KINGDOM OF CAMBODIA

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FFC RULES AND PROCEDURES FOR ELECTION

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FOOTBALL FEDERATION OF CAMBODIA

President	:	SAO SOKHA
Vice President	:	KIEV SAMETH
Appeal Committee	:	KHENG LY
Disciplinary and Ethics Committee	:	ENG PEOUTITH
Treasurer	:	OUK SETHICHEAT
General Secretary	:	KEO SARETH
Address	:	National Stadium Monyreth Blvd Sangkat-Vealvong Khan 7 Makara Phnom Penh ,KINGDOM OF CAMBODIA
Tel	:	(855-12) 97 69 34
Email	:	info@the-ffc.com
PO Box	:	2327 PTT P P 3

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Definition

To interpret the Rules and Procedures for Election of the FFC, all terminology defined in the definition section of the latest FFC Statutes, and any terminology derived from the context of the FFC Statutes shall have the same meaning as these Rules and Procedures.

For the purposes of these Rules and Procedures, the terms are defined as follows:

A. The singular terminology shall include the plural terminology, and the plural terminology shall include the singular terminology.

B. Female terminology shall include male and male terminology shall include female.

C. Terminology referring to natural person shall include legal entity.

D. Unless otherwise specified, all terms defined have the same meaning as the FFC Statutes.

CHAPTER 1 GENERAL PROVISION

Article 1 Scope of Application

These Rules and Procedures shall be applicable to all elections of FFC Executive Committee in accordance with Article 29 Paragraph 2 of FFC Statutes. Furthermore, FFC Statutes Standing Orders of the Congress and all Directives shall be applicable to all elections of FFC Executive Committee.

Article 2 General Principles

1. The democratic principles of separation of powers, transparency and publication of FFC electoral process shall be observed all time and without exception.
2. In accordance with Article 4 Paragraph 1 and 3 of FFC Statutes, the FFC is neutral in all political, religious matters and shall manage its affairs independently and shall ensure that its affairs are not affected by any third party. Hence interference of any kind from any FFC Member in the electoral process of FFC shall not permitted. For avoidance of doubt, all laws and regulations of Public Institution related to election shall not be applicable for electoral process of FFC.
3. Electoral Committee shall adopt and approve electoral rules for elections to the FFC Executive Committee in compliance with these Rules and Procedures.
4. FFC shall inform AFF, AFC and FIFA on:
   A. the commencement of the elections of its elected bodies;
   B. the announcement of the elections and its election rules;
   C. the duration of the elections and the mandates.
5. The elected members of the FFC Executive Committee shall continue to exercise their functions until the completion of the electoral process.

CHAPTER 2 ELECTORAL COMMITTEE

Article 3 Composition

1. Members of the Electoral Committee shall be Chairperson or Vice Chairperson of the Disciplinary and Ethics Committee, Chairperson or Vice Chairperson of the Appeal Committee and Chairperson or Vice Chairperson of the Audit and Compliance Committee as of the election convocation date. In case any Chairperson or Vice Chairperson is not qualified enough, the Member of the Electoral Committee shall be replaced by member having longest work seniority at the Disciplinary and Ethics Committee, Appeal Committee, Audit and Compliance Committee.
2. The Electoral Committee shall consist of 1 (One) Chairperson and 2 (Two) Vice Chairpersons.
3. The Chairperson shall be selected by the members of the Electoral Committee.
4. The General Secretariat is assistance to the Electoral Committee in providing consultation, logistic arrangement and administrative affairs.
5. Member of the Electoral Committee shall not:
   A. Candidate for an election in the FFC; or
   B. Kin, in-law relative of a candidate; or
   C. Having conflict of interest.

Article 4 Duties

The Electoral Committee is responsible for organizing, controlling and making decision in term of FFC unless otherwise provided in these Rules and Procedures and/or FFC Statutes. The Electoral Committee

shall be responsible for all affairs, organization, functioning and control of elections in the Congress including but not limited to:

A. strictly enforcing the FFC Statutes, Rules and Procedures for Election, related regulations of the FFC and election due date;
B. conducting eligibility checks and decision on candidate;
C. circulating information to the FFC Members, media and public;
D. strictly adopting and enforcing the implementation on Election Rules for election in the Executive Committee;
E. candidate selection procedure, election organization at the Congress and preparing list of voters in accordance with the Article 25 of the FFC Statutes;
F. Election procedures and decision making related to complaint in accordance with the Article 21 of these Rules and Procedures and other necessary works to ensure the smooth process of elections.

Article 5 Convocation and quorum

1. The Electoral Committee shall officially convocated by the Chairperson to discuss and decide.
2. The quorum shall be established by the majority of the Members.

Article 6 Decisions

1. The decisions of the Electoral Committee must be passed by a majority of the valid votes cast. If a vote is tied, the Chairperson of the Electoral Committee shall have the casting vote.
2. Decisions are recorded in minutes signed by the Chairperson and the General Secretary.

CHAPTER 3 CANDIDATURES

Article 7 Eligibility Criteria

Eligibility criteria required for candidate shall be determined in the Article 36 of the FFC Statutes.

Article 8 Submission of candidatures

Candidate shall submit name via letter or email to the FFC General Secretariat in accordance with the Article 29 of the FFC Statutes.

Article 9 Examination of candidatures

1. Candidate shall be examined, and the integrity examination shall be conducted by the Electoral Committee. The Electoral Committee has right to request for support from independent company to examine the candidate's integrity.
2. The Electoral Committee shall decide on eligibility and integrity of candidates and inform them accordingly.
3. The official list of candidates shall be provided to FFC Members in accordance with the Article 29 Paragraph 8 of FFC Statutes.

CHAPTER 4 FFC CONGRESS

Article 10 Deadline for convening an elective Congress

1. Elective FFC Congress shall convocated in accordance with the FFC Statutes.
2. The Notification shall be sent to the FFC Members in accordance with the FFC Statutes.

Article 11 Ballot papers

1. FFC shall produce the ballot papers under the supervision and responsibility of the Electoral Committee. The ballot papers shall be printed clearly and legibly. Number of ballot papers shall be checked by the Electoral Committee before the commencement of election.
2. The ballot papers shall be of a different colour for each round of the election.

Article 12 Ballot Box

1. Before the start of the voting procedure, the ballot box which shall be transparent where possible shall be opened and presented to the delegates of the FFC Congress. The ballot box shall then be closed and placed in a visible position near to the members of the Electoral Committee.
2. During the entire voting process, the ballot box shall be monitored by the members of the Electoral Committee.

Article 13 Polling booths

Polling booths shall be transparent and placed near to the ballot box and the polling station but still allow the delegate to cast his vote secretly.

Article 14 Casting of ballots

1. The Chairperson of the Electoral Committee shall explain in detail the electoral procedure and refer to any relevant statutory provisions.
2. Each FFC Member present and eligible to vote shall be convocated in order and is invited to move to the front of the hall where the election is taking place and sign as receipt of ballot paper.
3. The delegate then completes his ballot paper in the polling booth designated for this purpose, deposits his ballot paper in the ballot box, signs the electoral register and then returns to his seat.

Article 15 Ballots Count

1. The ballot counting process begins when all ballots have been placed in the ballot box. The Chairperson of the Electoral Committee opens the ballot box and presents the ballots.
2. Only the Electoral Committee, the Secretary and the General Secretariat of the FFC, approved by the Chairperson of the Electoral Committee, can participate in the vote count. All implementations shall be in accordance with the conduct of the FFC Congress.
3. When the ballot box is opened, the Electoral Committee shall count the number of ballots loudly and verify the valid ballots. If the number of ballots is equal to or less than the number of ballots printed, that ballot is considered valid. If the number of ballots exceeds the number of ballots printed, the

ballots are annulled and the election shall be held immediately in accordance with the above procedure.

4. After the number of ballots has been verified, the Electoral Committee shall count the number of ballots for each candidate.

Article 16 Invalid ballot papers

1. The following ballot papers are considered invalid:

   A. ballot papers that do not bear the official distinctive marks defined by the Electoral Committee;
   B. ballot papers that bear any words other than the names of the candidates;
   C. ballot papers that are illegible or have been defaced;
   D. ballot papers that bear identifying marks.

2. Errors in writing candidate names lead to invalid ballots unless the ballot can clearly identify the official candidate name.
3. The Chairperson of the Electoral Committee shall write on the back of any invalid ballot paper (in red) the reasons for its invalidity and confirm with a signature.

Article 17 Declaration of results

1. When the count of ballot papers has been finished and verified, the Chairperson of the Electoral Committee shall officially declare the results to the FFC Congress.
2. If a second (or subsequent) round of voting is conducted in accordance with the Article 29 of the FFC Statutes, following procedures stated in the Article 14 to 17 of these Rules and Procedures, the voting procedure shall be repeated.

Article 18 Minutes

1. The official minutes of the FFC Congress shall be drafted and adopted in accordance with the Article 34 of the FFC Statutes.
2. The official minutes of the FFC Congress shall be distributed to the Members of the FFC, AFF,AFC and FIFA.

Article 19 Verification on voters

The Electoral Committee shall assign some officers from the FFC General Secretariat to be in charge of verifying the identity of delegates having voting right and ensure the compliance of election procedures.

CHAPTER 5 FINAL PROVISION

Article 20 Archiving documents

The Electoral Committee shall hand over all official documents related to the election to the FFC, which shall be responsible for distributing to relevant bodies if required and for archiving them.

Article 21 Complaint

1. For the purposes of these Rules and Procedures, a complaint is an objection in any form relating to the conduct of elections of the FFC Executive Committee, including violation on the FFC Statutes.

these Rules and Procedures and/or Rules of election of the FFC Executive Committee approved by the Electoral Committee.

2. In order for a compliant to be valid, the following conditions are required:
   A. Complaints must be made in writing and submitted to the Electoral Committee no later than twenty-one (21) days after the date of the election.
   B. The complaint shall include a complete written report, including an explanation of the facts leading to the complaint and the legal basis for the complaint, along with witness documents and other supporting evidence.
3. If the above conditions are not met, the complaint is considered invalid. Any decision on the validity of the complaint is final and binding and cannot be appealed.
4. The Electoral Committee shall make all decisions on the complaint, including the validity of the complaint.
5. The Electoral Committee shall transfer or refer the case to the FFC Disciplinary and Ethics Committee if the complaint is of a disciplinary nature.
6. All disciplinary measures are taken in accordance with the FFC Statutes and the FFC Disciplinary and Ethics Code.

Article 22 Appeal

Pursuant to the Article 21, paragraph 3 of these Rules and Procedures, appeal against the decisions of the Electoral Committee may be filed exclusively to the CAS in accordance with the Article 63 of the FFC Statutes. An appeal shall have the following conditions:

A. The appeal is heard by three (3) arbitrators.
B. The language of arbitration shall be English.

Article 23 Matters not provided for herein

All matters relating to the running of the elections not covered by these Rules and Procedures and/or FFC Statutes shall be ruled upon by the Electoral Committee.

Article 24 Enforcement

These Rules and Procedures is adopted by the FFC Executive Committee on 02 November 2023 and comes into force immediately.

Phnom Penh, 02 November 2023

President

General SAO SOKHA

General Secretary

KEO SARETH



Address : National Stadium Monyreth Blvd Sangkat-Vealvong Khan 7 Makara

Phnom Penh ,KINGDOM OF CAMBODIA

ALL FOR CAMBODIA