

FEDERATION OF UGANDA FOOTBALL ASSOCIATIONS (FUFA)

Founded 1924



FUFA ELECTORAL CODE

2012

Table of Contents

ITEM	PAGE
A.PREAMBLE (PRELIMINARY REMARKS)	
B.GENERAL REMARKS	
Article 1: Scope of application	
Article 2: Principles, Obligations and Rights of parties, Government Interference	
C.ELECTORAL COMMITTEE	
Article 3: Basic Principles	
Article 4: Election	
Article 5: Composition	
Article 6: Duties	
Article 7: Convoking the Committee and quorum	
Article 8: Decisions	
D. CANDIDATURES	
Article 9: Criteria and Eligibility	
Article 10: Submission of candidatures	
Article 11: Examination of candidatures	
Article 12: Appeal procedure	
Article 13: Distribution of the final official list	
E. VOTING PROCEDURE	
Article 14: Deadline for convoking an elective general assembly	
Article 15: Duties of the Committee	
Article 16: Ballot Papers	
Article 17: Urn	
Article 18: Polling Booths	
Article 19: Vote	
F. COUNT	
Article 20: General Principles, Decisions in the event of dispute	
Article 21: Invalid Ballot Papers	
Article 22: Spelling Mistakes	
Article 23: Count and Declaration of results	
Article 24: Declaration of Final Results	
Article 25: Verification of Procedure	
G. FINAL PROVISIONS	
Article 26: Enforcement	
Article 27: Violations, rights of FUFA, archiving of documents, omissions	

A. PREAMBLE (PRELIMINARY REMARKS)

The core principles of this Electoral Code were approved by the FIFA Congress in Zurich on 30 and 31 May 2007.

The FIFA Standard Electoral Code serves as a guide for the electoral code that every FIFA member association is required to draw up. It was approved in its current completed form by the FIFA Executive Committee at its meeting on 29 and 30 October 2007 and comes into force immediately.

This FUFA Electoral Code shall be used for all elections at FUFA, Members of FUFA and Members of Members of FUFA. It was approved in its current completed form by the FUFA Executive Committee at its meeting on 28th December 2012 in accordance with articles 25 (2) and 85 (3) of the FUFA Statutes and comes into force immediately; and was ammended by the FUFA General Assembly on 14th June 2013 in accordance with FUFA statutes.

Organising elections in an association necessitates a long and complex procedure that, among other components, includes:

- a) complete understanding of the statutes and internal regulations of the association;
- b) the invitation for candidatures;
- c) the examination of candidatures;
- d) appeals;
- e) the publication of the official list of candidates;
- f) the organisation in technical and logistical terms of elections (organisation of the elective general assembly, list of voters, ballot papers, voting urn, count of votes, minutes etc.);
- g) the circulation of general information about the election among the members, government bodies, representatives of the media etc.

It is therefore necessary for each association to perfect this procedure so as to ensure that its elections are transparent and democratic. In specific terms, this means:

- a) scrupulously adhering to the statutes and regulations of FIFA, this code and the statutory requirements and regulations of FUFA and CAF where the latter do not contradict the former;
- b) avoiding any conflicts of interests that could discredit the impartiality of the elections;
- c) anticipating the organisation of elections and planning the relevant action.

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



B. GENERAL REMARKS

Article 1 Scope of application

- 1) This code is applicable to FUFA Presidential elections as well as those for the executive Committee and delegates to the FUFA General Assembly,
 - 2) This electoral code is also applicable to elections to all bodies that are subordinate to FUFA (e.g. leagues, regional associations, and affiliated members) and whose regulations and procedures are controlled exclusively by FUFA inclusive but not limited to the elections of the executive committees (or their equivalent) and delegates to the General assemblies (or their equivalent) of the Members of FUFA and groups of clubs with a delegated authority from FUFA
-

Article 2 Principles, Obligations and Rights of parties, government interference

- 1) The democratic principles of segregation of powers, transparency and publicising of the electoral processes under association football in Uganda controlled and managed under FUFA must be observed without exception.
- 2) Government interference of any kind in the electoral process or composition of the elective body (general assembly) of FUFA is not permitted. Consequently, government rules on elections shall not apply to the elected internal bodies of FUFA and the electoral rules of FUFA shall not require the approval of any government body. Furthermore:
 - a) FUFA shall inform FIFA of the commencement of the elections to its elected internal bodies, the announcement of the elections and its electoral rules at one month's notice. It shall likewise inform FIFA of the duration of the elections and of the mandates. FUFA is likewise obliged to immediately inform FIFA of any government interference in the electoral process.
 - b) unless this code states otherwise, the elected internal bodies of FUFA shall continue to exercise their functions until the completion of the electoral process.



C. ELECTORAL COMMITTEE

Article 3 Basic Principles

- 1) The electoral committee (hereafter the Committee and also abbreviated as EC) organises and supervises the election process and takes all decisions relating to the election.
 - 2) The members of the Committee must under no circumstances be members of the executive committee.
 - 3) The members of the Committee must immediately decline to give an opinion and withdraw from the matter in progress if they are:
 - a) a candidate for an elected post;
 - b) a relative, whether by birth or marriage, of one of the candidates for an elected post;
 - 4) In the event that a member does not fulfil the above requirements, the member in question shall immediately leave his position and be replaced by a substitute.
-

Article 4 Election

- 1) The Committee shall be **nominated** by the FUFA Executive Committee, in accordance with the provisions of this code, and approved and appointed by the FUFA General Assembly for a term of four years before the elective general assembly of the executive committee. The FUFA General Assembly shall also appoint three substitute members of the electoral committee as well as the three members of the election appeal committee and two substitute members of the Election appeal committee. This clause is subject to the FUFA Statutes
 - 2) The members of the Committee are not permitted to serve for two consecutive terms.
 - 3) The FUFA General Assembly meeting at which the Committee is **appointed** shall take place at least six months before the elective general assembly at which the executive body is elected.
-

Article 5 Composition

- 1) The Committee shall be composed of Nine members
- 2) The Committee comprises:
 - a) a chairman;



- b) a deputy chairman;
 - c) seven members.
- 3) The Committee may recruit electoral officers for a limited period to assist in conducting elections for the delegates to the Regional Football Associations, the executive committees of the FUFA Members and the Delegates to the FUFA General Assembly
 - 4) The electoral committee will delegate its authority to the electoral officers as deemed fit
 - 5) The electoral officers will have the same qualification as required of the committee in this code
 - 6) The FUFA Chief Executive Officer serves as the secretary to the electoral committee. He takes part in the activities of the Committee in a consultative capacity, is responsible for the related logistical matters and takes care of administrative matters.
 - 7) In the event that one or more members of the Committee stand as candidates for an elected post or are unable to carry out their duties, they shall resign from the Committee. Any member who resigns shall be replaced by a substitute.
 - 8) The members of the Committee shall officially declare their candidature for elected posts in such a way as to allow the replacement process described above to be carried out harmoniously and without any time pressure that would be prejudicial to the elections of the executive body.
 - 9) The Committee may be assisted by members of the general secretariat at any time provided that they are not standing as candidates for elected posts.

Article 6

Duties

- 1) The Committee is responsible for all tasks relating to the organisation, running and supervision of the elective general assembly. In particular, it is responsible for:
 - a) strictly enforcing the statutes and regulations of FUFA, Members of FUFA and Members of Members of FUFA
 - b) strictly enforcing the statutes, directives and regulations of FIFA, CAF and FUFA
 - c) strictly enforcing the electoral code;
 - d) strictly enforcing the statutory deadlines for elections;
 - e) distributing information to the members of the general assembly as well as to government bodies, the media and the public;
 - f) managing relations with government bodies (where necessary):
 - g) the candidature procedure (launch, distribution of information of official list etc.);

M.H.

Signature ation

- h) verifying the list and identity of voters as provided by the FUFA General Secretariat the voting procedure (cf. article 15);
- i) all other tasks necessary to ensure the smooth running of the electoral process.

2) Logistical matters shall be taken care of by FUFA

Article 7 Convoking the Committee and Quorum

- 1) Only if the Committee is convoked validly by its chairman is it entitled to deliberate and pass decisions.
- 2) A quorum is constituted by the absolute majority of the members of the Committee.

Article 8 Decisions

All of the Committee's decisions must be passed by an absolute majority of the valid votes cast. If a vote is tied, the chairman of the Committee shall have the casting vote. Decisions are recorded in minutes signed by the chairman and the secretary of the Committee. Appeals against the Committee's decisions may be lodged only with the election appeal committee of FUFA, to the exclusion of the possibility of appealing the said decisions before any other body, particularly a government body.

D. CANDIDATURES

Article 9 Criteria and Eligibility

- 1) The eligibility criteria are defined by this code and the FUFA Statutes and must comply with the statutes and regulations of FIFA.
- 2) Pursuant to the FUFA Statutes, this code defines the football administration experience
- 3) For any person to be eligible for the candidature of the **Executive Committee Member of a FUFA Member**, he/she shall have served in one or a combination of any of the following positions for a total of at least 3 years in the last 5 years;
 - a) Executive Committee Member of FUFA
 - b) Member of FUFA Standing Committee
 - c) FUFA Accredited Administration Instructor
 - d) Delegate to FUFA Assembly



- e) CEO/GS of FUFA
 - f) Executive Committee Member of CECAFA, CAF, FIFA
 - g) Standing Committee Member of CECAFA, CAF, FIFA
 - h) Member of Executive Committee of a Member of FUFA
 - i) Member of Executive Committee of a FUFA registered Football Club
- 4) For any person to be eligible for the candidature of the **Delegate to the FUFA General Assembly**, he/she shall have served in one or a combination of any of the following positions for a total of atleast 3 years in the last 5 years;
- a) Executive Committee Member of FUFA
 - b) Member of FUFA Standing Committee
 - c) FUFA Accredited Administration Instructor
 - d) Delegate to FUFA Assembly
 - e) CEO/GS of FUFA
 - f) Executive Committee Member of CECAFA, CAF, FIFA
 - g) Standing Committee Member of CECAFA, CAF, FIFA
 - h) Member of Executive Committee of a Member of FUFA
 - i) Member of Executive Committee of a FUFA registered Football Club
- 5) Pursuant to article 32 (4) of the FUFA Statutes, this code defines the football administration experience for the candidates to the positions of FUFA Executive Committee (**cf. article 9 (6)**)
- 6) For any person to be eligible for the candidature of the FUFA Executive Committee Member, he/she shall have served in one or a combination of any of the following positions a total of at least 4 years in the last 7 years;
- a) Executive Committee Member of FUFA
 - b) Chairman or Secretary of FUFA Standing Committee
 - c) FUFA Accredited Administration Instructor
 - d) Delegate to FUFA Assembly
 - e) CEO/GS of FUFA
 - f) Executive Committee Member of CECAFA, CAF, FIFA
 - g) Standing Committee Member of CECAFA, CAF, FIFA
 - h) Member of Excom of a Member of FUFA
 - i) Chairman or Secretary of a Football Club registered by FUFA. Delete this article as its a repetition and contradicts.
- 7) Pursuant to article 38 (3) of the FUFA Statutes, this code defines the football administration experience for the candidates to the position of FUFA President (**cf. article 9 (8)**)
- 8) For any person to be eligible for the candidature of the FUFA President, he shall have served in one or a combination of any of the following positions for a total of at least 7 years in the last 10 years;
- a) Executive Committee Member of CECAFA, CAF, FIFA
 - b) Executive Committee Member of FUFA
 - c) Chief Executive Officer /General Secretary of FUFA

- d) FIFA Accredited Administration Instructor
- e) Chairman of a Member of FUFA

Article 10

Submission of Candidatures

- 1) The Electoral Committee will issue a schedule of electoral events in accordance with the guidelines issued by the FUFA Executive Committee and/or in line with the respective statutes of the organisation whose elections are being conducted
- 2) The EC will issue a list of positions up for elections
- 3) The EC will issue Nomination forms to any individuals willing to stand for the various positions up for elections
- 4) Candidatures shall be sent by recorded post or delivered in exchange for confirmation of receipt to the general secretariat of FUFA as stipulated in the FUFA Constitution
- 5) Nominations of candidates shall be made by both the Chairman and Secretary of fully subscribed members. Where the members are individuals, nominations will be done by the individual fully subscribed members
- 6) Subject to the fulfillment of the eligibility prerequisites, a candidate to the office of the FUFA President shall only be valid if supported by any three members of FUFA where one such member is from the FUFA Super League Clubs or FUFA Big League, the other being member is from Special interest groups as defined in article 10 (1)(d-i) of the FUFA statutes and the other member being a regional football association
- 7) Prior to their first appearance as a candidate, all candidates for elections under this code shall explicitly state in writing that they agree to be bound by the statutes and regulations of FIFA, CAF and FUFA and submit this declaration to the Electoral Committee. No candidate shall be eligible for election if he does not explicitly agree to be bound by the Statutes and Regulations of FIFA, CAF and FUFA
- 8) Nomination fees shall be set by the EC
- 9) The person proposed for nomination as a candidate for the position of FUFA President shall submit a list of candidates for the positions of First Vice President, Second Vice President and Members of the FUFA Executive Committee that shall be voted along with him.
- 10) The persons proposed on the FUFA Executive Committee list shall sign on the nomination forms as acceptance for nominations
- 11) A person shall not be named on more than one list of candidates of the FUFA Executive Committee



Article 11**Examination of Candidatures**

- 1) The candidatures shall be examined by the electoral committee within 14 days of the deadline for their submission.
- 2) Candidatures will be registered by the EC, scrutinised by the EC for compliance with this code, the FIFA, CAF, FUFA and/or respective statutes of the organisation for whom elections are being conducted and declared eligible for election after payment of the respective fees as stipulated in this code
- 3) The candidates shall be informed of the decision of the Committee's examination within the same period of 14 days.
- 4) The list of candidates shall be published by the EC

Article 12**Appeal Procedure**

- 1) The election appeal committee is constituted of three members and two substitutes appointed by the FUFA Executive Committee at the same time as the members of the Electoral Committee. One of these members shall have legal training.
- 2) Any appeal, with its reasons, shall be delivered in exchange for confirmation of receipt to the general secretariat of FUFA within 2 days of receipt of the Committee's decision.
- 3) Appeals shall be considered by the election appeal committee within 2 days of their receipt by the general secretariat.
- 4) The decisions of the election appeal committee are final and may not be altered by any government body.

Article 13**Distribution of the final official list**

- 1) The final official list of candidates shall be sent to all the members of the general assembly and, where necessary, to the relevant government bodies no less than 30 days before the elective general assembly is held. It shall also be published in the press.
- 2) The candidate for the position of FUFA President shall not change in any way the list of candidates for the FUFA Executive Committee submitted unless in case of force majeure.



- 3) In the event that a candidate for the presidency withdraws his candidacy before elections, his whole list shall be deemed withdrawn
- 4) In the event that a candidate for the Executive Committee withdraws his candidacy after the registration of the list, another candidate shall be co opted by the newly elected Executive Committee for a period of not more than one year until new elections are conducted to fill that vacancy in compliance with the FUFA statutes
- 5) List system is where a head position candidate is nominated and elected together with a team of other individuals to occupy other positions available for election. The head position candidate shall compose the List

E. VOTING PROCEDURE

Article 14 Deadline for convoking an elective general assembly

An elective general assembly shall be convoked the requisite number of days before it takes place as stipulated in the FUFA statutes. Notification shall be addressed to all the members of the general assembly and, where necessary, to the relevant government bodies. The elective general assembly shall be announced through the media.

Article 15 Duties of the Committee

- 1) The duties of the Committee are as follows:
 - a) to monitor the voting procedure during the elective general assembly using the electoral register;
 - b) to count the votes;
 - c) to take any decision that is necessary regarding the validity or invalidity of ballot papers;
 - d) in general, to pass a definitive decision on any matters relating to the voting procedure during the elective general assembly;
 - e) to draft official minutes of the election and distribute them to the members and, where necessary, to government authorities;
 - f) to declare the official results;
 - g) to organise a media conference, where necessary.
-

Article 16 Ballot Papers

- 1) The FUFA general secretariat shall produce the ballot papers under the supervision and charge of the Committee. The ballot papers shall be printed clearly and legibly.
- 2) The ballot papers shall be of a different colour for each round of the election.





Article 17**Urn**

- 1) Before the start of the voting procedure, the urn, which shall be transparent where possible, shall be opened and presented to the members of the general assembly. It shall then be closed and placed in a visible position near to the members of the Committee.
 - 2) During the vote, the urn shall be monitored by one of the members of the Committee.
-

Article 18**Polling Booths**

Polling booths or any other facility designated for the purpose shall be erected near to the urn and the polling station so that the members of the general assembly who are entitled to vote may complete their ballot paper in secret.

Article 19**Vote**

- 1) The chairman of the Committee shall explain in detail the voting procedure (urn, ballot papers, valid and invalid ballot papers, count, required majorities, results etc.) and cite any relevant statutory or legislative provisions.
- 2) The chairman of the Committee calls in turn each member of the general assembly who has the right to vote and invites him to move to the front of the hall where the election is taking place.
- 3) Once called, the member moves to the front of the hall and, after signing, he receives his ballot paper.
- 4) The member then completes his ballot paper in the polling booth designated for this purpose.
- 5) The member in question deposits his ballot paper in the urn, signs the electoral register and then returns to his seat.
- 6) The counting procedure begins as soon as all of the members with the right to vote have deposited their ballot papers in the urn. A member of the Committee opens the urn and tips out the ballot papers. The count then commences.



F. COUNT

Article 20 General Principles, Decisions in the event of dispute

- 1) Only the members of the Committee may take part in the count. All operations (opening the urn, counting the ballot papers, counting the votes etc.) shall be carried out in a way that can be followed clearly by the members of the general assembly.
 - 2) In the event of a dispute regarding the validity or invalidity of a ballot paper, the validity or invalidity of a vote, the drafting of the minutes, the declaration of the results or any other matter relating to the counting procedure, the Committee's decision shall be final.
-

Article 21 Invalid Ballot Papers

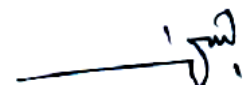
- 1) The following are considered invalid:
 - a) ballot papers that do not bear the official distinctive marks defined by the Committee;
 - b) ballot papers that bear any words other than the names of the candidates;
 - c) ballot papers that are illegible or have been defaced;
 - d) ballot papers that bear identifying marks.
 - 2) The chairman of the Committee shall write on the back of any invalid ballot paper (in red) the reasons for its invalidity and confirm with a signature.
 - 3) In the event of disputes regarding the validity or invalidity of a ballot paper, the validity or invalidity of a vote, the drafting of the minutes, the declaration of the results or any other matter relating to the counting procedure, the Committee's decision shall be final.
-

Article 22 Spelling Mistakes

Spelling mistakes shall result in the invalidity of a vote only if they mean what it is not possible to identify with certainty any of the official candidates.

Article 23 Count and declaration of results

- 1) Once the urn has been opened, the members of the Committee shall count out loud the number of ballot papers and verify their validity. If the number of ballot papers is equal to or less than the number of ballot papers issued, the ballot is valid. If it exceeds the number of ballot papers issued, the ballot shall be declared void and recommence immediately in accordance with the procedure described above.



- 2) After the number of ballot papers has been verified, the members of the Committee shall proceed to count the number of votes cast for each different candidate.
- 3) Once the count has been completed and verified, the chairman shall officially declare the results to the members of the general assembly.
- 4) If a second (or subsequent) round of voting is required, the voting procedure shall be repeated in accordance with the above articles. The members of the general assembly are also to be informed of the statutory provisions that apply for the second (and subsequent) rounds of voting (e.g. any changes to the majority required, elimination of candidates).

Article 24 **Declaration of Final Results**

- 1) After each round of the election, the chairman of the Committee shall declare the results officially to the members of the general assembly. The minutes are to be drafted and signed by all the members of the Committee.
- 2) The final minutes shall be distributed to the members of the general assembly and, where necessary, to government bodies. They shall be entered in the record of the deliberations of the general assembly.

Article 25 **Verification of Procedure**

A commissioner of oath as appointed by the FUFA Executive Committee shall attend the general assembly as an observer

Article 26 **Enforcement**

This electoral code was approved by the FUFA General Assembly when it convened in Kampala at Mandela National Stadium on 14th June 2013 and comes into force immediately.

G. FINAL PROVISIONS

Article 27 **Violations, rights of FUFA, archiving of documents, omissions**

- 1) Failure by any body or individual responsible to apply the principles of this code shall be considered a serious violation of the provisions of the FUFA, CAF and FIFA Statutes and shall lead to the consequences of violation of statutes or Disciplinary action



- 2) FUFA has the right to intervene in the electoral processes of Members of FUFA at any time to monitor its integrity and check that this code and the statutes and regulations of that member, FUFA, CAF and FIFA are being applied.
- 3) FUFA may likewise suspend or invalidate the electoral processes and/or appoint a provisional administration for a Member of FUFA, as the case may be.
- 4) The Committee shall hand over all the official documents relating to the elections to the FUFA general secretariat, which is responsible for passing them on to the relevant bodies, where required, and for archiving them.
- 5) All matters relating to the administrative and technical organisation of the elective general assembly that are not covered by this code shall be ruled upon by the Committee.
- 6) All matters relating to the running of the elections not covered by this code shall be ruled upon by the Committee.
- 7) The members of the Committee shall observe the utmost impartiality when carrying out their duties.


FOR FEDERATION OF UGANDA FOOTBALL ASSOCIATIONS [FUFA]

President:
Lawrence Mulindwa


.....



Chief Executive Officer:
Edgar Watson Suubi


.....