

**FEDERATION RWANDAISE DE FOOTBALL ASSOCIATION**

**"FERWAFa"**



**DISCIPLINARY AND ETHICS CODE**

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## Definitions

For the purpose of this Code, the terms set out below are defined as follows:

**FERWAFA:** [FEDERATION RWANDAISE DE FOOTBAL ASSOCIATION]

**Code:** any reference to codes means the Disciplinary and Ethics Code of FERWAFA that regulates both ethics and disciplinary matters.

**Official:** any EXCOM member, committee member, match officials, coach, trainer, delegates, or any other person responsible for technical, medical or administrative matters in FERWAFA, or within the Member of FERWAFA, a League or a Club as well as all other persons obliged to comply with FERWAFA Statutes.

**Match official:** the referee, assistant referees, fourth official, match commissioner, and any other persons appointed by the FERWAFA or by its members to assume responsibility in connection with a match”.

**Member:** a legal person that has been admitted into membership of FERWAFA by General Assembly.

**Club:** a member of an association (that is a member of FERWAFA) or a member of a League recognised by an association that enters at least one team in a competition organised by FERWAFA.

**League:** an organisation that is subordinate to an association.

**Match:** a football, futsal or beach soccer match in its entirety including replayed and/or deferred match, extra time and penalty kicks. For the avoidance of doubt a match officially commences when the Stadium is officially opened to spectators and officially concludes when the stadium is officially closed to spectators.

**Match agent:** a natural or legal person licensed by FERWAFA to arrange matches, in accordance with the pertinent FERWAFA regulations.

**Agent:** Football Agent – any natural person licensed by FIFA to perform Football Agent Services or legal person who, for a fee or free of charge, represents players and/or clubs in negotiations with a view to concluding an employment contract or represents clubs in negotiations with a view to concluding a transfer agreement.

**Player:** any football player licensed by FERWAFA.

**Related parties:** any party related to persons bound by the Code shall be considered a related party if they fulfil one or more of the following criteria:

- a. **representatives and employees;**
- b. **spouses and domestic partners;**



- c. **individuals sharing the same household**, regardless of the personal relationship;
- d. **immediate family members**, i.e. other family members with whom they have a close relationship with a third degree;
- e. **legal entities**, partnerships and any other fiduciary institution, if the person bound by this Code or the person receiving an undue advantage, alternatively:
  - i. holds a management position within that entity, partnership or fiduciary institution;
  - ii. directly or indirectly controls the entity, partnership or fiduciary institution;
  - iii. is a beneficiary of the entity, partnership or fiduciary institution; or
  - iv. performs services on behalf of such entity, partnership or fiduciary institution, regardless of the existence of a formal contract.

**Judicial bodies:** The Disciplinary and Ethics Committee of FERWAFA, and the Appeal Committee of FERWAFA

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

## **1 Chapter I. General Provisions**

### **1.1. Object**

The main object of this Code is to ensure that the objectives of FERWAFA as set out in article two (2) of the FERWAFA Statutes are respected.

This Code: describes the infringements of the rules in FERWAFA

- (a) regulations, determines the sanctions incurred,
- (b) regulates the organisation and functions of the FERWAFA judicial bodies responsible for taking decisions and the procedures to be followed before said bodies.

### *Scope of Application: Substantive Law*

This Code applies to:

- (a) every match and competition organised by FERWAFA; as well as any football related activity within the FERWAFA territory not directly related to a match;
- (b) any conduct, other than those specifically provided by other regulations that damages the integrity and reputation of football in particular to illegal, immoral, unethical behavior of the person's subject to observe this Code and the regulations directives and decisions of FERWAFA, and FIFA.
- (c) any breach of FERWAFA statutory objectives and regulations that does not fall under the jurisdiction

of any other FERWAFA body.

#### Scope of Application: Natural and Legal Persons

The following natural and legal persons are subject to and bound by this Code:

- (a) Members of the FERWAFA (including among others, regional associations, league(s), clubs, any other association affiliated to the FERWAFA);
- (b) Indirect members of the FERWAFA, in particular clubs;
- (c) officials;
- (d) players;
- (e) FERWAFA match officials;
- (f) football agents;

FERWAFA match agents;

Anyone elected, assigned or authorised by FERWAFA to exercise a function, in particular with regard to a FERWAFA match, competition, course, or any event organised by FERWAFA.

In the event that an individual bound by this Code ceases to serve in his/her function during proceedings, the judicial body shall refer to FERWAFA competent body to investigate and judge their conduct. The FERWAFA Disciplinary and Ethics Committee FERWAFA may suspend the proceedings or take a decision as to the merits and impose appropriate sanctions.

#### *Scope of Temporal Application*

This Code applies to all infringements committed following the date on which it comes into force after it comes into force.

This Code also applies to all infringements committed prior to the date on which it comes into force it coming into force, subject to any milder sanction that would apply under previous rules.

Rules governing procedure apply immediately upon the Code coming into force, regardless of the timing of the infringement.

#### *Responsibility*

Unless otherwise specified, infringements are punishable regardless of whether they have been committed intentionally, recklessly and/or negligently.

#### *Attempt and Involvement*

Acts amounting to attempt are punishable.

Anyone who takes part in committing an infringement or induces someone to do so, either as instigator or accomplice, FERWAFA may be sanctioned.



The judicial body will take into account the degree of guilty of the party involved and FERWAFA may reduce the sanctions for the actual infringement accordingly. Should a fine be imposed it shall not go below the general lower limit of art. 11.2

#### Disciplinary Decisions FERWAFA made by the Referee

Decisions taken by the referee on the field of play are final and FERWAFA may not be reviewed by the FERWAFA judicial bodies.

In cases where a decision by the referee involves an obvious error (such as mistaking the identity of the person penalised), the FERWAFA judicial bodies FERWAFA may only review the disciplinary consequences of that decision. In cases of mistaken identity, disciplinary proceedings FERWAFA may, in accordance with this Code, be opened only against the person who was actually at fault.

A protest against a caution or a sending-off from the field of play after two cautions is admissible only if the referee's error was to mistake the identity of the player.

In cases of serious misconduct, disciplinary action FERWAFA may be taken even if the referee and his assistants did not see the event in question and were therefore unable to take any action.

The provisions of this Code relating to protests against FERWAFA match results affected by a referee's decision that was an obvious violation of a rule applicable by FERWAFA.

#### *Limitation period for prosecution*

Infringements FERWAFA may no longer be prosecuted in accordance with the following periods:

- (a) two years for infringements committed during a FERWAFA match;
- (b) ten years for anti-doping rule violations (as defined in the FIFA Anti-Doping Regulations), FERWAFA match FERWAFA manipulation, bribery and corruption, misappropriation/misuse of funds and protection of physical/mental integrity;
- (c) five years for all other offences.

The limitation period runs as follows:

- (a) from the day on which the perpetrator committed the infringement;
- (b) if the infringement is recurrent, from the day on which the most recent infringement was committed;
- (c) if the infringement lasted for a certain period, from the day on which it ended;
- (d) from the day on which the decision of the National Dispute Resolution Chamber of the FERWAFA, or the Court of Arbitration for Sport (CAS) becomes final and binding.
- (e) The limitation periods set out above are interrupted by all procedural acts, including amongst others any legal action (civil or criminal) starting afresh with each interruption
- (f) The limitation period shall be extended by half of its length if a formal investigation of an ethical nature is opened before its expiration.

## **2 Chapter II. Offences**

### **2.1 Section I. Infringements of the Laws of the Game**

Offensive behaviour and violations of the principles of fair play

Clubs, as well as their players, officials and any other member and/or person carrying out a function on their behalf, must respect the Laws of the Game, as well as the FIFA Statutes, FERWAFA statutes including and its regulations, directives, guidelines, circulars and decisions, and comply with the principles of fair play, loyalty and integrity.

Anyone who acts in any of the following ways, may be subject to disciplinary measures:

- violating the basic rules of decent conduct;
- insulting a natural or legal person in any way, especially by using offensive gestures, signs or language;
- using a sports event for demonstrations of a non-sporting nature;
- behaving in a way that brings the sport of football and/or FERWAFA into disrepute;
- actively altering the age of players shown on the identity cards they produce at competitions that are subject to age limits;
- any other conduct, (action or omission) that is considered by the judicial body to result in a violation of this Code.

### **2.2 Section II. Disorderliness at Matches and competitions**

#### **2.2.1. Misconduct of players and officials**

Players and/or officials shall be suspended for misconduct as specified below and May be fined accordingly:

- one Match for players who are sent off for denying the opposing team a goal or an obvious goal scoring opportunity;
- at least one Match or an appropriate period of time for unsporting behaviour towards an opponent or a person other than a Match official;
- at least one Match for officials who are sent off for dissent by word or action;

at least one Match for deliberately receiving a yellow or red card, e.g. in order to be suspended for an upcoming Match and to ultimately have a clean record;

- at least two Matches for serious foul play;
- at least two Matches for provoking spectators at a Match by any means;
- at least two Matches or a specific period for acting with obvious intent to cause a Match official to make an incorrect decision or supporting his error of judgement and thereby causing him to make an incorrect decision;
- at least three Matches or an appropriate period of time for assault, e.g. elbowing, punching, kicking, biting, spitting, hitting , etc., an opponent or a person other than a Match official;



- at least four Matches or an appropriate period of time for unsporting behaviour towards a Match official;
  - at least ten Matches or an appropriate period of time for intimidating or threatening a Match official;
- at least 15 Matches or an appropriate period of time for assaulting a Match official, e.g. elbowing, punching, kicking, biting, spitting, hitting, etc.

The misconduct described in paragraph 1 b), f), i) and j) is also subject to the respective sanctions of this Code, despite the fact that the offence has been committed off the field of play (e.g. via social networks etc.).

If the suspension is to be served in terms of Matches, only those actually played by the respective team count towards execution of the suspension. It is not necessary for a player to be included on the team sheet for the respective Match or competition in order for a Match suspension to be considered served.

A player or official who, in the context of a Match (including pre- and post-Match) or competition, publicly incites others to hatred or violence will be sanctioned with a ban on taking part in any football-related activity for no less than six months and with a minimum fine of (between 500.000Frw-5.000.000Frw). In serious cases, in addition to the above sanctions and in particular if the infringement is committed using social networks and/or the mass media (such as the press, radio or television) or takes place on a Match day in/or around a stadium, the minimum fine will be (between 800.000Frw-5.000.000Frw).

If a club team conducts itself improperly (for example, if individual disciplinary sanctions are imposed by the referee on five or more players – three or more in the case of futsal – during a Match), disciplinary measures May also be taken against the association or club concerned.

## **2.3 Section III: Additional disciplinary measures May also be imposed in all cases.**

### *2.3.1. Unplayed Match and abandonment*

If a Match cannot take place or cannot be played in full for reasons other than force majeure, but due to the behaviour of a team or behaviour for which a club is liable, the club will be sanctioned with a minimum fine of (between 500.000Frw-5.000.000Frw). The Match will either be forfeited or replayed.

Additional disciplinary measures May be imposed on the club concerned.

If a Match was abandoned and is to be replayed in full, any caution issued during that Match shall be annulled. If a Match was abandoned, in particular for reasons of force majeure, and it recommences at the minute at which play was interrupted, any caution imposed before the Match was abandoned remains valid for the remainder of the Match. If the Match is not to be replayed, the cautions received by the teams shall be upheld.

### *2.3.2. Failure to respect decisions*

Anyone who fails to pay another person, legal or natural a sum of money in full or part, even though instructed to do so by the FERWAFA, FIFA, or via a CAS financial decision, or anyone who fails to comply



with another final decision (non-financial decision) passed by a body, a committee or an instance of the FERWAFA, or by CAS :

- will be fined for failing to comply with a decision; in addition:

will be granted a final deadline of 30 days in which to pay the amount due or to comply with the non-financial decision;

- in the case of clubs, upon expiry of the aforementioned final deadline and in the event of persistent default or failure to comply in full with the decision within the period stipulated, a transfer ban will be pronounced until the complete amount due is paid or the non-financial decision is complied with. A deduction of points or relegation to a lower division May also be ordered in addition to a transfer ban in the event of persistent failure, repeated offences or serious infringements or if no full transfer could be imposed or served for any reason.

- in the case of natural persons, upon expiry of the aforementioned final deadline and in the event of persistent default or failure to comply in full with the decision within the period stipulated, a ban on any football-related activity for a specific period May be imposed. Other disciplinary measures May also be imposed.

With regard to financial decisions passed by a body, a committee or an instance of the FERWAFA or CAS, disciplinary proceedings May only commence at the request of the creditor or any other affected party, who will have the right to be notified of the final outcome of the said disciplinary proceedings.

If the sanctioned person disregards the final time limit, the FERWAFA (in cases involving clubs or natural persons) shall implement the sanctions imposed. A transfer ban or a ban on taking part in any football-related activity May only be lifted before it has been fully served upon payment of the due amounts, with other disciplinary measures being reserved.

The sporting successor of a non-compliant party shall also be considered a non-compliant party and thus subject to the obligations under this provision. Criteria to assess whether an entity is to be considered as the sporting successor of another entity are, among others, its headquarters, name, legal form, team colours, players, shareholders or stakeholders or ownership and the category of competition concerned.

Host clubs and other FERWAFA Members are responsible for order and security both in and around the stadium before, during and after Matches. They are liable for incidents of any kind and May be subject to disciplinary measures—unless they can prove that they have not been negligent in any way in the organisation of the Match. In particular, FERWAFA Members, clubs and licensed Match agents who organise Matches shall:

- assess the degree of risk posed by the Match and notify the FERWAFA bodies of those that are especially high-risk;

- comply with and implement existing safety rules (FIFA regulations, national laws, international agreements) and take every safety precaution demanded by the circumstances in and around the stadium before, during and after the Match and if incidents occur;
- ensure the safety of the Match officials and the players and officials of the visiting team during their stay;
- keep local authorities informed and collaborate with them actively and effectively;
- ensure that law and order are maintained in and around the stadiums and that Matches are organised properly.

All FERWAFA Members and clubs are liable for inappropriate behaviour on the part of one or more of their supporters as stated below and May be subject to disciplinary measures and directives even if they can prove the absence of any negligence in relation to the organisation of the Match:

- the invasion or attempted invasion of the field of play;
- the throwing of objects;
- the lighting of fireworks or any other objects;
- the use of laser pointers or similar electronic devices;
- the use of gestures, words, objects or any other means to transmit a message that is not appropriate for a sports event, particularly messages that are of a political, ideological, religious or offensive nature;
- acts of damage;
- causing a disturbance during national anthems;
- any other lack of order or discipline observed in or around the stadium.

### 2.3.3. *Doping*

Doping is sanctioned in accordance with the FIFA Anti-Doping Regulations and this Code.

Manipulation of football Matches and competitions:

Anyone who directly or indirectly, by an act or an omission, unlawfully influences or manipulates the course, result or any other aspect of a Match and/or competition or conspires or attempts to do so by any means shall be sanctioned with a minimum three to five years ban on taking part in any football-related activity as well as a fine of at least from 500.000Frw to 5.000.000Frw. In serious cases, a longer ban period, including a potential lifetime ban on taking part in any football-related activity, shall be imposed.

If a player or official engages in behaviour described in paragraph above, the club or member to which the player or official belongs May be sanctioned with the forfeiting of the Match in question or May be declared ineligible to participate in a different competition, provided the integrity of the competition is protected. Additional disciplinary measures May be imposed.



Persons bound by this Code must cooperate fully with FERWAFA at all times in its efforts to combat such behaviour and shall therefore immediately and voluntarily report to the president of the Disciplinary and Ethics Committee any approach in connection with activities and/or information directly or indirectly related to the possible manipulation of a football Match or competition as described above. Any breach of this provision shall be sanctioned with a ban of at least three years to seven years on taking part in any football-related activity and a fine of at least 100,000 RFW to 1,000,000 RWF.

The Disciplinary and Ethics Committee shall be competent to investigate and adjudicate all conduct on and off the field of play in connection with the manipulation of football Matches and competitions.

#### Forfeit

If a player is fielded in a Match despite being ineligible, the team to which the player belongs will be sanctioned by forfeiting the Match and paying a minimum fine of at least 100,000 RFW to 5,000,000 RWF.

The player May also be sanctioned.

A team sanctioned with a forfeit is considered to have lost the Match 3-0 in 11-a-side football, 5-0 in futsal or 10-0 in beach soccer. If the goal difference at the end of the Match is less favourable to the team at fault, the result on the pitch is upheld.

If ineligible players are fielded in a competition, the FERWAFA judicial bodies, taking into consideration the integrity of the competition concerned, May *ex-officio* impose any disciplinary measures, including a forfeit, or declare the club or association ineligible to participate in a different competition.

Cautions issued in a Match that is subsequently forfeited shall not be annulled.

#### 2.3.4. Match Protests

Associations and their clubs are entitled to lodge protests. Protests must reach the chairperson of the Disciplinary and Ethics Committee in writing via the GS, indicating the relevant grounds, within 24 hours of the end of the Match in question.

The 24-hour time limit cannot not be extended. For the sake of the smooth running of the competition, the corresponding competition regulations May shorten the protest deadline accordingly.

The protest fee is 50,000 frw for a club and 30,000 Frw for an individual. It must be paid when the protest is lodged and is reimbursed only if the protest is admitted in full.

A protest is admissible only if it is based on:

an ineligible player's participation in a Match as a consequence of that player not fulfilling the conditions defined in the relevant FERWAFA regulations;

an unfit field of play, as long as the referee was informed as soon as the problem was reported or observed (whether in writing before the Match, or orally by a team captain, in the presence of the captain of the opposing team, during the Match);

an obvious error by the referee as defined in article 1.1.n of this Code, in which case the protest May be directed only at the disciplinary consequences of the referee's obvious error.

#### 2.3.5. Discrimination and defamation

Any person who offends the dignity or integrity of a country, a person or group of people through contemptuous, discriminatory or derogatory words or actions (by any means whatsoever) on account of race, skin colour, ethnic, national or social origin, gender, disability, sexual orientation, language, religion, political opinion, wealth, birth or any other status or any other reason, shall be sanctioned with a suspension lasting at least ten Matches or a two years ban in football activities or any other appropriate disciplinary measure.

If one or more of a member's or club's supporters engage in the behaviour described in paragraph 1 of this article, the respective member or club responsible will be subject to the following disciplinary measures:

For a first offence, playing a Match with a limited number of spectators and a fine of at least 500,000 Frw to 5,000,000 Frw shall be imposed on the member or club concerned;

For reoffenders or if the circumstances of the case require it, disciplinary measures such as the implementation of a prevention plan, a fine, a points deduction, playing one or more Matches without spectators, a ban on playing in a particular stadium, the forfeiting of a Match, expulsion from a competition or relegation to a lower division May be imposed on the member or club concerned.

Individuals who have been the direct addressee of potential discriminatory behaviour May be invited by the respective judicial body to make an oral or written victim impact statement.

Unless there are exceptional circumstances, if a Match is abandoned by the referee because of racist and/or discriminatory conduct, the Match shall be declared forfeited.

Persons bound by this Code are forbidden from making any public statements of a defamatory nature towards FERWAFA, and/or towards any other person bound by this Code in the context of FERWAFA events.

Violation of this article that are not connected to the field of play shall be sanctioned with an appropriate fine of at least 500.000Frw to 5.000.000 Frw as well as a ban on taking part in any football-related activity for a maximum of 3 years to 7 years. In serious cases and/or in the case of repetition, a ban on taking part in any football-related activity May be pronounced for a maximum of five years.



### 3 Chapter III. Disciplinary Measures

#### 3.1 3.1. Disciplinary Measures

- The following disciplinary measures FERWAFA may be imposed on natural and legal persons:
- warning;
- reprimand;
- fine;
- return of awards;
- withdrawal of a title.

The following disciplinary measures FERWAFA may be imposed on natural persons only:

- suspension for a specific number of FERWAFA matches or for a specific period;
- ban from dressing rooms and/or the substitutes' bench;
- ban on taking part in any football-related activity;
- community football service;
- social work;
- compliance training;
- ban on entering an stadium

The following disciplinary measures May be imposed on legal persons only:

- transfer ban;
- playing a Match without spectators;
- playing a Match with a limited number of spectators;
- playing a Match on neutral ground;
- ban on playing in a particular stadium;
- annulment of the result of a Match;
- deduction of points;
- relegation to a lower division;
- expulsion from a competition in progress or from future competitions;
- forfeit;
- replaying a match;

Implementation of a prevention plan.

#### *Warning*

A warning is a reminder of the substance of a disciplinary rule or rule of conduct (behavior, action or omission) allied with the threat of a sanction in the event of a further infringement.

#### *Fines*

A fine is issued in (RWF Rwandan Francs). Any fine shall be paid in (RWF);

Any fine shall not be less than (100,000 RWF) and no more than (5,000,000 RWF).

The judicial body that imposes the fine decides in the terms and time limits for payment.

The fact that an individual subject to a fine has ceased their role at their affiliated Club or Member Association or that a Club subject to a fine has ceased to exist or be affiliated to its Member Association does not cancel out several liabilities.

#### *Reprimand*

A reprimand is an official written pronouncement of disapproval sent to the perpetrator of an infringement.

#### *Return of the awards*

The person required to return an award shall return the benefits received, in particular sums of money and symbolic objects (medal, trophy, amongst others).

#### *Caution*

A caution (yellow card) is a warning from the Referee to an individual during a FERWAFA match to sanction unsporting behavior or minor infringements as set out in Law 12 of the Laws of the Game.

Two (2) cautions received during the same FERWAFA match incur an expulsion (indirect red card) and automatic suspension from the next match in the same competition. The two (2) cautions that caused the expulsion are rescinded.

If an individual receives a caution in two (2) separate FERWAFA matches of the same FERWAFA competition, he/she is automatically suspended from the next match in that competition unless the competition regulations provide otherwise. Such suspension to be served before any other suspension. The Disciplinary and Ethics Committee may exceptionally depart from or amend this rule before the start of a particular competition; any such decision is final and binding and not appealable.

Cautions issued in a match that is subsequently forfeited shall not be annulled.

If an individual is guilty of a sending-off offence (cf. Law 12 of the Laws of the Game) and receives a direct red card, any other caution he previously received in the same match is upheld.

Cautions received during one competition are not carried over to another competition.

They are, however, carried over from one round to the next in the same competition. The Disciplinary and Ethics Committee may exceptionally depart from this rule before the start of a particular competition.

If a person is guilty of a sending-off offence (direct red card), any other caution he has previously received in the same match is upheld.

The Disciplinary and Ethics Committee may, at its own discretion and on its own initiative, cancel cautions that have not resulted in a sending-off by means of a decision not subject to appeal.

#### *Expulsion and match suspensions*



An expulsion is a sent off order given by the Referee to someone to leave the field of play and its surroundings, including the team bench and the technical area, during a match. The individual who has been sent off may enter the stands unless he is serving a stadium ban.

A match suspension is a ban on taking part in a future match and on attending it in the area immediately surrounding the field of play.

Expulsion takes the form of a red card for individuals. The red card is regarded as direct if it sanctions a sending-off offence (cf. Law 12 of the Laws of the Game); it is regarded as indirect if it is the result of an accumulation of two (2) cautions.

A Player who has been sent off: shall stay in the team dressing room or the doping control room, accompanied by a chaperone, until the names of the Players selected for the doping test are communicated. The Player may be allowed to sit in the stands, provided his integrity and security are safeguarded, he is not picked for doping control and is no longer wearing his football equipment; and is not entitled to attend the post-match press conference or any other media activity held in the Stadium.

An Official who has been sent off or is serving a match suspension:

FERWafa may be allowed to sit in the stands, but not in the immediate vicinity of the field of play, provided his security and integrity are safeguarded;

shall not enter the dressing room, tunnel or technical area including the team bench;

shall not communicate with or contact anyone involved in the match by any means whatsoever; and

is not entitled to attend the post-FERWafa match press conference or any other media activity held in the Stadium.

An expulsion automatically incurs suspension from the subsequent match, even if imposed in a Match that is later abandoned, annulled, forfeited and/or replayed. The Disciplinary and Ethics Committee May impose additional Match suspensions and other disciplinary measures.

If a Match is abandoned, cancelled or forfeited (except for a violation of article 2.1.17), a suspension is only considered to have been served if the team to which the suspended player belongs is not responsible for the circumstances that led to the abandonment, cancellation or forfeit of the Match.

A Match suspension is regarded as no longer pending if a Match is retroactively forfeited because a player took part in a Match despite being ineligible. This also applies to the Match suspension imposed on the player who took part in the Match despite being ineligible.

#### *Ban from team dressing room and/or team bench*

A ban from the team dressing room deprives an individual of the right to enter a team dressing room(s) and the area immediately surrounding the field of play; and the right to sit on the team bench before, during, and after a Match.

#### *Stadium Ban*

A stadium ban prohibits an individual from entering a specific Stadium or more than one (1) stadium concurrently.

*Ban on taking part in any football-related activity*

A ban from taking part in any kind of football-related activity prohibits an individual from any involvement in football (administrative or sporting).

*Full or partial stadium closure.*

A Club May be ordered to play a future Match with a full or partial stadium closure.

The judicial body shall order a partial stadium closure in terms of percentage (e.g. 50% closure), or specific area of the stadium.

Any partial Stadium closure shall not affect the allocation of tickets for away teams or the provision of an away team supporters' area.

In the case of Club, this sanction shall apply to a future Match (or Matches) to be played in the FERWAFA domestic competitions.

*Playing a match on a neutral ground.*

A Club May be ordered to play a Match on neutral ground. This sanction shall apply to any future Match (or Matches) to be played by the respective Club. Such Match (or Matches) shall not be played on the territory of the Club respectively.

*Ban on playing in a particular stadium.*

A ban on playing in a certain stadium deprives a Club of the right to play in a certain stadium.

*Annulment of the result of a Match*

The result of a Match is annulled if the result reached on the field of play is disregarded.

*Expulsion from a competition*

Expulsion from a competition is the deprivation of the right of a Club to take part in the current and/or a future competition.

*Relegation to a lower division*

A club May be relegated to a lower division

*Deduction of points*

A club May have points deducted from those already attained in the current or a future championship.

*Forfeit*



A team sanctioned with a forfeit is considered to have lost the Match by 3-0 in 11-a-side football, 5-0 in futsal or 10-0 in beach soccer.

If the goal difference at the end of the Match is less favorable to the team at fault, the result on the pitch is upheld.

#### *Replay of the Match*

A Match May be replayed if it could not take place or could not be played in full for reasons other than force majeure, but due to the behavior of a team or behavior for which an association or a club is liable.

#### *Implementation of a prevention plan*

An individual, may be ordered to undertake a prevention plan as directed by the judicial body

#### *Social work*

An individual, may be ordered to undertake social work as directed by the judicial body.

#### *Community football service*

An individual, may be ordered to undertake a compliance football service as directed by the judicial body

#### *Compliance training*

An individual, Club or Member (officials/ employees) May be ordered to undertake a compliance training on the required areas to educate themselves in any laws, regulations and policies as ordered by the judicial body.

## **4 CHAPTER IV: Rules of Conduct**

### **4.1. Section I: General provisions**

#### **4.1.1. General Duties**

Persons bound by this Code shall be aware of the importance of their duties and concomitant obligations and responsibilities. In particular, persons bound by this Code shall fulfil and exercise their duties and responsibilities diligently, especially with regard to finance-related matters.

Persons bound by this Code shall respect the regulatory framework of FERWAFA, and FIFA to the extent applicable to them.

Persons bound by this Code shall appreciate the impact their conduct May have on the reputation of FERWAFA, and shall therefore behave in a dignified and ethical manner and act with complete credibility and integrity at all times.

Persons bound by this Code must refrain from any activity or behaviour or any attempted activity or behaviour that might give rise to the appearance or suspicion of improper conduct as described in the sections that follow.

Violation of this article shall be sanctioned with an appropriate fine of at least 500.000Frw to 5.000.000Frws as well as a ban on taking part in any football-related activity for a maximum of one year (1 Year).

#### *4.1.2. Duty to report*

Any person subject to this Code who becomes aware of any violation of, or attempt to violate, this Code by any third party, shall immediately report it to the General Secretary of FWRWAFA the chairperson of the Disciplinary and Ethics Committee.

Failure to report such infringements shall be sanctioned with an appropriate fine of at 500.000 Frw to 5.000.000 Frwas well as a ban on taking part in any football- related activity for a maximum of one year.

Anyone subject to this Code making an unfounded or irresponsible accusation May be sanctioned.

#### *4.1.3. Duty to collaborate*

The parties shall act, assist and collaborate truthfully, fully and in good faith with the judicial bodies at all times to establish the facts and, in particular, comply with requests for information from the FERWAFA judicial bodies, regardless of whether they are involved in a particular matter as a party, as a witness, or in any other role. This requires, *inter alia*, full compliance with the judicial bodies including without limitation requests to clarify facts; provide oral or written testimony; submit information, documents or other material; and disclose details regarding income and finances, if the respective judicial body deems it to be necessary.

Persons bound by this Code who are required to cooperate timely with the judicial bodies in a specific case, regardless of whether they are involved as a party, as a witness, or in any other role, shall help to establish and/or clarify the facts of a case or any possible breaches of this Code and, and treat the information provided and their involvement strictly confidentially, unless otherwise instructed by the respective judicial body.



Persons bound by this Code shall not take any action actually or apparently intended to obstruct, evade, prevent, or otherwise interfere with any actual or potential judicial bodies proceeding.

In connection with any actual or potential judicial bodies proceedings, persons bound by this Code shall not conceal any material fact; make any materially false or misleading statement or representation; or submit any incomplete, materially false or misleading information or other material.

Persons bound by this Code shall not harass, intimidate, threaten or retaliate against someone for any reason related to that person's actual, potential or perceived assistance to or cooperation with the judicial bodies.

If any of the parties fail to collaborate, especially if they ignore the stipulated time limits, the respective judicial body May nonetheless reach a decision on the case using the file in its possession.

Violation of this article shall be sanctioned with an appropriate fine of at least 500.000 Frw to 5.000.000 Frwas well as a ban on taking part in any football- related activity for a maximum of one year.

#### *4.1.4. Duty of neutrality*

In dealings with government institutions, national and international organizations, associations or groupings, persons bound by this Code shall, in addition to observing the basic rules, remain politically neutral, in accordance with the principles and objectives of the FERWAFA, and FIFA leagues and clubs, and generally act in a manner compatible with their function and integrity.

Violation of this article shall be sanctioned with an appropriate fine of at least 500.000 Frw to 5.000.000 Frwas well as a ban on taking part in any football- related activity for a maximum of one year.

#### *4.1.5. Duty of loyalty*

Persons bound by this Code shall have a fiduciary duty to the FERWAFA as well as the respective Member they are affiliated to i.e. regional association, leagues and clubs.

Violation of this article shall be sanctioned with an appropriate fine of at least 500.000 Frw to 5.000.000 Frwas well as a ban on taking part in any football- related activity for a maximum of one year.

#### *4.1.6. Duty of confidentiality*

Depending on their function, information of a confidential nature divulged to persons bound by this Code while performing their duties shall be treated as confidential or secret by them, if the information is given with the understanding or communication of confidentiality and is consistent with the FERWAFA principles.

The obligation to respect confidentiality survives the termination of any relationship which makes a person subject to this Code.

Violation of this article shall be sanctioned with an appropriate fine of at least 500,000 Rfw to 5,000,000 Rfw as well as a ban on taking part in any football- related activity for a maximum of one year.

## **4.2. Section II: Conflicts of interest, financial benefits and protection of personal rights**



#### *4.2.1. Conflict of interest*

Persons bound by this Code shall not perform their duties (in particular preparing, or participating in, the taking of a decision) in situations in which an existing or potential conflict of interest might affect such performance. A conflict of interest arises if a person bound by this Code has, or appears to have, secondary interests that are suited to influence their ability to perform their duties with integrity in an independent and purposeful manner. Secondary interests include, but are not limited to, gaining any possible advantage for the persons bound by this Code themselves or related parties as defined in this Code.

Before being elected, appointed or employed, persons bound by this Code shall disclose any relations and interests that could lead to situations of conflicts of interest in the context of their prospective activities.

Persons bound by this Code shall not perform their duties (in particular preparing, or participating in, the taking of a decision) in situations in which there is a danger that a conflict of interest might affect such performance. Any such conflict shall be immediately disclosed and notified to the organisation for which the person bound by this Code performs their duties.

Violation of this article shall be sanctioned with an appropriate fine of at least 500,000 Frw to 5,000,000 Frw as well as a ban on taking part in any football-related activity for a maximum of 5 years. In serious cases and/or in the case of repetition, a ban on taking part in any football-related activity may be pronounced as the double of the sanction previously taken.

#### *4.2.2. Offering and accepting gifts or other benefits*

Persons bound by this Code May only offer or accept gifts or other benefits to and from persons within or outside FERWAFA, or in conjunction with football agents or related parties as defined in this Code, where such gifts or benefits have symbolic or trivial value;

-are not offered or accepted as a way of influencing persons bound by this Code to execute or omit an act that is related to their official activities or falls within their discretion;

-are not offered or accepted in contravention of the duties of persons bound by this Code;

-do not create any undue pecuniary or other advantage; and

-do not create a conflict of interest.

Any gifts or other benefits not meeting all of these criteria are prohibited.

If in doubt, gifts or other benefits shall not be accepted, given, offered, promised, received, requested or solicited. In all cases, persons bound by this Code shall not accept, give, offer, promise, receive, request or solicit from anyone within or outside FERWAFA, or in conjunction with intermediaries or related parties as defined in this Code, cash in any amount or form. If declining the gift or benefit would offend the giver on the grounds of cultural norms, persons bound by this Code May accept the gift or benefit on behalf of their respective organisation and shall report it and hand it over, where applicable, immediately thereafter to the competent body of the FERWAFA



Violation of this article shall be sanctioned with an appropriate fine of at least 500.000 Frw to 5.000.000 Frw as well as a ban on taking part in any football-related activity for a maximum of 5 years. Any amount unduly received shall be included in the calculation of the fine. In addition to the fine, the gift or benefit unduly received should be returned, if applicable. In serious cases and/or in the case of repetition, a ban on taking part in any football-related activity May be pronounced as the double of the sanction previously taken.

#### *4.2.3. Commission*

Unless covered by a genuine commercial agreement, persons bound by this Code shall not accept, give, offer, promise, receive, request or solicit commission for themselves or third parties for negotiating deals or conducting other business in connection with their duties.

Violation of this article shall be sanctioned with an appropriate fine of at least 500,000 Frw to 5,000,000 Frw as well as a ban on taking part in any football-related activity for a maximum of 3 years. Any amount unduly received shall be included in the calculation of the fine. In serious cases and/or in the case of repetition, a ban on taking part in any football-related activity May be pronounced as the double of the sanction previously taken.

#### *Protection of physical and mental integrity*

Persons bound by this Code shall protect, respect and safeguard the integrity and personal dignity of others.

Persons bound by this Code shall not use offensive gestures and language in order to insult someone in any way or to incite others to hatred or violence.

Persons bound by this Code must refrain from all forms of physical or mental abuse, all forms of harassment, and all other hostile acts intended to isolate, ostracise or harm the dignity of a person.

Threats, the promise of advantages, coercion and all forms of sexual abuse, harassment and exploitation are particularly prohibited.

Violation of this article shall be sanctioned with an appropriate fine of at least 500,000 Frw to 5,000,000 Frw as well as a ban on taking part in any football-related activity for a minimum of two years. In cases of sexual exploitation or abuse, or in serious cases and/or in the case of repetition, a ban on taking part in any football-related activity May be pronounced for a minimum of ten years.

### **4.3. Section III: Forgery and falsification, abuse of position, betting and gambling**

#### *4.3.1. Forgery and falsification*

Persons bound by this Code are forbidden from forging a document, falsifying an authentic document or using a forged or falsified document.

Violation of this article shall be sanctioned with an appropriate fine of at least 500,000 Rfw to 5,000,000 Rfw as well as a ban on taking part in any football-related activity for a minimum of 3 years.

An association or a club May be held liable for an act of forgery or falsification by one of its officials and/or players.

#### *4.3.2. Abuse of position*

Persons bound by this Code shall not abuse their position in any way, especially to take advantage of their position for private aims or gains.

Violation of this article shall be sanctioned with an appropriate fine of at least 500,000 Rfw to 5,000,000 Rfw as well as a ban on taking part in any football-related activity for a minimum of 3 years. The sanction shall be increased accordingly where the person holds a high position in football, as well as in relation to the relevance and amount of the advantage received.

#### *4.3.3. Involvement with betting, gambling or similar activities*

As long as there is no direct relation/link between the sportive activity/objectives of a club, for example, and the economic benefits received from the betting/gambling entities, persons bound by this Code shall be forbidden from participating in, either directly or indirectly, betting, gambling, lotteries or similar events or transactions related to football Matches or competitions and/or any related football activities.

Persons bound by this Code shall not have any interests, either directly or indirectly (through or in conjunction with third parties), in entities, companies, organisations, etc. that promote, broker, arrange or conduct betting, gambling, lotteries or similar events or transactions connected with football Matches and competitions. Interests include gaining any possible advantage for the persons bound by this Code themselves and/or related parties.

Provided that the relevant conduct does not constitute another violation of this Code, violation of this article shall be sanctioned with an appropriate fine of at least 500,000 FRw to 5,000,000 Frw and a ban on taking part in any football-related activity for a maximum of years. Any amount unduly received shall be included in the calculation of the fine.

### **4.4. Section IV: Bribery and corruption, misappropriation and misuse of funds and Match manipulation**

#### *4.4.1. Bribery and corruption*

Persons bound by this Code shall not accept, give, offer, promise, receive, request or solicit any personal or undue pecuniary or other advantage in order to obtain or retain business or any other improper advantage to or from anyone within or outside the FERWAFA. Such acts are prohibited regardless of whether carried out directly or indirectly through, or in conjunction with, third parties. In particular, persons bound by this



Code shall not accept, give, offer, promise, receive, request or solicit any personal or undue pecuniary or other advantage for the execution or omission of an act that is related to their official activities and is contrary to their duties or falls within their discretion.

Persons bound by this Code shall refrain from any activity or behaviour that might give rise to the appearance or suspicion of a breach of this article.

Violation of this article shall be sanctioned with an appropriate fine of at least 500,000 Frw to 5,000,000 Frw as well as a ban on taking part in any football-related activity for a minimum of 5 years. Any amount unduly received shall be included in the calculation of the fine. The sanction shall be increased accordingly where the person holds a high position in football, as well as in relation to the relevance and amount of the advantage received.

#### ***4.4.2. Misappropriation and misuse of funds***

Persons bound by this Code shall not misappropriate or misuse funds of FIFA, FERWAFA, its Members, leagues, regional associations or clubs, or any other funds aimed to football, whether directly or indirectly through, or in conjunction with, third parties.

Persons bound by this Code shall refrain from any activity or behaviour that might give rise to the appearance or suspicion of a breach of this article.

Violation of this article shall be sanctioned with an appropriate fine of at least 500,000 Frw to 5,000,000 Frw as well as a ban on taking part in any football-related activity for a minimum of 5 Years. The amount of misappropriated funds shall be included in the calculation of the fine. The sanction shall be increased accordingly where the person holds a high position in football, as well as in relation to the relevance and amount of the funds concerned or of the advantage received.

## **5. Chapter V: Implementation of Disciplinary Measures**

### **5.2. 5.1. General rules**

When imposing a sanction, the Disciplinary and Ethics Committee shall take into account all relevant factors in the case, including the nature of the offence; the substantial interest in deterring similar misconduct; the offender's assistance to and cooperation with the FERWAFA Disciplinary and Ethics Committee; the motive; the circumstances; the degree of the offender's guilt; the extent to which the offender accepts responsibility; and whether the person mitigated his guilt by returning the advantage received, where applicable.

In case of mitigating circumstances, and if deemed appropriate taking into account all circumstances of the case, the FERWAFA Disciplinary and Ethics Committee May go below the minimum sanction and/or decide to hand down alternative sanctions

Unless this Code mentions otherwise, the FERWAFA Disciplinary and Ethics Committee shall decide the scope and duration of any sanction.

The FERWAFA Disciplinary and Ethics Committee will recommend to the General Secretary of FERWAFA that it share information on a case with the appropriate public authorities.

In exercising its discretionary powers, the FERWAFA Disciplinary and Ethics Committee May scale down the disciplinary measure to be imposed or even dispense with it entirely in exceptional situations, and in compliance with the fundamental principles of law and the values of FIFA.

### **5.2. Concurrent breaches**

Where more than one breach has been committed, the sanction other than monetary sanctions shall be based on the most serious breach, and increased as appropriate, depending on the specific circumstances.

### **Combined sanctions**

Sanctions imposed May be combined.

### *Recidivism*

Recidivism occurs if, after notification of a previous decision on a particular offence, another offence of a similar nature and gravity is committed. Recidivism breaches shall be considered aggravating circumstances, allowing the FERWAFA Disciplinary and Ethics Committee to go beyond the maximum limit provided for a violation of the relevant rule, as specified in this Code.

Recidivism in doping matters is subject to the rules of the FIFA Anti-Doping Regulations.

### **Suspension of implementation of disciplinary measures**

If the exceptional circumstances of the FERWAFatter allow, or in cases of lesser gravity, the judicial body May decide to fully or partially suspend the implementation of a disciplinary measure.



By suspending the implementation of the sanction, the judicial body subjects the person sanctioned to a probationary period of one year.

If the person benefiting from a suspended sanction commits another infringement of a similar nature and gravity during the probationary period, the suspension shall be revoked by the judicial body and the sanction enforced without prejudice to any additional sanction imposed for the new infringement.

Anti-doping rule violations or disciplinary measures relating to Match manipulation cannot be suspended.

## **Chapter VI: Organisation and Procedure of the FERWAFA Judicial Bodies**

### **6.1. Applicable Law**

The judicial bodies based their decisions primarily on the FERWAFA statutes, FIFA Statutes, regulations, circulars, directives; and the Laws of the Game.

If there are any omissions in this Code with respect to procedural rules, and in case of doubts regarding the interpretation of the Code, the judicial bodies shall decide in accordance with FIFA custom.

During all its operations, the judicial bodies May draw on precedents and principles already established by sports doctrine and jurisprudence of FIFA and CAS.

### **6.2. Competence**

The Disciplinary and Ethics Committee shall be competent to investigate, prosecute and sanction any breach of this Code and of the Statutes and regulations of the FERWAFA which does not come under the jurisdiction of another body, in particular any ethical misconduct within the jurisdiction of the FERWAFA and any breach related to Matches and competitions organized by the FERWAFA or its members (leagues, clubs, etc.):

- sanction any infringements or breach of this Code or any other FERWAFA regulations which does not come under the jurisdiction of another body.
- sanction serious infringements which have escaped the Match officials' attention;
- rectify obvious errors in the referee's disciplinary decisions;
- extend the duration of a Match suspension incurred automatically by a sending-off;
- pronounce additional sanctions.

### **6.3. Jurisdiction of FIFA and confederations (bodies)**

FIFA shall have jurisdiction on disciplinary matters related to Matches and competitions organised by it, to friendly Matches and competitions between representative teams or clubs belonging to different confederations or to Matches involving invitational teams composed of players registered with clubs belonging to associations of different confederations.



Confederations shall have jurisdiction on disciplinary matters related to friendly Matches and competitions between representative teams or clubs belonging to the same confederation, provided that the competition is not organised by FIFA.

#### **6.4. Cooperation with FIFA, confederations and other associations**

All FERWAFA members have a duty to cooperate with (the relevant bodies of) the FERWAFA, by sharing documents and providing information solicited in the scope of the respective disciplinary proceedings. If a FERWAFA member fails to cooperate in this way, it May lead to sanctions as provided under this Code.

##### *6.4.1. Composition*

The FERWAFA judicial bodies are:

- The Disciplinary and Ethics Committee; and
- The Appeal Committee.

The FERWAFA Disciplinary and Ethics Committee shall consist of a chairperson, a deputy chairperson and 5 other members.

The FERWAFA Appeal Committee shall consist of a chairperson, a deputy chairperson and 3 other members.

The Congress elects, upon the proposal of the AG the chairpersons, deputy chairpersons and other members of the FERWAFA judicial bodies for a period of four years renewable twice.

##### *6.4.2. Independence*

The chairpersons, deputy chairpersons and other members of the FERWAFA judicial bodies shall fulfil the independence criteria as defined in the FERWAFA Statutes.

Members of the FERWAFA judicial bodies must recuse themselves from participating in any meeting, deliberations or any matter concerning the respective case, in the event where there are serious grounds for questioning their impartiality and/or if there is a conflict of interest. The foregoing shall apply, in particular, in the following cases:

- if the member in question has a direct interest in the outcome of the matter;
- if the member has a personal bias or prejudice concerning a party; or personal, first-hand knowledge of disputed evidentiary facts material to the proceedings; or has expressed an opinion, other than as part of the proceedings in question, concerning the outcome of the proceedings; or when the immediate family of the member is a party to the subject matter in controversy, is a party to the proceedings or has any other interest that could be substantially affected by the outcome of the proceedings and his impartiality;
- if the member has already dealt with the case in a different function other than his function as a member of the respective judicial body.

Members of the FERWAFA judicial bodies who decline to participate in a meeting on any of the above grounds shall notify the respective chairperson immediately.

The chairperson shall decide on any claim of bias raised against a member of the respective judicial body. If an objection is raised concerning the chairperson, then the chairperson or deputy chairperson of the other respective judicial body shall decide on such claim.

## **6.6. Confidentiality**

The members of the judicial bodies shall ensure that everything disclosed to them during the course of their duty remains confidential (including the facts of the case, the contents of the deliberations and decisions taken) unless the applicable national law compels them to report the matter/alleged infringement to the relevant state authorities.

The opening of proceedings as well as decisions already notified to the addressees May be made public by the FERWAFA. In particular, the chairperson of the relevant judicial body May decide to publish the decision taken, partly or in full, provided that the names mentioned in the decision (other than the ones related to the party) and any other information deemed sensitive by the chairperson are duly anonymized.

Any person who is required to participate in or is subject to a disciplinary and/or ethics investigation or its proceedings must keep such information confidential at all times, unless the chairperson of the judicial body explicitly stipulates otherwise in writing or he/she is compelled to report the matter to the relevant authorities according to the applicable national law. Any breach of such duty May be sanctioned.

In the event of a breach of this article by any judicial body member, the relevant member shall be suspended from the respective judicial body until the next General Assembly.

## **6.7. Meetings and Decisions**

The judicial bodies meet so often as required.

The meetings can take place on a face to face- or virtual mode.

In principle, the meetings shall be convened at least 5 days in advance;

In case of urgency matters the chairperson can request a meeting immediately.

The FERWAFA judicial bodies May be assisted by legal counsel or experts.

In order for a judicial decision to be valid, the majority of the judicial body members must be present. Subject to the competence of the chairpersons ruling alone.

## **6.8. Exemption of Liability**



Except in the case of gross negligence or malicious intent neither the members of the judicial bodies may be held liable for any deeds or omissions relating to any procedure.

#### **6.9. Time Limits**

Time limits to which the parties shall adhere commence the day after they have received the relevant document, irrespectively whether the document was sent directly to them, their legal representative(s) and/or to their FERWAFA member to which the party has membership to (i.e. association, club, regional association, amongst others).

Official holidays and non-working days are included in the calculation of time limits. Time limits are interrupted from 20 December to 5 January inclusive.

When a deadline expires on a Saturday, Sunday or public holiday in Rwanda, where FERWAFA's headquarters are located, it is carried forward to the next working day.

If a time limit is not observed, the defaulter loses the procedural right in question.

Time limits set forth in this Code May not be extended.

Time limits set by the judicial bodies May be extended upon reasoned request. A time limit May only be extended for a second time in exceptional circumstances.

#### **6.10. Parties**

Only the accused are deemed to be parties.

#### **6.11. Representation**

During any dealings with the judicial bodies, parties and other persons bound by this Code May have legal representation at their own cost and expense.

The parties and other persons bound by this Code are free to choose their own legal counsel or representation.

The respective judicial body May request that the representatives of parties and other persons bound by this Code submit a duly signed power of attorney.

The judicial body can limit the number of legal representatives of a party if deemed excessive.

If the parties or other persons bound by this Code fail to cooperate in any manner or are dilatory in responding to any request from the Disciplinary and Ethics Committee, the respective chairperson May, after warning them, charge them with a violation of the present Code."

## **6.12. Language used in the proceedings**

The language used in proceedings including the decisions of the judicial bodies shall be in the official language(s) of FERWAFA as stipulated in the FERWAFA statutes.

## **6.13. Form of notification**

Any person bound by this Code must ensure that their contact details (e.g. address, telephone number and email address) are valid and kept up to date at all times.

Emails and registered letters are valid and binding means of communication and will be deemed sufficient to establish time limits and their observance.

Decisions and other documents intended for natural persons bound by this Code May be addressed to the person directly and/or to the FERWAFA member the person is affiliated to (i.e. league, regional association, club, etc.) on condition that it forwards the documents to the intended recipient. In the event that the documents were not also or solely sent to the party concerned, these documents shall be considered to have been communicated properly to the ultimate addressee four working days after communication of the documents to the respective FERWAFA member

Failure by the respective FERWAFA member to comply with the aforementioned instruction May result in disciplinary proceedings in accordance with this Code.

### *Effect of decisions*

Decisions passed by the respective judicial body shall come into force as soon as they are communicated.

The FERWAFA Judicial Body May rectify any obvious errors at any time.

## **6.14. Proof**

The burden of proof regarding breaches of this Code lies with the FERWAFA judicial bodies which has absolute discretion regarding the evaluation of evidence.

Notwithstanding the foregoing, any party claiming a right on the basis of an alleged fact shall carry the burden of proof of this fact. During the proceedings, the party shall submit all relevant facts and evidence of which the party is aware at that time, or of which the party should have been aware by exercising due care.

Any type of proof May be produced.

Types of proof include, in particular:

documents;

reports from officials;

declarations from the parties;



declarations from witnesses;

audio and video recordings;

expert opinions;

other proof that is relevant to the case.

During the investigation, where oral testimony is given, such testimony May be given in person, by telephone or via video.

Proof that has been obtained by means or ways involving violations of human dignity or that obviously does not serve to establish relevant facts shall be considered inadmissible to the proceedings.

The judicial bodies shall have absolute discretion regarding the evaluation of evidence-and-shall judge and decide on the basis of their comfortable satisfaction.

#### **6.15. Witness**

Witnesses shall tell the absolute and whole truth and shall answer the questions put to them to the best of their knowledge and judgement.

It is the responsibility of the parties to ensure the appearance of the witnesses requested by them and to pay all costs and expenses in connection with their appearance.

Anonymous participants in the proceedings

When a person's testimony could lead to threats to his person or put him or any person particularly close to him in physical danger, the chairperson, inter alia, that:

- the person not be identified in the presence of the parties;
- the person not appear at the hearing;
- the person's voice be distorted;
- the person be questioned outside the hearing room;
- the person be questioned in writing through the chairperson;
- all or some of the information that could be used to identify the person be included only in a separate, confidential case file.

If no other evidence is available to corroborate the testimony provided by the person concerned, such testimony May only be used in the context of imposing sanctions under this Code if:

-the parties as well as their legal representatives had the opportunity to pose questions to the person concerned at least in writing; and;

-the members of the judicial body had the opportunity to interview the person concerned directly and in full awareness of his/her identity and to assess his/her identity and record in full.

Disciplinary measures shall be imposed on anyone who reveals the identity of any person granted anonymity under this provision or any information that could be used to identify such person.

#### **6.16. Identification of an anonymous participant in the proceedings**

To ensure their safety, persons granted anonymity under this code shall be identified behind closed doors in the absence of the parties. This identification shall be conducted by the chairperson of the judicial body alone, his deputy or all the members of the respective judicial body together, and shall be recorded in minutes containing the relevant person's personal details.

These minutes shall not be communicated to the parties.

The parties shall receive a brief notice which:

confirms that the person concerned has been formally identified; and

contains no details that could be used to identify such person.

#### **6.17. Match official reports**

Facts contained in Match officials' reports and in any additional reports or correspondence submitted by the Match officials are presumed to be accurate. Proof of their inaccuracy May be provided.

#### **6.18. Costs and expenses**

Costs and expenses shall be borne by the party that has been sanctioned.

The Logistics costs of proceedings before the Disciplinary and Ethics Committee shall be borne by the FERWAFA, except in protest cases, when they shall be borne by the defeated party.

If no party is sanctioned, the costs and expenses shall be borne by the FERWAFA. Should a party generate unnecessary costs on account of its conduct, costs May be imposed upon it, irrespective of the outcome of the proceedings.

The judicial body that rules on the substance of the matter decides how costs and expenses shall be allocated and the relevant amounts are stipulated by the chairperson of the relevant judicial body. This decision is not subject to appeal.



Each party shall bear its own costs, including the costs of its own witnesses, representatives, legal advisers, interpreters and counsel.

The Judicial fee to lodge a Judicial case is 30,000 Frw for Individual and 50,000 Frw for a Club, while the appeal fee is 40.000Frw for individual and 60.000Frw for Clubs.

## **7. Chapter VII. Procedural rules specific to FERWAFA Disciplinary and Ethics Committee**

### **7.1. Commencement**

Proceedings May be opened by FERWAFA Judicial Bodies.

ex officio;

on the basis of (Match) official reports;

where a protest has been lodged in accordance with the relevant competition regulations;

on the basis of a motivated request from to FERWAFA Executive Committee, or the FERWAFA General Secretary;

on the basis of documents received from a public authority; or

where a complaint has been filed.

Any person or body May report any conduct considered incompatible with the FERWAFA present Code or any other FERWAFA regulation(s). Such complaints shall be made in writing including any available evidence. There is no entitlement for proceedings to be opened following submission of a complaint.

Match Officials are obliged to report infringements which have come to their notice.

The parties shall be notified of the opening of a proceeding and the possible rule violation. Limited exceptions to this rules May be made for safety and security reasons or if such disclosure would interfere with the conduct of the investigation.

#### **7.1.1. Investigations**

With the assistance of the secretariat, and depending on the possible breach, the Disciplinary and Ethics Committee shall investigate by means of written enquiries and written or oral questioning of the parties and witnesses. It May also undertake any further investigative measures relevant to the case; in particular, it May verify the authenticity of documents relevant to the investigation by procuring affidavits.

The Disciplinary and Ethics Committee May engage third parties with investigative duties. The enquiries to be made by such third parties must be clearly defined.

#### **7.1.2. General procedural rules**

In principle, there are no oral statements and the FERWAFA judicial bodies decide on the basis of the file. At the motivated request of one of the parties or at the discretion of the chairperson, a hearing May be arranged to be held, to which all the parties shall be summoned.

Technology facility can be used for hearing. Hearings are recorded and archived. Parties are not given access to recordings of hearings; however, if a party claims that procedural rules in its favour have been



breached during a hearing, the chairperson of the competent judicial body, may allow that party to have access to the recording. Recordings are destroyed after 10 years.

The FERWAFA judicial bodies May hold hearings in the absence of one or all of the parties.

All communications concerning an FERWAFA member, club or individual (including notifications of proceedings against them and the issuing of the decisions taken by the FERWAFA judicial bodies) are addressed to the association or club concerned, which must then, if applicable, inform the club or the individual in person. All such communications by FERWAFA or the FERWAFA judicial bodies (including the secretariat) take the form of emails sent by the secretariat.

#### *7.1.3. Hearings*

Hearings of the FERWAFA judicial bodies are not open to the public, except in cases of anti-doping rule violations by individuals if duly requested by the defendant and approved by the chairperson of the relevant judicial body. In cases of Match manipulation, the relevant chairperson will decide about a public hearing. The chairperson decides at his own discretion if and under what conditions a public hearing May take place.

The chairperson shall conduct the hearing in whatever manner he deems appropriate, provided it is consistent with the Code.

If there is no hearing, the chairperson shall schedule the deliberations and the decision shall be taken by the members of the judicial body or by the chairperson ruling alone in the matters provided for. The parties shall be informed to this effect.

At any time prior to the meeting set up to decide the case by the relevant judicial body, a party May accept responsibility and request the FERWAFA judicial bodies to impose a specific sanction. The FERWAFA judicial bodies May decide on the basis of such request or render a decision which it considers appropriate in the context of this Code.

#### *7.1.4. Provisional measures*

The chairperson of the competent judicial body (i.e. by the Disciplinary and Ethics Committee or Appeal Committee respectively), is entitled to pronounce provisional measures where these are deemed necessary to ensure that investigation proceedings are not interfered with or when a breach of this Code appears to have been committed and a decision on the merits of the case May not be taken early enough, the proper administration of justice, to maintain sporting discipline or to avoid irreparable harm, or for reasons of safety and security. The Chairperson is not obliged to hear the parties.

Provisional measures pronounced by the chairperson of the Disciplinary and Ethics Committee or May be appealed against in accordance with the relevant provisions of this Code. However, the appeal must reach the FERWAFA Appeal Committee in writing and with grounds within three days of notification of the contested measure, without the condition of payment of any appeal fee. The chairperson of the Appeals Committee, decides on such appeals as a single judge and without delay based on the file or the chairperson May decide to hear the interested parties. Such decisions are final.

A provisional measure May apply for up to 90 days. The duration of any such measure May be deducted from the final disciplinary sanction. The chairperson of the competent judicial body, may exceptionally extend the validity of a provisional measure by up to 90 days.

#### *7.1.5. Chairperson Ruling alone*

The chairperson can rule alone as a single judge and May delegate his functions to the deputy chairperson of the Disciplinary and Ethics Committee. In particular, the chairperson or the deputy chairperson ruling alone May take decisions in cases related to breaches sanctioned only with monetary sanctions up to 300,000 Frw or when the sanction to be imposed is a warning, reprimand or compliance training, social work and for the implementation of a prevention plan.

The chairperson or the deputy chairperson of the Appeals Committee, decides as single judge in provisional measures appeals.

The proceedings conducted by the chairperson ruling alone shall be conducted in accordance with this Code.

In matters reserved for the chairperson, or the deputy chairperson of the Disciplinary and Ethics Committee, a sanction on the basis of the existing file before the disciplinary proceedings even commence can be proposed. The party concerned May reject the proposed sanction and request the commencement of disciplinary proceedings within five days of notification of the proposed sanction, in the absence of notification after this deadline the sanction shall become final and binding. If a rejection is submitted within the time frame the proposed sanction shall become null and void and the Disciplinary and Ethics Committee acting jointly shall commence the proceedings in accordance with this Code.

#### *Right to be heard*

Before the Disciplinary Ethics Committee issues any final decision, the parties are entitled to submit their position, to present evidence and to inspect evidence to be considered by the Committee in reaching its decision. These rights May be restricted in exceptional circumstances, such as when confidential matters need to be safeguarded, witnesses need to be protected or if it is required to establish the elements of the proceedings.

#### *7.1.6. Deliberations and taking of decisions*

The Disciplinary and Ethics Committee shall examine aggravating and mitigating circumstances equally.

The FERWAF judicial bodies May take decisions via personal meetings, teleconference, videoconference or any other method.



With the exception of cases that can be decided by chairperson as single judge, the presence of at least three members of the respective judicial body is required for the deliberations. Deliberations shall be conducted without interruption, unless there are exceptional circumstances.

Decisions are passed by a simple majority of the members present. In a simple majority decision votes are equal, member shall not abstain. In the event of a tied vote, the chairperson shall have the casting vote.

For the matters provided for in art. 7.1.5 decisions are passed by chairperson or the deputy chairperson ruling alone.

#### *7.1.7. Grounds of a decision*

In principle, the FERWAFA judicial bodies issue the terms of decisions without grounds, and only these terms of the decision are notified to the parties, who are informed that they have ten days from that notification to request, in writing, a motivated decision. Failure to make such a request results in the decision becoming final and binding and the parties being deemed to have waived their right to lodge an appeal.

If the motivated decision is requested within the time limit stipulated in paragraph 92.1 above, the time limit for lodging an appeal begins only on notification of the motivation. Only the parties to which a decision is addressed can request the motivation.

Any appeal lodged before notification of the motivated decision is regarded exclusively as a request for a motivation.

Doping- and ethics-related decisions are always issued with grounds.

The FERWAFA secretariat publishes decisions issued by the FERWAFA judicial bodies. Where such a decision contains confidential information, FERWAFA May decide, ex officio or at the request of a party, to publish an anonymised or a redacted version.

The request for a motivated decision does not affect the enforcement of the decision, which shall take effect as soon as it is notified, with the exception of orders to pay a sum of money.

The competent judicial body May rectify any mistakes in calculation or any other obvious errors in the decision at any time.

## **7.2. Form and content of the motivated decision**

The motivated decision shall contain:

- the composition of the committee;
- the names of the parties;
- the date of the decision;
- a summary of the facts;
- the grounds of the decision;

- the provisions on which the decision was based;
- the terms of the decision;
- notice of the channels for appeal.

The decision shall be signed by the chairperson of the Disciplinary and Ethics Committee and transmitted to the General Secretary of FERWAFA.

In case of urgency, or under any other special circumstances, the Disciplinary and Ethics Committee May notify only the terms of the decision to the party, which become immediately applicable. The full, written decision shall be notified within the next 60 days solely on mandatory cases or if the grounds were requested by any of the parties.

#### ***7.2.1. Notification and Enforcement of decisions***

All of the parties shall be notified of the decision.

Decisions and other documents intended for players, clubs and officials are addressed to their affiliated Member on condition that it immediately forward the relevant decisions and documents to the parties concerned.

In the event that the documents were solely sent to the party concerned, these documents are considered to have been communicated properly to the ultimate addressee the day after communication of the documents to the Member. Failure by the Member to comply with the aforementioned instruction May result in disciplinary proceedings being undertaken against it in accordance with this Code.

Notification of decisions shall be effected by publication on the FERWAFA webpage.

the whereabouts of the party are unknown and cannot be ascertained despite making reasonable enquiries;

service is impossible or would lead to exceptional inconvenience; or

a party has not provided a means of contact despite being instructed to do so.

Notification of a decision via FERWAFA webpage is deemed accomplished on the day of publication.

Decisions come into force as soon as they are notified.



Cautions, sending-off and automatic Match suspensions have an immediate effect on subsequent Matches even if the notification reaches the respective club or concerned later.

### **7.2.2. Closure of Proceedings**

Proceedings May be closed when:

the parties reach an agreement;

a party is under insolvency or bankruptcy proceedings according to the respective procedures provided for by the relevant national law;

a Member (only legal entities, including clubs, league among others) is disaffiliated from the FERWAFA

the alleged violation has not been proven.

### **7.2.3. Plea bargain**

At any time during the investigation, but at the latest when the case is about to be decided by the Disciplinary and Ethics Committee or before the hearing as provided for by the present Code, the parties May enter into an agreement with the chairperson of the Disciplinary and Ethics Committee for the application of a sanction by mutual consent.

Should the chairperson of the Disciplinary and Ethics Committee consider that the agreement complies with this Code and the sanction settled is correctly applied, the agreement becomes immediately effective and the settled sanction becomes final and binding, and is not subject to any further appeal.

Should any monetary sanction provided by the plea agreement not be fully executed by the party concerned within 15 days of the date of the decision, the agreement is automatically revoked.

Should any compliance training and/or social work provided by the plea agreement not be fully executed by the party concerned within the terms established within the agreement, the agreement is automatically revoked.

Whenever the plea agreement is revoked, the Disciplinary and Ethics Committee shall decide the case within the 10 days that follow on the basis of the file, and no further plea agreement will be allowed between the parties concerned and the chairperson.

No plea agreement shall be allowed concerning sanctions related to infringements of bribery, misappropriation of funds and manipulation of football Matches or competitions.

The chairperson is also responsible for ratifying the plea agreement entered into between the parties and the Disciplinary and Ethics Committee, where applicable.

## **8. Chapter VIII: Appeal Procedure**

## 8.1. Standing to Appeal

Anyone who has been a party to the proceedings before the Disciplinary and Ethics Committee May lodge an appeal with the Appeal Committee, provided this party has a legally protected interest in filing the appeal.

FERWAFA Members and clubs May appeal against decisions sanctioning their players, officials or members.

### Appeal

The Appeal Committee is competent to decide appeals against any of the Disciplinary and Ethics Committee's decisions that the FERWAFA regulations do not declare as final or referable to another body.

Any party intending to lodge an appeal must inform the Appeal Committee of its intention to appeal in writing within three days of notification of the grounds of the decision.

Within five days of expiry of the time limit for the declaration of appeal, the appellant must file, in writing, the appeal brief. This must contain the appellant's requests, an account of the facts, evidence, a list of the proposed witnesses (with a brief summary of their expected testimony) and the appellant's conclusions. The appellant is not authorised to produce further written submissions or evidence after the deadline for filing the appeal brief.

In urgent cases and during final competitions, the chairperson May shorten the deadline for the submission of the above-mentioned documents.

The appeal fee is 40,000 Frw for individual, while its 60,000 Frw for Clubs, payable on submission of the appeal brief at the latest.

The appeal is not admissible if any of the above-mentioned requirements have not been complied.

An appeal may be lodged before the Appeal Committee against any decision passed by the Disciplinary and Ethics Committee, unless the disciplinary measure pronounced is:

a warning;

a reprimand;

a suspension of up to two Matches or of up to two months (with the exception of doping-related decisions);

a fine of up to (please between 500.000Frw-5.000.000Frw), in other cases;

decisions passed in compliance with this Code.

Only the motivated decision can be appealed against.

If the Disciplinary and Ethics Committee combines disciplinary measures, an appeal is admissible if at least one of the disciplinary measures imposed exceeds the above limits. In this case, the subsequent instance(s) will only be entitled to examine the sanctions that exceed the above limit.



## **8.2. Effects of the Appeal**

The appeal does not have a suspensive effect except with regard to orders to pay a sum of money.

The chairperson, the deputy chairperson or, in his absence, the longest-serving member available, May, on receipt of a reasoned request, award a stay of execution.

Decisions taken by the FERWAFA Appeal Committee are final, but are subject to appeals lodged with the Court of Arbitration for Sport (CAS) in accordance with the relevant provisions of the Statutes of FERWAFA.

## Chapter IX Final Provisions

### 9. 1. Review

A review May be requested before the competent judicial body after a legally binding decision has been passed if a party discovers facts or proof that would have resulted in a more favourable decision and that, even with due diligence, could not have been produced sooner.

A request for review shall be made within ten days of discovering the reasons for review.

The limitation period for submitting a request for review is one year after the decision has become final and binding.

### 9.2. Official language

This Code is issued in official languages of the Statutes – English, French and Kinyarwanda.

#### Specific Disciplinary Rules

Specific disciplinary rules May be introduced for the duration of a FERWAF final competition. Such rules shall be communicated to the participating Members, associations/clubs before the first Match of the final competition at the latest.

## Chapter X: Members of FERWAF

FERWAF members are obliged to observe the FERWAF statutes and regulations, including this Code.

All FERWAF Members shall also ensure that no one is involved in their management who is under prosecution for action unworthy of such a position or who has been convicted of a criminal offence in the past five years.

#### Adoption and enforcement

This Code was adopted by FERWAF General Assembly at its meeting held in Kigali, Rwanda on 10<sup>th</sup> January 2026 and comes into force Immediately.

Disciplinary measures for failure to respect a final CAS decision rendered in the context of ordinary proceedings at national level (involving FERWAF subordinated entities and individuals as described by this Code) shall be imposed provided that the respective CAS procedure has started after the entry into force of this Code.

**The President of FERWAF**

FABRICE SHEMA NGOGA

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