eliminated until only two candidates are left.

4.

Council members shall be elected by the member associations in accordance with art. 27 par. 5 of these Statutes.

5.

Each association president shall be a vice-president ex officio of the Council.

6.

Each vice-president and each member of the Council shall be required to fulfill the eligibility check conducted by the Review Committee in accordance with the CONCACAS Governance Regulations.

7.

For the election of the chairperson, deputy chairperson and members of each of the judicial bodies, of the Audit and Compliance Committee and of the Governance Committee, the candidates) who receives) the most votes in respect of the free seats) shall be elected.

8.

The election of the chairperson, deputy chairperson and members of each of the judicial bodies, of the Audit and Compliance Committee and of the Governance Committee by the Congress may be conducted en bloc. At the request of at least ten member associations, however, a separate vote for a specific candidate shall take place.

9.

Unless otherwise stipulated in the Statutes, a simple majority (more than 50%) of the valid votes cast is sufficient for elections, votes and other decisions to be valid.

10.

Further details are stipulated in the Standing Orders of the Congress.

31 Minutes

1.

The Secretary General shall be responsible for recording the minutes at the Congress.

2.

The minutes of the Congress shall be checked by those member associations designated.

32 Effective dates of decisions

Decisions passed by the Congress shall come into effect for the member associations sixty (60) days after the close of the Congress, unless the Congress fixes another date for a decision to take effect.

B. COUNCIL

33 Composition, election of the President, the vice-presidents and the members of the Council

1.

The Council shall consist of 41 members:

1 President, elected by the Congress,

8 vice-presidents, and

32 other members.

Upon being elected to office, every member of the Council undertakes, and accepts responsibility, to faithfully, loyally and independently act in the best interests of CONCACAS and the promotion and development of Subbuteo Table Football at global level.

2.

The President shall be elected by the Congress for a period of four years in the year following a CONCACAS North, Central & Caribbean America Subbuteo Cup™. His term of office shall begin after the end of the Congress at which he was elected. No person may serve as President for more than three terms of office (whether consecutive or not). Previous terms served as a vice-president or as a member of the Council shall not be considered in determining the term limits of a President.

3.

The members of the Council shall be elected by the member associations on the occasion of the respective association congresses for a term of four years. Their terms of office shall begin after the end of the congress at which they were elected. A member of the Council may serve for no more than three terms of office (whether consecutive or not).

4.

The associations are allocated one (1) place each on the Council

5.

The members of each association must ensure that they elect at least one female member to their Council. In the event that no female candidate is elected by the members of an association for the Council, the seat reserved for a female member of such association will be deemed forfeited by all members of such association and shall remain vacant until the next election of members of the Council.

6.

No more than one representative from the same member association may serve on the Council simultaneously.

7.

If the President is permanently or temporarily prevented from performing his official function, the longest-serving vice-president shall assume the powers and responsibilities of the President until the next Congress. This Congress shall elect a new President, if necessary. If the longest-serving vice-president is prevented from assuming the powers and responsibilities of the President, the next longest-serving vice-president shall assume the powers and responsibilities of the President.

8.

Any vice-president or other member of the Council who is permanently or temporarily prevented from performing his official function shall be replaced by the members of the relevant association which elected such vice-president or member for the remaining period of office.

34 Powers of the Council

1.

The Council defines CONCACAS's mission, strategic direction, policies and values, in particular with regard to the organisation and development of Subbuteo Table Football at North, Central & Caribbean America an level and all related matters.

2.

As regards business- or finance-related matters, the Council shall, inter alia:

- define the standards, policies and procedures applicable to the awarding of commercial contracts by CONCACAS;
- define the standards, policies and procedures applicable to Subbuteo Table Football development grants;
- define the standards, policies and procedures regarding the operational costs of CONCACAS; and
- define the standards, policies and procedures regarding all other business- or finance-related matters of CONCACAS.

The Council delegates the execution and management of business- or finance-related matters to the general secretariat, which operates under the authority and supervision of the Council and is accountable to it.

3.

The Council oversees the overall management of CONCACAS by the general secretariat.

4.

The Council approves the budget and the annual audited financial statements, including the consolidated financial statements, prepared by the Finance Committee and the annual report to be submitted to the Congress for approval.

5.

The Council appoints the chairpersons, deputy chairpersons and members of the standing committees with the exception of those who are elected by the Congress, in accordance with these Statutes.

6.

The Council shall propose to the Congress for election the chairpersons, deputy chairpersons and members of the Disciplinary Committee, the Ethics Committee, the Appeal Committee, the Audit and Compliance Committee and the Governance Committee.

7.

The Council may decide to set up ad-hoc committees if necessary at any time.

8.

The Council shall appoint the three representatives of CONCACAS who shall attend the general assembly of The ISAB in addition to the CONCACAS President. Furthermore, the Council is entitled to decide on how the representatives of CONCACAS shall vote in The ISAB.

9.

The Council shall appoint the Secretary General on the proposal of the President. The Secretary General may be dismissed by the Council acting alone.

10.

The Council shall decide the place and dates of the final competitions of CONCACAS tournaments and the number of teams taking part from each confederation. This shall not apply to decisions on the host country of the CONCACAS North, Central & Caribbean America Cup™ final competition, which shall be voted on by the Congress.

11.

The Council shall issue regulations generally and, in particular, the CONCACAS Governance Regulations.

12.

The Council shall deal with all matters relating to CONCACAS that do not fall within the sphere of responsibility of another body, in accordance with these Statutes.

13.

The powers and responsibilities of the Council may be specified in greater detail in the CONCACAS Governance Regulations.

C. PRESIDENT

35 President

1.

The President represents CONCACAS generally.

2.

The President shall aim to foster a positive image of CONCACAS and to ensure that CONCACAS's mission, strategic direction, policies and values, as defined by the Council, are protected and advanced.

3.

The President shall seek to maintain and develop good relations between and among CONCACAS, the confederations, member associations, political bodies and international organisations.

4.

The President chairs the Congress and meetings of the Council. The President shall have no right to vote at the Congress; he shall have one ordinary vote on the Council.

5.

Any powers and responsibilities of the President may be defined in greater detail in the CONCACAS Governance Regulations.

D. GENERAL SECRETARIAT

36 General secretariat

1.

The general secretariat shall perform its tasks under the direction of the Secretary General, in particular, as regards:

- Organisation of competitions and all related matters, in accordance with the decisions and directions of the Council;
- The negotiation, execution and performance of all commercial contracts, in accordance with the standards, policies and procedures established by the Council;
- Administrative support for the standing committees of CONCACAS, in particular with regard to the awarding of Subbuteo Table Football development grants;
- Management of the operations and day-to-day business of CONCACAS, in accordance with the parameters established by the Council and within the budget established by the Finance Committee; and
- All other administrative matters necessary for the efficient operation and organisation of CONCACAS, as required and authorised by the Council.

2.

The general secretariat is supervised by, and is accountable to, the Council with regard to the discharge of its functions.

3.

The powers and responsibilities of the general secretariat may be defined in greater detail in the CONCACAS Governance Regulations.

37 Secretary General

1.

The Secretary General is the chief executive officer (CEO) of CONCACAS.

2.

The Secretary General is appointed and may be dismissed by the Council, in accordance with art. 34 par. 9 of these Statutes. The Secretary General shall report to the Council.

3.

The Secretary General shall be required to fulfill an eligibility check performed by the Review Committee.

4.

The powers and responsibilities of the Secretary General may be defined in greater detail in the CONCACAS Governance Regulations.

E. BUREAU OF THE COUNCIL

38 Bureau of the Council

1.

The Bureau of the Council shall deal with all matters within the competence of the Council requiring immediate decision between two meetings of the Council. The Bureau of the Council shall consist of a maximum of seven members. The CONCACAS President and the six association presidents with the most votes are ex officio members of the Bureau of the Council.

2.

The President shall convene meetings of the Bureau of the Council. If a meeting cannot be convened within an appropriate period of time, decisions may be passed through other means of communication. Such decisions shall have immediate legal effect. The President shall notify the Council immediately of the decisions passed by the Bureau of the Council.

3.

All decisions taken by the Bureau of the Council shall be ratified by the Council at its next meeting.

4.

If the President is unable to attend a meeting, the longest-serving vice-president of the Council available to attend such meeting shall deputise for the President and act as the presiding official of such meeting.

5.

The President is entitled to designate a deputy for any member who is unable to attend or has a conflict of interest. The deputy shall belong to the Council and the same confederation as the member who is unable to attend or has a conflict of interest.

F. STANDING COMMITTEES

39

Standing committees

1.

The standing committees are:

- a) Governance Committee
- b) Finance Committee
- c) Development Committee
- d) Organising Committee for CONCACAS Competitions
- e) Subbuteo Table Football Stakeholders Committee
- f) Member Associations Committee
- g) Players' Status Committee
- h) Referees Committee
- i) Medical Committee

2.

The standing committees shall report to the Council. They shall advise and assist the Council in their respective fields of function.

3.

Members of the standing committees may at the same time be members of the Council, with the exception of i) the members of the Governance Committee, who may not belong to the Council, (ii) the independent members of the Finance Committee in accordance with art. 41 par. 2 of these Statutes, and (iii) the independent members of the Development Committee in accordance with art. 42 par. 1 of these Statutes.

4.

The chairperson, deputy chairperson and members of each standing committee shall be appointed by the Council on the proposal of the member associations, the President of CONCACAS or the confederations, except for the chairperson, deputy chairperson and members of the Governance Committee, who are elected by the Congress upon the proposal of the Council. The Council shall ensure appropriate female representation on standing committees. Their terms shall last for four years, beginning upon the respective date of appointment by the Council. Members of the standing committees may be relieved of their duties at any time by the Council, except for the members of the Governance Committee, who may only be relieved of their duties by the Congress.

5.

Candidates for the standing committees must pass an eligibility check carried out by the Review Committee. Candidates for the Governance Committee must pass an eligibility check carried out by the investigatory chamber of the Ethics Committee in accordance with the CONCACAS Governance Regulations.

6.

The composition and structure, including qualification and number of members having to fulfill the independence criteria as defined in the CONCACAS Governance Regulations as well as the specific duties and powers of the individual committees, shall be stipulated in the CONCACAS Governance Regulations.

7.

Each chairperson shall represent his committee and conduct business in compliance with the CONCACAS Governance Regulations.

8.

The Council and each committee, the latter with the approval of the Council, may, if necessary, set up a bureau and/or sub-committee to settle urgent matters.

9.

Each committee may propose amendments to its regulations to the Governance Committee and/or the Council.

40 Governance Committee and Review Committee

1.

The Governance Committee shall consist of at least three members and not more than 12 members elected by the Congress. No fewer than half of the committee's members, including the chairperson and the deputy chairperson, shall fulfill the independence criteria as defined in the CONCACAS Governance Regulations.

2.

The chairperson, deputy chairperson and one independent member of the Governance Committee, while remaining members of the plenary committee, shall form the Review Committee.

3.

The Governance Committee shall deal with, and advise and assist the Council on, all CONCACAS governance matters.

4.

The Review Committee shall conduct eligibility checks in respect of candidates and incumbent members of CONCACAS bodies in accordance with these Statutes and the CONCACAS Governance Regulations.

5.

The Review Committee shall conduct the independence reviews in respect of candidates and incumbent members of the Audit and Compliance Committee and the judicial bodies as well as of candidates and incumbent members of the standing committees who must fulfill the independence criteria in accordance with the CONCACAS Governance Regulations.

6.

Details on the Governance Committee's and the Review Committee's responsibilities are stipulated in the CONCACAS Governance Regulations.

41 Finance Committee

1.

The Finance Committee shall consist of at least three members and not more than 12 members, all of whom must be qualified to deal with financial matters.

2.

No fewer than half of the committee's members shall fulfill the independence criteria as defined in the CONCACAS Governance Regulations.

3.

The Finance Committee shall determine CONCACAS's strategy regarding financial and asset management and advise the Council on these matters. The Finance Committee shall in particular prepare CONCACAS's budget to be submitted to the Council for approval, analyse the accounts and consolidated financial statements and issue a recommendation to the Council as to whether or not to approve them, and draft policies, rules and guidelines regarding CONCACAS's overall strategy in financial and asset management matters and submit them to the Council for approval.

4.

Details on the Finance Committee's responsibilities are stipulated in the CONCACAS Governance Regulations.

42 Development Committee

1.

The Development Committee shall consist of at least three members. No fewer than half of the committee's members shall fulfill the independence criteria as defined in the CONCACAS Governance Regulations.

2.

The Development Committee shall deal with CONCACAS's global development programmes. It shall devise and propose appropriate strategies, check these strategies and analyse the support and programmes provided to member associations and confederations in this regard. The Development Committee shall in particular analyse the major development challenges at stake, advise and assist the Council on CONCACAS's member associations and

development programmes, propose new development activities and address the related budget matters, draw up guidelines and regulations on development programmes, approve the thematic focus, types of activity and budget allocation per continent and/or per member association, and instruct the administration on the execution of the Development Committee's decisions. The Development Committee may structure itself in different sub-committees depending on relevant areas of expertise.

3.

Details on the Development Committee's responsibilities are stipulated in the CONCACAS Governance Regulations.

43 Organising Committee for CONCACAS Competitions

The Organising Committee for CONCACAS Competitions shall organise all official CONCACAS competitions in compliance with the provisions of the regulations applicable to the respective competitions, the hosting documents and the hosting requirements contained or referred to therein, and shall also deal with all matters relating to mini Subbuteo and Street Subbuteo.

44 Subbuteo Table Football Stakeholders Committee

The Subbuteo Table Football Stakeholders Committee shall deal with Subbuteo Table Football matters, particularly the structure of the game and the relationship between clubs, players, leagues, member associations, confederations and CONCACAS as well as with issues relating to the interests of club Subbuteo Table Football North, Central & Caribbean America wide, and also analyse the basic aspects of Subbuteo Table Football training and technical development.

45 Member Associations Committee

The Member Associations Committee shall deal with relations between CONCACAS and its member associations as well as the member associations' compliance with the CONCACAS Statutes and draw up proposals for optimum cooperation.

The committee shall also monitor the evolution of the Statutes and regulations of CONCACAS, the confederations and member

associations.

46 **Players' Status Committee**

1.

The Players' Status Committee shall set up and monitor compliance with the Regulations on the Status and Transfer of Players and determine the status of players for various CONCACAS competitions. Its jurisdiction is governed by the Regulations on the Status and Transfer of Players.

2.

It shall also be responsible for the work of the Dispute Resolution Chamber in accordance with the Regulations on the Status and Transfer of Players and the Rules Governing the Procedures of the Players' Status Committee and the Dispute Resolution Chamber.

3.

The Players' Status Committee as well as the Dispute Resolution Chamber may pronounce the sanctions described in these Statutes and the Regulations on the Status and Transfer of Players on member associations, clubs, officials, players, intermediaries and licensed match agents.

47 **Referees Committee**

The Referees Committee shall implement and interpret the Laws of the Game and may propose amendments to the Laws of the Game to the Council. It shall appoint the referees and assistant referees for matches in competitions organised by CONCACAS.

48 **Medical Committee**

The Medical Committee shall deal with all medical aspects of Subbuteo, including the fight against doping.

V. ANNUAL MEMBER ASSOCIATIONS CONFERENCE

49 Annual member associations conference

CONCACAS shall organise at least once a year, at its own cost, a member associations conference for the presidents of the member associations and/or their top executives, in order to address issues of high relevance for the Subbuteo Table Football North, Central & Caribbean America, such as, for instance, Subbuteo Table Football development, integrity, social responsibility, governance, human rights, racism, match-fixing, gender equality, protection of clean athletes and youth, and security.

50 Institutional independence

The independent committees as well as their individual members shall conduct their activities and perform their duties entirely independently but always in the interests of CONCACAS and in accordance with the Statutes and regulations of CONCACAS.

VI. INDEPENDENT COMMITTEES

51

Audit and Compliance Committee

1.

The Audit and Compliance Committee shall consist of at least three members and not more than seven members, all of whom must not belong to any other CONCACAS body. The committee members shall be knowledgeable and experienced in financial and/or regulatory and legal matters and may not be involved in any decision affecting the operations of CONCACAS.

2.

Candidates for any position on the Audit and Compliance Committee as well as the incumbent members of the committee shall fulfill the independence criteria as defined in the CONCACAS Governance Regulations.

3.

The chairperson, deputy chairperson and members of the Audit and Compliance Committee shall be elected by the Congress. Their terms shall last four years, beginning at the end of the Congress which has elected them. The chairperson, deputy chairperson and other members of the Audit and Compliance Committee may only be relieved of their duties by the Congress.

4.

The chairperson, deputy chairperson and members of the Audit and Compliance Committee may serve a maximum of three terms (whether consecutive or not).

5.

If the chairperson, deputy chairperson or a member of the Audit and Compliance Committee resigns or becomes permanently incapacitated with regard to performing his functions during his term of office, the Council shall appoint a replacement to serve until the next Congress, when a replacement shall be elected by the Congress for the remainder of the initial term of office.

6.

The Audit and Compliance Committee shall report to the Congress.

7.

The Audit and Compliance Committee shall advise, assist and oversee the Council in monitoring CONCACAS's financial and compliance matters, and monitor compliance with the CONCACAS Governance Regulations. It shall supervise the general secretariat.

8.

The Audit and Compliance Committee shall review the Related-Party Declarations submitted by the members of CONCACAS committees in accordance with the relevant provisions of the CONCACAS Governance Regulations.

9.

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 external auditors' report. The committee shall furthermore monitor CONCACAS's financial and compliance matters including, in particular, the distribution and flow of development-related funds, and suggest to the appropriate CONCACAS bodies any action that it deems necessary as a result of such monitoring.

10.

The committee shall establish a Compensation Sub-Committee, consisting of the chairperson of the Finance Committee, the chairperson of the Audit and Compliance Committee and a third member to be jointly appointed by the two chairpersons. This third member shall fulfill the independence criteria as defined in the CONCACAS Governance Regulations.

11.

The Compensation Sub-Committee shall in particular define Compensation Rules and determine the compensation of the CONCACAS President, the members of the Council and the CONCACAS Secretary General. The individual compensation of the CONCACAS President, the members of the Council and the CONCACAS Secretary General shall be made public.

12.

Details on the Audit and Compliance Committee's and the Compensation Sub-Committee's responsibilities, their internal cooperation and other procedural matters are stipulated in the CONCACAS Governance Regulations.

52 Judicial bodies

1.

The judicial bodies of CONCACAS are:

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

2.

The Disciplinary Committee and the Appeal Committee shall consist of a chairperson, a deputy chairperson and a specific number of other members. Both chambers of the Ethics Committee shall each consist of a chairperson, two deputy chairpersons and a specific number of other members. The composition of the judicial bodies should respect the fair distribution of positions and take account of the member associations. When proposing chairpersons, deputy chairpersons and other members of judicial bodies to the Congress, the Council shall take into account appropriate female representation on the judicial bodies.

3.

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. The chairpersons and deputy chairpersons of the judicial bodies shall be qualified to practice law.

4.

The chairperson and deputy chairperson of the Disciplinary Committee and the chairpersons, deputy chairpersons and members of both chambers of the Ethics Committee and of the Appeal Committee shall fulfill the independence criteria as defined in the CONCACAS Governance Regulations.

5.

The chairpersons, deputy chairpersons and other members of the judicial bodies shall be elected by the Congress and shall not be members of any other CONCACAS body. Their terms shall last four years, beginning at the end of the Congress which has elected them. The chairpersons, deputy chairpersons and other members of the judicial bodies may only be relieved of their duties by the Congress.

6.

The chairpersons, deputy chairpersons and members of the judicial bodies may each serve a maximum of three terms (whether consecutive or not).

7.

If a chairperson, a deputy chairperson or a member of a judicial body resigns or becomes permanently incapacitated with regard to performing his functions during his term of office, the Council shall appoint a replacement to serve until the next Congress, when a replacement shall be elected by the Congress for the remainder of the initial term of office.

8.

The investigatory chamber of the Ethics Committee shall conduct the eligibility checks in respect of candidates and incumbent members of the Governance Committee in accordance with the CONCACAS Governance Regulations. It shall conduct the independence reviews in respect of candidates and incumbent members of the Governance Committee who shall fulfill the independence criteria in accordance with the CONCACAS Governance Regulations.

9.

The decision-making powers of certain committees remain unaffected.

53 Disciplinary Committee

1.

The function of the Disciplinary Committee shall be governed by the CONCACAS Disciplinary Code. The committee shall pass decisions only when at least three members are present. In certain cases, the chairperson may rule alone.

2.

The Disciplinary Committee may pronounce the sanctions described in these Statutes and the CONCACAS Disciplinary Code on member associations, clubs, officials, players, intermediaries and licensed match agents.

3.

These provisions are subject to the disciplinary powers of the Congress and Council with regard to the suspension and expulsion of member associations.

4.

The Council shall issue the CONCACAS Disciplinary Code.

5.

The Disciplinary Committee may propose amendments to its regulations to the Council.

54 Ethics Committee

1.

The function of the Ethics Committee shall be governed by the CONCACAS Code of Ethics. It is divided into an investigatory chamber and an adjudicatory chamber. The adjudicatory chamber shall pass decisions if at least three members are present. The chairperson may pass decisions alone in specific cases.

2.

The Ethics Committee may pronounce the sanctions described in these Statutes, the CONCACAS Code of Ethics and the CONCACAS Disciplinary Code on officials, players, intermediaries and licensed match agents.

3.

The Council shall issue the CONCACAS Code of Ethics.

4.

The Ethics Committee may propose amendments to its regulations to the Council.

55 Appeal Committee

1.

The function of the Appeal Committee shall be governed by the CONCACAS Disciplinary Code and the CONCACAS Code of Ethics. The committee shall pass decisions only when at least three members are present. In certain cases, the chairperson may rule alone.

2.

The Appeal Committee is responsible for hearing appeals against decisions from the Disciplinary Committee and the Ethics Committee that are not declared final by the relevant CONCACAS regulations.

3.

Decisions pronounced by the Appeal Committee shall be irrevocable and binding on all the parties concerned. This provision is subject to appeals lodged with the Court of Arbitration for Sport (CAS).

VIII. DISCIPLINARY MEASURES

56

Disciplinary measures

The disciplinary measures are primarily:

1.

for natural and legal persons:

- a) a warning;
- b) a reprimand;
- c) a fine;
- d) the return of awards.

2.

for natural persons:

- a) a caution;
- b) an expulsion;
- c) a match suspension;
- d) a ban from the dressing rooms and/or the substitutes' bench;
- e) a ban from entering a stadium;
- f) a ban on taking part in any Subbuteo-related activity;
- g) social work;
- h) compliance training.

3.

for legal persons:

- a) a transfer ban;
- b) playing a match without spectators;
- c) playing a match on neutral territory;
- d) a ban on playing in a particular stadium;
- e) annulment of the result of a match;
- f) expulsion;
- g) a forfeit;
- h) deduction of points;
- i) relegation to a lower division;
- j) replaying a match.

IX. ARBITRATION

57 Court of Arbitration for Sport (CAS)

1.

CONCACAS recognises the independent Court of Arbitration for Sport (CAS) with headquarters in Lausanne (Switzerland) to resolve disputes between CONCACAS, member associations, confederations, leagues, clubs, players, officials, intermediaries and licensed match agents.

2.

The provisions of the CAS Code of Sports-related Arbitration shall apply to the proceedings. CAS shall primarily apply the various regulations of CONCACAS and, additionally, USA law.

58 Jurisdiction of CAS

1.

Appeals against final decisions passed by CONCACAS's legal bodies and against decisions passed by confederations, member associations or leagues shall be lodged with CAS within 21 days of receipt of the decision in question.

2.

Recourse may only be made to CAS after all other internal channels have been exhausted.

3.

CAS, however, does not deal with appeals arising from:

- a) violations of the Laws of the Game;
- b) suspensions of up to four matches or up to three months (with the exception of doping decisions);
- c) decisions against which an appeal to an independent and duly constituted arbitration tribunal recognised under the rules of an association or confederation may be made.

4.

The appeal shall not have a suspensive effect. The appropriate CONCACAS body or, alternatively, CAS may order the appeal to have a suspensive effect.

5.

CONCACAS is entitled to appeal to CAS against any internally final and binding doping-related decision passed in particular by the confederations, member associations or leagues in accordance with the provisions set out in the CONCACAS Anti-Doping Regulations.

6.

The World Anti-Doping Agency (WADA) is entitled to appeal to CAS against any internally final and binding doping-related decision passed in particular by CONCACAS, the confederations, member associations or leagues in accordance with the provisions set out in the CONCACAS Anti-Doping Regulations.

59

Obligations relating to dispute resolution

1.

The confederations, member associations and leagues shall agree to recognise CAS as an independent judicial authority and to ensure that their members, affiliated players and officials comply with the decisions passed by CAS. The same obligation shall apply to intermediaries and licensed match agents.

2.

Recourse to ordinary courts of law is prohibited unless specifically provided for in the CONCACAS regulations. Recourse to ordinary courts of law for all types of provisional measures is also prohibited.

3.

The associations shall insert a clause in their statutes or regulations, stipulating that it is prohibited to take disputes in the association or disputes affecting leagues, members of leagues, clubs, members of clubs, players, officials and other association officials to ordinary courts of law, unless the CONCACAS regulations or binding legal provisions specifically provide for or stipulate recourse to ordinary courts of law. Instead of recourse to ordinary courts of law, provision shall be made for arbitration. Such

disputes shall be taken to an independent and duly constituted arbitration tribunal recognised under the rules of the association or confederation or to CAS.

The associations shall also ensure that this stipulation is implemented in the association, if necessary by imposing a binding obligation on its members. The associations shall impose sanctions on any party that fails to respect this obligation and ensure that any appeal against such sanctions shall likewise be strictly submitted to arbitration, and not to ordinary courts of law.

X. SUBMISSION TO DECISIONS OF CONCACAS

60 Implementation of decisions

1.

The confederations, member associations and leagues shall agree to comply fully with any decisions passed by the relevant CONCACAS bodies which, according to these Statutes, are final and not subject to appeal.

2.

They shall take every precaution necessary to ensure that their own members, players and officials comply with these decisions.

3.

The same obligation applies to intermediaries and licensed match agents.

61 Sanctions

Any violation of the foregoing provisions will be punished in compliance with the CONCACAS Disciplinary Code.

XI. FINANCE

62 Financial period

1.

The financial period of CONCACAS shall be four years and shall begin on each 1 January in the year following the final competition of the CONCACAS North, Central & Caribbean America Subbuteo Cup™.

2.

The revenue and expenditure of CONCACAS shall be managed so that they balance out over the financial period. CONCACAS's major duties in the future shall be guaranteed through the creation of reserves.

3.

The Secretary General is responsible for drawing up the annual consolidated accounts of CONCACAS with its subsidiaries as at 31 December.

63 Auditors

The auditors shall audit the accounts and annual financial statements, including the consolidated financial statements, approved by the Council and present a report to the Congress in accordance with applicable Hellenic civil law. The auditors shall be appointed for a period of three years. Their mandates may be renewed.

64 Membership subscriptions

1.

Membership subscriptions are due on 1 January of each year. The annual subscription for new member associations for the year in question shall be paid within 30 days of the close of the Congress at which they were admitted.

2.

The Congress shall fix the amount of the annual subscription every four years on the recommendation of the Council. It shall be the same for every member association and amount to no more than USD 1,000.

65 Settlement

CONCACAS may debit any member association's account to settle claims.

66 Levies

1.

The associations may demand a levy on international matches played between two "A" representative teams, in accordance with the associations' statutes and regulations.

2.

Member associations may demand their own levy on matches played in their territory, independently of their confederation, in accordance with the member associations' statutes and regulations.

XII. RIGHTS IN COMPETITIONS AND EVENTS

67 Rights in competitions and events

1.

CONCACAS, its member associations and the confederations are the original owners of all of the rights emanating from competitions and other events coming under their respective jurisdiction, without any restrictions as to content, time, place and law. These rights include, among others, every kind of financial rights, audiovisual and radio recording, reproduction and broadcasting rights, multimedia rights, marketing and promotional rights and incorporeal rights such as emblems and rights arising under copyright law.

2.

The Council shall decide how and to what extent these rights are utilised and draw up special regulations to this end. The Council shall decide alone whether these rights shall be utilised exclusively, or jointly with a third party, or entirely through a third party.

68 Authorisation to distribute

1.

CONCACAS, its member associations and the confederations are exclusively responsible for authorising the distribution of image and sound and other data carriers of Subbuteo Table Football matches and events coming under their respective jurisdiction, without any restrictions as to content, time, place and technical and legal aspects.

2.

The Council shall issue special regulations to this end.

XIII. COMPETITIONS

A. CONCACAS FINAL COMPETITIONS

69

Competition venues

1.

The Council shall decide the venue for the final competitions organised by CONCACAS, with the sole exception of the venue for the final competition of the CONCACAS North, Central & Caribbean America Subbuteo Cup™, which shall be decided by the Congress in accordance with par. 2 of this article.

2.

The decision on the venue for the final competition of the CONCACAS North, Central & Caribbean America Subbuteo Cup™ aims to achieve the objective of securing the best possible hosting conditions in the host country and shall follow the procedure below:

- a) Based on specific regulations to be issued by the Council, the CONCACAS general secretariat shall establish a fair and transparent bidding procedure, inviting all qualified member associations to submit a bid and defining in detail the requirements for the bidding and hosting as well as criteria for selecting the host of the event.
- b) Based on its best judgement, the CONCACAS general secretariat shall submit to the Council a public report evaluating the compliance of all bids with the bidding procedure and the requirements for hosting the event, taking into consideration the defined criteria for selecting the host.
- c) The Council shall review the report and designate, based on its best judgement and in an open ballot, up to three bids to be submitted to the Congress for a final decision. The result of each ballot shall be made public.
- d) The Congress shall select the host venue from the bids designated by the Council. An absolute majority (more than 50%) of the member associations present and eligible to vote is necessary in the first ballot. If an absolute majority is not reached in the first ballot, then the bid with the lowest number of votes in the first ballot is eliminated. In the second ballot, or if fewer than three bids are presented to the Congress, a simple majority (more than 50%) of the valid votes cast is sufficient.

3.

A Congress may not award the hosting rights to more than one CONCACAS North, Central & Caribbean America Subbuteo Cup™ at the same meeting.

4.

The right to host the event shall not be awarded to members of the same confederation for two consecutive editions of the CONCACAS North, Central & Caribbean America Subbuteo Cup™.

B. INTERNATIONAL MATCHES AND COMPETITIONS

70 International match calendar

The Council shall compile an international match calendar that shall be binding upon the confederations, member associations and leagues, after conferring with the confederations.

71 International matches and competitions

1.

The Council shall be responsible for issuing regulations for organising international matches and competitions between representative teams and between leagues, club and/or scratch teams. No such match or competition shall take place without the prior permission of CONCACAS, the confederations and/or the member associations in accordance with the Regulations Governing International Matches.

2.

The Council may issue further provisions for such matches and competitions.

3.

The Council shall determine any criteria for authorising line-ups that are not covered by the Regulations Governing International Matches.

4.

Notwithstanding the authorisation competences as set forth in the Regulations Governing International Matches, CONCACAS may take the final decision on the authorisation of any international match or competition.

72 **Contacts**

1.

Players and teams affiliated to member associations or provisional members of the confederations may not play matches or make sporting contacts with players or teams that are not affiliated to member associations or provisional members of the confederations without the approval of CONCACAS.

2.

Member associations and their clubs may not play on the territory of another member association without the latter's approval.

73 **Authorisation**

Associations, leagues or clubs that are affiliated to a member association may only join another member association or take part in competitions on that member association's territory under exceptional circumstances. In each case, authorisation must be given by both member associations, the respective confederations) and by CONCACAS.

XIV. FINAL PROVISIONS

74 Dissolution

If CONCACAS is disbanded, its assets shall be transferred to the supreme court of the country in which its headquarters are situated. It shall hold these assets in trust, as “bonus pater familiae”, until CONCACAS is re-established.

75 Enforcement

1.

These Statutes were adopted at the Congress in Topeka on 25 August 2019 and come into force immediately after adoption.

2.

For members of committees elected or appointed before 27 August 2017, the term limits set forth in art. 33, art. 51 and art. 52 of these Statutes shall only apply as from the date of completion of their respective mandates.

Topeka, 25 August 2019

For CONCACAS

President
Karim Mulay

Secretary General
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REGULATIONS GOVERNING THE APPLICATION OF THE STATUTES

I. APPLICATION FOR ADMISSION TO CONCACAS

1 Application for admission

The Council may lay down the procedure for admission in special regulations.

2 Associations

1.

The Council shall decide whether the association fulfils the requirements for admission to CONCACAS based on the association's final report.

2.

If the requirements have been fulfilled, the next Congress shall decide whether to admit the association or not.

II. MATCH AGENTS AND INTERMEDIARIES

3 Match agents

1.

Match agents may be employed to arrange matches.

2.

Match agents hired to organise matches between teams from the same confederation shall be recognised by the confederation concerned (licensed). The confederation shall issue appropriate rules.

3.

Match agents hired to organise matches between teams from different confederations shall hold a CONCACAS license. The Council shall issue appropriate rules.

4.

CONCACAS is only entitled to intervene to enforce the contracts concluded between match agents and teams in the following cases:

- a) if the match or tournament at the source of the dispute involves teams from different confederations;
- b) if the match agent in question holds a CONCACAS license.

4 Intermediaries

Players and clubs are entitled to engage the services of intermediaries when concluding an employment contract and/or a transfer agreement. The Council shall issue the Regulations on Working with Intermediaries.

III. ELIGIBILITY TO PLAY FOR REPRESENTATIVE TEAMS

5 Principle

1.

Any person holding a permanent nationality that is not dependent on residence in a certain country is eligible to play for the representative teams of the association of that country.

2.

With the exception of the conditions specified in article 8 below, any player who has already participated in a match (either in full or in part) in an official competition of any category or any type of Subbuteo Table Football for one association may not play an international match for a representative team of another association.

6 Nationality entitling players to represent more than one association

1.

A player who under the terms of art 5 is eligible to represent more than one association on account of his nationality, may play in an international match for one of these associations only if, in addition to having the relevant nationality, he fulfils at least one of the following conditions:

- a) He was born on the territory of the relevant association;
- b) His biological mother or biological father was born on the territory of the relevant association;
- c) His grandmother or grandfather was born on the territory of the relevant association;
- d) He has lived continuously on the territory of the relevant association for at least two years.

2.

Regardless of par. 1 above, associations sharing a common nationality may make an agreement under which item d) of par. 1 of this article is deleted completely or amended to specify a longer time limit. Such agreements shall be lodged with and approved by the Council.

7 Acquisition of a new nationality

Any player who refers to art 5 par. 1 to assume a new nationality and who has not played international Subbuteo Table Football in accordance with art. 5 par. 2 shall be eligible to play for the new representative team only if he fulfils one of the following conditions:

- a) He was born on the territory of the relevant association;
- b) His biological mother or biological father was born on the territory of the relevant association;
- c) His grandmother or grandfather was born on the territory of the relevant association;
- d) He has lived continuously for at least five years after reaching the age of 18 on the territory of the relevant association.

8 Change of association

1.

If a player has more than one nationality, or if a player acquires a new nationality, or if a player is eligible to play for several representative teams due to nationality, he may, only once, request to change the association for which he is eligible to play international matches to the association of another country of which he holds nationality, subject to the following conditions:

- a) He has not played a match (either in full or in part) in an official competition at “A” international level for his current association, and at the time of his first full or partial appearance in an international match in an official competition for his current association, he already had the nationality of the representative team for which he wishes to play.
- b) He is not permitted to play for his new association in any competition in which he has already played for his previous association.

2.

If a player who has been fielded by his association in an international match in accordance with art 5 par. 2 permanently loses the nationality of that country without his consent or against his will due to a decision by a government authority, he may request permission to play for another association whose nationality he already has or has acquired.

3.

Any player who has the right to change associations in accordance with par. 1 and 2 above shall submit a written, substantiated request to the CONCACAS general secretariat. The Players’ Status Committee shall decide on the request. The procedure will be in accordance with the Rules Governing the Procedures of the Players’ Status Committee and the Dispute Resolution Chamber. Once the player has filed his request, he is not eligible to play for any representative team until his request has been processed.

IV. SPORTING INTEGRITY

9

Principle of promotion and relegation

1.

A club's entitlement to take part in a domestic league championship shall depend principally on sporting merit. A club shall qualify for a domestic league championship by remaining in a certain division or by being promoted or relegated to another at the end of a season.

2.

In addition to qualification on sporting merit, a club's participation in a domestic league championship may be subject to other criteria within the scope of the licensing procedure, whereby the emphasis is on sporting, infrastructural, administrative, legal and financial considerations. Licensing decisions must be able to be examined by the member association's body of appeal.

3.

Altering the legal form or company structure of a club to facilitate its qualification on sporting merit and/or its receipt of a license for a domestic league championship, to the detriment of the integrity of a sports competition, is prohibited. This includes, for example, changing the headquarters, changing the name or transferring stake-holdings between different clubs. Prohibitive decisions must be able to be examined by the member association's body of appeal.

4.

Each member association is responsible for deciding national issues, which may not be delegated to the leagues. Each confederation is responsible for deciding issues involving more than one association concerning its own territory. CONCACAS is responsible for deciding international issues involving more than one confederation.

V. LAWS OF THE GAME

10 Amendments to the Laws of the Game

1.

CONCACAS shall notify its member associations of any amendments and decisions regarding the Laws of the Game within one month of the ordinary annual meeting of The ISAB.

2.

The member associations shall enforce these amendments and decisions no later than 1 July following The ISAB's annual meeting. Exceptions may be granted only to member associations whose Subbuteo Table Football season has not terminated by this date.

3.

Member associations may apply such amendments and decisions as soon as they have been issued by The ISAB.

VI. REFEREES AND ASSISTANT REFEREES

11 Nomination

1.

Each referee and assistant referee appointed to an international match shall belong to a neutral member association unless otherwise previously agreed by the member associations concerned.

2.

The referee and assistant referees chosen to officiate at an international match shall be included in the official CONCACAS List of International Referees and Assistant Referees.

12 Report

1.

The referee of every international “A” match shall send a report within 48 hours of the match both to CONCACAS and the member association on whose territory the match was played.

2.

This report shall be made on the official form given to the referee by the member association under whose jurisdiction the match was played.

3.

The report shall record all the disciplinary measures taken and the reasons for these measures.

13

Re-imbusement

1.

Referees and assistant referees at international matches shall be entitled to:

- a) a daily allowance;
- b) re-imbusement of travel expenses.

CONCACAS shall determine the amounts, travel category and number of days due for reimbursement to which referees and assistant referees are entitled.

2.

The amount owed to the referees and assistant referees shall be paid to them in an easily convertible currency on the same day as the match by the organising member association.

3.

The expenses for hotel and board incurred by referees and assistant referees of international matches shall be borne by the organising member association.

VII. FINAL PROVISIONS

14 Objectives

1.

CONCACAS shall ensure that its objectives are achieved and secured solely by using suitable material and human resources either of its own or by delegating to member associations or confederations or by working with the confederations in accordance with the CONCACAS Statutes.

2.

With reference to art 2 g) of the CONCACAS Statutes, CONCACAS shall take action especially, but not exclusively, against irregular betting activities, doping and racism. These activities are prohibited and subject to sanctions.

15 Enforcement

The Regulations Governing the Application of the Statutes were adopted at the Congress in Larisa on 27 August 2017 and come into force immediately after adoption.

Larisa, 27 August 2017

For CONCACAS

President
Karim Mulay

Secretary General
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STANDING ORDERS OF THE CONGRESS

STANDING ORDERS OF THE CONGRESS

1 Participation in the Congress

1.

Each member association may be represented at the Congress by a maximum of three delegates, all of whom may take part in the debates.

2.

The names of the delegates, including the one with the right to vote, shall be submitted to the general secretariat before the opening of the Congress. The general secretariat enters the delegates mentioned on to a list (numbered 1 to 3). The delegate with the right to vote is entered as number 1. If the delegate with the right to vote leaves the Congress during the debates, the delegate entered as number 2 on the member association's delegation list is entitled to vote. If this delegate is also absent, the delegate entered as number 3 is entitled to vote.

3.

CONCACAS shall bear the costs of travel and accommodation for three delegates of each member association taking part in the Congress. The Council shall issue appropriate directives in this connection.

2 Chair

1.

The President shall chair the Congress. If the President is unable to attend, the longest-serving vice-president available shall deputise. If none of the vice-presidents is present, the Congress shall elect a member of the Council as chairperson.

2.

The chair shall ensure that the Congress is conducted in strict compliance with these Standing Orders, open and close the Congress and debates, and, unless the Congress decides otherwise, grant delegates permission to speak and conduct all discussions.

3.

The chair shall be responsible for maintaining order during debates. He may take the following action against any Congress participant who disturbs the debates:

- a) a call to order;
- b) a reprimand;
- c) exclusion from one or more sessions.

4.

If an appeal is made against such action, the Congress shall decide immediately without debate.

3 Scrutineers

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

4 Interpreters

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

5 Debates

1.

Debates on each item on the agenda shall be preceded by a short report:

- a) by the chair or a member of the Council designated for this purpose;
- b) by a representative of the committee designated by the Council to give a report;
- c) by a delegate from the member association that requested the item be included in the agenda.

2.

The chair then opens the debate.

6 Speakers

1.

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. Speakers shall address the Congress from the rostrum intended for this purpose.

2.

A speaker may not speak for a second time on the same item until all other delegates who have requested permission to speak have spoken.

7 Proposals

1.

All proposals shall be submitted in writing. Proposals which are not relevant to the subject under discussion shall not be admitted to the debate.

2.

Any amendment shall be drawn up in writing and passed to the chair before being put to the debate.

8 Procedural motions and closing of debates

1.

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

2.

If a motion is made to close the discussion, it shall immediately be put to the vote without debate. If the motion is approved, permission to speak shall only be granted to those member associations who have asked to speak before the vote was taken.

3.

The chair shall close the discussion unless the Congress decides otherwise by a simple majority (more than 50%) of the valid votes cast.

9 Votes

1.

Voting by secret ballot is prohibited.

2.

Before each vote, the chair, or the person designated by him, shall read the text of the proposal aloud and explain the voting procedure (quorum) to the Congress. If an objection is raised, the Congress shall decide immediately.

3.

Votes may be taken by roll call if requested by at least 15 of the member associations present and eligible to vote.

4.

No-one is compelled to vote.

5.

As a rule, votes are taken by a show of hands (voting cards) or by the use of electronic equipment.

6.

Proposals shall be put to the vote in the order in which they are submitted. If there are more than two main proposals, they shall be put to the vote in succession and the delegates may not vote for more than one of the proposals.

7.

Alterations to amendments shall be put to the vote before the amendments proper, and amendments before the main proposal.

8.

Proposals without a vote against are regarded as having been passed.

9.

The chair shall check the result of the vote and announce it to the Congress.

10.

No one is permitted to speak during the vote and until after the result has been announced.

10 Elections

1.

Elections shall be carried out by secret ballot. They shall either be conducted with ballot papers or by using tele-voters, electronic vote counters that guarantee the secrecy of the election. Elections of the President shall not be carried out by using tele-voters. The Secretary General, assisted by the scrutineers, shall conduct the distribution and counting of the ballot papers or the distribution and evaluation of the tele-voters.

2.

The number of ballot papers that have been distributed shall be announced by the chair before the count.

3.

If the number of ballot papers returned is equal to or fewer than the number of ballot papers distributed, the election shall be declared valid. If the number returned exceeds that of the ballot papers distributed, the vote shall be declared null and void and another vote shall be taken immediately.

4.

The chair shall announce the result of each ballot.

5.

The Secretary General shall put the ballot papers that have been collected and counted into envelopes intended for this purpose and seal them immediately. The general secretariat shall keep these envelopes and destroy them 100 days after the end of the Congress.

11

Calculation of majorities

1.

The simple majority (more than 50%) shall be calculated for elections, votes and other decisions on the basis of the number of valid ballot papers collected or the number of valid votes cast electronically. Blank ballot papers, invalid votes or electronic votes manipulated in any other way as well as abstentions shall be disregarded when calculating the simple majority.

2.

The absolute majority (more than 50%) shall be calculated on the basis of the number of member associations present and eligible to vote.

3.

If during an election a member association casts two or more votes in support of one candidate on one ballot paper or through an electronic vote counter in an election round, or if during a vote a member association casts two or more votes for the same matter, only the last vote cast shall be considered valid and counted.

12 Enforcement

These Standing Orders of the Congress were adopted by the Extraordinary Congress in Larisa on 27 August 2017 and come into force immediately after adoption.

Larisa, 27 August 2017

For CONCACAS

Acting President
Karim Mulay

Acting Secretary General
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