



الإتحاد الأردني لكرة القدم
Jordan Football Association

Standard Elections System

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A. Introduction (Preliminary notes)

Elections in any association requires lengthy and complicated procedures including, among other things, the following:

- A.** Full understanding of the association’s internal regulations and systems;
- B.** Invitation for nominations;
- C.** Auditing nominations;
- D.** Appealing;
- E.** Publish the official list of candidates;
- F.** Technical and logistic organizations of elections (holding the general assembly elections meeting, list of voters, polling papers, polling boxes, count votes, minutes of meeting Etc.)
- G.** Circulate the general information about the elections to the members, government entities, media representatives... etc.

Therefore, it is necessary that each association takes the seprocedures in due form to ensure transparent and democratic elections. This means in particular:

- A.** Accurate compliance with FIFA regulations and systems, this system, the legislative and organizational requirements of the concerned association and confederation where they shall not contradict with each other.





- B.** Avoid any conflict of interests that may impair the neutrality of elections.
- C.** Precautions to the organization of elections and planning the concerned procedures. The principles of this standard elections system were adopted by the FIFA Congress in Zurich on 30 and 31 May 2007. The standard elections system serves as guidance to the elections system that should be drafted by each member association. It was approved in its current full shape by the FIFA executive committee in its meeting of 29 and 30 October 2007 and came into force immediately.

Note:

Phrases refer to natural persons apply to both genders. Any words importing the plural shall include the singular and vice versa.

B. General notes

1. This system applies to presidential elections and the elections of the members of executive committee, elections committee, and elections appealing committee.
2. The elections system applies to the elections of all association bodies whose systems and procedures are under the exclusive control of the association.

Article 2

Principles, obligations and rights of parties, government intervention.

1. To consider the democracy principles in terms of segregation between authorities, transparency, and publish the elections procedures of the association without exception.
2. Not government intervention of any kind shall be allowed in the elections process or in the formation of the association general assembly. Therefore, the government elections rules shall not apply to the elected internal bodies of the association and the association election rules don't require obtaining approval of any government body.
3. The association shall inform the FIFA to the commencement of its elected internal bodies and shall announce the elections and their election rules under one month notice. The association shall also inform the FIFA with the elections period and tasks. The association shall immediately inform the FIFA of any government intervention in the elections process.
4. The association elected internal bodies shall keep carrying out their duties till the completion of the elections process



C. Elections committee

Article 3 Basic principles

- 1.** The elections committee (referred to hereinafter as the “Committee”) shall organize and supervise the elections process and take all elections-related resolutions.
- 2.** The committee members shall not be under any circumstances members of the executive committee.
- 3.** The committee members must be of the association members.
- 4.** The committee member shall refrain from giving opinion and withdraw from the presented issue if:
 - A.** He is candidate for elected post.
 - B.** He is a relative of candidate either by blood or marriage.
 - C.** He is a public officer of any type.
- 5.** If the member does not meet the requirements above, he shall leave his post immediately and shall be replaced.

Article 4 Elections

1. The committee shall be elected in accordance with this system by the general assembly for a period of four years in last general assembly ordinary meeting (or in the general assembly extraordinary meeting, if necessary) before the general assembly elections meeting related to the executive committee. The general assembly shall elect three alternate members for the elections committee and three members for the elections appealing committee and two alternate members for the appealing committee.
2. The committee members may not serve two consecutive terms.
3. The ordinary or extraordinary general assembly meeting (as the case may be) in which the committee is elected shall be convened at least six months prior the general assembly elections meeting in which the executive committee is elected, unless a shorter time is required.

Article 5 Composition

1. The committee shall compose of three members as minimum and seven members as maximum, and shall be formed from within the association.
2. The committee shall consist of :
 - A. Chairman;
 - B. Vice-chairman;
 - C. From one to five members.



- 3.** The secretary general of the association shall act as the secretary of the elections committee and participate in the committee's activities in a consultancy capacity. He shall be responsible for the related logistic issues and run the administrative issues.
- 4.** The committee shall elect chairman and vice-chairman from among its members.
- 5.** If one or more of the committee's members is nominated for elected post or become unable to carry out their duties, they must resign from the committee and the resigned member shall be replaced by an alternate.
- 6.** The committee members undertake to officially announce their nomination to elected posts to conduct the replacement described above without any delay that may affect or prejudice the elections of the executive committee.
- 7.** The committee may seek the assistance of members from the secretariat at any time provided they are not nominated for elected posts.

Article 6 Duties

- 1.** The committee shall be responsible for all tasks related to organizing, running and supervising the elections process. The committee shall be responsible in particular for:
 - A.** Implement the association's regulations and systems;
 - B.** Implement the FIFA regulations, directives and systems and the systems of the association and confederation in line with the FIFA systems;
 - C.** Implement the elections system;
 - D.** Implement the elections regular times;
 - E.** Distribute information to the general assembly members, the Olympic committee, the government bodies (if necessary), media and the public;
 - F.** Manage relations with the government bodies (when necessary);
 - G.** Run the nomination (commencement, information distribution, evaluation, publish the official list ... etc.);
 - H.** Organize the general assembly elections meeting, administratively and technically;
 - I.** Prepare the voters list in accordance with the association's systems;





J. Verify the voters identities under the supervision of the officer appointed for this purpose;

K. Running voting:

L. All other necessary tasks to facilitate the elections process procedures.

2. The association undertakes the logistic issues.

Article 7

Invitation for the committee meeting and the legal quorum

- 1.** The committee may not transact and take resolutions without a valid invitation to the meeting by the chairman.
- 2.** The legal quorum shall consist of the absolute majority of the committee members.

Article 8 Resolutions

All committee's resolutions shall be taken by the absolute majority of valid casted votes. In case of equality of votes the chairman shall have a casting vote. Resolutions shall be registered in minutes signed by the chairman and the committee's secretary. The committee's resolutions may be appealed exclusively before the elections appealing committee at the association. The said resolutions may not be appealed before any other body, in particular, before any government body.

D. Nominations

Article 9 Standards

The eligibility standards contained in the association system shall apply.

Article 10 Submission of nominations

Nominations shall be sent by registered mail or delivered by hand to the secretary general of the association at least three days prior the date of holding the general assembly meeting.

Article 11 Auditing nominations

1. Nominations shall be audited by the elections committee within three days of the submission deadline.
2. The candidates shall be informed to the decision of the committee during the same period.
3. The list of candidates shall be published.

Article 12 Appealing procedures

1. The elections appealing committee shall be formed of three members and two alternate members elected by the general assembly at the same time. One of such members shall hold legal qualification.





2. Any appeal along with its reasons shall be sent by registered mail or delivered by hand to the association secretary general within three days from the date of announcing the committee decision.
3. Appeals shall be studied by the elections appealing committee within three days from receipt from the secretary general.
4. The decisions of the elections appealing committee shall be final and may be not controlled by any government body.

Article 13 Distribution of final official list

The candidates final official list shall be sent to all general assembly members, and when necessary, to the concerned parties, at least one week prior the time of holding the general assembly elections meeting, and shall be published in one or more daily newspaper.

E. Voting procedures

Article 14

Deadline for invitation to hold the general assembly elections meeting.

Invitation to the general assembly elections meeting shall be made prior the time set for its holding as specified in the association system. A notice shall be sent to all members of the general assembly, and when necessary, to the concerned parties. The general assembly elections meeting shall be announced in different media means.

Article 15 Committee's duties

The committee's duties shall be as follow:

- A.** Control the voting procedures during the general assembly elections meeting by using the elections record prepared by it.
- B.** Count votes.
- C.** Take any necessary decision related validity or non-validity of polling papers.
- D.** In general, take decisive decision regarding any issues related to the voting procedures during the general assembly elections meeting.
- E.** Prepare official minutes in the elections and distribute it to the member, and when necessary, to the related bodies.
- F.** Announce the official results.
- G.** Organize press conference, if necessary.





Article 16 Polling papers

- 1.** The association secretary general shall prepare the polling papers under the supervision and mandate of the committee. The polling papers shall be printed in a clear readable manner.
- 2.** The polling papers shall be in different colors for each elections round.

Article 17 Polling boxes

- 1.** Before starting the voting procedures, the polling box, which must be transparent as possible, shall be opened and presented to the general assembly members, then closed and placed in a visible location close to the committee's members.
- 2.** The polling box shall be attended by one of the committee's members during the voting.

Article 18 Polling booths

Voting booths shall be established beside the polling boxes and polling center where the general assembly members who are entitled to vote can file out the polling paper.

F.Count votes

Article 20 General principles, resolutions in case of dispute

1. Counting votes shall be limited to the committee's members only. All processes (opening polling boxes, counting polling papers, count votes ... etc.) shall be made in a manner allowing the general assembly members to follow up the same clearly.

2. In case of dispute as regards the validity or non-validity of polling paper, validity or non-validity of voting, taking minute, announcing results, or any other issue related to the count votes, the committee's decisions shall be final.

Article 21 Incorrect polling papers

1. The following papers shall be deemed incorrect:
 - A.** Polling papers not bearing the official marks specified by the committee;
 - B.** Polling papers bearing words other than the names of candidates;
 - C.** Illegible or tapered with polling papers;
 - D.** Polling papers bearing distinguished marks;
 - E.** Polling papers containing names more than the required number, the last surplus names shall be disregarded.





2. The head of committee shall write on the back of any incorrect polling paper (in red) that it is incorrect giving the reasons and signing the same.
3. In case of dispute as regards the validity or non-validity of polling paper, validity or non-validity of voting, taking minute, announcing results, or any other issue related to the count votes, the committee's decisions shall be final.

Article 22 Spelling errors

Spelling errors shall not render the voting invalid unless such errors makes it impossible to determine the intended candidate.

Article 23 Count votes and results announcement

1. Once the polling box is opened, the committee members shall count the number of polling papers loudly and ensure their validity. If the number of polling papers is equal to or less than that issued number of polling papers, the polling shall be deemed valid. However, if the number of polling papers exceeded the issued umber of polling papers, the polling shall be deemed invalid and shall be returned immediately in accordance with the procedures shown above.

2. After verifying the number of polling papers, the committee members shall count the casted votes for each candidate.
3. Once the count process is complete and confirmed, the head of the committee shall officially announce the results to the general assembly members.
4. If a second (or subsequent) voting round is required, voting procedures shall be in accordance with the procedures above. However, the general assembly members shall be informed of the conditions that apply to the second (or subsequent) voting rounds (for example, any changes in the required majority, exclusion of candidates).

Article 24 Announcement of final results

1. After each elections round, the head of committee shall officially announce the results to the general assembly members. A minute shall be taken and signed by all committee members.
2. The final minute shall be distributed to all general assembly members, and where necessary, to the concerned parties. The minutes shall be entered in the general assembly transactions entries.





Article 25 Verification of procedures

The committee or who it delegates shall verify the identity of voters and ensure compliance with the voting procedures.

Article 26 Enforcement

This elections system was approved by the general assembly of Jordan Football Association in the general

G. Final provisions

Violations, FIFA rights, documentation, omissions

- 1.** The failure of the association to implement the principles of this system is considered a material breach to the provisions of Article 13 of FIFA regulations and shall lead to the sanctions provided for in Article 14 of FIFA regulations or to the disciplinary measures provided for in Article 55 of FIFA regulations.
- 2.** FIFA shall have the right to intervene at any time in the elections procedures of the association to control their soundness and ensure that this system and FIFA regulations and systems are implemented.
- 3.** FIFA has the right to suspend or cancel the elections procedures and / or appoint temporary management to the association, as the case may be.

4. The committee shall deliver all official documents related to the elections to the association secretary general who shall forward the same to the concerned parties, where necessary, and archive the same.
5. The committee shall take decision on all issues related to the administrative and technical organization of the general assembly elections meeting which are not subject to the provisions of this system.
6. The committee shall take decision on all issues related to the elections which are not subject to the provisions of this system.
7. The committee members shall consider their utmost partiality in doing their duties.

For the executive committee of FIFA

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