

# INDIAN CLUB LICENSING REGULATIONS EDITION. 2024



ALL INDIA  
FOOTBALL  
FEDERATION



KERALA BLASTERS ARMY LEAGUE



ALL INDIA  
FOOTBALL  
FEDERATION

**TABLE OF CONTENTS****PART ONE**

Article 1 -	Definitions	Pg 3
Article 2 -	Introduction	Pg 10
Article 3 -	Objective	Pg 11
Article 4 -	Legal Basis	Pg 12
Article 5 -	Club Licensing Criteria	Pg 12
Article 6 -	Club Licensing Criteria Gradation	Pg 12
Article 7 -	Exceptions Policy	Pg 13
Article 8 -	Licensing Sanctions	Pg 13
Article 9 -	Compliance Audits	Pg 14

**PART TWO**

Article 10 –	Licensor	Pg 15
Article 11 –	Core Process	Pg 23
Article 12 –	Licence Applicant and Licensee	Pg 31

**PART THREE**

Article 13 -	Sporting Criteria	Pg 37
Article 14 -	Infrastructure Criteria	Pg 45
Article 15 -	Personnel & Administrative Criteria	Pg 50
Article 16 -	Legal Criteria	Pg 64
Article 17 -	Financial Criteria	Pg 70
Article 18 -	Final Provisions	Pg 84

**PART FOUR**

Appendix A -	Exemption, Sanctions and Deductions	Pg 86
Annex 1 -	Exceptions Policy	Pg 87
Annex 2 -	Extraordinary Application of the Club Licensing System	Pg 89

## PART ONE

### Article 1: DEFINITIONS

<b>Terms</b>	<b>Definition</b>
Accounting policies	The specific principles, bases, conventions, rules and practices adopted by an entity in preparing and presenting its financial statements.
AFC	Asian Football Confederation.
ACGL	The AFC Challenge League
ACL2	The AFC Champions League 2
ACLE	The AFC Champions League Elite
AIFF	All India Football Federation.
AFC Club Licensing Financial Handbook	The handbook issued by the AFC which provides operational and technical guidance in relation to the financial criteria in these Regulations. It is a compilation of explanations and templates to support the Licence Applicant in complying with the financial criteria.
AFC Club Licensing Quality Standard	The document issued by the AFC which defines the minimum requirements that a Licensor must comply with in order to operate the club licensing system.
AFC Stadium Regulations	These regulations set out the minimum requirements for a Stadium to be eligible to host matches in AFC competitions.
Amortisation	The systematic allocation of the depreciable amount of an intangible asset over its useful life. For example, for the capitalised direct costs of acquiring a player's registration, the useful life is the contract life.
Annual Financial statements	A complete set of financial statements prepared as at the statutory closing date, normally including a balance sheet, profit and loss account, a statement of cash flows and those notes, other statements and explanatory material that are an integral part of the financial statements.
Associate	An entity, including an unincorporated entity such as a partnership, over which the investor has significant influence and that is neither a subsidiary nor an interest in a joint venture.
Audit	The objective of an audit of financial statements is to enable the auditor to express an opinion whether the

	<p>financial statements are prepared, in all material respects, in accordance with an identified financial reporting framework. The phrases used to express the auditor’s opinion are “give a true and fair view” or “present fairly, in all material respects”, which are equivalent terms. A similar objective applies to the audit of financial or other information prepared in accordance with appropriate criteria.</p> <p>In an audit engagement, the auditor provides a high but not absolute, level of assurance that the information subject to audit is free of material misstatement. This is expressed positively in the audit report as reasonable assurance.</p> <p>The term “Audited” shall be interpreted accordingly.</p>
Budget	The schedules containing an entity’s future financial information, based on management’s assumptions about events that may occur in the future and possible actions by an entity.
Cash and cash equivalents	Cash comprises cash on hand and demand deposits. Cash equivalents are short term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.
Consolidated financial statement(s)	Financial statements of a Group presented as those of a single economic entity.
Club Licensing Administration System (CLAS)	The IT system developed by the AFC for the purpose of gathering information from Licence Applicants / Licensees and for sharing information with Licensors concerning their affiliated clubs, within the scope of the implementation, assessment and enforcement of these regulations.
Club Licensing Application Pack (CLAP)	The document sent to the Licence Applicant by the Licensing Administration containing Club Licensing Agreement, the Club Licensing Regulations and the Core Process Timeline.
Control	<p>The power to govern the financial and operating policies of an entity so as to obtain benefits from its activities. Control may be gained by share ownership, statutes or agreement.</p> <p>Control shall also include the right to appoint majority of the directors or to control the management or policy</p>

	<p>decisions exercisable by a person or persons acting individually or in concert, directly or indirectly, including by virtue of their shareholding or management rights or shareholders agreements or voting agreements or in any other manner.</p> <p>The terms “Controlled” and “Controlling” shall be interpreted accordingly.</p>
Core Process	The Core Process shall be defined as the procedure provided under Article 11.
Core Process Timeline	The timeline for the entire Core Process
Club Licensing criteria	The requirements applicable to the grant of Licences to Licence Applicants, as set out in these regulations, which are divided into five categories (sporting, infrastructure, personnel and administrative, legal and financial), with each category being split into three grades: A, B, C
Depreciable amount	<p>The cost of an asset, or other amount substituted for cost, less its residual value.</p> <p>Residual value is the estimated amount that an entity would currently obtain from disposal of the asset, after deducting the estimated costs of disposal, if the asset were already of the age and in the condition expected at the end of its useful economic life.</p>
Direct costs of acquiring a player’s registration	<p>Those payments to third parties for the acquisition of a player’s registration, excluding any internal development or other costs. Costs to include:</p> <ol style="list-style-type: none"> <li>a) transfer fee payable for securing the registration;</li> <li>b) transfer fee levy (if applicable); and</li> <li>c) other direct costs of obtaining the player’s registration (e.g. payments to agents for services to the club, legal fees, compensation payments for training and development of young players in accordance with FIFA and/or domestic transfer regulations and other direct costs in connection with the transfer).</li> </ol>
Employee benefits	All forms of consideration given by an entity in exchange for service rendered by employees. For the avoidance of any doubts, employees shall also include players, technical and administrative staff and any other persons with an employment contract.

Event or condition of major economic importance	An event or condition is of major economic importance if it is considered material to the financial statements of the reporting entity and would require a different (adverse) presentation of the results of the operations, financial position and net assets of the reporting entity if it had occurred during the preceding financial year or interim period.
Exemption	Letter confirming grant of Exemption to a Licence Applicant against an application made for the same by the Licence Applicant under Article 6.a.2 of these regulations to participate in National Club Competitions.
Exemption holder	Licence Applicant which has been granted with an Exemption to participate in National Club Competitions, by the Licensor.
Final Date	The final deadline date for the Licence Applicant to comply with all the requirements if there are documents or entry that requires follow up or resubmission due to rejection of documents or entry in AFC CLAS
Financial year	The financial reporting period ending on the statutory closing date, whether this is a year or not, and which is not an interim period.
First Team	All registered players of a Licence Applicant for National Club Competitions and AFC Club Competitions
Football Season	Football Season is the period within which a calendar is made for all football activities in India. The window for the season starts from June 1 <sup>st</sup> of a year to 31 <sup>st</sup> May of the following year.
Future financial information	Information about the prospective financial effects of future events and possible actions on the entity concerned.
Going concern	The 'going concern' concept, or assumption, is an accountancy term that describes an entity which can continue operating without the significant threat of liquidation, and which can therefore continue in operation for the foreseeable future. A Reporting Entity is normally viewed as a Going Concern. It is assumed that the Reporting Entity has neither the intention nor the necessity of liquidation, ceasing trading nor seeking protection from creditors pursuant to laws or regulations.
Group	A parent and all its subsidiaries.

Historic financial information	Information about the financial effects of past events on the entity concerned. Historic financial information is in respect of the financial performance and position prior to the licensing decision.
Independent auditor	An auditor who is independent of the entity, in compliance with the relevant Indian Laws. The term ‘auditor’ may also be used when describing related services or assurance engagements other than audits.
Indian Club Licensing Regulations (ICLR) Edn. 2024	The guidelines of the ICLR provide the Licensor and Licence Applicants an understanding into the reasons behind the Club Licensing criteria as well as a standard interpretation of the criteria and assessment process. In relation to the financial criteria in the regulations also provides details on mandatory and minimum requirements.
Indian Club Licensing System (ICLS)	The entire system of the AIFF’s club licensing process.
Intangible asset	An identifiable non-monetary asset without physical substance, such as the registration of a player.
Interim financial statements	A financial report containing either a complete set of financial statements or a set of condensed financial statements for an interim period.
Interim period	A financial reporting period shorter than a Financial Year. It does not necessarily have to be a six-month period.
International Financial Reporting Standards (“IFRS”)	Standards and Interpretations adopted by the International Accounting Standards Board (IASB). They comprise: <ul style="list-style-type: none"> <li>a) International Financial Reporting Standards;</li> <li>b) International Accounting Standards; and</li> <li>c) Interpretations originated by the International Financial Reporting Interpretations Committee (IFRIC) or the former Standing Interpretations Committee (SIC).</li> </ul>
Joint venture	A contractual arrangement whereby two or more parties (the venturers) undertake an economic activity that is subject to joint control.
Licence	Certificate granted by the Licensor confirming fulfilment of all mandatory minimum requirements by the Licence Applicant as part of the admission procedure for entering the AFC Club Competitions and/or National Club Competitions.



Licence Applicant	Legal entity fully and solely responsible for the football team participating in national and international club competitions which are eligible to apply for a Licence and as more specifically provided under Article 12.
Licensee	Licence Applicant which has been granted with a Licence (ICLS Premier 1 or ICLS Premier 2) by the Licensor.
Licensing Administration	Body or staff within the Licensor that deals with club licensing matters.
Licensing Manager	The person who heads the Licensing Administration.
Licensing season	Season for which a Licence and/or Exemption has been granted to the Licence Applicant/Exemption holder. It starts the day following the deadline for submission of the list of licensing decision by the Licensor to the AFC and last until the same deadline next year.
Licensing process	Process in which a Licence is granted in accordance with these regulations.
Licensor	All India Football Federation (AIFF) is the body that operates the Indian Club licensing system and grants the Licence and/or Exemption in accordance with these regulations.
List of licensing decisions	The list submitted by the Licensor to the AFC containing, among other things, information about the Licence Applicants that have undergone the licensing process and been granted or refused a Licence by the national decision-making bodies in the format established and communicated by the AFC General Secretariat.
Management (personnel)	Describes those responsible for the preparation and fair representation of the financial statements and other financial information. Other terms may be appropriate depending on the legal framework in the particular jurisdiction. For example, in some jurisdictions, the appropriate reference may be 'to those charged with governance' (for example, the directors).
Material or Materiality	Omissions or misstatements of items or information are material if they could, individually or collectively, influence the decisions of users taken on the basis of the financial information submitted by the Licence Applicant/Licensee/Exemption holder. Materiality depends on the size and nature of the omission or misstatement judged in the surrounding circumstances or context. The

	size or nature of the item or information, or a combination of both, could be the determining factor.
National Club Competitions	It shall mean I – League, Indian Super League and Super Cup competitions organised/recognised by the AIFF.
Parent	An entity that has one or more subsidiaries.
Recoverable amount	The higher of an asset’s fair value less costs to sell and its value in use. ‘Fair value less costs to sell’ is the amount obtainable from the sale of an asset in an arm’s length transaction between knowledgeable, willing parties, less the costs of disposal. ‘Value in use’ is the present value of future cash flows expected to be derived from the asset.
Registered member	Any legal entity according to national law and/or AIFF statutes, which is member of the AIFF and/or its affiliated league.
Related party	<p>A party is related to an entity if :</p> <ul style="list-style-type: none"> <li>a) Directly, or indirectly through one or more intermediaries, the party: <ul style="list-style-type: none"> <li>i) controls, is controlled by, or is under common control with the entity (this includes parents, subsidiaries and fellow subsidiaries);</li> <li>ii) has an interest in the entity that gives it significant influence over the entity; or</li> <li>iii) has joint control over the entity;</li> </ul> </li> <li>b) the party is an associate of the entity;</li> <li>c) the party is a joint venture in which the entity is a venturer;</li> <li>d) the party is a member of the key management personnel of the entity or its parent;</li> <li>e) the party is a close member of the family of any individual referred to in (a) or (d);</li> <li>f) the party is an entity that is controlled, jointly controlled or significantly influenced by, or for which significant voting power in such entity resides with, directly or indirectly, any individual referred to in (d) or (e); or</li> <li>g) the party is a post-employment benefit plan for the benefit of employees of the entity, or of any entity that is a related party of the entity.</li> </ul>
Reporting entity/entities	A Registered Member and/or football company or Group of entities or some other combination of entities which is included in the reporting perimeter and which must

	provide the Licensor with information for club licensing purposes.
Review	<p>The objective of an engagement to review financial information is to enable an auditor to express a conclusion whether, on the basis of the review, anything has come to the auditor's attention that causes the auditor to believe that the financial information is not prepared, in all material respects, in accordance with an identified financial reporting framework.</p> <p>A review, in contrast to an audit, is not designed to obtain reasonable assurance that the financial information is free from material misstatement. A review consists of making inquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A review may bring significant matters affecting the financial information to the auditor's attention, but it does not provide the evidence that would be required for an audit.</p>
Significant change	An event that is considered material to the documentation previously submitted to the Licensor and that would require a different presentation if it had occurred prior to the submission of the licensing documentation.
Significant influence	Ability to influence but not control financial and operating policy decision-making. Significant Influence may be gained by share ownership, statute or agreement. For the avoidance of doubt, a party or in aggregate parties with the same ultimate controlling party (excluding AFC, an AFC Member Association and an affiliated league) is deemed to have Significant Influence if it provides within a reporting period an amount equivalent to thirty percent (30%) or more of the Licensee / Exemption Holder's total revenue.
Stadium	<p>Any stadium at which a match is played. For the avoidance of doubt, this includes:</p> <ol style="list-style-type: none"> <li>i. the entire premises (to the extent that a valid accreditation card or ticket is required in order to gain access) of a stadium facility inside the outer stadium perimeter fence and (on matchdays and any day on which any official training takes place within the stadium) the aerial space above such stadium premises;</li> </ol>

	<ul style="list-style-type: none"> <li>ii. parking facilities;</li> <li>iii. VIP and hospitality areas (including any hospitality village);</li> <li>iv. concession areas;</li> <li>v. commercial display areas;</li> <li>vi. buildings;</li> <li>vii. the field of play;</li> <li>viii. the media tribune;</li> <li>ix. any broadcast compound;</li> <li>x. the stadium media centre;</li> <li>xi. the press conference room;</li> <li>xii. the mixed zone;</li> <li>xiii. any stands; and</li> <li>xiv. any areas beneath the stands.</li> </ul>
Statutory closing date	The annual accounting reference date of the reporting entity.
Submission Date	The deadline date for the Licence Applicant to submit all the required document and entries in AFC CLAS.
Subsequent events	Events or conditions occurring after the licensing decision.
Subsidiary	An entity, including an unincorporated entity such as a partnership that is controlled by another entity (known as the parent).
Supplementary information	Financial information to be submitted to the Licensor in addition to the financial statements if the minimum requirements for disclosure and accounting are not met. The supplementary information must be prepared on a basis of accounting, and accounting policies, consistent with the financial statements. Financial information must be extracted from sources consistent with those used for the preparation of the annual financial statements. Where appropriate, disclosures in the supplementary information must agree with, or be reconciled to, the relevant disclosures in the financial statements
Training facilities	The venue(s) at which a club's registered players undertake football training and/or youth development activities on a regular basis.
<p>For the purposes of these regulations, and provided the context so permits:</p> <ul style="list-style-type: none"> <li>a) the singular shall include the plural and vice-versa;</li> <li>b) the masculine gender shall include the feminine and vice-versa;</li> <li>c) references to natural persons shall include any legal person or corporation; and</li> </ul>	

d) all defined terms, unless otherwise stated herein, shall bear the same meaning as ascribed to them in the AIFF/AFC Statutes.

## **Article 2 : INTRODUCTION – INDIAN CLUB LICENSING SYSTEM**

The “*Indian Club Licensing Regulations*” (ICLR) is the AIFF regulations which incorporates the AFC minimum requirements of club licensing. These regulations apply whenever expressly referred to in specific regulations and other rules governing club competitions to be played under the auspices of the AFC (AFC Club Competitions) and the AIFF (National Club Competitions).

Licence Applicants that do not apply for a Licence or submit the Club Licensing Agreement timely in accordance with these regulations or do not receive a Licence or do not receive an Exemption, shall not participate in AFC and/or National Club Competitions.

ICLR governs the rights, duties and responsibilities of all parties involved in the Indian Club Licensing System and define in particular:

1. the minimum requirements to be fulfilled by AIFF in order to act as a Licensor, as well as the procedures to be followed by the Licensor in the assessment of the club licensing criteria;
2. the Licence Applicant and the Licence required to enter the AFC and National Club Competitions
3. the minimum sporting, infrastructure, personnel and administrative, legal and financial criteria to be fulfilled by a Licence Applicant in order to be granted a Licence by the Licensor as part of the admission procedure to enter the National and AFC Club Competitions.

## **Article 3: OBJECTIVES OF THE INDIAN CLUB LICENSING SYSTEM**

The Indian Club Licensing System has the following objectives:

- a) safeguarding the credibility and integrity of continental and national club competitions;
- b) allowing the development of benchmarking of clubs in sporting, infrastructure, personnel and administrative, legal and financial related criteria throughout India;

- c) to promote continuous improvement of the standard of all aspects of football in India and to give continued priority to the training and care of young players in each club;
- d) to improve the quality of management and organisation within the clubs;
- e) improvement of the financial capability of the clubs, increasing their transparency and credibility, and placing the necessary importance on the protection of creditors and to ensure that clubs settle their liabilities with employees, social/tax authorities and other clubs punctually; and
- f) improvement of clubs' sporting infrastructure to provide the various stakeholders with well-equipped and safe stadiums and facilities

#### **Article 4 : Legal Basis**

The Licensor has the jurisdiction to govern the Licensing system in India by virtue of the AIFF rules.

#### **Article 5 : CLUB LICENSING CRITERIA**

The criteria which the Licence Applicant must comply with in order to obtain the Licence are divided into 5 categories:

- Sporting criteria;
- Infrastructure criteria;
- Personnel and Administrative criteria;
- Legal criteria;
- Financial criteria.

## **Article 6 : CLUB LICENSING CRITERIA GRADATION**

The criteria described in these regulations are minimum requirements. The criteria in the regulations have been graded into A, B and C

### **(A) “A”- Club Licensing Criteria – “MANDATORY”:**

1. If the Licence Applicant does not fulfil any A-criteria, then it shall not be granted a Licence to enter the National and/or AFC club competitions.
2. *Provided that on an application by a Licence Applicant that has undergone licensing process but failed, can seek an Exemption, to participate in National Club competitions, within 7 working days from the date the decision was communicated to the Licence Applicant. The Club Licensing Decision-Making Bodies may at its discretion grant Exemption, to participate in National Club competitions with sanctions as provided in Article 9 of the ICLR, to the Licence Applicant.*

### **(B) “B” – Club Licensing Criteria – “MANDATORY”:**

If the Licence Applicant does not fulfil any B-criteria, then it shall be sanctioned as specified by the Licensor but may still receive a Licence to enter the National and/or AFC Club Competitions.

### **(C) “C”- Club Licensing Criteria – “BEST PRACTICE”:**

C-criteria are best practice recommendations. Non-fulfilment of any C-criteria does not lead to any sanction or to the refusal of the Licence.

Certain C-criteria *may* become “MANDATORY” criteria at a later stage.

## **Article 7 : EXCEPTIONS POLICY**



The AFC may grant an exception to any provisions in these regulations as set out in Annex 1.

### **Article 8 : LICENSING SANCTIONS**

1. The following sanctions may be set by the Club Licensing Committee (First Instance Body) and/or Club Licensing Appeals Body for breaches of these regulations (such as submission of falsified documents, failure to meet deadlines, failure to cooperate with the Club licensing Committee or the Licensing Administration in any way), failure to fulfil “B” criteria requirements of the ICLR or Exemption fines\* against non-fulfilment of “A” Club Licensing criteria of these regulations
  - a) Caution
  - b) Extended deadline to fulfil criteria
  - c) Obligation to fulfil criteria by certain deadline
  - d) Fines\*
  - e) Reporting of issues to appropriate bodies within AIFF
  - f) Obligation to submit guarantees
  - g) Withhold grants/ prize money
  - h) Seek more financial details
  - i) Licence review
  - j) Licence withdrawal

NOTE: This list is not exhaustive, AIFF Disciplinary Code will be taken into consideration.

2. Details of the grant of Exemption and sanctions imposed towards such grant of exemption is provided in Appendix A of these regulations.

### **Article 9 : COMPLIANCE AUDITS**

#### **1. Compliance Audits by AFC**

AFC and/or its nominated bodies/agencies reserve, at any time, the right to conduct compliance audits of the Licensor and/or Licence Applicant/ Licensee.

Compliance audits aim to ensure that the Licensor, as well as the Licence Applicant/Licensee, have fulfilled their obligations as defined in these regulations and that the Licence was correctly awarded at the time of the final decision of the Licensor.

Non-cooperation of the Licensor or the Licensee to execute a compliance audit shall be referred to the AFC judicial bodies for appropriate action.

The non-observance of the minimum mandatory requirements as defined in these regulations accredited by AFC may result in sanctions defined by the appropriate AFC body according to the nature and the gravity of the violations.

In the event of any discrepancy between these regulations and the AFC Club Licensing Regulations, the AFC Club Licensing Regulations shall be authoritative.

## **2. Compliance Audits by AIFF**

AIFF through its Licensing Manager and/or nominated bodies/agencies reserves the right, at any time, to conduct compliance audits to verify that the minimum requirements defined in these regulations are fully complied with by the Licence Applicant. The non-observance of the minimum mandatory requirements may result in sanctions defined by the appropriate AIFF body according to the nature and the gravity of the violations.

## **PART TWO**

### **Article 10: LICENSOR**

#### **10.1. Responsibilities**

The All India Football Federation is the Licensor in the Republic of India. The Licensor governs the Licensing System using the Club Licensing Administration System (CLAS), appoints the corresponding Licensing Bodies and controls the Licensing Core Process. The AIFF shall comply with the AFC Statutes Article 10.1(n), AIFF Constitution Article 6 and the AFC Club Licensing Quality Standard.

#### **10.2. Decision Making Bodies**

The Licensor shall establish two decision-making bodies, namely:

- Club Licensing Committee (First Instance Body); and
- Club Licensing Appeals Body (CLAB).

These decision-making bodies must be independent of each other and the Licensor. Both shall receive administrative support from the AIFF.

These decision-making bodies will decide whether Licences should be issued to the Licence Applicants or not in accordance with the provisions of these regulations and have the power to issue a variety of sanctions as described in Article 8.

### **10.2.1 Club Licensing Committee (First Instance Body)**

In relation to the powers, duties and operations of the First Instance Body, the following rules will apply:

#### ***1. Operations and Duties:***

- a) The Club Licensing Committee will operate as the first instance body and decide whether the ICLS Premier 1 Licence or ICLS Premier 2 Licence should be granted or not to an applicant under these regulations.
- b) Members of the First Instance Body (FIB) must act impartially in the discharge of their duties. The separation of the FIB and the Club Licensing Appeals body must be guaranteed.
- c) Membership of the FIB is governed under section 10.2.3 of these regulations.
- d) Members must treat each separate application equally.

#### ***2. Powers:***

- a) The FIB decides on whether a Licence should be granted to a Licence Applicant on the basis of the documents and information submitted on or before the Final Date of document and information submission set by the Licensor, through the AFC CLAS. The decision of the First Instance Body will be given after considering the licensing report submitted by the Licensing Administration on the basis of reports of the Group of Experts, to the FIB which must be in accordance with the provisions of these regulations.
- b) In the case of a Licence refusal by the FIB, the decision must be put in writing and include the reasoning.
- c) The FIB has the power to seek clarification, and to request further documentation and information in relation to any submission. The FIB can request the Licensing Administration to provide any further evidence or explanations on behalf of the Licence Applicant only prior to the meeting to decide on the application. Any such requests are at the discretion (with

reasons for the same in writing) of the FIB. Licence Applicants are reminded that the FIB will only seek such clarifications in relation to submissions made on or before the Final Date. This power should not be taken to extend the Final Date of submissions in any way.

- d) The FIB has the power to decide what sanctions (if any) should be imposed on the Licence Applicants that fail to fulfil Grade “B” Club Licensing criteria.
- e) Each member of the committee will have one vote. The chairperson of the committee will also have his/her own vote.
- f) In the event of the FIB unable to reach a majority vote on any matter, the chairperson of the committee has the casting vote in addition to his/her first vote.
- g) The FIB has the power to withdraw any Exemption / Licence and/or apply any sanction (as per Article 9 of these regulations) upon the application of the Licensing Manager during a season if the Licensee / Exemption holder:
  - 1. No longer satisfies any single criteria for issuing the Licence;
  - 2. Violates any of its obligations, duties, confirmations or undertakings under this regulations, Club Licensing Agreement or confidentiality policy;
  - 3. Is involved in a bankruptcy, or liquidation process or is struck off the Public Register

The withdrawal of an Exemption / Licence or imposition of a sanction is not mandatory and the FIB will have discretion to exercise this power or not.

- h) The FIB will not have the authority to define the composition/structure of the divisions of the National Club Competitions nor define the functioning of the Licensing Administration or Club Licensing Manager.
- i) The FIB will be the primary authority to decide upon applications/requests received for “Exemption” (*to participate in National Club competitions*), made by Licence Applicant/(s) under Article 6.A of these regulations. The FIB at their discretion (with reasons for the same in writing) will decide whether to grant the Exemption or not to the Licence Applicant/(s). Should the FIB decide to grant the said “Exemption” to the Licence Applicant/(s), the FIB will have the right to impose Sanctions as per the regulatory provisions provided in Article 8 of the ICLR, on the Licence Applicant/(s)

### **10.2.2 Club Licensing Appeals Body**

In relation to the powers, duties and operations of the Club Licensing Appeals Body (CLAB), the following rules will apply:

**1. Operations and Duties:**

- a) The CLAB decides on all appeals taken by the Licence Applicant against decisions of the FIB. The decision must be in writing and include the reasoning.
- b) Appeals can only be lodged by:
1. A Licence Applicant whose application for ICLS Premier 1 or ICLS Premier 2 Licence has been rejected by the First Instance Body; or
  2. A Licence Applicant whose application for ICLS Premier 1 or ICLS Premier 2 Licence has been accepted and the relevant Licence has been granted by the FIB but with sanctions for failing to meet “B” Club Licensing criteria requirement/(s); or
  3. A Licensee whose Licence has been withdrawn by the FIB; or
  4. The Licensing Manager on behalf of the Licensor; or
  5. A Licence Applicant who has not been granted an “Exemption” by the FIB after submitting an application for the same as specified under the regulatory provisions of ICLR. It is clarified that in this scenario the concerned Licence Applicant will be eligible to file an appeal only for consideration on the issue of whether the “Exemption” sought for should be granted or not; or
  6. A Licence Applicant who has been granted “Exemption” by the First Instance Body but has been fined more than Rs 5,00,000 (Five Lacs INR) for each criteria. It is clarified that in this scenario the concerned Licence Applicant will be eligible to file an appeal only for consideration on the quantum of fines imposed for different criteria. It is further clarified that the concerned Licence Applicant will be eligible to appeal only for those criteria where the fine imposed is greater than Rs 5,00,000 (Five Lacs INR); or
  7. An Exemption holder whose Exemption (to participate in National Club Competitions) has been withdrawn by the FIB;
- c) A written request for appeal must be made by the set deadline.

- d) The CLAB will only review decisions made by the FIB and will not rehear the case or review any new evidence that has not been submitted before the Final Date of submissions.
- e) Each member of the Appeals Body will have one vote. The chairperson of the committee will also have his/her own vote
- f) In the event of the CLAB being unable to reach a majority vote on any matter, the chairperson of the Appeals Body has the casting vote in addition to his first vote.
- g) Members of the CLAB must act impartially in the discharge of their duties. The separation of the FIB and the CLAB must be guaranteed.
- h) Membership of the CLAB is governed under *section 10.2.3* of these regulations.
- i) Members must treat each separate application section equally.

## **2. Powers:**

- a) The CLAB has the power to make a final binding decision on whether a Licence should be issued or not and what sanctions, if any, should be imposed on the Licence Applicant.
- b) In the event of the Appeals Body being unable to reach a majority vote on any matters within its remit, the Chairperson for the time being will have the power to make a final binding determination. The full powers and sanctions available to the Appeals Body under these rules will be fully within the power of the Chairperson in these circumstances.
- c) The CLAB has the power to request for clarification on any issue from the Licensing Administration. Any such requests are at the discretion of the CLAB.
- d) The CLAB has the power to review all decisions of the FIB (FIB) and to affirm, reject, vary or replace decisions and/or sanctions issued by the FIB.
- e) The CLAB will not have the authority to define the makeup of the divisions of the national club competitions or the Licensing Administration.
- f) For cases where an “Exemption” has not been granted by the FIB (FIB) to a Licence Applicant, the CLAB, on the basis of an appeal by the Licence Applicant against the FIB’s decision to not grant the “Exemption”, can adjudicate the matter only on the issue of whether the “Exemption” should be granted or not. Should the CLAB decide to grant an “Exemption” to the Licence Applicant, then they will have the right to impose sanctions as mentioned in Article 9 of the ICLR
- g) For cases where an “Exemption” has been granted by the FIB (FIB) to a Licence Applicant but has been imposed with a fine of more than Rs 5,00,000 (Five Lacs INR) for a criteria, the CLAB can hear the case and decide whether or not to reduce the fined amount. Under no circumstance can the reduced fine be

less than the minimum prescribed fine for an “A” Club Licensing criteria i.e. less than Rs 1,00,000 (One Lac INR)

### **10.2.3 Membership of the decision-making bodies**

In relation to the membership to the FIB and the CLAB, the following rules will apply:

- a) The Club Licensing Committee –(FIB) shall have a panel of 5 members and a quorum of 3 members.
- b) The CLAB shall have a panel of 5 members and a quorum of 3 members
- c) Each quorum must have among its members at least one qualified lawyer and an auditor holding a qualification recognised by the appropriate national professional body among their members. The chairperson of the CLAB may be a professionally qualified lawyer.
- d) The Executive Committee of the AIFF will appoint the Chairpersons and other members of each body.
- e) Members of the FIB and CLAB will serve for an initial term of 4 years. Each member will be eligible to be re- appointed.
- f) If a vacancy occurs on the FIB or the CLAB, AIFF shall appoint a replacement for the remaining term of office with the approval of the AIFF president. A delay in filling such a vacancy will not prevent either body from continuing with its duties.
- g) Members of the FIB and the CLAB must not belong simultaneously to a statutory judicial body of the Licensor.
- h) Members of the FIB and the CLAB must not belong simultaneously to the executive body of the AIFF or its affiliated league.
- i) Members of the FIB and the CLAB must not act simultaneously as licensing Manager.
- j) Any Employee of AIFF, I – League Clubs or Indian Super League Clubs cannot be members of the CLAB.
- k) Members of FIB and the CLAB must not belong simultaneously to the management personnel of an affiliated club.
- l) Members of the decision-making bodies must follow strict confidentiality rules. AIFF will decide on these rules and the members have to accept them in writing.
- m) A member must in all cases automatically abstain if there is any doubt as to his independence towards the Licence Applicant or if there is a conflict of interest. In this connection, the independence of a member may not be guaranteed if he or any member of his family (spouse, children, parents, siblings) is associated with the Licence Applicant in any of the following ways:
  - o Member

- Shareholder
- Business partner
- Director
- Employee
- Sponsor
- Consultant, etc. of the Licence Applicant.

*This list is not exhaustive.*

- n) Members of the decision-making bodies must act impartially in the discharge of their duties. The separation of powers between the FIB and CLAB must be guaranteed.

#### **10.2.4 Court of Arbitration for Sport**

Any party aggrieved of the decision of CLAB may approach Court of Arbitration for Sport in Lausanne, Switzerland as the final appellate authority and its decision shall be final. Such appeal shall be referred to a sole arbitrator appointed in accordance with the Procedural Rules (Code) of CAS.

#### **10.3. Licensing Administration**

In relation to the powers, duties, and operations of the Licensing Administration, the following rules will apply:

##### ***Operations and Duties:***

- The AIFF will establish an appropriately resourced and equipped Licensing Administration, including appointing a Licensing Manager who is responsible for managing the Licensing Administration.
- The Licensing Administration will be led and coordinated by the Club Licensing Manager. The licensing administration will work with a Group of experts in their fields for specific types of criteria. The department will also employ administrative or support staff as necessary.
- All Licensing Administration employees must be independent from Licence Applicants. The independence of any staff member may not be guaranteed if this person, or any member of their family, is associated with the Licence Applicant in any of the following ways:



- Member;
- Shareholder;
- Business partner;
- Consultant;
- Director;
- Employee, etc.

If an employee is deemed not to be independent of a Licence Applicant, this person must not be involved in any assessing, auditing, recommending or reporting of that Licence Applicant.

**Powers and Tasks:**

The tasks of the Licensing Administration (LA) include: -

- a) preparing, implementing and further developing the Club Licensing System;
- b) access and administer the AFC CLAS (Club Licensing Administration System);
- c) provide training and support to the Licence Applicants and decision-making bodies in using AFC CLAS;
- d) providing administrative support to the decision-making bodies;
- e) assisting, advising and monitoring the Licensee(s) / Exemption holder(s) during the season;
- f) informing the AFC of any event occurring after the licensing decision that constitutes a significant change to the information previously submitted to the Licensor;
- g) serving as the contact point for and sharing expertise with the licensing departments of other AFC member associations and with the AFC itself.
- h) Conducting assessments and audits to verify whether Licence Applicants have fulfilled quality standards according to the criteria described in these regulations.

- i) At least one staff member or an external adviser must have a financial background and a diploma in accountancy/auditing, recognised by the national body

The Licensing Administration will report to the Club Licensing Committee – FIB (FIB) any cases where a Licence Applicant fails to maintain the conditions for the issuance of a Licence. The Licensing Administration may delegate responsibilities for aspects of monitoring Licensee(s) / Exemption holder(s), to the Group of experts.

The Licensing Administration will have the power to seek clarification, further documentation and information from the Licence Applicants and can ask the Licence Applicants to provide any further evidence or explanations on behalf of the Licence Applicant. Any requests are at the discretion of the Club Licensing Manager.

The Licensing Administration along with the Group of experts, will have the power to carry out spot checks on the Licence Applicants by attending the Licence Applicants office or grounds without prior notice and shall be entitled to examine all documentation relating to licensing and to carry out checks on any aspect of Club Licensing Requirements.

The Club Licensing Manager will determine the timetable for the club licensing core process on an annual basis, taking into consideration the start date of the National club competitions and the deadlines set by the AFC for admission to AFC Club Competitions.

The Licensing Manager will have the power to make the recommendations to the Club Licensing Decision-Making Bodies on any matter pertaining to the issuance of a Licence, sanctions and withdrawal of Licence or other related licensing matters.

The Licensing Administration will have the right to attend meetings of the FIB and the CLAB. The role is critical so as to facilitate and provide administrative support to these bodies and will have no voting rights.

#### **10.4. Equal Treatment and Confidentiality**

The Licensor shall ensure equal treatment of all Licence Applicants during the core process.

The Licensor guarantees the Licence Applicant / Licensee / Exemption holder full confidentiality as regards to all non-public information disclosed during the Licensing Core Process. In this regard:

- Members of the Club Licensing Committee – First Instance Body (FIB), the CLAB, Licensing Administration and any other individual engaged by the Licensor in the licensing process must agree to complete confidentiality before starting his or her task.
- Data regarding the infrastructure will be shared with the AIFF to facilitate match delegates in completing their reports and for Health and Safety reasons.
- Any decision of the Club Licensing Committee or CLAB may be communicated to the media.

## **Article 11: The Core Process**

### **11.1 Introduction**

The Core Process describes the procedure to be followed by the Licensor in order to control the issuance of a Licence to the Licence Applicant. The emphasis of the Core Process is for Licence Applicants to perform self-assessment and for the Licensor and AFC to verify that quality standards have been fulfilled according to the criteria described in these regulations. The Core Process has been broken up into three parts for clarity;

- **Application Steps** – Covers the procedure for the Licence application stage and lead up to the decision-making process.
- **Decision Steps** – Details the decision-making process including any possible appeals.
- **Compliance steps** – Highlights how compliance will be monitored throughout the period of the Licence.

### **11.2 Objectives**

The objectives of the core process are as follows:

- Help the Licensor to establish an appropriate and efficient licensing process according to the needs of the AFC and the AIFF;
- To agree on the main requirements that the Licensor has to comply with for the issuance of a Licence necessary for entering the AFC and National club competitions;
- To ensure equal and transparent treatment and that the granting of a Licence is made by an independent body;

- To ensure that the decision- making bodies receive adequate support from the Licensing Administration;
- To ensure that Licence Applicants and decision-making bodies are supplied with all the necessary information and documentation in a timely and accurate manner.

### **11.3 Core Steps**

The core steps are the minimum requirements defined by the core process. The chronological order of the core steps are described below and summarized in the Core Process Timeline.

#### ***Application Steps***

1. The Licensing Administration produces a Club Licensing Application Pack (CLAP). This will include Club Licensing Agreement, the Club Licensing Regulations and the Core Process Timeline
2. The licensing procedure shall not be applicable to the clubs who have joined the I-League 2024-25 by way of qualifying from the I-League 2023-24. However, the clubs have to fulfil all the mandatory criteria in these regulations during the 2024-25 season in order to get a compliance report to apply for the relevant Licences in the 2024-25 season.
3. The Licensing Administration sends the CLAP to the eligible Licence Applicants i.e., existing clubs who participated in the I-League OR Indian Super League, season 2023-24. After the Licensing Administration issues the CLAP to the Licence Applicants, any Licence Applicant which does not receive the CLAP, may approach the Club Licensing Manager along with the proof of participation in I-League or Indian Super League in season 2023-24 to demonstrate its eligibility to receive CLAP, for its issuance within 5 (five) business days of dispatch of the CLAP to the other Licence Applicants. If the Club Licensing Manager finds such applicant an eligible Licence Applicant, then the Club Licensing Manager will issue the CLAP, however, if the Club Licensing Manager does not find such applicant eligible, then the Club Licensing Manager shall intimate such applicant in writing about its decision within 7 (seven) days of the receipt of the application. If such applicant is aggrieved by the decision of the Club Licensing Manager,

then such applicant may apply to the AIFF Appeals Committee within 5 (five) days from the date of the communication of the Club Licensing Manager's decision and the decision by AIFF Appeals Committee on whether an applicant is eligible Licence Applicant or not, shall be final and binding on the applicant as well as the Licensor.

4. The Licence Applicant will be requested to acknowledge receipt of the CLAP and send the Club Licensing Agreement, duly signed and sealed by an authorised signatory duly authorised by such number of shareholders/members who hold 51% or more of the shares and control of the Licence Applicant (applicable in case of a company), or control of the Licence Applicant (applicable in case of a trust, society or partnership), for the Licence Applicant, in 2 original copies within the stipulated deadline (as per the Core Process Timeline) to the Licensing Administration. If the Licensing Applicant fails to submit the Club Licensing Agreement within the stipulated deadline to the Licensing Administration, such Licence Applicant shall not be eligible to participate in the licensing procedure for grant of a Licence for the season 2024-25.
5. In the event of non – receipt of the Club Licensing Agreement by the Licensing Administration within the stipulated timeline from the Licence Applicants, the Licensing Administration will intimate the names of such Licence Applicants to the Executive Committee of AIFF. The Executive Committee in its meeting may, in its sole discretion, decide to extend the timeline to submit the Club Licensing Agreement or not for such applicants.
6. On receipt of the Club Licensing Agreement, the Licensing Administration will grant the Licence Applicant with access to relevant Licence applications on AFC CLAS.
7. The Licence Applicants must submit the required documents for each criterion as necessary in the AFC CLAS (refer annexed User Manual of AFC CLAS to understand the system of online submission). The applicants must complete the submission of documents through AFC CLAS on or before the Submission Date (as mentioned in annexed Core Process Timeline). The Submission Date must be strictly adhered to.
8. Any supporting documentation for any criterion must be included with the submission made to the Licensor through the AFC CLAS. All

supporting documentation must be received on or before the Submission Date.

9. If a Licence Applicant is experiencing difficulty in obtaining documentation or information from any third party (e.g. accountant, auditor, and lawyer), the Licence Applicant can make a written request for an extension of the submission date with providing proof of such delay to the Licensing Manager. The proof required will consist of evidence by way of correspondence that the information was requested by the Licence Applicant in sufficient time or an explanatory letter by the third party setting out the reasons for the delay. It is entirely a matter for the Licensing Manager to decide whether or not to agree to such an extension based on the proof provided.
10. The Licensing Administration checks whether the documents submitted by the Licence Applicant are complete and are received through AFC CLAS on or before the Submission Date.
11. Decision: Two alternatives step 12 or Step (A)
12. If the documents are complete and sent within the set deadline, the Licensing Administration sorts the information received, records it and forwards it to the appointed experts in their fields. Each expert will have responsibilities for specific types of criteria.
13. Having received the applicants' documents from the Licensing Administration, the experts review the documents; check the fulfilment of the criteria and then report back to the Licensing Administration within the agreed deadline through email/registered post. The reports have to be justified by giving a narration and evidence (if any, that the criterion has been fulfilled or not) which may have been performed during a site visit (if necessary).
14. Decisions: Two alternatives: step 15 or Step (A)
15. The Licensing Administration verifies that the reports of the experts are complete and returned within the agreed deadline. The Licensing Administration reviews the reports and the opinion of the experts.

16. The Licensing Administration assesses the applicant on the basis of the reports of the experts, so that they may identify areas of concern that require further investigation.
17. The Licensing Administration will respond to the applicant, upon receiving the documents through AFC CLAS and reports of the experts, with an initial submission report. This report will detail any documentation which is still outstanding or needs further documentation. The required submissions must be made in AFC CLAS on or before the Final Date (as mentioned in the annexed Core Process Timeline). No document and/or information can be submitted post the Final Date and the final licensing report of the Licence Applicant will be prepared by the Licensing Administration based on the submissions received on or before the Final Date of submissions.
18. Decisions: Two alternatives: step 19 or Step (B)
19. The Licensing Administration prepares a report for the consideration of the FIB. This report will contain analysis of the documentation submitted, analysis of the reports received from the experts, records of contact with the officer of the Licence Applicant and any other additional reports. It will also include a recommendation by the Licensing Manager on whether to issue a Licence, issue a Licence with sanctions, refuse a Licence, or apply other sanctions as laid down in Article 8. The Licensing Administration will send a copy of the report and a meeting notice to each member of the FIB at least five business days before their scheduled meeting.

### ***Decision Steps***

20. The FIB receives the report of the Licensing Administration, reviews it and, if necessary, asks the Licensing Administration to contact the officer of the Licence Applicant for further clarifications within a deadline; the burden of proof rests with the Licence Applicant. The FIB meets to decide on the Licence applications. The officer of the Licence Applicant or other specified officers of the Licence Applicant may also be invited to represent the applicant to provide any final evidence or explanations if requested by the FIB in advance. The FIB then makes its decision on whether to issue the Licence, issue the Licence with sanctions, refuse the Licence or apply any other sanctions as laid down in Article 8

21. Decisions: Two alternatives: step 22 or Step (D)
22. After a careful review of the Licence Applicants documents and the reports of the licensing administration, the decision-making body issues the Licence. The issuance of the Licence is subject to the condition that the Licence Applicant fulfils all mandatory “A” criteria defined in the Indian Club Licensing Regulations. The issued Licence may or may not detail areas for further attention of the Licence Applicant.
23. Decisions: Two alternatives: step 24 or Step (E)
24. The Licensing Administration receives the report of the decision-making body. The Licensing Administration will communicate the decision to the Licence Applicant by email and/or registered post. On the basis of the decision made by the decision-making body, the Licensing Manager prepares the list of the successful applicants and sends it to AIFF and the AFC Administration.

### ***Compliance Steps***

25. After it has been issued a Licence or granted an Exemption, up until the expiry of the Licence or Exemption, the Licensee / Exemption holder must promptly notify the Licensor in writing of any subsequent event, that it is aware of at any time, that may cast significant doubt upon the Licensee / Exemption holder’s ability to continue as a Going Concern until at least the end of the season for which the Licence or Exemption has been granted.
26. If the Licensee / Exemption holder is in breach of one or more of the indicators, then the Licensee / Exemption holder must prepare and submit an updated version of the future financial information. The future financial information must be prepared, as a minimum, on a six-month basis.
  - (A) From step 11:

If the documents are not complete or if they are not sent within the Submission Date, the Licensing Manager contacts the Licence Applicant in order to agree on the next actions to be taken (eg: to request information, supporting documents, or a form that is



missing). Under no circumstance, the timescale agreed to submit documents can be set for a date, later than the Final Date of document submission in AFC CLAS, which is mentioned in the annexed Core Process Timeline.

(B) From step 18:

If the licensing experts identify areas that require further information, he/she contacts the applicant to discuss any issue to obtain clarifications, and reaches a mutual agreement on the actions to be taken. If the Licensing Administration identifies areas that require further review (non-compliance with certain criteria, errors, lack of information, etc) they'll contact the applicant to discuss any concerns. The Licensing Administration may require further explanation or supporting documents or may decide to perform a site visit for the purpose of further investigation. If a site visit is planned, the licensing administration and/or the expert will meet with the applicant and address the problem area. They identify potential actions to be taken by the applicant to rectify these areas together with a timescale. Under no circumstance, the timescale agreed to submit documents and/or site visits, can be set for a date, later than the Final Date of document submission in AFC CLAS, which is mentioned in the annexed Core Process Timeline.

(C) Decision: Two alternatives:

- If the applicant agrees with the Licensing Administration on the actions to be taken and undertakes it, then go back to step 15.
- If the Licence Applicant does not agree with the Licensing Administration's report and refuses to deliver new information or to take the necessary actions, then go back to step 19.

(D) After careful review of the applicant's documents and the report of the Licensing Administration, the Club Licensing Committee – FIB, refuses to grant a Licence or issues Licence with sanctions. The refusal and/or sanction details are provided to the applicant and is given the possibility of lodging an appeal with the CLAB.

- (E) The Licence Applicant or AIFF Club Licensing Manager can lodge an appeal against the decision of the FIB. Appeals against club licensing decisions must be sent by registered post and/or email to the AIFF Licensing Administration within seven (7) business days from when the FIB's decision was notified to the applicant. The CLAB is notified and the meeting date is set by agreement. The cost of an appeal for Licence Applicant is Rs. 100,000 (One Lac INR). If the decision of the CLAB is in the Licence Applicant's favour, then the money will be refunded.
- (F) The Licensing Administration prepares a report for consideration of the CLAB. This report will contain the letter of appeal from the Licence Applicant or AIFF Club Licensing Manager, the reasons for the decision of the Club Licensing Committee – FIB and any other information necessary for the appeal hearing.
- (G) The CLAB meets and considers the Licence Applicants appeal. They may require further information and/or supporting documentation from the Licensing Manager and/or the Licence Applicant. No new evidence can be submitted to the Appeals Body for review. However, the appellants shall be granted an opportunity of being heard at the meeting.
- (H) Decision: Two alternatives: step ( I ).1 or to step ( I ).2
- (I) Decisions: -
1. After a careful review of the Licence Applicants documents and the reports of the licensing administration, the decision-making body issues the Licence. The issuance of the Licence is subject to the condition that the Licence Applicant fulfils all mandatory "A" Club Licensing criteria defined in the Indian Club Licensing Regulations. The issued Licence may or may not detail areas for further attention of the Licence Applicant.

OR

2. After careful review of the Licence Application and report of the Licensing Administration, the CLAB refuses to issue a Club Licence or refuses to issue a Club Licence without sanctions.

- (J) The Licensing Administration receives the report of the decision-making body. The Licensing Administration will communicate the decision to the Licence Applicant or AIFF Club Licensing Manager by email and/or registered post. On the basis of the decision made by the decision-making body, the AIFF Club Licensing Manager prepares the list of the successful applicants (those who are granted with Licence or Licence with sanctions) and sends it to AIFF and the AFC Administration.

### ***Exemption Steps***

27. If the Licence Applicant's application for a Licence has been rejected by the FIB and/or the CLAB they have the right to seek for an "Exemption" under article 5.1.b.
28. The application for an Exemption must be made within 7 days of the communication of the FIB/CLAB decision.
29. The application must be made with a fee of Rs. 1,00,000 which needs to be submitted along with the application for Exemption.
30. The FIB will then deliberate on the application and decide whether to grant or to reject the Exemption request of the Licence Applicant.
31. It is at the discretion of the FIB/CLAB to grant/reject the Exemption requests.
32. If the FIB decides to grant an Exemption they will do so by putting a minimum sanction of Rs. 1,00,000 per failed A criteria along with sanctions for B criteria. The sanctions for each criteria can be imposed as per the regulatory provisions provided in Appendix A.
33. If a Licence Applicant's application for an Exemption gets rejected or is granted with a sanction of more than Rs. 5,00,000 imposed on any one particular failed criteria, then the Licence Applicant can file an appeal against the decision of the FIB to the CLAB. Such appeal must be made within 5 days from the communication of the decision with a fee of Rs. 1,00,000 to be submitted along with the appeal. Decision on the CLAB on such matters will be final and binding.

## **Article 12: LICENCE APPLICANT AND LICENSEE**

### **A. Definition**

1. A Licence Applicant shall only be a football club, i.e, a legal entity fully responsible to exclusively run a football team participating in national and international Club Competitions which either:

- a) is a registered member of a duly affiliated member of the AIFF and are the existing clubs who participated in the I-League or Indian Super League season 2023-24, and have not been relegated to the I-League 2 season 2024-25 owing to the sporting merit / performance in the I-League at the end of the I-League season 2023-24 (hereinafter: registered member); or
  - b) has a contractual relationship with a registered member of the AIFF (hereinafter: football company)
2. Only a registered member or a football company, which has qualified for AFC or National Club Competitions on sporting merit, can apply for the relevant Licence. Natural persons cannot apply for a Licence.
  3. The membership and/or the contractual relationship must have lasted at the start of the licensing process at least two consecutive years. Any change to the legal form, legal Group structure (including a merger with another entity or transfer of football activities to another entity) or identity (including headquarters, name or colours) of a Licence Applicant during this period to the detriment of the integrity of a competition or to facilitate the Licence Applicant's qualification for a competition on sporting merit or its receipt of a Licence is deemed as an interruption of membership or contractual relationship (if any) within the meaning of this provision.
  4. The Licence Applicant is, in particular, responsible for ensuring the following: -
    - a) That all compensation paid to the players arising from contractual or legal obligations and all the revenues arising from gate receipts are accounted for in the books of either the registered member or the football company;
    - b) That the Licence Applicant is fully responsible for the football team composed of registered players participating in national and international Club Competitions;
  5. If the Licence Applicant is a football company, it must provide a written contract of assignment with a registered member that must be approved by the AIFF and must include the following minimum content:
    - a) The company shall apply with applicable statutes, regulations and decisions of FIFA, AFC, AIFF and national club competitions as amended from time to time. This system of rules shall constitute an integral part of the contract of assignments. This company shall also comply with decisions made by the said football bodies.

- b) The company must not further assign the rights to participate to competition on national or international level.
  - c) The right of this company to participate in the competition operations shall cease to apply if the assigning club's membership of the association ceases.
  - d) If the company is put into bankruptcy or put into liquidation the right to apply for a Licence in the international and/or National Club Competition shall revert to the registered member. For the sake of clarity should the Licence and/or Exemption already be granted to the company, then it cannot be transferred from the company to the registered member; only the right to apply for a Licence in the following season shall revert to the registered member.
  - e) The AIFF shall reserve the right to approve the name under which the company participates in the National Club Competitions.
  - f) The company shall, on request of the competent national or international arbitration tribunal, provide views and information, as well as documents on matters regarding the company's participation in the national and/or international Club Competition.
  - g) Confirmation (e.g., share register) of the fact that the registered member has the majority of the voting rights of the company. The company may not be owned directly or indirectly by anyone who also has the significant influence over another registered member or company entitled to participate at the same level in the National Club Competitions.
  - h) The contract of assignment and any amendment to it shall be approved by the appropriate body of the AIFF to be valid.
6. If the Licence Applicant is a football company, then it must provide the Licensor with the financial information of the company and the registered member (e.g. Consolidated financial statements as if they were a single company).
7. If the Licence Applicant has control on any subsidiary, then consolidated financial statements shall be prepared and submitted to the Licensor as if the entities included in the consolidation ("the Group") were a single company.
8. If the Licence Applicant is controlled by a parent, which may be controlled by another parent or which may have control over any other subsidiary or may

exercise significant influence over any other associate, any transaction with the parent of the Licence Applicant or any parent or subsidiary or associate of such parent must be disclosed in the notes to the financial statements to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and by transactions and outstanding balances with such parties.

9. For entering the AFC Club Competitions, the name and logo of a Licence Applicant shall be the same as the name and logo submitted to the AFC General Secretariat for the purposes of complying with the club licensing criteria set out in their respective competition regulations. The Licence Applicants are not allowed to make any reference of Third-Party entities in the Name and/or Logo of its football club, irrespective of whether or not that Third-Party entity is a commercial partner or Sponsor of the Licence Applicant. However, AFC may grant an exception if the Licence Applicant can demonstrate (with considerable evidence) that it meets one of the following requirements: -

- a) The name of the football club is a pre-existing name with long-term use. The third-party entity must have been directly involved in the creation of the football club itself (by financial or other means); or
- b) The football club previously competed in an AFC club competition utilising the name.

10. If the Licence Applicant / Licensee / Exemption holder carries out any changes whatsoever, at any stage during the term of 2023-2024 and 2024-25, to the name, nature, ownership structure, management structure, trademark, logo etc. pertaining to the legal status and/or brand and/or identity of the Licence Applicant / Licensee / Exemption holder, without securing prior approval for the same from AIFF, then AIFF shall have the right to refuse grant of Licence, withdraw Licence or Exemption of the Licence Applicant / Licensee / Exemption holder and take any other such further action as may be deemed appropriate.

11. Any request for approval for change of name, logo, legal entity pertaining to the legal status and/or brand and/or identity of the Licence Applicant / Licensee / Exemption holder, for the period of 2024-25 Football Season, needs to be made between 1<sup>st</sup> June to 7<sup>th</sup> June, 2024 to the Licensor.

## **B. General Responsibilities**

1. The Licence Applicant / Licensee / Exemption holder must provide the Licensor with:

- a) all necessary information and/or relevant documents to fully demonstrate that the licensing obligations are fulfilled; and
  - b) any other document relevant for decision-making by the Licensor.
2. This includes information on the reporting entity/entities in respect of which sporting, infrastructure, personnel and administrative, legal and financial information is required to be provided.
  3. Any event occurring after the submission of the licensing documentation to the Licensor representing a significant change to the information previously submitted must be promptly notified to the Licensor by the Licence Applicant, especially a change of legal form, legal Group structure or identity.

### **C. Licence**

Clubs which qualify for the AFC and National Club Competitions on sporting merit must obtain the relevant Licence issued by the Licensor according to these regulations, except where Article 13.E applies.

1. The Licences must be issued according to the provisions of the Indian Club Licensing Regulations. The following type of Licences will be awarded.
  - a) ICLS Premier 1 Licence – Grants admission to play in the AFC club competitions (ACL 2), Indian Super League and other AIFF recognised cup tournaments
  - b) ICLS Premier 2 Licence – Grants admission to play in the, I-League and other AIFF recognised cup tournaments

Notwithstanding the above, clubs holding ICLS Premier 2 Licence may also apply for ICLS Premier 1 Licence in order to play in the Indian Super League. Further merely obtaining ICLS Premier 1 Licence does not guarantee participation in Indian Super League and Clubs post obtaining ICLS Premier 1 Licence shall have to qualify the ISL League requirements and on sporting merit.

2. Only those Licence Applicants which fulfil all the mandatory criteria set out in these regulations at the deadlines defined by the Licensing Administration of AIFF, may be granted with a Licence by the AIFF to enter the AFC club competitions.

3. A Licence and/or Exemption expires without prior notice:
  - a) At the end of the respective season for which it was issued for (AFC or National club competitions); or
  - b) On the dissolution of the division in question.
  
4. A Licence or Exemption may be withdrawn during a season by the Club Licensing Committee or the CLAB or the AFC if:
  - a) For any reason a Licensee / Exemption holder becomes insolvent and enters into liquidation during the season, as determined by the applicable national law
  - b) Any of the conditions for the issuing of Licence / Exemption are no longer satisfied; or
  - c) The Licensee / Exemption holder violates any of its obligations under the Indian Club Licensing Regulations 2024
  - d) For National Club Competition, if a Licence or an Exemption is withdrawn during a Football Season, the Licensee / Exemption holder will have to apply/re-apply for Exemption to continue participation in National Club Competitions for that particular Football Season. The Exemption Process is outlined in Article 12.3, point 27 to 33.
  - e) For AFC Club Competition, if a Licence is withdrawn during a Football Season, the Licensee shall have the right to apply for an appeal to the CLAB. The appeal process is outlined in Article 12.3, point E to G.
  
5. As soon as a Licence withdrawal is envisaged the AIFF must inform the AFC.
  
6. If a Licence Applicant has its Licence withdrawn, a decision concerning the elimination of the club from the AFC competition in question must be made by the AFC. In case of a national club competition, it has to be taken by the relevant body of AIFF.
  
7. A Licence and/or Exemption issued by the Licensor are only transferable from the Licensee / Exemption holder to any third party under the conditions and timelines mentioned in 12. A.11.



8. AFC reserves the right to sanction a club or eliminate a club from the future AFC club competitions based on the applicable AFC statutes and regulations.
9. AIFF reserves the right to sanction a club or eliminate a club from the future national club competitions based on the applicable AIFF club competition regulation and the AIFF Disciplinary Code.

#### **D. Admission to the AFC Club Competitions**

1. In addition to fulfilling the requirements for ICLS Premier 1 or ICLS Premier 2 Licence, the Licence Applicant must further fulfil all the requirements according to the relevant AFC competition regulations/manual to be admitted to the relevant club competition organised by the AFC.
2. The admission process falls under the sole jurisdiction of the AFC
3. The AFC makes the final decision regarding admission of a club to participate in any club competition organised by AFC. The Licence Applicant hereby agrees and undertakes that if admission to participate in any club competition organised by the AFC is denied due to any reason whatsoever, AIFF or the Licensor/ Licensing Administration shall not be liable for such denial of admission to the Licence Applicant.
4. Such decision is subject to all the statutes-based jurisdiction of the AFC including the Court of Arbitration for Sport in Lausanne.
5. If a club fails to obtain a Licence or Exemption to play in the National Club Competitions, they will not be allowed to play in any club competition organised by the AFC.

#### **E. Extraordinary Application**

1. If a club qualifies for an AFC Club Competition on sporting merit but has not undergone any licensing process at all or has undergone a licensing process which is lesser/not equivalent to the Licence required for the competition it became eligible for, the AIFF may on behalf of the club request an extraordinary application of the Club Licensing System in accordance with Annex 2.
2. Based on such an extraordinary application, the AFC may grant special permission to the club to enter the corresponding AFC Club Competition subject to the relevant AFC Club Competition Regulations. Such an extraordinary application applies only to the specific club and for the season in question.

3. The AFC Entry Control Body shall make all final AFC decisions in this regard. Such decisions shall be made in accordance with the Procedural Rules Governing the AFC Entry Control Body.

### PART THREE

#### Article 14 : SPORTING CRITERIA

##### 1. Objectives

The objectives of the Sporting Criteria are for Licence Applicant/Licensee /Exemption holder to:

- a) ensure top quality football players are being developed and produced continuously;
- b) establish progressive development structures with clear pathways;
- c) design and implement club-specific, quality-driven youth development programmes;
- d) provide elite player technical education, supported by football related education and supplementary academic education for youth players;
- e) provide comprehensive medical support services for all players;
- f) ensure that qualified personnel are engaged in the development and management of elite footballers.

##### 2. Criteria

S.01 CRITERIA DESCRIPTION	ICLS PREMIER 1 CRITERIA	ICLS PREMIER 2 CRITERIA
<b>YOUTH DEVELOPMENT PROGRAMMES (YDP)</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must have a written youth development programme approved by the Licensor. The Licensor must evaluate the quality of the youth development programme before approving it and verify the implementation by periodic visits to the training session and games.</p>		

2. The programme must cover at least the following areas:
  - a) Organisation chart for player development structures and pathways;
  - b) annual training plans and technical development scheme for the specific youth teams prepared by their Head of Youth Development and/or Technical Director
  - c) Objectives, youth playing philosophy and youth development philosophy;
  - d) Organisation of youth sector (organisational chart, bodies involved, relation to Licence Applicant, youth teams, etc.);
  - e) Personnel (technical, medical, administrative, etc.) and minimum qualifications required;
  - f) Infrastructure available for youth sector (training and match facilities, etc);
  - g) Financial resources (available Budget, contribution by Licence Applicant, players or local community, etc.);
  - h) Football education programme for the different age Groups (psychological, technical, tactical and physical);
  - i) Education programmes (Laws of the Game, anti-doping, integrity, anti-racism);
  - j) Medical support for youth players (including medical checks);
  - k) Individual performance evaluation of players in the programme;
  - l) Review and feedback process to evaluate the results and the achievements of the set objectives; and
  - m) Validity of the programme (at least three years but maximum seven).
  
3. The YDP contents shall:
  - a) cover the years in between each age category team
  - b) be progressive and seamless, providing consistency and continuity;
  - c) be reviewed regularly by the Head of Youth Development and other relevant personnel to ensure that the contents are relevant and in keeping with trends of the game.
  
4. The Licence Applicant / Licensee / Exemption holder must further ensure that:
  - a) every youth player involved in its youth development programme has the possibility to follow mandatory school education in accordance with national law; and
  - b) no youth player involved in its youth development programme is prevented from continuing their non-football education.

**DOCUMENTS TO SUBMIT**

Youth Development Program conforming to the requirements of this Criteria

<b>S.02 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>YOUTH TEAMS</b>	<b>A</b>	<b>A</b>
<p>The Licence Applicant / Licensee / Exemption holder must at least have the following youth teams within its legal entity:</p> <p style="text-align: center;">a) Teams need to have one U-13, U-15 and U-17 Team; and</p> <p style="text-align: center;">b) At least one Under 10 (U10) team.</p> <p>Each youth team, except the U10s, must take part in official competitions played at national or regional or local level which are recognized by the AIFF.</p>		
<b>DOCUMENTS TO SUBMIT</b> <p>Details of competitions played by each team (Name, Venue, Duration, Format, no. of teams, fixture details, final position) in 2023-24 season.</p>		

<b>S.03 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>MEDICAL CARE OF PLAYERS</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant / Licensee / Exemption holder shall provide all players registered in the club with full access to medical support services. These shall include, but not limited to the following:</p> <p style="text-align: center;">a) yearly medical examination i.e FIFA Pre Competition Medical Assessment (PCMA) tests as stipulated by AIFF for all its registered players of the first team;</p> <p style="text-align: center;">b) yearly medical examination i.e PCMA 3 tests as stipulated by AIFF for all its registered players above the age of 12; and</p> <p style="text-align: center;">c) Comprehensive medical insurance coverage for all registered players of the first team and the youth teams.</p>		

**DOCUMENTS TO SUBMIT**

1. PCMA reports for all the registered first team players for the 2023-24 Season (minimum 20 players).
2. PCMA 3 reports for all the registered players of the youth team for the 2023-24 Season (minimum 20 players per team).
3. Medical insurance for all registered players of the first team and the youth teams for the 2023-24 Season (minimum 20 players per team).
4. PCMA reports for all the registered first team players for the 2024-25 season by August 31<sup>st</sup> 2024.
5. PCMA 3 reports for all the registered players of the youth teams for the 2024-25 season by August 31<sup>st</sup> 2024.
6. Medical insurance for all registered players of the first team and Youth teams for the 2024-25 season by August 31<sup>st</sup> 2024.

<b>S.04 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>EDUCATIONAL PROGRAMMES</b>	<b>A</b>	<b>B</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must ensure that players and all technical coaching staff of at least the first team have attended a session or an event related to:</p> <ul style="list-style-type: none"> <li>a) Sports Integrity matters;</li> <li>b) FIFA Laws of the Game;</li> <li>c) doping control;</li> <li>d) other topics as required by the AFC.</li> </ul> <p>2. These sessions or events must be provided either by the Licence Applicant / Licensee / Exemption holder / AIFF, or a third party in collaboration with the Licence Applicant / Licensee / Exemption holder / AIFF, during the year prior to the season to be Licenced.</p>		
<b>DOCUMENTS TO SUBMIT</b>		

1. Detailed list and information of the educational sessions/workshops including but not limited to – topics, lecturer and the attendees, held in the previous season. Along with this information, submit photos from each of the session/workshop
2. Detailed list of educational sessions/workshops planned for upcoming season

<b>S.05 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>REGISTRATION OF PLAYERS</b>	<b>A</b>	<b>A</b>
All players including all youth team players of the Licence Applicant / Licensee / Exemption holder must be registered with an AIFF Member Association in accordance with the relevant provisions of the FIFA and AIFF Regulations on the Status and Transfer of Players.		
<b>DOCUMENTS TO SUBMIT</b>		
Valid list of players for the upcoming season for each youth team (minimum 18 per team) as declared in S.02 A criteria		

<b>S.06 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>RACIAL EQUALITY PRACTICE</b>	<b>B</b>	<b>B</b>
The Licence Applicant / Licensee / Exemption holder must establish a policy to tackle racism in football. All players and staff of the Licence Applicant / Licensee / Exemption holder shall acknowledge the policy by signing the corresponding declaration document.		
<b>DOCUMENTS TO SUBMIT</b>		
1. Racial Equality policy of the club		

2. Information about the Policy – Drafting Committee, Regulations referred (if any), date of enforcement (with minutes of the board meeting)

<b>S.07 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>GRASSROOTS PROGRAMMES</b>	<b>B</b>	<b>C</b>
<p>1. Children, amateurs, veterans, those with learning or physical disabilities and the socially disadvantaged shall be included in the grassroots programmes.</p> <p>2. The main objectives of the Licence Applicant / Licensee / Exemption holder’s grassroots football programme shall be to encourage mass participation, stimulating greater interest in the game, providing more opportunities for social inclusion, supporting healthy lifestyles and the development of young people, in both the sporting and educational aspects.</p>		
<b>DOCUMENTS TO SUBMIT</b>		
<p>1. Detailed list of Grassroots Programmes conducted in the previous season.</p> <p>2. Detailed list of Grassroots Programmes planned for the upcoming season</p>		

<b>S.08 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>CHILD PROTECTION AND WELFARE</b>	<b>B</b>	<b>B</b>
<p>The Licence Applicant / Licensee / Exemption holder must establish and apply measures, in line with any relevant AFC policies and guidelines, to protect and safeguard children from potential abuses and to promote their wellbeing within football when participating in activities organised by the Licence Applicant / Licensee / Exemption holder. The Licence Applicant / Licensee / Exemption holder should work with locally based child protection expertise and have a child safeguarding officer within its administration to develop and implement such measures, including having a child safeguarding policy.</p>		
<b>DOCUMENTS TO SUBMIT</b>		

1. Child protection and welfare policy of the club
2. Signed declaration on Child protection by all staff involved in youth development program of the club

<b>S.09 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>WOMEN'S Football</b>	<b>C</b>	<b>C</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must support women's football by implementing measures and activities aimed at developing, professionalising and popularising women's football, such as:</p> <p>a) having a women's team within its legal entity or another legal entity included in the reporting perimeter which takes part in official competitions played at the local, national and/or regional level, as recognised by the relevant AFC Member Association;</p> <p>b) providing support to an affiliated women's football club; and/or</p> <p>c) organising other women's football initiatives.</p>		
<p><b>DOCUMENTS TO BE SUBMITTED</b></p> <ol style="list-style-type: none"> <li>1. List of Women's team players for the upcoming season with AIFF CRS ID</li> <li>2. List of competitions participated (along with proof of participation)</li> </ol>		

<b>S.10 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>CORPORATE SOCIAL RESPONSIBILITY PROGRAMMES</b>	<b>C</b>	<b>C</b>
<p>1. The Licence Applicant / Licensee / Exemption holder to establish strategies and implementation programmes to promote the Club, the game and to address current issues in football and society.</p> <p>2. Support should be provided for initiatives and campaigns to implement strategies and programmes as promulgated by either the AIFF, the AFC or FIFA.</p>		



3. Such programmes connects and create links with the community which will facilitate the following:

- a) establishment and enlargement of their fan base;
- b) creation of a pool of volunteers;
- c) organisation of grassroots football activities, initiatives and events for and within the community;
- d) creation of strong links with the community;
- e) creation of a market base for branding, merchandising, sponsors and commercial partners.

**DOCUMENTS TO SUBMIT**

- 1. Detailed list and information (along with photos as proof) of the CSR programmes undertaken in the previous season.
- 2. Detailed list of CSR programmes planned for upcoming season

<b>S.11 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>CLUB YOUTH ACADEMY</b>	<b>C</b>	<b>C</b>
The Licence Applicant / Licensee / Exemption holder must be an AIFF Elite Youth Certified academy under the AFC Elite Youth Scheme Programme		
<b>DOCUMENTS TO SUBMIT</b>		
AIFF Elite Youth Scheme Membership Certificate		

<b>S.12 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>BLUE CUBS LEAGUE</b>	<b>A</b>	<b>A</b>
The Licence Applicant / Licensee / Exemption holder shall engage children from within the community and organise a Blue Cubs League to provide regular playing opportunities. The Licence Applicant / Licensee / Exemption holder must use the AIFF Blue Cubs League app.		

The Licence Applicant / Licensee / Exemption holder must conduct at least 2 Blue Cubs League in accordance with the guidelines mentioned in AIFF Blue Cubs League Operator Handbook and Blue Cubs League Rules and Regulations for children aged between 4 and 12 years.

These can be done in collaboration with local Government and/or State Football authorities and/or educational institutions.

**DOCUMENTS TO SUBMIT**

Certificate of successful organisation of minimum of 2 AIFF Blue Cubs leagues, for the 2023-24 season, issued by the AIFF

**Article 15: INFRASTRUCTURE CRITERIA**

**1. Objectives**

The objectives of the infrastructure criteria are that:

- a) Licence Applicant / Licensee / Exemption holder have a stadium for playing AFC and National Club Competition matches with adequate facilities for teams & officials, spectators, VIPs, media representatives and broadcasting & commercial partners.
- b) Licence Applicant / Licensee / Exemption holder have suitable training facilities for their players to help them improve their technical skills.

**2. Criteria**

<b>I.01 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>APPROVED STADIUM FOR CLUB COMPETITIONS</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must have a stadium available to play home matches of AFC and National Club Competitions. The Licence Applicant / Licensee either:</p> <ul style="list-style-type: none"> <li>a) owns the stadium; or</li> <li>b) can provide a written contract with the owner of the stadium it will use. This contract must guarantee the use of the stadium for the AFC and</li> </ul>		

National Club Competition matches for the coming season, for which the Licence Applicant / Licensee qualifies in sporting terms.

2. The stadium must meet the requirements expressly referred to in the:
  - a) AFC Stadium Regulations; and
  - b) respective AFC club competition regulations/AFC Competition Operations Manual.
  - c) The points a. and b. mentioned above have been represented in the AIFF Stadia checklist and need to be filled up and submitted with necessary proof.
  - d) Compliance of all "Essential" requirements as mentioned in the AIFF Stadia checklist is mandatory to pass I.01 criteria.
  
3. The stadium must be approved by the AIFF and located in the same city where the Licence Applicant / Licensee is based. If the stadium is not located in the Licence Applicant / Licensee's base of operations city, a justifiable reason should be provided.
  
4. The latest AFC Stadium Regulations will be referred to while preparing the above-mentioned Stadium Checklist. For your ready reference, download link for AFC Stadium Regulations is as given: - <https://cutt.ly/tZA7wrh>

**DOCUMENTS TO SUBMIT**

1. Stadium Ownership documents or Contract with the Stadium owners, conforming to the requirements of this criteria.
  
2. Stadia Checklist as per AFC Stadium Regulations <https://shorturl.at/ijsM3> also attached herewith in the annexure
  
3. AFC Venue Questionnaire

<b>I.02 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>STADIUM – SAFETY CERTIFICATION</b>	<b>A</b>	<b>A</b>
1. The stadium must be certified for safety. The certification is defined according to national/local law and must include provisions related to safety. If such law does not exist, the Licensor shall establish the content of the stadium		

certificate and the procedure in close cooperation with the appropriate body/bodies (e.g., local security authorities, the local hospital, fire brigade, police, etc.).

2. The certificate shall comply with the requirements in the AFC Safety and Security Regulations and must provide at least the following information:
  - a) safety status of the stadium structure and building fitness;
  - b) compliance statement regarding the safety/security regulations of the competent civil authority;
  - c) approval of the entire stadium capacity (individual seats, terraces and total number).
  - d) approved evacuation plan which ensures that the whole Stadium can be emptied in a case of emergency according to the applicable national law;
  - e) a colour coded floor plan diagram showing the possible evacuation routes should be prominently displayed in the Stadium;
  - f) in order to protect those on the field or in other parts of the stadium from lightning strikes, the stadium should be equipped with the appropriate safety devices
  - g) an approved match security plan covering the organisational measures intended to ensure safety and security strategy covering all aspects of the organisation of a football match, such as ticket distribution system, screening of spectators, segregation strategy, crowd dispersal strategy, medical service, measures taken in case of fire, loss of power supply, or other emergency
3. The certificate issued by the appropriate body must not be older than two (2) years at the beginning of the relevant Club Competition season and valid throughout the licensing season.

#### DOCUMENTS TO SUBMIT

Club must provide the following details: -

1. Safe Capacity – No. of people, the stadium can safely accommodate with details of the constituent sections and categories
2. No. of Entry / Exit Gates of the stadium – Match Viewing Area
  - a) Entry capacity of each gate i.e the no. of people who can enter from each gate within a period of one hour, after the required level/s of security check
  - b) Exit capacity of each gate i.e the no. of people who can safely exit from each gate within a period of 10 minutes, under normal circumstances
3. Emergency Evacuation

- a) No. of Safe Areas with details i.e capacity and location on Stadium map
- b) Maximum time to evacuate a full capacity stadium
  
4. Declaration from Civil Department stating that the Stadium is structurally safe for use
  
5. Declaration from Fire Department stating that the Stadium is safe for use, particularly the evacuation pathways in case of Fire, is safe for use.
  
6. Photos of the passageways, stairways, entrance and exit gates
  
7. Details of the Appropriate Devices available at the stadium to protect people from lightning strikes;
  
8. Approved match security plan
  
9. Club must submit updated certificates / declarations if any structural change takes place in the stadium after the issuance of the above certificates / declarations.

<b>I.03 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>STADIUM – APPROVED EVACUATION PLAN</b>	<b>A</b>	<b>A</b>
<ol style="list-style-type: none"> <li>1. The appropriate body (e.g. safety and security authority, competent civil authority or other qualified and approved firms, etc.) approves the evacuation plan which ensures that the whole stadium can be emptied in a case of emergency according to the applicable national law.</li> <li>2. If such law does not exist, the Licensor establishes the content of the evacuation plan, including an evacuation time and the approval body, in close co-operation with the appropriate civil body (e.g. local security authorities, the local hospital, fire brigade, police, etc.).</li> <li>3. A colour coded floor plan diagram showing the possible evacuation routes should be prominently displayed in the Stadium.</li> <li>4. Risk analysis specific to the Stadium</li> <li>5. The Security Officer, stewards and club &amp; stadium employees shall be briefed on the evacuation plan.</li> </ol>		
<b>DOCUMENTS TO SUBMIT</b>		

1. Approved Evacuation Plan, conforming to the requirements of this criteria
2. Photos of the Colour coded Floor plan diagrams, displayed in the stadium
3. Declaration by the Club Director / Chairman regarding conduct of workshops / sessions for the Security Officer, stewards and club & stadium employees with an emphasis on the evacuation plan

<b>I.04 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>TRAINING FACILITIES – AVAILABILITY</b>	<b>A</b>	<b>A</b>
<p>The Licence Applicant / Licensee / Exemption holder must have training facilities available throughout the year. The Licence Applicant / Licensee / Exemption holder either:</p> <ol style="list-style-type: none"> <li>a) owns the training facilities; or</li> <li>b) can provide a written contract with the owner of the training facilities. This contract must guarantee the use of the training facilities for the season to be Licenced, by all teams of the Licence Applicant / Licensee / Exemption holder.</li> </ol> <p>It must be guaranteed that the training facilities can be used by all teams of the Licence Applicant during the Licence Season, taking into account its youth development programme.</p>		
<p><b>DOCUMENTS TO SUBMIT</b></p> <ol style="list-style-type: none"> <li>1. Training Facilities Ownership documents or Contract with the Training Facilities' owners</li> <li>2. Photos of the ground and the facilities</li> </ol>		

<b>I.05 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>TRAINING FACILITIES FOR PLAYER DEVELOPMENT - MINIMUM INFRASTRUCTURE</b>	<b>B</b>	<b>B</b>
<p>As a minimum, the infrastructure of the training facilities for player development must include:</p> <ol style="list-style-type: none"> <li>a) outdoor training facilities (more than 1 football ground); Field Size: - The field of play must have the following dimensions: <ol style="list-style-type: none"> <li>i. Length: minimum 90m ~ maximum 110m</li> <li>ii. Width: minimum 45m ~ maximum 75m</li> </ol> </li> </ol>		

<ul style="list-style-type: none"> <li>b) indoor training facility;</li> <li>c) dressing rooms;</li> <li>d) medical room(s) or direct access to first aid at the training site.</li> </ul>
<p><b>DOCUMENTS TO SUBMIT</b></p> <ul style="list-style-type: none"> <li>1. Training Facilities Ownership documents or Contract with the Training Facilities' owners</li> <li>2. Photos of the ground and the facilities</li> <li>3. Monthly Training Slots of each youth team</li> </ul>

<b>I.06 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>STADIUM – GROUND RULES</b>	<b>B</b>	<b>B</b>
<p>Ground rules must be visibly affixed at each stadium and made available online to spectators. These rules must provide information on at least the following:</p> <ul style="list-style-type: none"> <li>a) admission rights;</li> <li>b) abandonment or postponement of events;</li> <li>c) description of prohibitions and penalties, such as entering the field of play, throwing objects, use of foul or abusive language, racist behaviour, etc.;</li> <li>d) restrictions with regard to smoking, alcohol, fireworks, banners, etc.;</li> <li>e) seating rules;</li> <li>f) causes for ejection from the ground</li> </ul>		
<p><b>DOCUMENTS TO SUBMIT</b></p> <ul style="list-style-type: none"> <li>1. Copy of the Ground Rules, conforming to the requirements of this criteria</li> <li>2. Photos of the Ground Rules, affixed at the stadium</li> </ul>		

**Article 16: PERSONNEL AND ADMINISTRATIVE CRITERIA**

## 1. Objectives

The objectives of the personnel and administrative criteria are that:

- a) Licence Applicant / Licensee / Exemption holder are managed in a professional manner;
- b) Licence Applicant / Licensee / Exemption holder have well-educated, qualified and skilled specialists with know-how and experience;
- c) the players of the first and other teams are trained by qualified coaches and supported by the necessary staff.

## 2. Criteria

<b>P.01 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>CLUB SECRETARIAT</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must have available office space to run its administration.</p> <p>2. The office(s) shall be sufficiently spacious with the required minimum infrastructure including phone, fax, email and a website.</p> <p>3. The Licence Applicant / Licensee / Exemption holder must have appointed sufficient number of skilled secretarial staff according to its needs to run its daily business. It must also ensure that its office is open to communicate with the Licensor and the public.</p>		
<p><b>DOCUMENTS TO SUBMIT</b></p> <ol style="list-style-type: none"> <li>1. Office Space ownership documents or Contract with the Office Space owners</li> <li>2. Photos of the Office Space</li> <li>3. List of Office Administration staff other than the staff mentioned in the personnel criteria with their Designation</li> <li>4. Office Administration Staff contracts / appointment letters with Job Description</li> </ol>		

<b>P.02</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
-------------	--------------------------------	--------------------------------



<b>CRITERIA DESCRIPTION</b>		
<b>GENERAL MANAGER</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must have appointed a General Manager being responsible for running its daily business (operative matters).</p> <p>2. The appointment must have been done by the appropriate body of the Licence Applicant / Licensee / Exemption holder.</p>		
<p><b>DOCUMENTS TO SUBMIT</b></p> <ol style="list-style-type: none"> <li>1. Contract / Appointment Letter</li> <li>2. Job Description</li> <li>3. CV / Resume</li> <li>4. Board resolution confirming the appointment of the GM</li> </ol>		

<b>P.03 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>FINANCE OFFICER</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must have appointed a qualified Finance Officer being responsible for its financial matters.</p> <p>2. The Finance Officer must hold as a minimum of one of the following qualifications:</p> <ol style="list-style-type: none"> <li>a) A diploma from Institute of Chartered Accountants of India; or</li> <li>b) Bachelors degree in Finance; or</li> <li>c) a “recognition of competence” issued by the Licensor based on practical experience in financial matters of at least 3 years.</li> </ol>		
<p><b>DOCUMENTS TO SUBMIT</b></p> <ol style="list-style-type: none"> <li>1. Contract / Appointment Letter</li> <li>2. Job Description</li> <li>3. CV / Resume</li> <li>4. Certificate / Degree</li> <li>5. Recognition of Competence (If Any)</li> </ol>		

<b>P.04 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>SECURITY OFFICER</b>	<b>A</b>	<b>B</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must have appointed a qualified Security Officer being responsible for safety and security matters.</p> <p>2. The Security Officer must hold as a minimum of one of the following qualifications:</p> <ul style="list-style-type: none"> <li>a) a certificate as policeman or security person according to national law, or;</li> <li>b) a safety and security diploma based on a specific course issued by a government recognised organisation, or;</li> <li>c) a “recognition of competence” approved by the AIFF, which is based on the participation in specific safety and security course and at least one (1) year experience in such matters.</li> </ul> <p>3. The Safety and Security Officer must be duly registered with the AIFF.</p>		
<p><b>DOCUMENTS TO SUBMIT</b></p> <ul style="list-style-type: none"> <li>1. Contract / Appointment Letter</li> <li>2. Job Description</li> <li>3. CV / Resume</li> <li>4. Certificate / Degree / ID Card (e.g Police, Army)</li> <li>5. Recognition of Competence (If Any)</li> <li>6. Screenshot of the registration of AIFF Coaching Portal</li> </ul>		

<b>P.05 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>MEDIA OFFICER</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must have appointed a qualified Media Officer being responsible for media matters and managing the website.</p> <p>2. The Media Officer must hold as a minimum one of the following qualifications:</p> <ul style="list-style-type: none"> <li>a) diploma in journalism;</li> <li>b) a “recognition of competence” approved by the AIFF, which requires at least one (1) year experience in such matters.</li> </ul>		

<p>3. The Media Officer must be duly registered with the AIFF</p> <p><b>DOCUMENTS TO SUBMIT</b></p> <ol style="list-style-type: none"> <li>1. Contract / Appointment Letter</li> <li>2. Job Description</li> <li>3. CV / Resume</li> <li>4. Certificate / Degree</li> <li>5. Recognition of Competence (If Any)</li> <li>6. Media Plan and Budget for media to be uploaded</li> </ol>
---

<b>P.06 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>MEDICAL DOCTOR</b>	<b>A</b>	<b>B</b>
<ol style="list-style-type: none"> <li>1. The Licence Applicant / Licensee / Exemption holder must have appointed at least one doctor who is responsible for medical support during matches and training as well as for doping prevention.</li> <li>2. The medical doctor must have a valid medical Licence to practice medicine in India</li> <li>3. The Medical Doctor must be duly registered with the AIFF.</li> </ol>		
<p><b>DOCUMENTS TO SUBMIT</b></p> <ol style="list-style-type: none"> <li>1. Contract / Appointment Letter</li> <li>2. Job Description</li> <li>3. CV / Resume</li> <li>4. Certificate / Degree</li> <li>5. Valid Licence</li> <li>6. Screenshot of the registration of AIFF Coaching Portal</li> </ol>		

<b>P.07 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>PHYSIOTHERAPISTS</b>	<b>A</b>	<b>A</b>
<ol style="list-style-type: none"> <li>1. The Licence Applicant / Licensee / Exemption holder must have appointed at least two (2) physiotherapists being responsible for medical treatment and massages for the first team and youth teams during trainings and matches.</li> <li>2. The physiotherapists must have a degree in Physiotherapy (minimum of 3 year program).</li> </ol>		

3. In cases where an applicant has proven extensive experience as a physiotherapist at a first team football level but does not have the required qualifications (as mentioned in the above point), then the applicant maybe appointed subject to the Licence Applicant / Licensee / Exemption holder submitting the candidate's detailed resume for approval, to AIFF.
4. The Physiotherapists must be duly registered with the AIFF.

**DOCUMENTS TO SUBMIT**

1. Contract / Appointment Letter
2. Job Description
3. CV / Resume
4. Certificate / Degree
5. Screenshot of the registration of AIFF Coaching Portal

<b>P.08 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>FIRST TEAM HEAD COACH</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must appoint a Head Coach responsible for all football technical matters of the first team.</p> <p>2. The Head Coach of First team must:</p> <p>(i) <u>For ICLS Premier 1 Licence</u></p> <p>a) hold at least the AFC 'Pro' Coaching Certificate or its equivalence, recognised and approved by the AFC;</p> <p>b) hold a Recognition of Coaching Competence (RECC) issued by the AFC in compliance with the RECC regulations for cases where the Head Coach of the first team does not have the required certification as defined under (2.i.a) above or;</p> <p>c) already have started the required education course, recognised by AFC, to achieve the required diploma as defined under (2.i.a) above.</p> <p>(ii) <u>For ICLS Premier 2 Licence</u></p>		

- a) hold at least the AFC 'A' Coaching Certificate or its equivalence recognised and approved by the AFC;
- b) hold a Recognition of Coaching Competence (RECC) issued by the AFC in compliance with the RECC regulations for cases where the Head Coach of the first team does not have the required certification as defined under (2.ii.a) above or;
- c) already have started the required education course, recognised by the AFC, to achieve the required diploma as defined under (2.ii.a) above.

3. The Head Coach must be duly registered with the AIFF and undertaken by the appropriate body of the Licence Applicant / Licensee / Exemption holder.

**DOCUMENTS TO SUBMIT**

- 1. Contract / Appointment Letter
- 2. Job Description
- 3. CV / Resume
- 4. Certificate
- 5. RECC Certificate and/or proof of ongoing course as defined under (2.c) of this criteria
- 6. Screenshot of the registration of AIFF Coaching Portal

<b>P.09 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>ASSISTANT COACH OF FIRST TEAM</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must appoint an Assistant Coach assisting the Head Coach in all football technical matters of the first team.</p> <p>2. The Assistant Coach of First team must:</p> <p>(i) <u>For ICLS Premier 1 Licence</u></p> <ul style="list-style-type: none"> <li>a) hold at least the AFC 'A' Coaching Certificate or its equivalence, recognised and approved by the AFC;</li> <li>b) hold a Recognition of Coaching Competence (RECC) issued by the AFC in compliance with the RECC regulations for cases where the Assistant Coach of</li> </ul>		

the first team does not have the required certification as defined under (2.i.a) above or;

c) already have started the required education course, recognised by the AFC, to achieve the required diploma as defined under (2.i.a) above.

(ii) For ICLS Premier 2 Licence

a) hold at least the AFC ‘B’ Coaching Certificate or its equivalence recognised and approved by AFC;

b) hold a Recognition of Coaching Competence (RECC) issued by the AFC in compliance with the RECC regulations for cases where the Assistant Coach of the first team does not have the required certification as defined under (2.ii.a) above or;

c) already have started the required education course, recognised by the AFC, to achieve the required diploma as defined under (2.ii.a) above.

d) Additionally, he may coach the reserve/developmental squads in the club

3. The Assistant Coach must be duly registered with the AIFF and undertaken by the appropriate body of the Licence Applicant / Licensee / Exemption holder.

**DOCUMENTS TO SUBMIT**

1. Contract / Appointment Letter
2. Job Description
3. CV / Resume
4. Certificate
5. RECC Certificate and/or proof of ongoing course as defined under (2.c) of this criteria
6. Screenshot of the registration of AIFF Coaching Portal

<b>P.10 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>HEAD OF YOUTH DEVELOPMENT</b>	<b>A</b>	<b>A</b>

1. The Licence Applicant / Licensee / Exemption holder must appoint a Head of Youth Development (HYD) responsible for managing and implementing all aspects of youth development matters including the Youth Development Programme (YDP).
2. The Head of the Youth Development must:
  - a) hold at least the AFC 'A' Coaching Certificate or its equivalence recognised and approved by AFC;
  - b) hold a Recognition of Coaching Competence (RECC) issued by the AFC in compliance with the RECC regulations for cases where the Head of Youth Development does not have the required certification as defined under (2.a) above or;
  - c) already have started the required education course, recognised by the AFC, to achieve the required diploma as defined under (2.a) above.
  - d) have specific youth coaching experience and/or supplementary certification/qualification related to coaching and managing young players;
  - e) have strong management and administration skills to ensure the efficient implementation of the programme, activities, roles and duties in collaboration with other relevant personnel.
3. The HYD must be duly registered with the AIFF and undertaken by the appropriate body of the Licence Applicant / Licensee / Exemption holder.

**DOCUMENTS TO SUBMIT**

1. Contract / Appointment Letter
2. Job Description
3. CV / Resume
4. Certificate
5. RECC Certificate and/or proof of ongoing course as defined under (2.c) of this criteria
6. Screenshot of the registration of AIFF Coaching Portal

<b>P.11</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
-------------	------------------------------------	--------------------------------

<b>CRITERIA DESCRIPTION</b>		
<b>YOUTH COACHES</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must have appointed at least 3 Youth Coaches responsible for all football matters for each youth squad.</p> <p>2. At least two (2) Youth Coach must:</p> <p>a) hold at least the AFC 'B' Coaching certificate or its equivalence recognised and approved by the AFC;</p> <p>b) hold a Recognition of Coaching Competence (RECC) issued by the AFC in compliance with the RECC regulations for cases where the Youth Coach does not have the required certification as defined under (2.a) above or;</p> <p>c) have specific youth coaching experience and/or supplementary certification/qualification related to coaching and managing young players;</p> <p>d) have strong competencies to ensure the efficient implementation of the technical programme to develop elite youth players in collaboration with other relevant personnel.</p> <p>3. The other youth coaches must hold minimum the AFC 'C' Coaching certificate or its equivalence recognised and approved by the AFC.</p> <p>4. The Youth Coaches must be duly registered with the AIFF and undertaken by the appropriate body of the Licence Applicant / Licensee / Exemption holder.</p> <p><b>DOCUMENTS TO SUBMIT</b></p> <p>1. Contract / Appointment Letter</p> <p>2. Job Description</p> <p>3. CV / Resume</p> <p>4. Certificate</p> <p>5. RECC Certificate and/or proof of ongoing course as defined under (2.c) of this criteria</p> <p>6. Screenshot of the registration of AIFF Coaching Portal</p>		

<b>P.12 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>SAFETY AND SECURITY ORGANISATION</b>	<b>A</b>	<b>B</b>



<b>- STEWARDING</b>		
<p>1. The Licence Applicant / Licensee / Exemption holder must have engaged qualified stewards to ensure safety and security at home matches. For this purpose, it must:</p> <p>a) employ the stewards; or</p> <p>b) conclude a written contract with the stadium owner providing the stewards; or an external security company providing stewards.</p>		
<p><b>DOCUMENTS TO SUBMIT</b></p> <p>1. Contract / Appointment Letter</p> <p>2. Job Description</p> <p>3. CV / Resume / Company Profile</p> <p>4. Valid Registration Certificate</p>		

<b>P.13 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>RIGHTS, RESPONSIBILITIES AND DUTIES</b>	<b>A</b>	<b>A</b>
<p>The rights, responsibilities and duties of the Licence Applicant / Licensee / Exemption holder's staff members described in these regulations must be defined in writing.</p>		
<p><b>DOCUMENTS TO SUBMIT</b></p> <p>Rights, responsibilities and duties of all the Staff Members</p>		

<b>P.14 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>DUTY OF REPLACEMENT DURING THE LICENSING SEASON</b>	<b>A</b>	<b>A</b>
<p>1. If a function defined in these regulations becomes vacant during the licensing season, the Licensee / Exemption holder must ensure that, within a period of a maximum of sixty (60) days, the function is taken over by someone who holds the required qualification.</p>		

2. In the event that a function becomes vacant due to illness or accident, the Licensor may grant an extension to the sixty (60) day period only if reasonably satisfied that the person concerned is still medically unfit to resume duties.
3. The occurrence of vacancy and replacement must be notified to the Licensor within seven (7) working days of the respective event.
4. Compliance of this criteria will depend on the adherence of the requirements of this criterion for the period starting from the commencement of Club Licensing process of 2024-25 season till the announcement of commencement of Club Licensing process for 2023-24 season.

**DOCUMENTS TO SUBMIT**

1. Declaration stating the adherence of all the points mentioned in this criterion
2. Filling up the Club Information online sheet, hosted by AIFF, on a regular basis

<b>P.15 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>LEGAL ADVISOR</b>	<b>B</b>	<b>C</b>
<ol style="list-style-type: none"> <li>1. The Licence Applicant / Licensee / Exemption holder must appoint a qualified legal advisor who is responsible to handle all legal matters in the Licence Applicant / Licensee / Exemption holder's activities.</li> <li>2. The legal advisor shall have the necessary legal qualifications.</li> </ol>		
<b>DOCUMENTS TO SUBMIT</b> <ol style="list-style-type: none"> <li>1. Contract / Appointment Letter</li> <li>2. Job Description</li> <li>3. CV / Resume</li> <li>4. Certificate / Licence</li> </ol>		

<b>P.16 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>

<b>CLUB TECHNICAL DIRECTOR</b>	<b>B</b>	<b>C</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must employ a Club Technical Director.</p> <p>2. He should have at least an AFC 'A' Coaching certificate or its equivalence recognised and approved by AFC and supplementary qualities like an extensive playing and work experience at the professional club level, or have been a long serving dedicated member of the club as a player, coach, manager or advisor.</p> <p>3. He must have strong management skills, visionary and lead the technical development of the club.</p> <p>4. He shall be responsible for but not limited to the following:</p> <ul style="list-style-type: none"> <li>a) establish and/or implement Club Philosophy;</li> <li>b) establish Youth and Player Development Structures and Programmes;</li> <li>c) ensure technical standards are maintained and enhanced;</li> <li>d) monitor and evaluate all technical and developmental programmes;</li> <li>e) talent scouting;</li> <li>f) management of Club's Youth Academies;</li> <li>g) recruitment and management of coaches and talent scouts;</li> <li>h) management of match analysis processes.</li> </ul> <p>5. The Club Technical Director must be duly registered with the AIFF and undertaken by the appropriate body of the Licence Applicant / Licensee / Exemption holder.</p>		
<p><b>DOCUMENTS TO SUBMIT</b></p> <ul style="list-style-type: none"> <li>1. Contract / Appointment Letter</li> <li>2. Job Description</li> <li>3. CV / Resume</li> <li>4. Certificate</li> <li>5. Screenshot of the registration of AIFF Coaching Portal</li> </ul>		

<b>P.17 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
--	------------------------------------	--------------------------------

<b>FIRST TEAM GOALKEEPER COACH</b>	<b>B</b>	<b>C</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must have appointed a qualified Goalkeeper Coach with a valid coaching diploma/Licence for the first team.</p> <p>2. The Goalkeeper Coach must have:</p> <p>a) at least the AFC Goalkeeping Level A Coaching certificate or its equivalence recognised and approved by the AFC</p> <p>b) hold a Recognition of Coaching Competence (RECC) issued by the AFC in compliance with the RECC regulations for cases where the Goalkeeper Coach of the first team does not have the required certification as defined under (2.a) above or;</p> <p>c) already have started the required education course, recognised by the AFC, to achieve the required diploma as defined under (2.a) above.</p> <p>3. The First Team Goalkeeper Coach must be duly registered with the AIFF and undertaken by the appropriate body of the Licence Applicant / Licensee / Exemption holder.</p>		
<p><b>DOCUMENTS TO SUBMIT</b></p> <ol style="list-style-type: none"> <li>1. Contract / Appointment Letter</li> <li>2. Job Description</li> <li>3. CV / Resume</li> <li>4. Certificate</li> <li>5. Screenshot of the registration of AIFF Coaching Portal</li> </ol>		

<b>P.18 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>FIRST TEAM FITNESS COACH</b>	<b>B</b>	<b>C</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must employ a qualified Fitness Coach for the first team.</p> <p>2. The Fitness Coach must have:</p> <p>a) at least the AFC Fitness Level 2 Coaching certificate or its equivalence recognised and approved by the AFC</p> <p>b) hold a Recognition of Coaching Competence (RECC) issued by the AFC in compliance with the RECC regulations for cases where the Goalkeeper</p>		

Coach of the first team does not have the required certification as defined under (2.a) above or;  
c) already have started the required education course, recognised by the AFC, to achieve the required diploma as defined under (2.a) above.

**DOCUMENTS TO SUBMIT**

1. Contract / Appointment Letter
2. Job Description
3. CV / Resume
4. Certificate
5. Screenshot of the registration of AIFF Coaching Portal

<b>P.19 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>MARKETING OFFICER</b>	<b>B</b>	<b>C</b>
<p>The Licence Applicant / Licensee / Exemption holder should have in its organisational structure, the role of a Marketing Officer that could be a full time employee or an external company appointed by the Licence Applicant / Licensee / Exemption holder.</p> <p>The candidate will be identifying possible commercial revenue opportunities for the Club, working closely with those related for the Finance and Media/PR activities of the Club.</p> <p>The main responsibilities of the Commercial / Marketing Officer are to:</p> <ul style="list-style-type: none"> <li>- Develop commercial revenue plans;</li> <li>- Identify potential commercial sponsors and building relations with them;</li> <li>- Manage relations with commercial sponsors;</li> <li>- Manage the merchandising revenues of the Club.</li> <li>- Event management;</li> <li>- Management of stadium related commercial activities.</li> </ul> <p>The main duties of that role would also be to comply with all sponsorship requirements and commitments. The roles and responsibilities of the person fulfilling this position must be set out in a job description.</p>		
<b>DOCUMENTS TO SUBMIT</b>		

1. Contract / Appointment Letter
2. Job Description
3. CV / Resume / Company Profile
4. Certificate
5. Marketing Plan for the upcoming season

<b>P.20 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>Team Managers</b>	<b>B</b>	<b>B</b>
<p>The Licence Applicant / Licensee / Exemption holder should appoint Team managers for the following Teams.</p> <p>Senior Team, Youth Team 1, Youth Team 2 and Youth Team 3.</p>		
<p><b>DOCUMENTS TO SUBMIT</b></p> <ol style="list-style-type: none"> <li>1. Contract / Appointment Letter</li> <li>2. Job Description</li> <li>3. CV/Resume</li> <li>4. Screenshot of the registration of AIFF Coaching Portal</li> </ol>		

<b>P.21 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>Child Safeguarding Officer</b>	<b>B</b>	<b>B</b>
<p>The Licence Applicant / Licensee / Exemption holder should appoint a Child Safeguarding Officer who should be responsible for all Child Safeguarding concerns at the Club.</p>		
<p><b>DOCUMENTS TO SUBMIT</b></p> <ol style="list-style-type: none"> <li>1. Contract / Appointment Letter</li> <li>2. Job Description</li> <li>3. CV/Resume</li> <li>4. Screenshot of the registration of AIFF Coaching Portal</li> </ol>		

<b>P.22 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>Venue Operation Manager</b>	<b>B</b>	<b>B</b>
The Licence Applicant / Licensee / Exemption holder should appoint a Venue Operations Manager who should be responsible for all Venue Operations in regards the official matches of the Club.		
<p><b>DOCUMENTS TO SUBMIT</b></p> <ol style="list-style-type: none"> <li>1. Contract / Appointment Letter</li> <li>2. Job Description</li> <li>3. CV/Resume</li> <li>4. Screenshot of the registration of AIFF Coaching Portal</li> </ol>		

## **Article 17 : LEGAL CRITERIA**

### **1. Introduction**

The below are the minimum legal criteria to be fulfilled by Licence Applicant / Licensee / Exemption holder.

### **2. Criteria**

<b>L.01 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>DECLARATION IN RESPECT OF THE PARTICIPATION IN AFC AND NATIONAL CLUB COMPETITIONS</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant must submit a legally-valid declaration which confirms that:</p> <ol style="list-style-type: none"> <li>a) it recognises as legally binding the statutes, rules and regulations and decisions of FIFA, the AFC, the AIFF and, if it exists as a separate legal entity, of the national league</li> </ol>		

- b) it recognises the exclusive jurisdiction of the Court of Arbitration for Sport (domiciled in Lausanne, Switzerland) for any dispute of international dimension and in particular involving FIFA and/or the AFC;
- c) it recognises the prohibition on recourse to ordinary courts under the FIFA and AFC Statutes;
- d) at national level, it will play in competitions that are recognised and endorsed by AIFF (e.g. I-League, Indian Super League, Super Cup);
- e) at international level, it will participate in competitions recognised and endorsed by the AFC and/or FIFA. To avoid any doubt, this provision does not relate to friendly matches;
- f) it undertakes to abide by and observe the provisions and conditions of the Indian Club Licensing Regulations;
- g) its reporting perimeter is defined in accordance with Article 18.1.3 of these regulations and it will be accountable for any consequences of an entity included in the reporting perimeter not abiding by and observing this declaration.
- h) all submitted documents are complete and correct;
- i) it authorises the competent Licensor and the AFC to examine documents and seek information and, in the event of any appeal procedure, to seek information from any relevant public authority or private body according to national law; and
- j) it acknowledges that the AFC reserves the right to execute compliance audits at national level, in accordance with Article 10.1.

2. This declaration must be executed by an authorised signatory no more than three (3) months prior to the corresponding deadline for its submission to the Licensor.

**DOCUMENTS TO SUBMIT**

Declaration as required in this criterion

<b>L.02 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>LEGAL DOCUMENTS</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must submit the following documents:</p> <ul style="list-style-type: none"> <li>a) a copy of its current company articles, constitution, statutes or similar-type governing document;</li> </ul>		



- b) an extract from a public register (e.g. trade register) which demonstrates that the Licence Applicant / Licensee / Exemption holder is a legal entity which contains the following information:
- i) registered name;
  - ii) popular name;
  - iii) address of headquarters;
  - iv) legal form;
  - v) list of authorised signatories;
  - vi) type of signature (e.g. individual, collective).
- c) Proof of due and valid registration and ownership or right to usage of all intellectual property (trademarks, copyright for logos and/or brand name).

**DOCUMENTS TO SUBMIT**

- Certificate of Incorporation / Registration
- Articles of Association & Memorandum of Association / Constitution & Statutes
- Documents as proof of due and valid registration and ownership or right to usage of all intellectual property (trademarks, copyright for logos and/or brand name) pertaining to the logo (s) and/or brand name of the club, under which the football team participates in National and AFC club competitions. In the event that the Licence Applicant / Licensee / Exemption holder is unable to furnish details of due and valid registration/ownership or any Licence agreement granting the Licence Applicant / Licensee / Exemption holder the right to use such properties, the Licence Applicant / Licensee / Exemption holder may also submit proof of application for securing the same which has been submitted to authorities and is pending before authorities.
- Declaration signed by an authorised signatory duly authorised by such number of shareholders/members who hold 51% or more of the shares and control of the Licence Applicant / Licensee / Exemption holder (applicable in case of a company), or control of the Licence Applicant / Licensee / Exemption holder (applicable in case of a trust, society or partnership) that the documents submitted for ICLR Criteria L.02 A are valid

L.03 CRITERIA DESCRIPTION	ICLS PREMIER 1 CRITERIA	ICLS PREMIER 2 CRITERIA
---------------------------------	----------------------------	-------------------------

<b>OWNERSHIP AND CONTROL OF CLUBS</b>	<b>A</b>	<b>A</b>
<p>1. To safeguard the integrity of national matches and competitions, Licence Applicants / Licensee / Exemption holder must be committed to ensuring that they conform to the highest ethical and sporting standards regarding matters of ownership and Control.</p> <p>In this regard, the Licence Applicant must comply with the following criteria:</p> <p>a) the Licence Applicant shall not, either directly or indirectly:</p> <ul style="list-style-type: none"> <li>i. hold or deal in the securities or shares of any other participating club(s) in the same National Club Competition;</li> <li>ii. be a member of any other participating club(s) in the same National Club Competition;</li> <li>iii. be involved in any capacity whatsoever in the management, administration and/or sporting performance of any other participating club(s) in the same National Club Competition; and/or</li> <li>iv. have any power whatsoever in the management, administration and/or sporting performance of any other participating club(s) in the same National Club Competition,</li> </ul> <p>if there is a material risk that this would actually or potentially jeopardise the integrity of the National Club Competition;</p> <p>b) No one connected to the Licence Applicant shall simultaneously be involved, either directly or indirectly, in any capacity whatsoever in the management, administration and/or sporting performance of the Licence Applicant and any other participating club(s) in the same National Club Competition, if there is a material risk that this would actually or potentially jeopardise the integrity of the National Club Competition.</p> <p>c) No individual or legal entity connected to the Licence Applicant shall have Control or influence over any other participating club(s) in the same National Club Competition, if there is a material risk that this would actually or potentially jeopardise the integrity of the National Club Competition. In assessing whether or not control or influence exists in this context, the following factors shall be taken into account:</p> <ul style="list-style-type: none"> <li>i. holding a majority of the shareholders' voting rights in the relevant clubs;</li> </ul>		

- ii. having the right to appoint or remove a majority of the members of the administrative, management, or supervisory body of the relevant clubs;
- iii. being a shareholder and alone controlling a majority of the shareholders' voting rights pursuant to an agreement entered into with other shareholders of the relevant clubs; and/or
- iv. being able to exercise by any means a decisive influence in the decision making of the relevant clubs.

2. The Licence Applicant/ Licensee / Exemption holder shall submit a legally valid and binding declaration outlining the ownership structure and Control mechanism of the club, and confirming its compliance with the criteria set out above. If the Licence Applicant considers that it may contravene any of the criteria, this should be explained in the declaration (with evidence). The declaration must be executed by an authorised signatory no more than three (3) months prior to the corresponding deadline for its submission to the Licensor.

**DOCUMENTS TO SUBMIT**

- 1. Declaration as required in this criterion
- 2. Latest valid list of Shareholders with shareholding pattern
- 3. Latest valid list of Executive / Board members with designations
- 4. Latest valid list of Authorised signatories with supporting documents
- 5. Declaration signed by an authorised signatory duly authorised by such number of shareholders/members who hold 51% or more of the shares and control of the Licence Applicant / Licensee / Exemption holder (applicable in case of a company), or control of the Licence Applicant / Licensee / Exemption holder (applicable in case of a trust, society or partnership) that the documents submitted for ICLR Criteria L.03 A are valid

<b>L.04 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>LEGAL GROUP STRUCTURE AND ULTIMATE CONTROLLING PARTY</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant / Licensee / Exemption holder must provide the Licensor with information on the legal Group structure at the Statutory Closing Date prior to the deadline for the submission of the application to the Licensor. It must be presented in a chart and duly approved by management. The Licensor must be informed of any changes there may have been to the legal Group structure during the period between the Statutory Closing Date and the submission of the chart to the Licensor.</p>		

2. This document must clearly identify and include information on:
  - a) the Licence Applicant / Licensee / Exemption holder and, if different, the Registered Member of the AIFF/AFC Member Association;
  - b) any Subsidiary of the Licence Applicant / Licensee / Exemption holder and, if different, the Registered Member of the AIFF/AFC Member Association;
  - c) any Associate entity of the Licence Applicant / Licensee / Exemption holder and, if different, the Registered Member of the AIFF/AFC Member Association;
  - d) any direct or indirect Controlling entity of the Licence Applicant / Licensee / Exemption holder, up to and including the ultimate Controlling party;
  - e) any party that has 10% or greater direct or indirect ownership of the Licence Applicant / Licensee / Exemption holder, or 10% or greater voting rights;
  - f) any party with a Significant Influence over the Licence Applicant / Licensee / Exemption holder;
  - g) any other football club, in respect of which any of the parties identified in (a) to (f) or any of their key management personnel have any ownership interest, voting rights, and/or any involvement or influence whatsoever in relation to the governance of its financial and operating policies; and
  - h) The reporting perimeter as defined in Article 18.1.3 of these regulations must also be clearly identified in the document.
3. If deemed relevant the Licensor may request the Licence Applicant/Licensee to provide additional information other than that listed above (e.g. information about any subsidiaries and/or Associates of the ultimate Controlling entity and/or direct Controlling entity).
4. The following information must be provided in relation to all entities included in the legal Group structure:
  - a) Name of legal entity;
  - b) Type of legal entity;
  - c) Main activity of legal entity; and
  - d) Percentage of ownership interest (and, if different, percentage of voting power held).
5. For any Subsidiary of the Licence Applicant/Licensee and, if different, the Registered Member of the AIFF/AFC Member Association, the following information must also be provided:
  - a) Share capital;
  - b) Total assets;
  - c) Total revenues; and
  - d) Total equity.
6. Without prejudice to the foregoing, the Licensor shall ensure that it assesses the information provided by the Licence Applicant under Criterion L.04 to

determine the accuracy of the Licence Applicant’s declaration under Criterion L.03. Accordingly, the Licence Applicant shall ensure that it clearly identifies and includes information regarding its compliance with the various components of the declaration under Criterion L.03 when providing the Licensor with information on its legal Group structure under Criteria L.04.

**DOCUMENTS TO SUBMIT**

Legally valid declaration, signed by the authorised signatory of the club

<b>L.05 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>WRITTEN CONTRACT WITH PROFESSIONAL PLAYERS</b>	<b>A</b>	<b>A</b>
<p>The professional players of the Licence Applicant / Licensee / Exemption holder must have a written contract with the Licence Applicant / Licensee / Exemption holder in accordance with the relevant provisions of the FIFA Regulations for the Status and Transfer of Players and shall incorporate all key provisions required by the national law and of FIFA, the AFC, and the AIFF.</p>		
<p><b>DOCUMENTS TO SUBMIT</b></p> <p>For Premier 1 Applicants -</p> <ul style="list-style-type: none"> <li>Professional Contracts of a minimum of 20 Registered players of the First team for the 2023-24 season in AIFF CRS.</li> <li>Professional Contracts of a minimum of 20 Registered players of the First team for the 2024-25 season in AIFF CRS by 31<sup>st</sup> August 2024.</li> <li>Valid Passport of all the Registered players of the First team for the 2023-24 season in AIFF CRS.</li> <li>Valid Passport of all the Registered players of the First team for the 2024-25 season in AIFF CRS by 31<sup>st</sup> August 2024.</li> </ul> <p>For Premier 2 Applicants -</p> <ul style="list-style-type: none"> <li>Professional Contracts of a minimum of 20 Registered players of the First team for the 2023-24 season in AIFF CRS.</li> <li>Professional Contracts of a minimum of 20 Registered players of the First team for the 2024-25 season in AIFF CRS by 31<sup>st</sup> August 2024.</li> </ul>		

<b>L.06</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
-------------	------------------------------------	--------------------------------

<b>CRITERIA DESCRIPTION</b>		
<b>DISCIPLINARY CODE AND CODE OF CONDUCT FOR PLAYERS AND OFFICIALS</b>	<b>B</b>	<b>B</b>
<p>1. The Licence Applicant / Licensee / Exemption holder establishes a legally binding code of conduct for players and officials in compliance with the national law, and the Statutes of FIFA, the AFC and the AIFF.</p> <p>2. The code of conduct should be supplemented by a legally binding disciplinary regulation under which the infringement of the code of conduct, club rules, club regulations, and club decisions shall be prosecuted and sanctions may be applied.</p>		
<b>DOCUMENTS TO SUBMIT</b>		
<p>1. Disciplinary Code and Code of Conduct for Players and Officials of the Club</p> <p>2. Information about the Code – Drafting Committee, Regulations referred (if any), date of enforcement (with minutes of the board meeting)</p>		

## **Article 18: FINANCIAL CRITERIA**

### **1. Introduction**

1. The financial criteria relate to:
  - a) historic financial information about a club's financial performance and position; and
  - b) future financial information about a club's future prospects.
2. To facilitate the implementation of the financial criteria, historic financial information may be prepared on the basis of Indian accounting practice requirements.
3. Reporting Entity/Entities and reporting perimeter: -
  - a) The Licence Applicant determines and provides to the Licensor the reporting perimeter, i.e., the entity or combination of entities in respect of which

financial information (e.g. single entity, consolidated or combined financial statements) has to be provided.

b) The reporting perimeter must include:

- i. the Licence Applicant and, if different, the Registered Member of the AIFF Member Association;
- ii. any Subsidiary of the Licence Applicant and, if different, the Registered Member of the AIFF Member Association;
- iii. any other entity included in the legal Group structure which generates revenues and/or performs services and/or incurs costs in respect of the football activities defined in paragraph c) iii. to x. below;
- iv. any entity, irrespective of whether it is included in the legal Group structure, which generates revenues and/or performs services and/or incurs costs in respect of football activities as defined in paragraph c) i. and ii. below.

c) Football activities include:

- i. employing/engaging personnel including payment of all forms of consideration to employees arising from contractual or legal obligations;
- ii. acquiring/selling players' registrations (including loans);
- iii. ticketing;
- iv. sponsorship and advertising;
- v. broadcasting;
- vi. merchandising and hospitality;
- vii. club operations (e.g. administration, matchday activities, travel, scouting, etc.);
- viii. financing (including financing secured or pledged against the assets of the Licence Applicant);
- ix. use and management of Stadium and Training Facilities; and
- x. youth sector.

d) An entity may be excluded from the reporting perimeter only if:

- i. its activities are entirely unrelated to the football activities defined in paragraph c) above and/or the locations, assets or brand of the football club; or
- ii. it is immaterial compared with all the entities that form the reporting perimeter and it does not perform any of the football activities defined in paragraph c) i. and ii. above; or
- iii. the football activities it performs are already entirely reflected in the financial statements of one of the entities included in the reporting perimeter.

- e) The Licence Applicant must submit a declaration by an authorised signatory which confirms:
- i. that all revenues and costs related to each of the football activities indicated in paragraph 3.c) above. have been included in the reporting perimeter and provide a detailed explanation should this not be the case; and
  - ii. whether any entity included in the legal Group structure has been excluded from the reporting perimeter, justifying any such exclusion with reference to paragraph 3.d) above.

<b>F.01 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>ANNUAL FINANCIAL STATEMENTS - AUDITED</b>	<b>A</b>	<b>A</b>
<p>1. The Audited Annual Financial Statements must cover the reporting period 1st April 2022 to 31st March, 2023.</p> <p>2. Regardless of the legal structure of the Licence Applicant, Annual Financial Statements based on the local legislation for incorporated companies shall be prepared and Audited by an independent auditor.</p> <p>3. The Audited Annual Financial Statement shall be in respect of the Statutory Closing Date immediately prior to the deadline for submission of the List of Licensing Decisions to AFC and must consist of:</p> <ol style="list-style-type: none"> <li>a) a balance sheet;</li> <li>b) a profit and loss account;</li> <li>c) a cash flow statement;</li> <li>d) notes, comprising a summary of significant Accounting Policies and other explanatory notes; and</li> <li>e) a financial Review by management.</li> </ol> <p>4. The Audited Annual Financial Statements shall meet the minimum disclosure requirements and accounting principles set out in the AFC Club Licensing Financial Handbook.</p> <p>5. If the Audited Annual Financial Statements do not meet the minimum disclosure requirements and accounting principles set out in the AFC Club Licensing Financial Handbook, then Supplementary Information must be prepared by the Licence Applicant and assessed by the auditor.</p>		
DOCUMENTS TO SUBMIT: Audited Annual Financial Statement for 2023/24		
<b>F.02</b>	<b>ICLS PREMIER 1</b>	<b>ICLS PREMIER 2 CRITERIA</b>



<b>CRITERIA DESCRIPTION</b>	<b>CRITERIA</b>	
<b>Financial Statements for the Interim Period - Reviewed</b>	<b>A</b>	<b>C</b>
<p>1. If the Statutory Closing Date of the Licence Applicant is more than six (6) months before the deadline for submission of the List of Licensing Decisions to AFC, then the Licence Applicant shall prepare and submit additional financial statements covering the Interim Period.</p> <p>2. If the Financial Statements for the Interim Period are prepared and submitted, they should cover the Interim Period up to a date within six (6) months preceding the deadline for submission of the List of Licensing Decisions to AFC and must be Reviewed or Audited by an independent auditor.</p> <p>3. The Interim Financial Statements shall meet the minimum disclosure requirements and accounting principles set out in the AFC Club Licensing Financial Handbook.</p>		
<p>DOCUMENTS TO SUBMIT: Interim Financial Statements for the period 1<sup>st</sup> April 2023 to 31<sup>st</sup> December 2023.</p>		

<b>F.03 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>No Overdue Payables Towards Football Clubs Arising from Transfer Activities</b>	<b>A</b>	<b>A</b>
<p>The Licence Applicant must prove that it has no overdue payables towards football clubs arising from transfer activities as at 31 December preceding the season to be Licenced, unless by the following 31 March they have been fully settled, deferred by mutual agreement with the creditor or are subject to a not obviously unfounded dispute submitted to a competent authority. The overdue payable will also include the training compensation.</p>		
<p>DOCUMENTS TO SUBMIT: No Overdue as on 31<sup>st</sup> December 2023: -</p> <ul style="list-style-type: none"> <li>• Declaration stating that there are no Overdue to Football Clubs, National or International, arising from transfer activities</li> <li>• Transfer Payables Table</li> <li>• Transfer Receivables Table</li> <li>• Training Compensation receivables and payables</li> </ul>		

- Mutual Agreement with Creditors (if any)
- No overdue payables towards Football Clubs, National or International, arising from transfer activities from January 1<sup>st</sup> 2023 to 31<sup>st</sup> December 2023

Template: Employees Payables Reporting: Illustrative Confirmation Letter from Employees

**Club Letterhead**

In connection with the granting of a license for the 20XX/YY season, we the undersigned confirm that our employer \_\_\_\_\_ (*club name*) has paid all contractual obligations due as agreed in our respective contracts as of 30 June 20XX by the date of this letter [or, if date of letter is later than 31 August, by 31 August 20YY] at the latest.

List of player:

S. No.	Name of player	Signature

List of club staff (administrative, technical, medical and security staff):

S. No.	Name of club staff	Signature

I certify that the information provided above is true and correct to the best of my knowledge.

*(Signature of authorised signatory of Club)*

\_\_\_\_\_

[Name]  
[Date]  
[Job Title]  
[Name of the Club]

CRITERIA DESCRIPTION	CRITERIA	
<b>No Overdue Payables Towards Employees and Social / Tax Authorities</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant must prove that, in respect of contractual and legal obligations with its current/former employees and social/tax authorities it has no overdue payables as at 31 December preceding the season to be Licenced, unless by the following 31 March they have been fully settled, deferred by mutual agreement with the creditor or are subject to a not obviously unfounded dispute submitted to a competent authority.</p> <p>2. The term “employees” shall include but not limited to:</p> <p>a) all professional players according to the applicable FIFA Regulations on the Status and Transfer of Players; and</p> <p>b) the administrative, technical, medical and security staff specified in the AFC Club Licensing Regulations.</p>		
<p><b>DOCUMENTS TO SUBMIT:</b></p> <ul style="list-style-type: none"> <li>• Documents, including declaration in respect of no payables overdue towards employee and social/tax authorities, conforming to the requirements of the criteria</li> <li>• Mutual Agreement with Creditors (if any)</li> <li>• Filling up the Club Information online sheet, hosted by the AIFF, on a regular basis</li> <li>• No overdue payables towards employees and social/tax authorities from January 1<sup>st</sup> 2023 to 31<sup>st</sup> December 2023</li> </ul>		

### **Undertaking for No Payable Overdue towards Social/Tax Authorities:**

#### **Information on Taxes deposited by Club**

The tax liability arising from all the activities club undertakes need to be considered e.g. Sales Tax, Service Tax, Entertainment Tax, Income Tax, VAT etc:

<b>Details of Tax Liability &amp; Deposited</b>		
Period	Tax Accrued (in INR)	Actual Tax Paid (in INR)
Previous Financial Year		

1 <sup>st</sup> Quarter (April to June)		
Previous Financial Year 2 <sup>nd</sup> Quarter (July to September)		
Previous Financial Year 3 <sup>rd</sup> Quarter (October to December)		
Previous Financial Year 4 <sup>th</sup> Quarter (January to March)		
Current Financial Year 1 <sup>st</sup> Quarter (April to June)		

{This format should be certified by the **Statutory Auditor** of the Club}

<b>F.05 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>Written Representations Prior to the Licensing Decision</b>	<b>A</b>	<b>A</b>
<p>1. Within seven (7) days prior to the date on which the licensing decision is to be made by the First Instance Body, the Licence Applicant must make written representations to the Licensor.</p> <p>2. The written representations shall confirm:</p> <ul style="list-style-type: none"> <li>a) That all documents submitted to the Licensor are complete and correct;</li> <li>b) Whether or not any Significant Change in relation to all the licensing criteria has occurred;</li> <li>c) Whether or not any Events or Conditions of Major Economic importance have occurred that may have an adverse impact on the Licence Applicant's financial position since the balance sheet date of the preceding Audited Annual Financial Statements or Reviewed Interim Financial Statements (if applicable). If Any Events or Conditions of Major Economic Importance have occurred, the management representations letter must include a description of the nature of the event or condition and an estimate of its financial effect, or a statement that such an estimate cannot be made; and</li> </ul>		

<p>d) Whether or not the Licence Applicant (or the Registered Member of the AFC Member Association which has a contractual relationship with the Licence Applicant within the meaning of Article 12) or any Parent company of the Licence Applicant included in the reporting perimeter is seeking or has received protection from its creditors pursuant to laws or regulations within the 12 months preceding the Licence Season</p>
<p>3. Approval by management must be evidenced by way of a signature on behalf of the executive body of the Licence Applicant.</p>
<p><b>DOCUMENTS TO SUBMIT:</b> Documents, including the management representation letters, conforming to the requirements of the criteria</p>

<b>F.06 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>Future Financial Information</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant must prepare and submit Future Financial Information in order to demonstrate to the Licensor its ability to continue as a Going Concern until the end of the Licence Season if it has breached any of the indicators defined in paragraph 2 below.</p> <p>2. If a Licence Applicant exhibits any of the conditions described by indicator 1 or 2, it is considered in breach of the indicator:</p> <p style="margin-left: 40px;">a) Indicator 1: Going Concern The auditor’s report in respect of the Annual or Interim Financial Statements submitted in accordance with F.01 and F.02 includes an emphasis of matter or a qualified opinion/conclusion in respect of Going Concern</p> <p style="margin-left: 40px;">b) Indicator 2: Negative equity The Annual Financial Statements (including, where required, the Supplementary Information) submitted in accordance with F.01 disclose a net liabilities position that has deteriorated relative to the comparative figure contained in the previous year’s Annual Financial Statements, or the Interim Financial Statements submitted in accordance with F.02 (including, where required, the Supplementary Information) disclose a net liabilities position that has deteriorated relative to the comparative figure at the preceding Statutory Closing Date.</p> <p>3. Future Financial Information must cover the period commencing immediately after the later of the Statutory Closing Date of the Annual Financial Statements or, if applicable, the balance sheet date of The Interim Financial Statements, and it must cover at least the entire Licence Season.</p>		

4. Future Financial Information consists of:

- a) a budgeted profit and loss account, with comparative figures for the immediately preceding Financial Year and Interim Period (if applicable);
- b) a budgeted cash flow, with comparative figures for the immediately preceding Financial Year and Interim Period (if applicable); and
- c) explanatory notes, including a brief description of each of the significant assumptions (with reference to the relevant aspects of Historic Financial Information) that have been used to prepare the budgeted profit and loss account and cash flow statement, as well as of the key risks that may affect the future financial results.

5. Future Financial Information must be prepared, on a quarterly basis.

6. Future Financial Information must be prepared on a consistent basis with the Audited Annual Financial Statements and follow the same Accounting Policies as those applied for the preparation of the Annual Financial Statements, except for accounting policy changes made after the date of the most recent Annual Financial Statements that are to be reflected in the next Annual Financial Statements, in which case details must be disclosed.

7. Future Financial Information must meet the minimum disclosure requirements as set out in the AFC Club Licensing Financial Handbook. Additional line items or notes must be included if they provide clarification or if their omission would make the Future Financial Information misleading.

8. Future Financial Information with the assumptions upon which they are based must be approved by management and this must be evidenced by way of a brief statement and signature on behalf of the executive body of the Reporting Entity.

**DOCUMENTS TO SUBMIT:**

- a) Budgeted profit and loss account minimum on a quarterly basis
- b) Declaration confirming to the criteria
- c) Budgeted Cash flow
- d) Explanatory notes if any

<b>F.07 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>Duty to Notify Subsequent Events</b>	<b>A</b>	<b>C</b>

1. Following the licensing decision by the decision-making body, the Licensee must promptly notify the Licensor in writing about any Subsequent Events that may cast significant doubt upon the Licensee’s ability to continue as a Going Concern until at least the end of the season for which the Licence has been granted.

2. Compliance with this criterion shall be assessed by the Licensor in respect of the following licensing cycle.

DOCUMENTS TO SUBMIT: Declaration stating the adherence of this criteria for the upcoming season

F.08 CRITERIA DESCRIPTION	ICLS PREMIER 1 CRITERIA	ICLS PREMIER 2 CRITERIA
<b>Duty to Update Future Financial Information</b>	<b>A</b>	<b>B</b>

1. If the Licensee is in breach of one or more of the below indicators, then the Licensee must prepare and submit an updated version of the Future Financial Information (prepared according to F.06). In addition, the prepared information shall include a comparison of Budget to actual figures including explanations of variances. The updated version of the Future Financial Information must be prepared, as a minimum, on a six (6) month basis.

**Indicator 1: Going concern**

The auditor’s report in respect of the Annual or Interim Financial Statements submitted in accordance with F.01 and F.02 includes an emphasis of matter or a qualified opinion/conclusion in respect of Going Concern.

**Indicator 2: Negative equity**

The Annual Financial Statements (including, where required, the Supplementary Information) submitted in accordance with F.01 disclose a net liabilities position that has deteriorated relative to the comparative figure contained in the previous year’s Annual Financial Statements, or the Interim Financial Statements submitted in accordance with F.02 (including, where required, the Supplementary information) disclose a net liability position that has deteriorated relative to the comparative figure at the preceding Statutory Closing Date.

2. The updated Future Financial Information shall meet the minimum disclosure requirements set out in the AFC Club Licensing Financial Handbook.

3. Compliance with this criterion shall be assessed by the Licensor in respect of the following licensing cycle.

DOCUMENTS TO SUBMIT:

- Declaration stating the adherence of this criteria for the upcoming season
- The original budgeted and actual profit and loss account
- The original budgeted and actual cash flow account

Explanatory notes, including brief explanations of assumptions and risks and comparison of budget to actual figures.

<b>F.09 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>
<b>SALARY CAP</b>	<b>A</b>	<b>A</b>
<p>The Licence Applicant / Licensee / Exemption holder must not incur direct and/or related expenditure on players* greater than the 70 % percentage of its total expenditure for the financial year 2022-23.</p> <p>*This spend will be inclusive of the benefits the clubs provide including signing bonus, housing, cars or weekly, housing allowances etc. The list is not exhaustive. The calculations will be as per the table mentioned below, which will be calculated as per the total expenditure amount mentioned in the audited Financial Statements.</p>		

The clubs are required to provide the details of salary paid to their players, technical and administrative staff in the following format:

**Table 1: Information on Players' cost to club**

<b>SL No</b>	<b>Parameters</b>	<b>As per the Audited Accounts (INR Lacs)</b>	
		<b>In Figures</b>	<b>In words</b>
1	Salary/Wages Cost credited to players on periodical basis		
2	Bonuses (spot, annual, performance etc)		
3	Allowances (travel, accommodation etc)		
4	Fringe Benefits (staff welfare cost, insurance, meal etc)		
5	Any other cost incurred on players		



6	Any pending dues		
<b>A</b>	<b>Total</b>		

**Table 2: Information on Technical Staff cost to club (including coaching staff)**

The total strength of staff considered for calculating the following amount is .....

SL No	Parameters	As per the Audited Accounts (INR Lacs)	
		In Figures	In words
1	Salary/Wages Cost credited to staff on periodical basis		
2	Bonuses (spot, annual, performance etc)		
3	Allowances (travel, accommodation etc)		
4	Fringe Benefits (staff welfare cost, insurance, meal etc)		
5	Any other cost incurred on staff		
6	Any pending dues		
<b>B</b>	<b>Total</b>		

**Table 3: Information on Administrative Staff cost to club**

The total strength of staff considered for calculating the following amount is .....

SL No	Parameters	As per the Audited Accounts (INR Lacs)	
		In Figures	In words
1	Salary/Wages Cost credited to staff on periodical basis		
2	Bonuses (spot, annual, performance etc)		
3	Allowances (travel, accommodation etc)		
4	Fringe Benefits (staff welfare cost, personal/family insurance, meal)		

5	Any other cost incurred on staff		
6	Any pending dues		
<b>C</b>	<b>Total</b>		

**Grand total (A+B+C): .....**

{This format should be certified by the Statutory Auditor of the Club}

<b>F.10 CRITERIA DESCRIPTION</b>	<b>ICLS PREMIER 1 CRITERIA</b>	<b>ICLS PREMIER 2 CRITERIA</b>						
<b>CLUB DEVELOPMENT PLAN</b>	<b>A</b>	<b>B</b>						
<p>The Licence Applicant / Licensee / Exemption holder must have in place a Club Development Plan (CDP). This must be drawn in accordance with the facility strategy which attains the approval of the Licensing Administration.</p> <p>The commitments, plans and proposals addressed in CDP must be adhered to. It will be a matter for the Licensing Manager to approve that, genuine efforts are being made to ensure that CDP is progressing. The minimum allocation in the operating budget of the club's annual budget that should be spent on CDP: -</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 40%;">FINANCIAL YEAR</td> <td>Minimum allocation for CDP</td> </tr> <tr> <td>2024-25</td> <td>10 %</td> </tr> <tr> <td>2023-24</td> <td>10 %</td> </tr> </table> <p>CDP report must be provided in the format shown below: -</p> <p>Document to be submitted -</p> <ul style="list-style-type: none"> <li>• Invoices of the expenditure as per the actual achievement of milestones by club, AIFF reserves the right of the audit for the same.</li> <li>• Teams which failed to complete the minimum allocation for CDP in the last financial year i.e. 2021-22 will be required to submit a report separately on the same showing fulfilment in the 2022-23 season.</li> <li>• Table needs to be given for 2022-23 Financial Year for Actual Achievements</li> <li>• Table needs to be given for 2024-25 Financial Year to define Milestones</li> </ul>			FINANCIAL YEAR	Minimum allocation for CDP	2024-25	10 %	2023-24	10 %
FINANCIAL YEAR	Minimum allocation for CDP							
2024-25	10 %							
2023-24	10 %							

Club Development Plan for season -- _____								
<b>Please provide the activities/milestones and the financial commitment towards it, for measuring the Club development Plan as committed by the club for the season in the table below.</b>								
Particulars	Milestones defined at the beginning of the season by club				Actual achievement of milestones by club			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Infrastructure Construction / Refurbishing / Upgrading	Pitch Upgradation	Electronic display board	Player locker room	Swimming Pool				
	Rs 20,00,000	Rs 10,00,000	Rs 5,00,000	Rs 25,00,000				
Youth Program Execution	Scouting	Completion of Youth Academy	1st Training Camp	1st Youth Competition				
	Rs 3,00,000	Rs 20,00,000	Rs 8,00,000	Rs 15,00,000				
Grassroots Program	Announcement and start of GBL	GBL - Group 1	GBL - Group 2	GBL - Group 3				
	Rs 2,50,000	Rs 2,00,000	Rs 2,00,000	Rs 1,00,000				
CSR Programs	CSR Activity	CSR Activity 1	CSR Activity 2	CSR Activity 3				
	Rs 50,000	Rs 1,00,000	Rs 4,00,000	Rs 1,05,000				
Marketing	Launch Event	Advertisements	On ground activity	Promotional Activity				
	Rs 50,00,000	Rs 1,00,00,000	Rs 25,00,000	Rs 15,00,000				
Women's Football	U 13 girls team expenses	U 15 girls team expenses	U 18 girls team expenses	Senior Team expenses				
	Rs 3,00,000	Rs 3,50,000	Rs 4,00,000	Rs 20,00,000				
<b>Note: The activities and amounts filled in the table above are indicative and are for reference purpose only, Clubs have to define its own Club Development Plan and submit the updated compliance in above format to AIFF.</b>								
Signature (Authorized Signatory of the Club)								

## **Article 19: FINAL PROVISIONS**

### **1. Annexes**

All annexes to the present regulations form an integral part of these regulations.

### **2. Disciplinary Procedures**

Any breach of these regulations may be penalized by AIFF and AFC in accordance with the relevant Disciplinary Code.

### **3. Matters Not Provided For**

Matters not provided for in these regulations shall be decided by the relevant Executive Committee, AFC or AIFF, whose decisions are final.

### **4. Ratification**

These regulations were adopted by the AIFF Executive Committee as per the provisions provided in the AIFF Constitution, on ..... 2024 and came into force immediately.

For the AIFF Emergency Committee

**President:**  
**Kalyan Chaubey**

**Acting Secretary General:**  
**M Satyanarayan**

9<sup>th</sup> February, 2024

## PART FOUR

### **Appendix A – Exemptions, Sanctions and Deductions**

A Licence Applicant may seek exemptions as provided in Article 6A of these regulations. The grant of the exemptions is a discretionary power of the concerned body\*\*.

For granting the exemptions, the concerned body shall fine the Licence Application a minimum of RS. 1,00,000 (INR One Lac) for each 'A' category Club Licensing Criteria that the Licence Applicant seeks an exemption for.

In addition, the concerned body may:

1. Sanction the Licence Applicant to the tune of the total cost the Licence Applicant would have incurred to fulfil the criteria for which exemption has been sought.

The calculation of the total cost in securing the Licence would be based on the total cost the Licence Applicant had incurred to fulfil the criteria in the immediately preceding Club Licensing cycle. If the Licence Applicant had failed to fulfil the same category in the immediately preceding Club Licensing cycle, then they may be sanctioned to the tune of the average actual cost incurred by other teams in the same league (ISL or I-League), who have fulfilled the criteria in the current Club Licensing cycle.

For the avoidance of any doubt, any costs incurred by the Licence Applicant towards fulfilling a criterion in the current Club Licensing cycle may be deducted from the total sanction.

For Example: If the Licence Applicant had received a Licence in the preceding Club Licensing cycle in a particular criterion by spending Rs.50,00,000/- and in the current Club Licensing cycle has only spent Rs.10,00,000/- and has sought an exemption in the same criteria, then it may be sanctioned with an additional fine of Rs.40,00,000/-

2. Impose conditional sanctions at its discretion (with reasons for the same in writing), which are in addition to the financial sanctions mentioned hereinabove.

*\*\*Being the CLC- First Instance Body or Club Licensing Appeals Body, as the situation may be*

## **Annex 1 – EXCEPTIONS POLICY**

### **A. Principle**

1. The AFC may, in accordance with Article 8, grant exceptions on the following matters:
  - a) non-applicability of the two-year rule defined in Article 12.A.4 in case of change of legal form or company structure of the Licence Applicant on a case by case basis;
  - b) non-applicability of a certain criterion defined in Part Three, due to national law or any other reason;
  - c) extension of the introduction period for the implementation of a criterion or a category of criterion defined in Part Three.
  - d) non-applicability of a minimum requirement concerning the decision-making bodies or process defined from Article 10.2 to Article 10.2.3 due to national law or any other reason;
  - e) non-applicability of a minimum requirement concerning the core process defined in Article 11 due to national law or any other reason;
  - f) non-applicability of a minimum assessment procedure defined in Article 12 due to national law or any other reason;
2. Exceptions related to items “b)” to “f)” above can be granted to AIFF and may apply to all clubs which are registered with the AIFF and which submits a licensing application to enter the AFC and National Club Competitions. Exceptions related to item “a)” above are granted to the individual club that applies for a Licence.
3. In principle, an exception is granted for a period of one season. Under specific circumstances this period may be extended and the AIFF may be placed on an improvement plan.
4. A renewal of the exception is possible upon a new request.

## **B. The Process**

1. The AFC acts as the first instance decision-making body on exception requests.
2. An exception request must be in writing, clear and well founded.
3. Exceptions related to items defined under A (1) ('b' to 'f') must be submitted by the AIFF to the AFC sixty (60) days prior to the start of the core process.
4. Exceptions related to the item defined under A (1) (a) can be submitted at any time. When notified to the AIFF about the reorganisation or restructuring of an affiliated club (e.g., change of legal form, merger of clubs, split of club, liquidation or bankruptcy), the AIFF is responsible for notifying the AFC accordingly as soon as it becomes aware of it.
5. The AFC uses the necessary discretion to grant any exception within the limits of these regulations.
6. The status and situation of football within the territory of the AIFF will be taken into account when granting an exception. This encompasses, for example:
  - a) size of the territory, population, geography, economic background, force majeure;
  - b) size of AIFF (number of clubs, number of registered players and teams, size and quality of the administration of the association, etc.);
  - c) the level of football (professional, semi-professional or amateur clubs);
  - d) status of football as a sport within the territory and its market potential (Average attendance, TV market, sponsorship, revenue potential, etc.);
  - e) the AFC and FIFA ranking;
  - f) stadium ownership situation (club, city/community, etc.) within the association;
  - g) support (financial and other) from the national, regional and local authorities, including the national sports ministry.
  - h) protection of creditors;
  - i) legal Group structure and reporting perimeter;

j) club identity.

7. The decision will be communicated to the AIFF. The decision shall be in writing and state the reasoning. The AIFF shall then communicate it to all Licence Applicants concerned.
8. Appeals can be lodged against decisions made by the AFC General Secretariat in writing before the Court of Arbitration for Sport (CAS) in accordance with the relevant provisions laid down in the AFC Statutes.

### **Annex 2 - EXTRAORDINARY APPLICATION OF THE CLUB LICENSING SYSTEM**

1. The minimum licensing criteria applicable for the extraordinary application of the Club Licensing System as specified in Article 13.E shall be the same as in Part Three of these regulations. The AIFF shall notify the AFC as soon as a possibility for invoking Article 12.E arises.
2. The AIFF must notify the AFC of any potential extraordinary application requests in writing and stating the name of the club(s) concerned, latest by 31<sup>st</sup> January of the year preceding the season to be Licenced.
3. The AIFF must provide the criteria for the extraordinary application to the club(s) concerned. They must prepare the club(s) concerned for the extraordinary application procedure.
4. The club (s) concerned must provide the necessary documentary proof through CLAS to the AIFF. The AIFF will assess the club (s) against the minimum criteria in Part Three of these regulations
5. AIFF shall forward the following documentation in English to the AFC by 30<sup>th</sup> April of the year preceding the season to be Licenced:
  - a. A written petition to the AFC Entry Control Body duly signed and dated by the club requesting it to grant a Licence to participate in the corresponding AFC Club Competition. Such request must provide:
    - i. the name and address of the club;
    - ii. the identity of any club(s) directly affected by its petition;
    - iii. its full written argument with reference to the relevant regulations;
    - iv. all documentary evidence provided to the AIFF;



- b. a recommendation by the AIFF (including the dates and names of the persons that assessed the club);
  - c. any other documents requested by the AFC.
7. If during this extraordinary application procedure any such club is eliminated on sporting merit, the AIFF shall notify the AFC General Secretariat immediately, and the procedure is immediately terminated, without further decision. Any such terminated procedure cannot be resumed or restarted at a later stage.



ALL INDIA  
FOOTBALL  
FEDERATION



**ALL INDIA  
FOOTBALL  
FEDERATION**