

## **GUIDELINES FOR THE 2024 BOTSWANA FOOTBALL ASSOCIATION (BFA) NATIONAL EXECUTIVE COMMITTEE ELECTIVE POSITIONS**

According to Article 54A of the BFA Constitution and the BFA Electoral Code, the Electoral Committee set out the guidelines below for the 2024 BFA NEC elections as follows:

### **1. ELECTIVE POSITIONS**

As per Article 33 of the BFA Constitution, the elections shall be conducted for the following positions.

- a) President
- b) First Vice President
- c) Second Vice President
- d) Three Ordinary Members
- e) One Female Additional Member

### **2. ELIGIBILITY CRITERIA**

Aspirants willing to serve as National Executive Committee members must meet the following criteria in accordance to Article 33.5 of the Constitution

- I. Must be residing in Botswana.
- II. Must pass an integrity check as defined in point number 4 below.
- III. Must have played an active role in association football (e.g. as a player or an official within FIFA, CAF, or BFA, etc.) for three of the last five years before being proposed as a candidate. Proof of the above shall be attached to the Nomination Form which will be the following.
  - a. Letter from the BFA structure defining the role the aspirant played in the last three (3) years.
  - b. Confirmation letter by the Member within which the structure is affiliated to.
- IV. Must have not been previously found guilty of any criminal offence or have an outstanding sanction by FIFA, CAF or BFA.

### **3. NOMINATIONS**

- I. Nominations shall open at 1000hrs and close at 1630hrs from **Thursday, 6<sup>th</sup> June 2024** to **Tuesday, 25<sup>th</sup> June 2024**.
- II. Nominations shall be submitted physically only to the Legal and Compliance Office during the hours of **0800hrs** and **1630hrs** on a weekday calendar (Monday to Friday) until the deadline date.

- III. Nomination forms can be obtained from the BFA Secretariats or downloaded from all BFA online electronic mediums. (facebook, website, etc.).
- IV. Nominations and supporting candidates can only be done by BFA Full Members as articulated in **Article 12.1 read with Article 18.1.4 of the BFA Constitution**. The BFA Full Members are as follows.
  - a. The Botswana Football League (PTY) Ltd
  - b. The 17 Regional Football Associations
  - c. Women's Football
- V. Signing of the Nomination forms either for Nomination or Supporting the candidates can only be done by the Chairperson. Where the Chairperson of that Member is currently serving as an NEC Member in that period, the signing shall be delegated to the Vice Chairperson and where the Vice Chairperson is unavailable the Treasurer will be assigned and where the above are not available the committee will co-opt a member and such shall be submitted to the BFA for verification.
- VI. As practiced by FIFA, in **Article 27.1 and 27.3 of the FIFA Statutes read with Article 18.2c of CAF Statutes**, Presidential (President, First Vice President, and Second Vice President) aspirants may be nominated by one (1) BFA Full Member and supported by five (5) BFA Full Members. Being nominated as a candidate by one member and that nomination supported by 5 other members shall be understood as a declaration of support. Each member may present a declaration of support for only one candidate and may not nominate or support (whatever comes first) another candidate for the same position. **If a member presents a declaration of support for more than one candidate all declarations made shall become null and void. For example, if a member signs a declaration of support for Candidate A and Candidate B who are both competing for the Presidential Position, the declarations shall become null and void and it shall stand as though there is no declaration of support made by the member for either candidates.**
- VII. For Vice President NEC positions, aspirants may be nominated by one (1) BFA Full Member and supported by four (4) BFA Full Members. Being nominated as a candidate by one member and that nomination supported by 4 other members shall be understood as a declaration of support. Each member may present a declaration of support for only one candidate and may not nominate or support (whatever comes first) another candidate for the same position. **If a member presents a declaration of support for more than one candidate all declarations made shall become null and void. For example, if a member signs a**

**declaration of support for Candidate A and Candidate B who are both competing for the Vice President Position, the declarations shall become null and void and it shall stand as though there is no declaration of support made by the member for either candidates.**

- VIII. For Ordinary member NEC positions and Female Additional member NEC position, aspirants may be nominated by one (1) BFA Full Member and supported by three (3) BFA Full Members. Being nominated as a candidate by one member and that nomination supported by 4 other members shall be understood as a declaration of support. Each member may present a declaration of support for only one candidate and may not nominate or support (whatever comes first) another candidate for the same position. **If a member presents a declaration of support for more than one candidate all declarations made shall become null and void. For example, if a member signs a declaration of support for Candidate A and Candidate B who are both competing for the Ordinary/Female Additional member Position, the declarations shall become null and void and it shall stand as though there is no declaration of support made by the member for either candidates.**
- IX. Two copies of the nomination forms must be filled out, and all copies shall be submitted to the BFA Secretariat (Legal and Compliance Office) and once endorsed another copy will remain with the aspirant. For the Nomination form to be **deemed complete**, it should have the following:
- a. Fully completed nomination form
  - b. Fully completed Eligibility Questionnaire
  - c. Copy of certified ID. i.e. Omang/Passport
  - d. Police Clearance
  - e. Letter of confirmation from the structure confirming the role being played.
  - f. Confirmation letter by the Member within which the structure is affiliated to.

#### **4. INTEGRITY CHECKS**

- I. The integrity checks about candidates for, and holders of, official positions within the BFA that are subject to such checks (hereinafter: candidates) shall be conducted by the BFA Ethics Committee.
- II. Candidates subject to integrity checks are obliged to comply with the screening and self-disclosure process. By filling out and signing the Eligibility questionnaire, the candidate will be giving the body conducting the eligibility checks the consent to conduct eligibility checks on them.

- III. Candidates subject to integrity checks shall always act in good faith and shall fully collaborate to establish the relevant facts upon reasonable notice. If the candidate concerned does not cooperate with the body competent to conduct the integrity check, the integrity check shall be deemed as not passed.
- IV. An integrity check shall be deemed as not passed if the candidate concerned:
  - a. has been subject to criminal convictions or disciplinary sanctions by a court if the underlying behavior was a substantive issue and not a minor infraction or procedural misbehavior,
  - b. b) has been found guilty and/or sentenced by the BFA, CAF, FIFA Ethics Committee, or any National Football Federation body with a sanction that would seriously put into question the discharge of the office concerned.
- V. Every candidate subject to an integrity check shall complete the Eligibility questionnaire.
- VI. The body conducting the eligibility shall be subjected to the relevant statutes.

**5. ELECTIVE CONGRESS**

- I. The Elective Congress shall be held on the 14<sup>th</sup> of September 2024 and the venue shall be communicated to all delegates in due course.

**6. ELECTIONS PROCEDURE**

- I. The election procedure shall conform to Part IV of the new BFA Electoral Code as read with Article 26 of the BFA constitution.

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**CHAIRMAN Electoral Committee**

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**SECRETARY Electoral Committee**