



## **FERWAFA ELECTORAL COMMISSION**

### **REGULATIONS GOVERNING ELECTIONS OF FERWAFA EXECUTIVE COMMITTEE MEMBERS**

Pursuant to the FERWAFA Statutes as well as Internal rules and regulations;

Pursuant to the FERWAFA Electoral Code enacted by the General Assembly on 29/10/2017;

Considering the mission of the Electoral Commission as per article 6 of the FERWAFA Electoral Code;

FERWAFA Electoral Commission hereby enacts regulations governing elections of FERWAFA Executive Commission Members scheduled on 30/08/2025 for the purpose of ensuring adherence to principles of transparency and equity during the elections.

#### **Article one: Purpose and scope of these regulations**

Subject to FERWAFA Statutes, Internal Regulations and Electoral Code, these regulations contain detailed rules and procedures relating to the elections of FERWAFA Executive Committee Members of 30/08/2025.

#### **Article 2: Candidates**

Every list in the election for the positions within the Executive Committee shall be composed as follows:

- a) President
- b) First vice president in charge of Finance and administration
- c) Second Vice president in charge of technical matters
- d) Commissioner in charge of Finance
- e) Commissioner in charge of Women's Football

- f) Commissioner in charge of Organizing Committee for FERWAFA Competitions
- g) Commissioner in charge of Technical and Development Committee,
- h) Commissioner in charge of legal and governance committee
- i) Commissioner in charge of refereeing Committee
- j) Commissioner in charge of Medical Committee

The list shall have at least three women, one of which shall hold either the position of President, First vice-president or Second vice-president.

### **Article 3: Voters**

Eligible voters are the members of FERWAFA General Assembly.

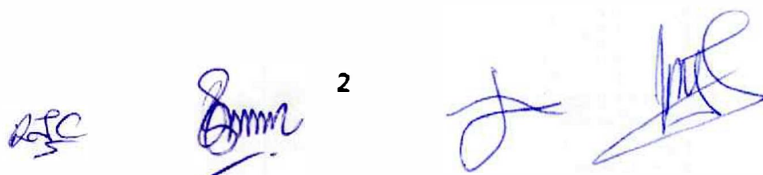
### **Article 4: Eligibility Requirements**

#### **4.1 Candidates for a position in the Executive Committee must:**

- a) Be a Rwandan;
- b) Be aged 25 or above and not older than 65 with full civic and political rights;
- c) Be recommended for the post by one of the FERWAFA Members;
- d) Be recognized as a person of integrity;
- e) Have already been active in football. (This shall not apply to the female candidates running for a position of members of the Executive Committee on the occasion of these elections of the Executive Committee as per article 82(5) of the Statutes.)
- f) Possess at least secondary school diploma or equivalent with a diploma (or a certificate) of successful completion;
- g) Be able to speak at least 2 official working languages recognized by FERWAFA;
- h) Not have previously been found guilty of any criminal offence;
- i) Not have been formally suspended by a judicial organ of FERWAFA, CAF or FIFA;

### **Article 5: Required Files for Candidates**

Files of all candidates for the posts of the president, Vice presidents and members of the Executive Committee shall consist of:

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- a. Motivation letter;
- b. The curriculum vitae of each candidate on the list with particular emphasis on his/her sporting past particular in the field of football
- c. Notarized copies of degrees or certificates,
- d. Copy of criminal record
- e. Copy of ID card or passport
- f. Proof confirming if a candidate on President or Vice President positions is a member of a FERWAFA member except for women candidates.
- g. Recommendation letters of at least 3 FERWAFA members in accordance with what is provided for by article 32 Paragraph 4 of FERWAFA Statutes
- h. Completed questionnaire for integrity checks as per annex 1

#### **Article 6: Examination of Candidatures and Communication of the eligible candidates**

The Electoral Commission shall examine complete candidatures that have been sent by recorded post or delivered in exchange for confirmation of receipt specifying all documents received or sent by email ( [ferwafa@yahoo.fr](mailto:ferwafa@yahoo.fr) )

The candidatures shall be examined by the Electoral Commission and the candidates shall be informed of the decision of the Electoral Commission in line with elections calendar as per these regulations.

#### **Article 7: Rejection and withdrawal of candidatures**

For the candidates to the post of President and members of the Executive Committee:

- a) Any person appearing on more than one list of candidatures shall be automatically disqualified;

b) A FERWAFA member shall not be allowed to propose more than one candidate on lists of candidature. In that case, candidates in question shall be automatically disqualified.

c) In the event of withdrawal or of rejection of the candidate appearing as chief candidate after the final submission of candidatures, the whole list shall be invalidated;

d) In the event of withdrawal or of rejection by the third (1/3) of the candidates other than the chief candidate after the final submission of candidatures, the list remains valid and if the aforementioned list is elected, the newly elected Executive Committee shall submit the list of vacant post (s) to the following General Assembly meeting, which will approve the posts requiring replacement for the remaining term;

e) In the event of withdrawal or of rejection of more than one third (1/3) of the candidates after the final submission of candidatures, the list shall be automatically invalidated.

#### **Article 8: Elections campaign**

The elections campaign shall be conducted in accordance with electoral calendar stipulated in these regulations. It may be done through media whereby every candidate is entitled to explain his/her manifesto.

Any form of corruption and public defamation directed to other candidates is prohibited during the elections campaign.

It is prohibited to hold elections campaign before or after the designated timeline of the elections calendar.

In case of breach of this article, The Electoral Commission may reject the candidature of the concerned.

## **Article 9: Requirements for elections to take place**

The election of members of the Executive Committee shall only take place only when two thirds (2/3) of the members of the General Assembly are present or duly represented.

Each candidate must be physically present during the elections except in case of valid reasons approved by the General Assembly (official mission, sickness, etc..).

## **Article 10: Voting procedures**

The election for the positions within the Executive Committee shall take place by list. Every list in the election for the positions within the Executive Committee shall be proposed by at least three (3) Members and be composed in accordance with art. 2 of these regulations. Each Member shall support one list only. If a Member supports more than one list, none of its expressions of support shall be considered valid.

Elections shall be conducted by secret ballot. However, if the number of candidates is equal to the number of vacant positions, the General Assembly may decide to proceed otherwise.

For the election for the positions within the Executive Committee, absolute majority (more than 50%) of the valid votes cast is necessary for a list to be elected. If there are more than two lists, whichever obtains the lowest number of votes is eliminated after each ballot until only two lists are left.

In case of a tied vote in any elections of any body, two new ballots shall be conducted in accordance with the procedure set forth in this article. If the tied vote remains, the relevant position shall remain vacant until a new elective General Assembly convenes to proceed with new elections according to these Statutes.

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

Each candidate may appoint one observer to be present during the counting of votes.



## **Article 11: Elections calendar**

Elections of the FERWAFA Executive Committee shall be conducted within the following timeline:

<b>No.</b>	<b>Activity</b>	<b>Timeline</b>
1.	PRESS RELEASE ON ELECTIONS AND PUBLICATION OF ELECTORAL GUIDELINES	07/07/2025
2.	SUBMISSION OF CANDIDATURES	10-19/07/2025
3.	EXAMINATION OF CANDIDATURES	21-26/07/2025
4.	COMMUNICATION OF THE PROVISIONAL LIST OF ELIGIBLE CANDIDATES	28/07/2025
5.	SUBMISSION OF APPEALS	30/07-04/08/2025
6.	EXAMINATION OF APPEALS	05-08/08/2025
7.	COMMUNICATION OF THE DECISION OF FERWAFA ELECTORAL APPEAL COMMISSION	11/08/2025
8.	PUBLICATION OF FINAL LIST OF CANDIDATES (PRESS CONFERENCE)	12/08/2025
9.	KICK-OFF OF ELECTIONS CAMPAIGN	13-- 29/08/2025
10.	ELECTION BY GENERAL ASSEMBLY	30/08/2025

## **Article 12: Transitional and Final provisions**

All candidates are bound by these regulations. Appropriate measures shall be taken by Electoral Commission in case of violation of these regulations, decisions against which shall be appealed before the Appeal Electoral Commission.

Matters not provided for by FERWAFA Statutes, Internal Rules and Regulations as well as FERWAFA Electoral code in that order and Force majeure shall be decided by Electoral Commission.

Done at Kigali, 25<sup>th</sup> June 2025

- Jean Claude RUGERA, President



- Bernard NKUNZIMANA, Vice President

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- Irene IRADUKUNDA, member

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- Christine Musanabaganwa, member

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## ANNEXE I – QUESTIONNAIRE FOR INTEGRITY CHECKS

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

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

No ☐ Yes ☐

If yes, please specify:

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

No ☐ Yes ☐

If yes, please specify:

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

No ☐ Yes ☐

If yes, please specify:

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

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

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



- <sup>7</sup> Remarks and observations which may be of potential relevance in the context of the integrity check:
- <sup>8</sup> I am fully aware and agree that this questionnaire is made available to the members of the appropriate body of FERWAFA.
- <sup>9</sup> I am fully aware and confirm that I must notify the body conducting the integrity check of any relevant facts and circumstances arising after the integrity check has been completed.
- <sup>10</sup> I am fully aware and confirm that I am obliged to collaborate fully to establish the relevant facts with regard to the integrity check to which I am subject. In particular, I will comply with requests for any documents, information or any other material of any nature held by me. In addition, I will comply with the procurement and provision of documents, information or any other material of any nature not held by me but which I am entitled to obtain.
- <sup>11</sup> I am fully aware and confirm that the body conducting the integrity check may also request information on possible sanctions (questions 1 and 2 above) directly from FIFA or the relevant confederation as well as from other institutions such as the Court of Arbitration for Sport in Lausanne, Switzerland, or the International Olympic Committee. In this regard, I hereby release the relevant institutions from any obligation of confidentiality relating to the information concerned.
- <sup>12</sup> I am fully aware and confirm that the body conducting the integrity check may collect further information on me in accordance with part 2 par. 3 of this annexe.

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(Place and date)

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(Signature)