



**Club Licensing**  
Regulations

Edition 2022



# Club Licensing Regulation





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## DEFINITION

Term	Definition
<b>ACC</b>	The AFC Cup.
<b>Accounting Policies</b>	The specific principles, bases, conventions, rules and practices adopted by an entity in preparing and presenting its financial statements.
<b>ACL</b>	The AFC Champions League
<b>AFC Club Licensing Financial Handbook</b>	The handbook issued by the AFC which provides operational and technical guidance in relation to the financial criteria in these Regulations. It is a compilation of explanations and templates to support the Licence Applicant in complying with the financial criteria.
<b>AFC Stadium Regulations</b>	These regulations set out the minimum requirements for a Stadium to be eligible to host matches in AFC competitions.
<b>Annual Financial Statements</b>	A complete set of financial statements prepared as at the Statutory Closing Date, normally including a balance sheet, profit and loss account, a statement of cash flows and those notes, other statements and explanatory material that are an integral part of the financial statements.
<b>Associate</b>	An entity, including an unincorporated entity such as a partnership, over which the investor has significant influence and that is neither a subsidiary nor an interest in a Joint Venture.
<b>Audit</b>	<p>The objective of an audit of financial statements is to enable the auditor to express an opinion whether the financial statements are prepared, in all material respect, in accordance with an identified financial reporting framework. The phrases used to express the auditor's opinion are "give a true and fair view" or "present fairly, in all material respects", which are equivalent terms. A similar objective applies to the audit of financial or other information prepared in accordance with appropriate criteria.</p> <p>In an audit engagement, the auditor provides a high but not absolute, level of assurance that the information subject to audit is free of material misstatement. This is expressed positively in the</p>



	<p>audit report as reasonable assurance.</p> <p>The term “Audited” shall be interpreted accordingly.</p>
<b>Budget</b>	<p>The schedules containing an entity’s future financial information, based on management’s assumptions about events that may occur in the future and possible actions by an entity.</p>
<b>CLAS or Club Licensing Administration System</b>	<p>The IT system developed by the AFC for the purpose of gathering information from Licence Applicants/Licensees and for sharing information with Licensors concerning their affiliated clubs, within the scope of the implementation, assessment and enforcement of these Regulations.</p>
<b>Club</b>	<p>A football club company situated within the territory of the Republic of Indonesia which has a legal and commercial entity under Indonesian law and as a member of PSSI.</p>
<b>Club Licensing Criteria</b>	<p>The requirements applicable to the grant of Licences to Licence Applicants, as set out in these Regulations, which are divided into five categories (sporting, infrastructure, personnel and administrative, legal and financial).</p>
<b>Club Licensing Department (CLD)</b>	<p>The administrative body in charge of licensing related procedures which is appointed by PSSI that includes a club licensing manager, club licensing finance officer, and club licensing officer.</p>
<b>Consolidated Financial Statements</b>	<p>Financial statements of a group presented as those of a single economic entity.</p>
<b>Control</b>	<p>The power to govern the financial and operating policies of an entity so as to obtain benefits from its activities. Control may be gained by share ownership, statues or agreement.</p> <p>The Terms “Controlled” and “Controlling” shall be interpreted accordingly.</p>
<b>Event or Condition of Major Economic Importance</b>	<p>An event or condition is of major economic importance if It is considered Material to the financial statements of the Reporting Entity and would require a different (adverse) presentation of the results of the operations, financial position and net assets of the Reporting Entity if it had</p>



	occurred during the preceding Financial Year of interim period.
<b>EXCO</b>	PSSI Executive Committee.
<b>FIFA</b>	Fédération Internationale de Football Association.
<b>Financial Year</b>	The financial reporting period ending on the Statutory Closing Date, whether this is a year or not, and which is not an interim period.
<b>Future Financial Information</b>	Information about the prospective financial effects of future events and possible actions on the entity concerned.
<b>Going Concern</b>	The 'going concern' concept, or assumption, is an accountancy term that describes an entity which can continue operating without the significant threat of liquidation, and which can therefore continue in operation for the foreseeable future. A Reporting Entity is normally viewed as a Going Concern. It is assumed that the Reporting Entity has neither the intention nor the necessity of liquidation, ceasing trading nor seeking protection from creditors pursuant to laws or regulations.
<b>Group</b>	A parent and all its subsidiaries.
<b>Historic Financial Information</b>	Information about the financial effects of past events on the entity concerned. Historic Financial Information is in respect of the financial performance and position prior to the licensing decision.
<b>Interim Financial Statements</b>	A financial report containing either a complete set of financial statements or a set of condensed financial statements for an Interim Period.
<b>Interim Period</b>	A financial reporting period shorter than a Financial Year. It does not necessarily have to be a six-month period.
<b>Joint Venture</b>	A contractual arrangement whereby two or more parties (the ventures) undertake an economic activity that is subject to joint control.
<b>League</b>	PSSI's affiliated league
<b>Licence</b>	Certificate granted by PSSI confirming fulfillment of all minimum Club Licensing Criteria by the Licence Applicant as part of the admission procedure for entering AFC and National club competitions.
<b>Licence Applicant</b>	Legal entity fully and solely responsible for the football team participating in national and



	international club competitions which applies for a Licence.
<b>Licence Season</b>	AFC season for which a Licence Applicant has applied for/been granted a Licence. It starts the day following the deadline for submission of the List of Licensing Decisions by the Licensor to the AFC and lasts until the same deadline the following year.
<b>Licensee</b>	Licence Applicant that has been granted a Licence by its Licensor.
<b>Licensing Administration</b>	The staff within the Licensor that deals with club licensing matters.
<b>Licensing Circular</b>	A letter communicated by PSSI to the relevant Clubs at the commencement of the Licensing Process informing them of the relevant timetables, deadlines, Core Process and other pertinent information.
<b>Licensing Manager (LM)</b>	Manager of the Club Licensing Department.
<b>Licensor</b>	The PSSI – the body that operates the club licensing system and grants the Licenses in accordance with these Regulations.
<b>Liga 1</b>	Indonesian football first league division
<b>List of Licensing Decisions</b>	The list submitted by the Licensor to the AFC containing, among other things, information about the Licence Applicants that have undergone the licensing process and been granted or refused a Licence by the national decision-making bodies in the format established and communicated by the AFC General Secretariat.
<b>Material or Materiality</b>	Omissions or misstatements of items or information are Material if they could, individually or collectively, influence the decisions of users taken on the basis of the financial information submitted by the Licence Applicant/ Licensee. Materiality depends on the size and nature of the omission or misstatement judged in the surrounding circumstances or context. The size or nature of the item or information, or a combination of both, could be the determining factor.
<b>Parent</b>	An entity that has one or more subsidiaries.
<b>PSSI</b>	The Football Association of Indonesia, the governing body of football in the Republic of Indonesia.
<b>Registered Member</b>	Any legal entity according to national law and/or AFC Member Association statutes, which is member





	of the AFC Member Association and/or its affiliated league.
<b>Reporting entity/entities</b>	A Registered Member and/or football company or Group of entities or some other combination of entities which is included in the reporting perimeter and which must provide the Licensor with information for club licensing purposes.
<b>Review</b>	<p>The objective of an engagement to review financial information is to enable an auditor to express a conclusion whether, on the basis of the review, anything has come to the auditor's attention that causes the auditor to believe that the financial information is not prepared, in all material respects, in accordance with an identified financial reporting framework.</p> <p>A review, in contrast to an Audit, is not designed to obtain reasonable assurance that the financial information is free from Material misstatement. A Review consists of making inquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A Review may bring significant matters affecting the financial information to the auditor's attention but it does not provide the evidence that would be required for an audit.</p>
<b>Significant Change</b>	An event that is considered Material to the documentation previously submitted to the Licensor and that would require a different presentation if it had occurred prior to the submission of the licensing documentation.
<b>Significant Influence</b>	Ability to influence but not control financial and operating policy decision-making. Significant Influence may be gained by share ownership, statute or agreement. For the avoidance of doubt, a party or in aggregate parties with the same ultimate controlling party (excluding AFC, an AFC Member Association and an affiliated league) is deemed to have Significant Influence if it provides within a reporting period an amount equivalent to thirty percent (30%) or more of the Licensee's total revenue.
<b>Stadium</b>	The venue for a competition match including, but not limited to, all surrounding properties and



	facilities (for example, offices, hospitality areas, press centre and accreditation centre).
<b>Statutory Closing Date</b>	The annual accounting reference date of the Reporting Entity.
<b>Subsequent Events</b>	Events or conditions occurring after the licensing decision.
<b>Subsidiary</b>	An entity, including an unincorporated entity such as a partnership that is Controlled by another entity (known as the Parent).
<b>Supplementary Information</b>	<p>Financial information to be submitted to the Licensor in addition to the financial statements if the minimum requirements for disclosure and accounting are not met.</p> <p>The supplementary information must be prepared on a basis of accounting, and Accounting Policies, consistent with the financial statements. Financial information must be extracted from sources consistent with those used for the preparation of the Annual Financial Statements. Where appropriate, disclosures in the supplementary information must agree with, or be reconciled to, the relevant disclosures in the financial statements.</p>
<b>Training Facilities</b>	The venue(s) at which a club's registered players undertake football training and/or youth development activities on a regular basis.
<p>For the purposes of these Regulations, and provided the context so permits:</p> <ul style="list-style-type: none"><li>a) the singular shall include the plural and vice-versa;</li><li>b) the masculine gender shall include the feminine and vice-versa;</li><li>c) references to natural persons shall include any legal person or corporation; and</li><li>d) all defined terms, unless otherwise stated herein, shall bear the same meaning as ascribed to them in the AFC Statutes</li></ul>	

# General Provisions

Article

1



**Club Licensing  
Regulation**



## ARTICLE 1: GENERAL PROVISIONS

### 1. INTRODUCTION

These Regulations are intended to be a working document for Football Association of Indonesia (PSSI) which incorporates the AFC and PSSI minimum requirements for the AFC and/or the National Club Competitions.

These Regulations govern the rights, duties and responsibilities off all parties involved in the PSSI Club Licensing System and define in particular:

- a) The minimum requirements to be fulfilled by PSSI in order to act as a Licensor for its clubs, as well as the minimum procedures to be followed by the Licensor in the assessment of the Club Licensing Criteria;
- b) The minimum requirements to be fulfilled by Clubs;
- c) The License Applicant and the License required to enter the AFC Club Competitions and/or National Club Competitions;
- d) The minimum sporting, infrastructure, personnel and administrative, legal and financial criteria to be fulfilled by a club in order to be granted License by the PSSI.

### 2. OBJECTIVE

The Club Licensing System has the following objectives:

- a) Safeguarding the credibility and integrity of continental and National Club Competitions;
- b) Allowing the development of benchmarking of License Applicants in sporting, infrastructure, personnel and administrative, legal and financial related criteria throughout Indonesia;
- c) Further promotion and continuous improvement of the standard of all aspects of football in Indonesia and continuing priority given to the training and care of young players in each License Applicant;
- d) Increasing the level and quality of management and organization within the License Applicants;
- e) Improve the financial capability of the clubs, increasing their transparency and credibility, and place the necessary importance on the protection of creditors and to ensure that clubs settle their liabilities with employees, social/tax authorities and other clubs punctually;
- f) Improvement of License Applicants' sporting infrastructure to provide various stakeholders with well-equipped and safe stadiums.

# Club Licensing Criteria

Article

# 2



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## ARTICLE 2: CLUB LICENSING CRITERIA

### 1. CRITERIA GRADUATION

1. The criteria which the License Applicant must comply with in order to obtain the license are divided into 5 categories:
  - a) Sporting;
  - b) Infrastructure;
  - c) Personnel and Administrative;
  - d) Legal;
  - e) Financial.
  
2. The criteria described in this Regulations are graded into A, B and C.
  - a) “A” Criteria – MANDATORY  
If the License Applicant does not fulfill any “A” criteria, then it shall not be granted with a License to enter the AFC Club Competitions and/or National Club Competitions.
  
  - b) “B” Criteria – MANDATORY  
If the License Applicant does not fulfill any “B” criteria, then it shall be sanctioned as specified by the Licensor but may still receive a License to enter the AFC Club Competitions and/or National Club Competitions.
  
  - c) “C” Criteria – BEST PRACTICE  
“C” criteria are best practice recommendations. Non-fulfillment of any “C” criteria does not lead to any sanction or to the refusal of the License. Certain “C” criteria may become MANDATORY criteria at a later stage.
  
3. The Licensor is free to increase the minimum requirements or to upgrade the criteria established by the AFC for the purposes of entering the AFC and/or the National Club Competitions. The Licensor may also introduce additional criteria not included in the AFC Club Licensing Regulations.

### 2. EXCEPTION POLICY

The AFC administration may grant an exception to any provisions in these Regulations as set out in Annex I for AFC Club Competition only.

The PSSI Executive Committee may grant an exception to any provisions in these Regulation as set out in Annex II for national club competition only.



### 3. LICENSING SANCTIONS

The following sanctions (list is not exhaustive) may be set by the CLC and/or CLAC for breaches of these present Regulations (such as submission of falsified documents, non-respect of deadlines, sanctions against deadlines, failure to cooperate with the CLC or the CLD), non-fulfilment of “A” criteria or non fulfilment of “B” Criteria:

- a) warning;
- b) fine;
- c) full or partial Stadium closure;
- d) order to play a match on neutral territory;
- e) ban on playing in a particular Stadium;
- f) annulment of the result of the match;
- g) disqualification from a competition in progress and/or exclusion from a future competition;
- h) defeat by forfeit;
- i) deduction of points (for a current or future competition);
- j) relegation to a lower division;
- k) order that a match be replayed;
- l) withdrawal of a title and award;
- m) confiscation;
- n) withholding of revenues from an AFC competition;
- o) prohibition on registering new players in AFC competition;
- p) restriction on the number of players that a Club may register for participation in AFC competition;
- q) withdrawal of a license to participate in AFC competition; and
- r) social work.

### 4. COMPLIANCE AUDIT

1. The AFC, PSSI and/or its nominated bodies/agencies reserve the right, at any time, to conduct compliance audits of the Licensor and Licence Applicant/Licensee.
2. A Compliance audits aims to ensure that the Licensor, as well as the Licence Applicant/Licensee, have fulfilled their obligations as defined in these Regulations and that the Licence was correctly awarded at the time of the final decision of the Licensor. Non-cooperation of the Licensor or the Licensee to execute a compliance audit shall be referred to the AFC judicial bodies for its appropriate action.
3. The non-observance of the minimum mandatory requirements as defined in these Regulations may result in sanctions according to AFC or PSSI’s recommendations or decisions according to the nature and the gravity of the violations.



4. For the purpose of the compliance audits by AFC, in the event of a discrepancy between PSSI Regulations and AFC Regulations, the AFC Regulations shall be authoritative.



# Licensor

# 3

Article



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## ARTICLE 3: LICENSOR

### 1. LICENSOR

The PSSI is the Licensor in Indonesia. The Licensor governs the licensing system, appoints the corresponding licensing bodies and fixes necessary processes. The Licensor shall use the AFC Club Licensing Administration System (CLAS) to govern the Club Licensing System.

The Licensor may change, vary, amend, and/or modify any provisions set out in these Regulations.

In particular, the Licensor must:

- a) establish at least two decision-making bodies;
- b) establish an appropriate licensing administration;
- c) set up a catalogue of sanctions;
- d) define the Core Process;
- e) ensure equal treatment of all clubs applying for a License and guarantee the clubs full confidentiality about all information provided during the licensing process.
- f) assess the documentation submitted by the License Applicants, consider whether this is appropriate and define the assessment procedures;
- g) strictly follow the core process; and
- h) determine whether each criterion has been met and what further information, if any, is needed for a License to be granted.

### 1. DECISION-MAKING BODIES

1. The decision-making bodies, established by the Licensor, are as follows:
  - a) First Instance Body: The Club Licensing Committee (CLC);
  - b) Appeal Body: The Club Licensing Appeals Committee (CLAC).
2. The decision-making bodies shall be independent from each other. They shall receive administrative support from the licensing administration of PSSI.
3. The decision-making bodies will decide whether licenses should be issued to a Club or not and have the power to issue a variety of sanctions as described in Article 2.
4. Club Licensing Committee (CLC)



- a) The CLC will consist of up to 5 members, with each member having a single vote. The quorum must be of minimum of 3 members. The chairman has the casting vote in the case of a tie.
- b) The CLC decides on whether a License should be granted to an applicant on the basis of the documents provided by the submission deadline set by the Licensor and on whether a License should be withdrawn upon the application of the licensing manager.

#### 5. Club Licensing Appeal Committee (CLAC)

- a) The CLAC will consist of up to 3 members, with each member having a single vote. The quorum must be minimum of 3 members. The chairman has the casting vote in case of a tie.
- b) The CLAC decides on appeals submitted in writing and makes a final and binding decision on whether a License should be granted or withdrawn.
- c) Appeals may only be lodged by:
  - i. the License Applicant, who received the refusal of the CLC;
  - ii. the Licensee, whose License has been withdrawn by the CLC; or
  - iii. the Licensor, the competent body of which must be defined (e.g. licensing manager).
- d) The CLAC shall make its decision based on the decision of the CLC and only based on the evidence provided by the License Applicant or Licensor before the CLC. A request for appeal shall be made by the set deadline.
- e) No further evidence or documents can be submitted to the CLAC.
- f) In the case of a license refusal, the decision must be put in writing and include the reasoning.
- g) The decision of the CLAC, in cases of licenses related to entry into Liga 1, is final and is not subject to appeal.

#### 6. Requirements of Members of the Decision-Making Bodies

- a) The EXCO appoints the members of the CLC and CLAC for a period of 2 years. Members are eligible for a re-appointment.
- b) The decision-making bodies must have at least 1 qualified lawyer and an auditor holding a qualification recognized by the appropriate national professional body among their members.
- c) Act impartially in the discharge of their duties.
- d) Abstain if there is any doubt as to their independence from the License Applicant or if there is a conflict of interest. In this regard the independence of a member may not be guaranteed if he/she or any member of his/her family (spouse, child, parent or sibling) is a member, shareholder, business partner, sponsor or consultant of the License Applicant.
- e) Not act simultaneously as licensing manager.
- f) Not belong simultaneously to a judicial statutory body of the Licensor.
- g) Not belong simultaneously to the executive body of the AFC Member Association or its affiliated league.



h) Not belong simultaneously to the management personnel of an affiliated club.

## 2. LICENSING ADMINISTRATION

1. The Licensor will establish an appropriately resourced and equipped CLD.
2. The CLD is the administrative body of the Licensing Process.
3. The CLD will be led and coordinated by a Licensing Manager. The department will also employ administrative support staff as necessary.
4. The CLD must be composed of suitably qualified staff and the necessary infrastructure to fulfil their duties. These costs are borne by the Licensor.
5. The tasks of the CLD shall include:
  - a) preparing, implementing and further developing the Club Licensing System;
  - b) accessing and administering the CLAS;
  - c) providing administrative support to the decision-making bodies;
  - d) assisting, advising and monitoring the Licensees during the season;
  - e) informing the AFC of any event occurring after the licensing decision that constitutes a significant change to the information previously submitted;
  - f) serving as the contact point for and sharing expertise with the licensing departments of other AFC member associations and with AFC itself;
  - g) conducting assessments and audit to verify whether Licence Applicants have fulfilled quality standards according to the criteria described in this Regulations;
  - h) providing training and support for the Licensing Applicant in using CLAS.
6. At least 1 staff member or an external financial advisor must have a financial background and a diploma in accountancy/auditing recognised by the appropriate national body, or must have several years experience in the above matters (a "recognition of competence).
7. The CLD will report to the decision-making bodies any cases where a Licensee fails to maintain the conditions for the issuance of a License.
8. The CLD will have the power to seek clarification, or request further documentation and information from the club licensing officer and can invite the club licensing officer to provide any further evidence or explanations on behalf of the License Applicant. Any such requests are at the discretion of the CLD.
9. The CLD will have the power to carry out compliance audit on clubs by attending at the club or grounds without prior notice and shall be entitled to examine all documentation relating to licensing and to carry out checks on any aspect of club licensing requirements.



10. The CLD will determine the timetable for the Core Process on an annual basis, taking into consideration the start date for the Liga 1 season and the deadline set by AFC for admission to AFC club competitions.
11. The CLD will have the power to make recommendations to the decision-making bodies on any matter pertaining to the issuance of a License, sanctions, withdrawal of License or other related licensing matters.
12. The CLD, and any other advisors requested by the CLD, will have the right to attend meetings of the CLC and the CLAC. The role of the CLD in these meetings will be to facilitate, and this person will have no voting rights.
13. All persons involved in the licensing process must comply with strict confidentiality rules regarding information received during the licensing procedure.

### 3. CONFIDENTIALITY

The Licensor guarantees the License Applicant full confidentiality with regard to all information given by the License Applicant during the licensing process. All persons involved in the licensing process must comply with strict confidentiality rules regarding the information received during the licensing procedure. Anyone involved in the licensing process or appointed by the Licensor must sign a confidentiality clause before starting its tasks.

# Licence Applicant & Licence

4

Article



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## ARTICLE 4: LICENCE APPLICANT & LICENCE

### 1. LICENCE APPLICANT

1. A License Applicant shall only be a football club i.e. a legal entity fully responsible for a football team participating in national and international competitions which either:
  - a) is a registered member on an AFC Member Association and/or participates in its affiliated league (hereinafter: registered member) or
  - b) has a contractual relationship with a registered member (here in after: football club).
2. The membership and/or the contractual relationship for participating in the AFC Club Competitions and National Club Competitions must have lasted at the start of the Licensing process at least 2 consecutive years.
3. Any change to the legal form, legal Group structure (including a merger with another entity or transfer of football activities to another entity) or identity (including headquarters, name or colours) of a Licence Applicant during this period to the detriment of the integrity of a competition or to facilitate the Licence Applicant's qualification for a competition on sporting merit or its receipt of a Licence is deemed as an interruption of membership or contractual relationship (if any) within the meaning of this provision.
4. When assessing the fulfilment of the relevant club licensing criteria, PSSI shall take into account that the License Applicant should:
  - a) Be based legally in Republic of Indonesia and play its home matches only within this territory. The PSSI may define exceptions, if necessary, FIFA and AFC.
  - b) Have the right to use the name and brands of the Club and not change the name of the Club for advertising/promotional purposes.
  - c) Accept no clauses in contracts with television, sponsors or other commercial partners which could restrict the Club in its freedom of decision or affect its management.
5. The License Applicant is, in particular, responsible for ensuring the following:
  - a) That all players are registered with the PSSI and/or its affiliated league and, if professional players, that they have a written contract with the License Applicant;
  - b) That all compensation paid to players arising from contractual or legal obligations and that all revenues arising from gate receipts are accounted for in the books of the License Applicant;
  - c) That the License Applicant is fully responsible for the football team composed of registered players participating in national and international competitions;
  - d) That the Licensor is provided with all necessary information and/or documents relevant to proving that the licensing obligations are fulfilled, as these obligations relate to sporting, infrastructure, personnel and administrative, legal and financial criteria, and any



- other document relevant for decision-making by the Licensor as set out in these Regulations;
- e) Completeness and correctness of all the information and/or documentation it provides to the Licensor;
  - f) That the Licensor is provided with information on the Reporting Entity/entities in respect of which sporting, infrastructure, personnel and administrative, legal and financial information are required to be provided. In turn, the Licensor must assess whether, in respect of each License Applicant, the selected Reporting Entity/entities is appropriate for club licensing purposes;
  - g) Any event occurring after the submission of the licensing documentation to the Licensor representing a significant change to the information previously submitted must be promptly notified to the Licensor, especially a change of legal form, legal Group structure or identity.
6. If the License Applicant is a football company, it must provide a written contract of assignment with a registered member that must be approved by the PSSI and/or its affiliated league and must include the following minimum content:
- a) The football company shall comply with the applicable statutes, regulations, directive and decisions of FIFA, AFC, the PSSI and the League as amended from time to time. This system of rules shall constitute an integral part for the contract assignment. This football company shall also comply with decisions made by the said football bodies;
  - b) The football company must not further assign the rights to other registered member or football company to participate in the national or international level competitions on behalf;
  - c) The football company's right to participate in such a competition shall cease to apply if the assigning club's membership of the association ceases;
  - d) If the football company is put into bankruptcy or enters into liquidation, the right to apply for a License in the international and/or national competition shall revert to the registered member. For the sake of clarity should the License already be granted to the football company, then it cannot be transferred from the football company to the registered member; only the right to apply for a License in the following season shall revert to the registered member;
  - e) The PSSI shall be reserved the right to approve the name under which the football company participates in the national competitions;
  - f) Confirmation of the fact that the registered member has the majority of the voting rights of the football company. The football company must not allowed be owned directly or indirectly by anyone who also has a decisive influence over another registered member or football company entitled to participate at the same level in the association leagues system;
  - g) The contract of assignment and any amendment to it shall be approved by the appropriate body of the PSSI to become valid.





7. If the License Applicant is a football company, it must provide the Licensor with the financial information of the football company and the registered member (e.g. consolidated financial statements as if they were a single company).
8. If the License Applicant has control on any Subsidiary, then consolidated financial statements shall be prepared and submitted to the Licensor as if the entities include in the consolidation (the “Group”) were a single football club.
9. If the License Applicant is controlled by a Parent, which may be controlled by another Parent or which may have control over any other Subsidiary or may exercise Significant Influence over any other association, any transaction with the Parent of the License Applicant or any Parent or Subsidiary of the Associate of such Parent must be disclosed in the notes to the financial statements to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and by transactions and outstanding balances with such parties.
10. All documents and/or evidences that are provided to the Licensor must be submitted only via the AFC Club Licensing Administration System (<https://clas.afc-link.com>) by the submission deadline announced in the Core Process.
11. Any manual method documents submission via hardcopy and/or hand delivery and/or via email to the club licensing administration shall not considered.

## 2. LICENCE

1. Licenses must be issued according to the provision of these Regulations. The following License will be awarded:
  - a) AFC License – grant admission to play in the AFC Club Competitions.
  - b) National License – grant admission to play in the National Club Competitions.
2. Only License Applicant which fulfil the criteria set out in these Regulations at the deadlines defined by the Licensor and the AFC and which have qualified on the basis of their sporting results, may be granted with a License by the Licensor to participate in National Club Competitions and/or the AFC Club Competitions of the coming season, provided all other requirements in the relevant competition regulations have been met.
3. The Licensor must issue an invitation to the Clubs concerned to apply for a License punctually and in writing. The Club applying for a License must submit a written application to the Licensor. In this application, the License Applicant must declare that it will fulfil the obligations of the licensing system.



4. A License expires without prior notice:
  - a) at the end of the season for which it was issued; or
  - b) on the dissolution of the division in question.
5. A License may be withdrawn during a season by the AFC or by the PSSI decision-making bodies if:
  - a) for any reason, a Licensee becomes insolvent and enters into liquidation during the season, as determined by the applicable national law (where a Licensee becomes insolvent but enters administration during the season, for so long as the purpose of the administration is to rescue the Club and its business, the License should not be withdrawn);
  - b) any of the conditions for the issuing of a License are no longer satisfied; or
  - c) the Licensee violates any of its obligations under the AFC and/or these Regulations.
6. As soon as a License withdrawal is envisaged the PSSI must inform AFC Club Licensing Administration accordingly.
7. A License cannot be transferred.
8. The AFC reserves the right to sanction a Club or eliminate a Club from the future AFC Club Competitions based on the applicable AFC regulations. PSSI reserves the right to sanction a Club or eliminate a Club from future National Club Competitions based on these Regulations and PSSI Disciplinary Code.

### 3. ADMISSION TO THE AFC AND/OR NATIONAL CLUB COMPETITIONS

The License Applicant must further fulfil all the requirements according to the relevant AFC and/or National regulations and/or manual to be admitted to the AFC Club Competitions and/or National Club Competitions.

### 4. EXTRAORDINARY APPLICATION FOR ENTERING AFC & NATIONAL CLUB COMPETITIONS

1. If a Club qualifies for an AFC club competition on sporting merit but has not undergone any licensing process at all or has undergone a licensing process which is lesser/not equivalent to the Licence required for the competition it became eligible for, the Licensor of the club concerned may on behalf of such a club request an extraordinary application of the club licensing system in accordance with Annex 4 of the AFC Club Licensing Regulations.



2. Based on such an extraordinary application, AFC may grant special permission to the Club to enter the corresponding AFC Club Competition subject to the relevant AFC Club Competition Regulations. Such an extraordinary application applies only to the specific Club and for the season in question.
3. In practice, such a Club could for example be the winner or the runner-up of the main domestic cup playing in a division other than the top division.
4. If a Club qualifies for a Liga 1 competition on sporting merit from the Liga 2 competition must undergo the PSSI Club Licensing system in order to participate into the Liga 1 competition. The CLD may on behalf of the club concerned request an extraordinary application of the Club Licensing system of these Regulations.

# Core Process

# 5

Article



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## ARTICLE 5: CORE PROCESS

### 1. PRINCIPLE

1. The PSSI defines the core process for the verification of the criteria described in these Regulations and thus to control the issuance of a License to a License Applicant.

### 2. AFC CLUB COMPETITIONS

The core process shall start at the deadline defined by PSSI and shall end with the submission of the list licensing decisions to the AFC by the deadline set by the AFC.

### 3. NATIONAL CLUB COMPETITIONS

The core process shall start at the deadline defined by PSSI and shall end with the submission of the licensing decision to the respective clubs by the deadline set by PSSI.

### 4. The core process is aimed at:

- a) helping the Licensor in establishing an appropriate and efficient licensing process according to its needs and organization;
- b) agreeing on the main requirements that the Licensor must comply with to issue the License, necessary for entering AFC and National Club Competitions;
- c) ensuring that the decision on the granting a club license is made by an independent body;
- d) ensuring that the decision-making bodies receive adequate support from the licensing administration of the Licensor;
- e) the core process must, as a minimum, include the following information and consist of the key steps.

## 2. COMMUNICATION

1. At the beginning of the Licensing Process, the PSSI shall issue a Licensing Circular to the Clubs informing them of the Core Process and the relevant timetables and deadlines.
2. The above-mentioned Licensing Circular must include, as a minimum the following information:
  - a) Submission of the licensing documentation to the License Applicants/Licensees;
  - b) Deadlines for the submission of the licensing documentation to the PSSI in order to prove compliance with the licensing criteria;
  - c) The procedure with regard to the assessment of the documentation by the CLD (in particular – the persons involved, inspections, site visits, etc.);



- d) Submission of the written representation letter to the Licensor referred to in Article 10 of the present Regulations;
- e) Assessment by the decision-making bodies in accordance to the procedure with regard to the decision-making;
- f) Submission of the list of licensing decisions to the AFC administration with respect to those Clubs that qualify for AFC Club Competition based on sporting merit.

3. An example of the Core Process is provided in Appendix III of the present Regulations.

### 3. TIMETABLE

The CLD will determine the timetable for the Core Process, this considers the start date for the season and the deadline set by AFC for admission to AFC Club Competitions.

A guideline for the key dates in the annual timetable is shown below:

NO	REQUIREMENT	DEADLINE	
		AFC	National
1	CLD distributes circular and form to Licence Applicant	11 Nov 2022	11 Nov 2022
2	CLD receives formal notification together with the form from Licence Applicant	18 Nov 2022	18 Nov 2022
3	CLD will prepare the access to the AFC CLAS for the Licence Applicants	18 Nov 2022	18 Nov 2022
4	CLD will conduct Club Licensing Workshop	5-7 Dec 2022	5-7 Dec 2022
5	CLD visits to the Licence Applicants	Dec 2022-31 Mar 2023	Dec 2022- 31 Mar 2023
6	LA submits the documentation for the Legal criteria to PSSI through AFC CLAS	31 Mar 2023	31 Mar 2023
7	LA submits the documentation for the Infrastructure criteria to PSSI through AFC CLAS	31 Mar 2023	31 Mar 2023
8	LA submits the documentation for the Personnel & Administrative criteria to PSSI through AFC CLAS	31 Mar 2023	31 Mar 2023
9	LA submits the documentation for the Sporting criteria to PSSI through AFC CLAS	31 Mar 2023	31 Mar 2023
10	LA submits the documentation for the Finance	31 Mar 2023	31 Mar 2023



	criteria to PSSI through AFC CLAS		
11	CLD reviews the submitted documentation for all criteria and prepares written feedback to each LA advising on further information being required or existing documentation re-submission for the document amendment	31 Mar 2023	31 Mar 2023
12	CLD to conduct inspection/compliance audit	1 - 31 Mar 2023	1 - 31 Mar 2023
13	CLD to submit final report to CLC	5 April 2023	5 April 2023
14	CLC to make decision on awarding the Licence to LA	6 April 2023	6 April 2023
15	LA not granted a Licence in the CLC to submit an appeal within 7 days of communication of CLC decision	7-13 April 2023	7-13 April 2023
16	CLAC to make decision on appeal cases	14 April 2023	14 April 2023
17	CLD informs AFC as to which LA have been granted a Licence	18 April 2023	18 April 2023

#### 4. ASSESSMENT PROCEDURE

The Licensor defines the assessment methods based on PSSI Club Licensing Regulations

# Sporting Criteria

Article

# 6



**Club Licensing**  
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## ARTICLE 6: SPORTING CRITERIA

S.01	ACL Criteria	ACC Criteria	Liga 1
<b>Youth Development Programmes (YDP)</b>	<b>A</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant must have a written youth development programme approved by the Licensor. The Licensor must evaluate the quality of the youth development programme before approving it and verify the implementation by periodic visits to the training and games.</p> <p>2. The programme must cover at least the following areas:</p> <ul style="list-style-type: none"> <li>a) Objectives, youth playing philosophy and youth development philosophy;</li> <li>b) Organisation of youth sector (organisational chart, bodies involved, relation to License Applicant, youth teams, etc.);</li> <li>c) Personnel (technical, medical, administrative, etc.) and minimum qualifications required;</li> <li>d) Infrastructure available for youth sector (training and match facilities, etc);</li> <li>e) Financial resources (available Budget, contribution by Licence Applicant, players or local community, etc.);</li> <li>f) Football education programme for the different age Groups (psychological, technical, tactical and physical);</li> <li>g) Education programmes (Laws of the Game, anti-doping, integrity, anti-racism);</li> <li>h) Medical support for youth players (including medical checks);</li> <li>i) Individual performance evaluation of players in the programme;</li> <li>j) Review and feedback process to evaluate the results and the achievements of the set objectives; and</li> <li>k) Validity of the programme (at least three years but maximum seven).</li> </ul> <p>3. The Licence Applicant must further ensure that:</p> <ul style="list-style-type: none"> <li>a) every youth player involved in its youth development programme has the possibility to follow mandatory school education in accordance with national law; and</li> <li>b) no youth player involved in its youth development programme is prevented from continuing their non-football education.</li> </ul>			

S.02	ACL Criteria	ACC Criteria	Liga 1
<b>Youth Teams</b>	<b>A</b>	<b>A</b>	<b>A</b>
<p>1. The License Applicant must at least have the following youth teams within its legal entity, another legal entity included in the reporting perimeter or a club affiliated to its legal entity:</p> <ul style="list-style-type: none"> <li>a) At least two youth teams of different age groups within the age range of 15 to 21;</li> <li>b) At least one youth team within the age range of 10 to 14;</li> </ul>			



- c) At least one under 10 team; and
- d) Each youth team, except the under 10s, must take part in official competitions or programmes played at national, regional or local level and recognised by the AFC Member Association.

<b>S.03</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Medical Care of Players</b>	<b>A</b>	<b>A</b>	<b>A</b>
1. The License Applicant shall provide all players registered in the club with full access to medical support services. These shall include, but not limited to the following: <ul style="list-style-type: none"> <li>a) yearly medical examination including cardio vascular screening for all its players in its first squad;</li> <li>b) yearly medical examination for all players above the age of 12; and</li> <li>c) comprehensive medical insurance coverage for contracted players.</li> </ul>			

<b>S.04</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Educational Programmes</b>	<b>A</b>	<b>B</b>	<b>B</b>
1. The License Applicant must ensure that players and all technical coaching staff of at least the first squad have attended a session or an event related to: <ul style="list-style-type: none"> <li>a) sports integrity matters;</li> <li>b) FIFA Laws of the Game;</li> <li>c) doping control; and</li> <li>d) other topics as required by the AFC.</li> </ul> 2. These sessions or events must be provided either by the License Applicant, AFC Member Association or a third party in collaboration with the License Applicant / AFC Member Association, during the year prior to the season to be licensed.			

<b>S.05</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Registration of Players</b>	<b>B</b>	<b>B</b>	<b>B</b>
1. All the License Applicant’s players, including youth players above the age of 10, must be registered with the AFC Member Association and/or its affiliated league in accordance with the relevant provisions of the FIFA Regulations on the Status and Transfer of Players.			



<b>S.06</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Racial Equality Practice</b>	<b>B</b>	<b>B</b>	<b>B</b>
<p>1. The License Applicant must establish a policy to tackle racism in football. All players and staff of the License Applicant shall acknowledge the policy by signing the policy document.</p>			

<b>S.07</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Grassroot Programmes</b>	<b>B</b>	<b>C</b>	<b>C</b>
<p>1. Children, youths, amateurs, veterans, those with learning or physical disabilities and the socially disadvantaged shall be included in the grassroots programmes.</p> <p>2. The main objectives of the License Applicant's grassroots football programme shall be to encourage mass participation, stimulating greater interest in the game, providing more opportunities for social inclusion, supporting healthy lifestyles and the development of young people, both the sporting and educational aspects.</p>			

<b>S.08</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Child Protection and Welfare</b>	<b>C</b>	<b>C</b>	<b>C</b>
<p>1. The License Applicant must establish and apply measures, in line with any relevant AFC policies and guidelines, to protect and safeguard children from potential abuses and to promote their wellbeing within football when participating in activities organised by the License Applicant. The License Applicant should work with locally based child protection expertise and have a child safeguarding officer within its administration to develop and implement such measures, including having a child safeguarding policy.</p>			

<b>S.09</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Women's Team</b>	<b>C</b>	<b>C</b>	<b>C</b>
<p>1. The License Applicant must have at least one women's team within its legal entity or another legal entity included in the reporting perimeter.</p>			



2. The women’s team must take part in official competitions played at national, regional or local level and recognised by the AFC Member Association.

<b>S.10</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Corporate Social Responsibility (CSR) Programmes</b>	<b>C</b>	<b>C</b>	<b>C</b>
<p>1. The License Applicant to establish strategies and implementation programmes to promote the club, the game and to address current issues in football and society.</p> <p>2. Support should be provided for initiatives and campaigns to implement strategies and programmes as promulgated by either the License Applicant, the AFC Member Association, AFC and FIFA.</p> <p>3. Such programmes connect and create links with the community which will facilitate the following:</p> <ul style="list-style-type: none"> <li>a) establishment and enlargement of their fan base;</li> <li>b) creation of a pool of volunteers;</li> <li>c) organisation of grassroots football activities, initiatives and events for and within the community;</li> <li>d) creation of strong links with the community; and</li> <li>e) creation of a market base for branding, merchandising, sponsors and commercial partners.</li> </ul>			

<b>S.11</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Club Youth Academy</b>	<b>C</b>	<b>C</b>	<b>C</b>
<p>1. The License Applicant must establish a Club Youth Academy with the required infrastructure and facilities as prescribed in the AFC Elite Youth Scheme.</p>			

# Infrastructure Criteria

Article 



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## ARTICLE 7: INFRASTRUCTURE CRITERIA

<b>I.01</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Approved Stadiums for AFC Club Competitions and National Competitions</b>	<b>A</b>	<b>A</b>	<b>A</b>
<p>1. The License Applicant must have a Stadium available to play AFC and national club competitions. The License Applicant either:</p> <ul style="list-style-type: none"> <li>a) owns the Stadium; or</li> <li>b) can provide a written contract with the owner of the Stadium it will use. This contract must guarantee the use of the Stadium for the AFC and national matches for the coming season, for which the License Applicant qualifies in sporting terms.</li> </ul> <p>2. The Stadium must meet the requirements expressly referred to by the:</p> <ul style="list-style-type: none"> <li>a) AFC &amp; PSSI Stadium Regulations; and</li> <li>b) respective AFC club competitions regulation/AFC Competition Operations Manual and national club competition regulations.</li> </ul> <p>3. The Stadium must be approved by the Licensor and located in the same city where the License Applicant is based. If the Stadium is not located in the License Applicant's base city, a justifiable reason should be provided.</p>			

<b>I.02</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Stadium – Safety Certification</b>	<b>A</b>	<b>A</b>	<b>A</b>
<p>1. The Stadium must be certified for safety. The certification is defined according to national/local law and must include provisions related to safety. If such law does not exist, the Licensor shall establish the content of the Stadium certificate and the procedure in close cooperation with the appropriate body/bodies (e.g. local security authorities, the local hospital, fire brigade, police, etc.)</p> <p>2. The certificate shall comply with the requirements in the AFC and PSSI Safety and Security Regulations and must provide at least the following information:</p> <ul style="list-style-type: none"> <li>a) safety status of the Stadium structure and building fitness;</li> <li>b) compliance statement regarding the safety/security regulations of the competent civil authority;</li> <li>c) approval of the entire Stadium capacity (individual seats, terraces and total number);</li> <li>d) approved evacuation plan which ensures that the whole Stadium can be emptied in a case of emergency according to the applicable national law;</li> </ul>			



- e) a colour coded floor plan diagram showing the possible evacuation routes should be prominently displayed in the Stadium; and
  - f) an approved match security plan covering the organisational measures intended to ensure safety and security strategy covering all aspects of the organisation of a football match, such as ticket distribution system, screening of spectators, segregation strategy, crowd dispersal strategy, medical service, measures taken in case of fire, loss of power supply, or other emergency.
3. The certificate issued by the appropriate body shall be valid for a maximum of two (2) years and shall be valid throughout the licensing season.

<b>I.03</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Stadium – Approved Evacuation Plan</b>	<b>A</b>	<b>A</b>	<b>A</b>
<ol style="list-style-type: none"> <li>1. The appropriate body (e.g. safety and security authority, competent civil authority or other qualified and approved firms, etc.) approves the evacuation plan which ensures that the whole Stadium can be emptied in case of an emergency according to the applicable national law.</li> <li>2. If such law does not exist, the Licensor establishes the content of the evacuation plan, including an evacuation time and the approval body, in close cooperation with the appropriate civil body (e.g. local security authorities, the local hospital, fire brigade, police, etc.).</li> <li>3. A colour coded floor plan diagram showing the possible evacuation routes should be prominently displayed in the Stadium.</li> <li>4. Risk analysis specific to the Stadium.</li> <li>5. The Security Officer, stewards and club &amp; Stadium employees shall be briefed on the evacuation plan.</li> </ol>			

<b>I.04</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Training Facilities - Availability</b>	<b>A</b>	<b>A</b>	<b>A</b>
<ol style="list-style-type: none"> <li>1. The License Applicant must have Training Facilities available throughout the year. The License Applicant either:               <ol style="list-style-type: none"> <li>a) owns the Training Facilities; or</li> <li>b) shall provide a written contract with the owner of the Training Facilities.</li> </ol> </li> </ol>			



2. It must be guaranteed that the Training Facilities can be used by all teams of the License Applicant during the License Season, taking into account its youth development programme.

<b>I.05</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Training Facilities for Player Development – Minimum Infrastructure</b>	<b>B</b>	<b>C</b>	<b>C</b>

1. As a minimum, the infrastructure of the Training Facilities for Player Development must Include:
- a) outdoor Training Facilities;
  - b) indoor Training Facilities;
  - c) dressing rooms; and
  - d) medical room(s) or direct access to first aid at the training site.

<b>I.06</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Stadium – Ground Rules</b>	<b>B</b>	<b>C</b>	<b>C</b>

1. Each Stadium must have the ground rules affixed to it and visible to the spectators. These rules must provide information on at least the following:
- a) admission rights;
  - b) abandonment or postponement of events;
  - c) description of prohibitions and penalties, such as entering the field of play, throwing objects, use of foul or abusive language, racist behaviour, etc;
  - d) restrictions with regard to smoking, alcohol, fireworks, banners, etc;
  - e) seating rules; and
  - f) causes for ejection from the ground.



# PERSONNEL & ADMINISTRATIVE CRITERIA

8

Article



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## ARTICLE 8: PERSONNEL AND ADMINISTRATIVE CRITERIA

<b>P.01</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Club Secretariat</b>	<b>A</b>	<b>A</b>	<b>A</b>
<ol style="list-style-type: none"> <li>1. The License Applicant must have an office space sufficiently spacious to run its administration with the required infrastructure.</li> <li>2. The Licence Applicant must have appointed adequate number of skilled secretarial staff according to its needs to run its daily business.</li> <li>3. It must ensure that its office is open to communicate with the Licensor and the public and that it is equipped, as a minimum, with phone, fax, email facilities and a website.</li> </ol>			

<b>P.02</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>General Manager</b>	<b>A</b>	<b>A</b>	<b>A</b>
<ol style="list-style-type: none"> <li>1. The License Applicant must have appointed a General Manager being responsible for running its daily business (operational matters).</li> <li>2. The appointment must have been done by the appropriate body (e.g. Executive Board) of the License Applicant.</li> <li>3. The rights and duties of the General Manager must be set out in a job description for this role. The title used to define this role may also be defined as CEO, Executive Director and in all instances the person filling this role will be responsible for overseeing all operational and football aspects of the day-to-day running of the Club.</li> </ol>			

<b>P.03</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Finance Officer</b>	<b>A</b>	<b>A</b>	<b>A</b>
<ol style="list-style-type: none"> <li>1. The License Applicant must have appointed a qualified Finance Officer who is responsible for its financial matters.</li> <li>2. The Finance Officer must hold as a minimum one of the following qualifications: <ol style="list-style-type: none"> <li>a) a degree in accountancy, finance or related field; or</li> <li>b) a recognition of competence issued by an organisation recognised by the Licensor.</li> </ol> </li> </ol>			



<b>P.04</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Security Officer</b>	<b>A</b>	<b>B</b>	<b>B</b>
<p>1. The License Applicant must have appointed a qualified Security Officer being responsible for safety and security matters.</p> <p>2. The Security Officer must hold as a minimum one of the following qualifications:</p> <ul style="list-style-type: none"><li>a) a certificate as policeman or security person according to national law;</li><li>b) a safety and security diploma based on a specific course issued by the AFC Member Association or by a state recognised organisation; or</li><li>c) a recognition of competence approved by the AFC Member Association, which is based on the participation in specific safety and security course of the AFC Member Association and at least one (1) year experience in such matters.</li></ul>			

<b>P.05</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Media Officer</b>	<b>A</b>	<b>B</b>	<b>B</b>
<p>1. The License Applicant must have appointed a qualified Media Officer being responsible for media matters.</p> <p>2. The Media Officer must hold as a minimum one of the following qualifications:</p> <ul style="list-style-type: none"><li>a) diploma in journalism;</li><li>b) concluded a media officer education course provided by the AFC Member Association or an organisation recognised by the AFC Member Association; or</li><li>c) a recognition of competence approved by the AFC Member Association, which requires at least one (1) year experience in such matters.</li></ul>			

<b>P.06</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Medical Doctor</b>	<b>A</b>	<b>B</b>	<b>B</b>
<p>1. The License Applicant must have appointed at least one doctor who is responsible for medical support during matches and training as well as for doping prevention.</p> <p>2. The qualification of the Medical Doctor must be recognised by the appropriate national health authorities.</p>			



3. The Medical Doctor must be duly registered with the AFC Member Association and/or the affiliated league.

<b>P.07</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Physiotherapist</b>	<b>A</b>	<b>B</b>	<b>B</b>
<ol style="list-style-type: none"> <li>1. The Licence Applicant must have appointed at least one (1) Physiotherapist being responsible for medical treatment and massages for the first squad during trainings and matches.</li> <li>2. The qualification of the Physiotherapist must be recognised by the appropriate national health authorities.</li> <li>3. The Physiotherapist must be duly registered with the AFC Member Association and/or the affiliated league.</li> </ol>			

<b>P.08</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Head Coach of First Team</b>	<b>A</b>	<b>A</b>	<b>A</b>
<ol style="list-style-type: none"> <li>1. The Licence Applicant must appoint a Head Coach with a valid coaching diploma/ licence responsible for all football matters of the first team.</li> <li>2. The Head Coach must:               <ol style="list-style-type: none"> <li>a) hold the Minimum Coach Education Requirement (MCER) as stipulated by the AFC Competition Operations Manual and Liga 1 Regulation or</li> <li>b) hold a Recognition of Experience and Current Competence (RECC) issued by AFC in compliance with the RECC regulations for cases where the Head Coach of the first team does not have the required certification as defined under (a) above; or</li> <li>c) already have started the required education course, recognized by AFC, to achieve the required diploma as defined under (a) above.</li> </ol> </li> <li>3. The Head Coach must be duly registered with the AFC Member Association and undertaken by the appropriate body of the Licence Applicant.</li> </ol>			



<b>P.09</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Assistant Coach of First Team</b>	<b>A</b>	<b>C</b>	<b>C</b>
<ol style="list-style-type: none"> <li>1. The Licence Applicant must appoint an Assistant Coach with a valid coaching diploma/licence assisting the Head Coach in all football technical matters of the first team.</li> <li>2. The Assistant Coach must:               <ol style="list-style-type: none"> <li>a) hold at least the Minimum Coach Education Requirements (MCER) as stipulated by the AFC Competition Operations Manual and Liga 1 Regulation or</li> <li>b) hold a Recognition of Experience and Current Competence (RECC) issued by AFC in compliance with the RECC regulations for cases where the Assistant Coach of the first team does not have the required certification as defined under (a) above; or</li> <li>c) already have started the required education course, recognized by AFC, to achieve the required diploma as defined under (a) above.</li> </ol> </li> <li>3. The Assistant Coach must be duly registered with the AFC Member Association and undertaken by the appropriate body of the License Applicant.</li> </ol>			

<b>P.10</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Head of Youth Development</b>	<b>A</b>	<b>C</b>	<b>C</b>
<ol style="list-style-type: none"> <li>1. The Licence Applicant must appoint a Head of Youth Development (HYD) with a valid coaching diploma/licence responsible for managing and implementing all aspects of youth development matters including the Youth Development Programme (YDP).</li> <li>2. The Head of the Youth Development must:               <ol style="list-style-type: none"> <li>a) hold at least the AFC 'A' diploma/licence or its equivalence recognised and approved by AFC; or</li> <li>b) already have started the required education course, recognized by AFC, to achieve the required diploma as defined under (a) above;</li> <li>c) have specific youth coaching experience and/or supplementary certification/qualification related to coaching and managing young players; and</li> <li>d) have strong management and administration skills to ensure the efficient implementation of the programme, activities, roles and duties in collaboration with other relevant personnel.</li> </ol> </li> </ol>			



<b>P.11</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Youth Coaches</b>	<b>A</b>	<b>B</b>	<b>B</b>
<p>1. For each mandatory youth team, the Licence Applicant must have appointed at least one qualified coach who is responsible for all football matters related to that team.</p> <p>2. At least two (2) Youth Coaches must:</p> <ul style="list-style-type: none"><li>a) hold at least AFC 'B' coaching diploma/licence or its equivalence recognised and approved by AFC;</li><li>b) have specific youth coaching experience and/or supplementary certification/qualification related to coaching and managing young players; and</li><li>c) have strong competencies to ensure the efficient implementation of the technical programme to develop elite youth players in collaboration with other relevant personnel.</li></ul> <p>3. The other Youth Coaches must hold the minimum qualification as defined by the AFC Member Association which shall not be below the AFC Member Association's 'C' coaching diploma/licence or its equivalence recognised and approved by AFC.</p> <p>4. The youth coaches must be duly registered with the AFC Member Association and undertaken by the appropriate body of the Licence Applicant.</p>			

<b>P.12</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Safety and Security Organisation - Stewarding</b>	<b>A</b>	<b>C</b>	<b>C</b>
<p>1. The Licence Applicant must have engaged qualified stewards to ensure safety and security at home matches. For this purpose, it must:</p> <ul style="list-style-type: none"><li>a) employ the stewards; or</li><li>b) conclude a written contract with the Stadium owner providing the stewards; or an external security company providing stewards.</li></ul>			

<b>P.13</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Rights, Responsibilities and Duties</b>	<b>A</b>	<b>A</b>	<b>A</b>
<p>1. The rights, responsibilities and duties of the Licence Applicant's personnel mentioned in these Regulations must be defined in writing.</p>			



<b>P.14</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Duty of Replacement During the Licensing Season</b>	<b>A</b>	<b>A</b>	<b>A</b>
<ol style="list-style-type: none"><li>1. If a function defined in these Regulations becomes vacant during the season, the Licensee must ensure that, within a period of a maximum of sixty (60) days, the function is taken over by someone who holds the required qualification.</li><li>2. In the event that a function becomes vacant due to illness or accident, the Licensor may grant an extension to the sixty (60) day period only if reasonably satisfied that the person concerned is still medically unfit to resume duties.</li><li>3. The occurrence of vacancy and replacement must be notified to the Licensor within seven (7) working days of the respective event.</li></ol>			

<b>P.15</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Legal Advisor</b>	<b>B</b>	<b>C</b>	<b>C</b>
<ol style="list-style-type: none"><li>1. The Licence Applicant must appoint a qualified legal advisor who is responsible to handle all legal matters in the Licence Applicant's activities.</li><li>2. The legal advisor shall have the necessary legal qualifications.</li></ol>			

<b>P.16</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Club Technical Director</b>	<b>B</b>	<b>C</b>	<b>C</b>
<ol style="list-style-type: none"><li>1. The Licence Applicant must employ a Club Technical Director.</li><li>2. He should have at least an AFC 'A' Coaching diploma/licence and supplementary qualities like an extensive playing and work experience at the professional club level or have been a long serving dedicated member of the club as a player, coach, manager or advisor.</li><li>3. He must have strong management skills, visionary and lead the technical development of the club.</li></ol>			



4. He shall be responsible for but not limited to the following:
- a) establish and/or implement club philosophy;
  - b) establish Youth and Player Development Structures and Programmes;
  - c) ensure technical standards are maintained and enhanced;
  - d) monitor and evaluate all technical and developmental programmes;
  - e) talent scouting;
  - f) management of Club's Youth Academies;
  - g) recruitment and management of coaches and talent scouts; and
  - h) management of match analysis processes.

<b>P.17</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Goalkeeper Coach of First Team</b>	<b>B</b>	<b>C</b>	<b>C</b>
<ol style="list-style-type: none"> <li>1. The Licence Applicant must have appointed a qualified Goalkeeper Coach with a valid coaching diploma/licence for the first team.</li> <li>2. The Goalkeeper Coach must:               <ol style="list-style-type: none"> <li>a) hold at least the Minimum Coach Education Requirements (MCER) as stipulated by the AFC Competition Operations Manual and Liga 1 Regulation or</li> <li>b) hold a Recognition of Experience and Current Competence (RECC) issued by AFC in compliance with the RECC regulations for cases where the Goalkeeper Coach does not have the required certification as defined under (a) above; or</li> <li>c) already have started the required education course, recognized by AFC, to achieve the required diploma as defined under (a) above.</li> </ol> </li> </ol>			

<b>P.18</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Fitness Coach of First Team</b>	<b>B</b>	<b>C</b>	<b>C</b>
<ol style="list-style-type: none"> <li>1. The Licence Applicant must have appointed a qualified Fitness Coach with a valid coaching diploma/licence for the first team.</li> <li>2. The Fitness Coach must:               <ol style="list-style-type: none"> <li>a) hold at least the Minimum Coach Education Requirements (MCER) as stipulated by the AFC Competitions Operations Manual and Liga 1 Regulation or</li> <li>b) hold a Recognition of Experience and Current Competence (RECC) issued by AFC in compliance with the RECC regulations for cases where the Fitness Coach does not have the required certification as defined under (a) above; or</li> </ol> </li> </ol>			





- c) already have started the required education course, recognized by AFC, to achieve the required diploma as defined under (a) above.

<b>P.19</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Club Licensing Officer</b>	-	-	<b>A</b>

1. It is a mandatory recommended that the licence applicant employs a full time or designated Club Licensing Officer (CLO) to handle all matters and correspondence with the Licensor
2. The Club Licensing Officer must confirm that he/she has sufficient time to execute their club licensing task. The right and duties of the Club Licensing Officer must be detailed in a job description.
3. The Club Licensing Officer must act as the point of contact between the licence applicant and the Licensor. This person must be readily contactable via email or telephone during normal business hours.

**Working Group**

It is a recommended that the Club Licensing Officer set up a Club Licensing Working Group to manage and implement the Club Licensing system within the applicant club. The Club Licensing Officer should delegate tasks and responsibilities among the members of the Working Group and monitor the performance of the licence applicant in fulfilling the licensing requirements.

# Legal Criteria

9

Article



**Club Licensing  
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## ARTICLE 9: LEGAL CRITERIA

L.01	ACL Criteria	ACC Criteria	Liga 1
<b>Declaration in Respect of the Participation</b>	<b>A</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant must submit a legally valid declaration confirming that:</p> <ul style="list-style-type: none"><li>a) it recognises as legally-binding the statutes, rules and regulations and decisions of FIFA, the AFC, its AFC Member Association and, if it exists as a separate legal entity, of its national league as well as the jurisdiction of the Court of Arbitration for Sport (CAS) in Lausanne as provided in the relevant articles of the AFC Statutes;</li><li>b) it recognises the exclusive jurisdiction of the Court of Arbitration for Sport (domiciled in Lausanne, Switzerland) for any dispute of international dimension and in particular involving FIFA and/or the AFC;</li><li>c) it recognises the prohibition on recourse to ordinary courts under the FIFA and AFC Statutes;</li><li>d) at national level, it will play in competitions that are recognised and endorsed by its</li><li>e) AFC Member Association (e.g. national championship, national cup);</li><li>f) at international level, it will participate in competitions recognised and endorsed by</li><li>g) the AFC and/or FIFA. To avoid any doubt, this provision does not relate to friendly</li><li>h) matches;</li><li>i) it will abide by and observe the provisions and conditions of the national club</li><li>j) licensing regulations;</li><li>k) its reporting perimeter is defined in accordance with Article 20.1 of AFC Club Licensing Regulations and it will be accountable for any consequences of an entity included in the reporting perimeter not abiding by and observing this declaration;</li><li>l) all submitted documents are complete and correct;</li><li>m) it authorises the competent Licensor and the AFC to examine documents and seek</li><li>n) information and, in the event of any appeal procedure, to seek information from any</li><li>o) relevant public authority or private body according to national law; and</li><li>p) it acknowledges that AFC reserves the right to execute compliance audits at national</li><li>q) level in accordance with Article 21.3 of AFC Club Licensing Regulations.</li></ul> <p>2. This declaration must be executed by an authorised signatory no more than three (3) months prior to the corresponding deadline for its submission to the Licensor.</p>			



L.02	ACL Criteria	ACC Criteria	Liga 1
<b>Legal Documents</b>	<b>A</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant must submit the following documents:</p> <ol style="list-style-type: none"> <li>a. a copy of its current company articles, constitution, statutes or similar- type governing document;</li> <li>b. an extract from a public register (e.g. trade register) which demonstrates that the Licence Applicant is a legal entity which contains the following minimum information;               <ol style="list-style-type: none"> <li>i. registered name;</li> <li>ii. popular name;</li> <li>iii. address of headquarters;</li> <li>iv. legal form;</li> <li>v. list of authorised signatories and;</li> <li>vi. type of signature (e.g. individual, collective).</li> </ol> </li> <li>c. (if applicable) the agreement between the Licence Applicant and the relevant member which has the right to participate in affiliated competitions of the AFC Member Association.</li> </ol>			

L.03	ACL Criteria	ACC Criteria	Liga 1
<b>Ownership and Control of Clubs</b>	<b>A</b>	<b>A</b>	<b>A</b>
<p>1. The Licence Applicant must submit a legally valid declaration outlining the ownership structure and Control mechanism of the club. Such declaration should ensure conformity with the conditions set out below.</p> <p>No natural or legal person involved in the management, administration and/or sporting performance of the club, either directly or indirectly:</p> <ol style="list-style-type: none"> <li>a. holds or deals in the securities or shares that allows such person to exercise Significant Influence in the activities of any other club participating in the same competition;</li> <li>b. holds a majority of the shareholders’ voting rights of any other club participating in the same competition;</li> <li>c. has the right to appoint or remove a majority of the members of the administrative, management or supervisory body of any other club participating in the same competition;</li> <li>d. is a shareholder and alone Controls a majority of the shareholders’ voting rights of any other club participating in the same competition pursuant to an agreement entered into with other shareholders of the club in question;</li> <li>e. is a member of any other club participating in the same competition;</li> </ol>			



- f. is involved in any capacity whatsoever in the management, administration and/or sporting performance of any other club participating in the same competition; and
  - g. has any power whatsoever over the management, administration and/or sporting performance of any other club participating in the same club competition.
2. These declarations must be executed by an authorised signatory no more than three (3) months prior to the corresponding deadline for its submission to the Licensor.

<b>L.04</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Legal Group Structure and Ultimate Controlling Party</b>	<b>A</b>	<b>A</b>	<b>A</b>

1. The Licence Applicant must provide the Licensor with information on the legal Group structure at the Statutory Closing Date prior to the deadline for the submission of the application to the Licensor. It must be presented in a chart and duly approved by management. The Licensor must be informed of any changes there may have been to the legal Group structure during the period between the Statutory Closing Date and the submission of the chart to the Licensor.
2. This document must clearly identify and include information on:
  - a. the Licence Applicant and, if different, the Registered Member of the AFC Member Association;
  - b. any Subsidiary of the Licence Applicant and, if different, the Registered Member of the AFC Member Association;
  - c. any Associate entity of the Licence Applicant and, if different, the Registered Member of the AFC Member Association;
  - d. any direct or indirect Controlling entity of the Licence Applicant, up to and including the ultimate Controlling party;
  - e. any party that has 10% or greater direct or indirect ownership of the Licence Applicant, or 10% or greater voting rights;
  - f. any party with a Significant Influence over the Licence Applicant;
  - g. any other football club, in respect of which any of the parties identified in (a) to (f) or any of their key management personnel have any ownership interest, voting rights, and/or any involvement or influence whatsoever in relation to the governance of its financial and operating policies; and
  - h. The reporting perimeter as defined in Article 20.1 of AFC Club Licensing Regulations must also be clearly identified in the document.
3. If deemed relevant the Licensor may request the Licence Applicant/Licensee to provide additional information other than that listed above (e.g. information about any



- subsidiaries and/or Associates of the ultimate Controlling entity and/or direct Controlling entity).
4. The following information must be provided in relation to all entities included in the legal Group structure:
    - a. Name of legal entity;
    - b. Type of legal entity;
    - c. Main activity of legal entity; and
    - d. Percentage of ownership interest (and, if different, percentage of voting power held).
  5. For any Subsidiary of the Licence Applicant/Licensee and, if different, the Registered Member of the AFC Member Association, the following information must also be provided:
    - a. Share capital;
    - b. Total assets;
    - c. Total revenues; and
    - d. Total equity.

<b>L.05</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Written Contract with Professional Players</b>	<b>A</b>	<b>A</b>	<b>A</b>
<ol style="list-style-type: none"> <li>1. The professional players of the Licence Applicant must have a written contract with the Licence Applicant in accordance with the relevant provisions of the FIFA Regulations for the Status and Transfer of Players and shall incorporate all key provisions required by the relevant national law and of FIFA, the AFC, and the AFC Member Association.</li> </ol>			

<b>L.06</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Disciplinary Procedure and Code of Conduct for Players and Officials</b>	<b>B</b>	<b>B</b>	<b>B</b>
<ol style="list-style-type: none"> <li>1. The Licence Applicant shall establish a legally binding code of conduct for players and officials in compliance with the relevant national law, and the Statutes of FIFA, the AFC and the AFC Member Association.</li> <li>2. The code of conduct should be supplemented by a legally binding disciplinary regulation under which the infringement of the code of conduct, club rules, club regulations, and club decisions shall be prosecuted and sanctions may be applied.</li> </ol>			

# Financial Criteria

10

Article



**Club Licensing**  
Regulation



## ARTICLE 10: FINANCIAL CRITERIA

1. Reporting Entity/Entities and reporting perimeter.
  - a) The Licence Applicant determines and provides to the Licensor the reporting perimeter, i.e. the entity or combination of entities in respect of which financial information (e.g. single entity, consolidated or combined financial statements) has to be provided.
  - b) The reporting perimeter must include:
    - i. the Licence Applicant and, if different, the Registered Member of the AFC Member Association;
    - ii. any Subsidiary of the Licence Applicant and, if different, the Registered Member of the AFC Member Association;
    - iii. any other entity included in the legal Group structure which generates revenues and/or performs services and/or incurs costs in respect of the football activities defined in paragraph c) iii. to x. below;
    - iv. any entity, irrespective of whether it is included in the legal Group structure, which generates revenues and/or performs services and/or incurs costs in respect of football activities as defined in paragraph c) i. and ii. below.
  - c) Football activities include:
    - i. employing/engaging personnel (as defined in Criteria F.04) including payment of all forms of consideration to employees arising from contractual or legal obligations;
    - ii. acquiring/selling players' registrations (including loans);
    - iii. ticketing;
    - iv. sponsorship and advertising;
    - v. broadcasting;
    - vi. merchandising and hospitality;
    - vii. club operations (e.g. administration, matchday activities, travel, scouting, etc.);
    - viii. financing (including financing secured or pledged against the assets of the Licence Applicant);
    - ix. use and management of Stadium and Training Facilities; and
    - x. youth sector.
  - d) An entity may be excluded from the reporting perimeter only if:
    - i. its activities are entirely unrelated to the football activities defined in paragraph c) above and/or the locations, assets or brand of the football club; or
    - ii. it is immaterial compared with all the entities that form the reporting perimeter and it does not perform any of the football activities defined in paragraph c) i. and ii. above; or
    - iii. the football activities it performs are already entirely reflected in the financial statements of one of the entities included in the reporting perimeter.





- e) The Licence Applicant must submit a declaration by an authorized signatory which confirms:
- i. that all revenues and costs related to each of the football activities indicated in paragraph c). have been included in the reporting perimeter and provide a detailed explanation should this not be the case; and
  - ii. whether any entity included in the legal Group structure has been excluded from the reporting perimeter, justifying any such exclusion with reference to paragraph d).

2. For further information on the mandatory reporting period and the minimum requirements on the format of reporting and accounting, as well as a detailed explanation of each of the criteria below, please refer to the AFC Club Licensing Financial Handbook.

<b>F.01</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Annual Financial Statement – Audited (2021 &amp; 2022)</b>	<b>A</b>	<b>A</b>	<b>A</b>

1. Regardless of the legal structure of the Licence Applicant, Annual Financial Statements based on the local legislation for incorporated companies shall be prepared and Audited by an independent auditor.
2. The Audited Annual Financial Statement shall be in respect of the Statutory Closing Date immediately prior to the deadline for submission of the List of Licensing Decisions to AFC and must consist of:
  - a) a balance sheet;
  - b) a profit and loss account;
  - c) a cash flow statement;
  - d) notes, comprising a summary of significant Accounting Policies and other explanatory notes; and
  - e) a financial Review by management.
3. The Audited Annual Financial Statements shall meet the minimum disclosure requirements and accounting principles set out in the AFC Club Licensing Financial Handbook.
4. If the Audited Annual Financial Statements do not meet the minimum disclosure requirements and accounting principles set out in the AFC Club Licensing Financial Handbook, then Supplementary Information must be prepared by the Licence Applicant and assessed by the auditor.



<b>F.02</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Financial Statements for the Interim Period – Reviewed</b>	<b>A</b>	<b>C</b>	<b>C</b>
<ol style="list-style-type: none"> <li>1. If the Statutory Closing Date of the Licence Applicant is more than six (6) months before the deadline for submission of the List of Licensing Decisions to AFC, then the Licence Applicant shall prepare and submit additional financial statements covering the Interim Period.</li> <li>2. If the Financial Statements for the Interim Period are prepared and submitted, they should cover the Interim Period up to a date within six (6) months preceding the deadline for submission of the List of Licensing Decisions to AFC and must be Reviewed or Audited by an independent auditor.</li> <li>3. The Interim Financial Statements shall meet the minimum disclosure requirements and accounting principles set out in the AFC Club Licensing Financial Handbook.</li> </ol>			

<b>F.03</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>No Overdue Payables Towards Football Clubs Arising from Transfer Activities</b>	<b>A</b>	<b>A</b>	<b>A</b>
<ol style="list-style-type: none"> <li>1. The Licence Applicant must prove that it has no overdue payables towards football clubs arising from transfer activities as at 31 December preceding the season to be licensed, unless by the following 31 March they have been fully settled, deferred by mutual agreement with the creditor or are subject to a not obviously unfounded dispute submitted to a competent authority.</li> </ol>			

<b>F.04</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>No Overdue Payables Towards Employees and Social / Tax Authorities</b>	<b>A</b>	<b>A</b>	<b>A</b>
<ol style="list-style-type: none"> <li>1. The Licence Applicant must prove that, in respect of contractual and legal obligations with its current/former employees and social/tax authorities it has no overdue payables as at 31 December preceding the season to be licensed, unless by the following 31 March they have been fully settled, deferred by mutual agreement with the creditor or are subject to a not obviously unfounded dispute submitted to a competent authority</li> </ol>			



2. The term “employees” shall include but not limited to:
  - a) all professional players according to the applicable FIFA Regulations on the Status and Transfer of Players; and
  - b) the administrative, technical, medical and security staff specified in the AFC Club Licensing Regulations.

<b>F.05</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Written Representations Prior to the Licensing Decision</b>	<b>A</b>	<b>A</b>	<b>A</b>
<ol style="list-style-type: none"> <li>1. Within seven (7) days prior to the date on which the licensing decision is to be made by the First Instance Body, the Licence Applicant must make written representations to the Licensor.</li> <li>2. The written representations shall confirm:           <ol style="list-style-type: none"> <li>a) That all documents submitted to the Licensor are complete and correct;</li> <li>b) Whether or not any Significant Change in relation to all the licensing criteria has occurred;</li> <li>c) Whether or not any Events or Conditions of Major Economic importance have occurred that may have an adverse impact on the Licence Applicant’s financial position since the balance sheet date of the preceding Audited Annual Financial Statements or Reviewed Interim Financial Statements (if applicable). If Any Events or Conditions of Major Economic Importance have occurred, the management representations letter must include a description of the nature of the event or condition and an estimate of its financial effect, or a statement that such an estimate cannot be made; and</li> <li>d) Whether or not the Licence Applicant (or the Registered Member of the AFC Member Association which has a contractual relationship with the Licence Applicant within the meaning of Article 12) or any Parent company of the Licence Applicant included in the reporting perimeter is seeking or has received protection from its creditors pursuant to laws or regulations within the 12 months preceding the Licence Season.</li> </ol> </li> <li>3. Approval by management must be evidenced by way of a signature on behalf of the executive body of the Licence Applicant.</li> </ol>			



F.06	ACL Criteria	ACC Criteria	Liga 1
<b>Future Financial Information</b>	<b>A</b>	<b>A</b>	<b>A</b>
<ol style="list-style-type: none"><li>1. All of the Licence Applicant must prepare and submit Future Financial Information in order to demonstrate to the Licensor its ability to continue as a Going Concern until the end of the Licence Season.</li><li>2. Future Financial Information must cover the period commencing immediately after the later of the Statutory Closing Date of the Annual Financial Statements or, if applicable, the balance sheet date of The Interim Financial Statements, and it must cover at least the entire Licence Season.</li><li>3. Future Financial Information consists of:<ol style="list-style-type: none"><li>a) a budgeted profit and loss account, with comparative figures for the immediately preceding Financial Year and Interim Period (if applicable);</li><li>b) a budgeted cash flow, with comparative figures for the immediately preceding Financial Year and Interim Period (if applicable); and</li><li>c) explanatory notes, including a brief description of each of the significant assumptions (with reference to the relevant aspects of Historic Financial Information) that have been used to prepare the budgeted profit and loss account and cash flow statement, as well as of the key risks that may affect the future financial results.</li></ol></li><li>4. Future Financial Information must be prepared, on a quarterly basis.</li><li>5. Future Financial Information must be prepared on a consistent basis with the Audited Annual Financial Statements and follow the same Accounting Policies as those applied for the preparation of the Annual Financial Statements, except for accounting policy changes made after the date of the most recent Annual Financial Statements that are to be reflected in the next Annual Financial Statements, in which case details must be disclosed.</li><li>6. Future Financial Information must meet the minimum disclosure requirements as set out in the AFC Club Licensing Financial Handbook. Additional line items or notes must be included if they provide clarification or if their omission would make the Future Financial Information misleading.</li><li>7. Future Financial Information with the assumptions upon which they are based must be approved by management and this must be evidenced by way of a brief statement and signature on behalf of the executive body of the Reporting Entity</li></ol>			



### SUBSEQUENT INFORMATION

Criteria F.07 and F.08 apply to Licensees after the Licensing Decision. Criteria F.07 (duty to notify Subsequent Events) applies to all Licensees. Criteria F.08 (duty to update Future Financial Information) only applies to those who exhibited a breach of one or more of the indicators.

<b>F.07</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Duty to Notify Subsequent Events</b>	<b>A</b>	<b>C</b>	<b>C</b>
<p>1. Following the licensing decision by the decision-making body, the Licensee must promptly notify the Licensor in writing about any Subsequent Events that may cast significant doubt upon the Licensee’s ability to continue as a Going Concern until at least the end of the season for which the Licence has been granted.</p> <p>2. Compliance with this criterion shall be assessed by the Licensor in respect of the following licensing cycle.</p>			

<b>F.08</b>	<b>ACL Criteria</b>	<b>ACC Criteria</b>	<b>Liga 1</b>
<b>Duty to Update Future Financial Information</b>	<b>A</b>	<b>C</b>	<b>C</b>
<p>1. If the Licensee is in breach of one or more of the below indicators, then the Licensee must prepare and submit an updated version of the Future Financial Information (prepared according to F.06). In addition, the prepared information shall include a comparison of Budget to actual figures including explanations of variances. The updated version of the Future Financial Information must be prepared, as a minimum, on a six (6) month basis.</p> <p>Indicator 1: Going concern</p> <p>The auditor’s report in respect of the Annual or Interim Financial Statements submitted in accordance with F.01 and F.02 includes an emphasis of matter or a qualified opinion/ conclusion in respect of Going Concern.</p> <p>Indicator 2: Negative equity</p> <p>The Annual Financial Statements (including, where required, the Supplementary Information) submitted in accordance with F.01 disclose a net liabilities position that has deteriorated relative to the comparative figure contained in the previous year’s Annual Financial Statements, or the Interim Financial Statements submitted in accordance with F.02 (including, where required, the Supplementary Information) disclose a net liabilities position that has deteriorated relative to the comparative figure at the preceding Statutory Closing Date.</p>			



2. The updated Future Financial Information shall meet the minimum disclosure requirements set out in the AFC Club Licensing Financial Handbook.
3. Compliance with this criterion shall be assessed by the Licensor in respect of the following licensing cycle.

# Final Provisions

11

Article



**Club Licensing  
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## ARTICLE 11: FINAL PROVISIONS

### 1. APPENDICES

All appendices to the present regulations form an integral part thereof.

### 2. DISCIPLINARY PROCEDURES

Any breach of these regulations may be penalized by PSSI in accordance with the PSSI Disciplinary Code.

### 3. IMPLEMENTING PROVISIONS

The PSSI shall take the decisions and adopt, in the form of directives, the detailed provisions necessary for implementing the present Regulations.

### 4. LANGUAGES

In the event there is any discrepancy between the languages versions of the Regulations, the English version issued by the AFC shall prevail.

Unless otherwise allowed by these Regulations, all documents, information and evidences provided by the License Applicant for each criteria must be submitted in English or Indonesian.

### 5. MATTERS NOT PROVIDED FOR

Matters not provided for in these Regulations shall be decided by the PSSI Executive Committee, whose decisions are final.

### 6. RATIFICATION

- These regulations were approved by the PSSI Executive Committee at its meeting on 11 August 2022 and come into force with immediate effect.
- AFC has duly accredited PSSI Club Licensing Regulation for AFC Champions League on 9 November 2022 and PSSI Club Licensing Regulation for AFC Cup and Liga 1 on 13 November 2022.

For The PSSI Executive Committee

President:

**Police Commissioner General (R) Dr. Drs. H. Mochamad Iriawan, S.H., M.M., M.H.**

General Secretary:

**Yunus Nusi, SE**



# EXCEPTION POLICY FOR AFC CLUB COMPETITIONS

## APPENDIX I



**Club Licensing**  
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## APPENDIX I - EXCEPTION POLICY FOR AFC CLUB COMPETITIONS

### 1. PRINCIPLE

1. The AFC General Secretariat may grant exceptions on the following matters:
  - a) non-applicability of a minimum requirement concerning the decision-making bodies or process defined in Article 3 due to national law or any other reason;
  - b) non-applicability of a minimum requirement concerning the core process defined in Article 5 and Annex III due to national law or any other reason;
  - c) non-applicability of a minimum assessment procedure defined in Article 5 due to national law or any other reason;
  - d) non-applicability of a certain criterion defined in Articles 6 to 10 due to national law or any other reason;
  - e) extension of the introduction period for the implementation of a criterion or a category of criterion defined in Articles 6 to 10;
  - f) non-applicability of the two-year rule defined in Article 12.2 of the AFC Club Licensing Regulations in case of change of legal form or company structure of the License Applicant on a case by case basis.
2. Exceptions related to items a) to e) are granted to an AFC Member Association and may apply to all clubs which are registered with the AFC Member Association and which submit a licensing application to enter the AFC club competitions. Exception related to item f) are granted to the individual club that applies for a License.
3. In principle, an exception is granted for a period of one Licence season. Under specific circumstances this period may be extended, and PSSI may be placed on an improvement plan.
4. A renewal of the exception is possible upon a new request.

### 2. THE PROCESS

1. The AFC General Secretariat acts as the first instance decision-making body on exception requests.
2. An exception request must be in writing, clear and well founded.
3. Exceptions related to items defined under A (1) a) to f) must be submitted by PSSI to the AFC General Secretariat thirty (30) days prior to the start of the core process.
4. Exceptions related to the item defined under A (1) f) can be submitted at any time. A Licensor notified of the reorganization or restructuring of an affiliated club (e.g. change of legal form,



merger of clubs, split of club, liquidation or bankruptcy) is responsible for notifying the AFC General Secretariat accordingly as soon as it becomes aware of it.

5. The AFC General Secretariat shall exercise necessary discretion to grant any exception within the limits of these Regulations.
6. The status and situation of football within the territory of PSSI will be taken into account when granting an exception. This encompasses, for example:
  - a) size of the territory, population, geography, economic background, force majeure;
  - b) size of PSSI (number of clubs, number of registered players and teams, size and quality the administration of the association, etc.);
  - c) the level of football (professional, semi-professional or amateur clubs);
  - d) status of football as a sport within the territory and its market potential (average attendance, TV market, sponsorship, revenue potential, etc.);
  - e) AFC and FIFA ranking;
  - f) stadium ownership situation (club, city/community, etc.) within the association;
  - g) support (financial & other) from the national, regional and local authorities, including the national sports ministry.
  - h) protection of creditors;
  - i) legal Group structure and reporting perimeter;
  - j) club identity
7. The decision will be communicated to PSSI. The decision shall be in writing and state the reasoning. PSSI shall then communicate it to all License Applicants concerned.
8. Appeals can be lodged against decisions made by AFC in writing before the Court of Arbitration for Sport (CAS) in accordance with the relevant provisions laid down in the AFC Statutes.

# EXCEPTION POLICY FOR NATIONAL CLUB COMPETITIONS

## APPENDIX II



**Club Licensing**  
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## APPENDIX II - EXCEPTION POLICY FOR NATIONAL CLUB COMPETITIONS

### 1. PRINCIPLE

1. This exception policy only applies for the National Club Competitions.
2. The PSSI Executive Committee may grant exceptions on the following matters:
  - a) non-applicability of a minimum requirement concerning the decision-making bodies or process defined in Article 3 due to national law or any other reason;
  - b) non-applicability of a minimum requirement concerning the core process defined in Article 5 and Annex III due to national law or any other reason;
  - c) non-applicability of a minimum assessment procedure defined in Article 5 due to national law or any other reason;
  - d) non-applicability of a certain criterion defined in Articles 6 to 10 due to national law or any other reason;
  - e) extension of the introduction period for the implementation of a criterion or a category of criterion defined in Articles 6 to 10;
  - f) non-applicability of the two-year rule defined in Article 12.2 in AFC Regulations in case of change of legal form or company structure of the License Applicant on a case by case basis.
3. Exceptions related to items 2 a) to e) may be granted to all clubs which are registered with the PSSI or League and which submit a licensing application to enter the National Club Competitions. Exceptions related to item 2 (f) are granted to the individual club that applies for a License.
4. In principle, an exception is granted for a period of one season. Under specific circumstances this period may be extended, and the club may be placed on an improvement plan.
5. A renewal of the exception is possible upon a new request.

### 2. THE PROCESS

1. The CLC is the decision-making body on exception requests.
2. An exception request must be in writing, clear and well founded.
3. Exceptions related to items defined under 2 a) to f) must be submitted by the CLD to the FIB thirty (30) days prior to the start of the core process.
4. Exceptions related to the item defined under 2 (f) can be submitted at any time. The CLD notified of the reorganization or restructuring of an affiliated club (e.g. change of legal form, merger of clubs, split of club, liquidation or bankruptcy) is responsible for notifying the CLC accordingly as soon as it becomes aware of it.



5. The CLC uses the necessary discretion to grant any exception within the limits of these Regulations.
6. The decision will be communicated to the License Applicant. The decision shall be in writing and state the reasoning.
7. Appeals can be lodged against decisions made by the CLC in writing before the CLAC whose decisions is final and binding.

# CORE PROCESS

## APPENDIX III



**Club Licensing**  
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## APPENDIX III - CORE PROCESS

### 1. APPLICATION STEPS

1. The CLD will send the “Club Licensing Application Form” (Form) to all the clubs in Liga 1 to submit their application to become the License Applicant (LA) to AFC and/or National Club Competitions.
2. The Clubs must reply the complete Form by the deadline as stated in the application form and via writing. The CLD may request an acknowledgement of receipt.
3. The CLD will acknowledgement and reply all the LA via email.
4. The CLD will distribute the AFC CLAS system access and the templates for all the criteria to the LA. These can be posted, faxed, posted on the extranet, etc. The CLD may request an acknowledgement of receipt.
5. The LA completes the documents submission via AFC CLAS system within the submission deadline. Supporting documents can be enclosed if required.
6. The CLD checks the documents uploaded by the LA via the AFC CLAS system within the submission deadline.
7. Decision. Two alternatives: step 8 or step (A)
8. If the documents are complete and sent within the submission deadline, the CLD will forward it to the respective personnel with responsibilities for that particular areas for review (eg. legal documents will be forwarded to the legal expert, financial information to the financial expert, etc).
9. The respective personnel will review the documents, check the fulfilment of the criteria and then report back to the Licensing Manager (LM) within the agreed deadline and according to prepared forms (checklists, reports etc). The checks must be justified by supporting documents (evidence that the criteria have been fulfilled), eg. Criteria I.01 Stadium-certification has to be supported by a copy of the valid stadium certificate).
10. Decision. Two alternatives: step 11 or step (A)
11. The LM verifies that the reports of the personnel are complete and returned within the agreed deadline. The LM reviews the reports and the opinion of the personnel.
12. The LM assesses the LA. On the basis of the reports of the personnel he may identify areas of concern that may require further investigation.





13. Decision. Two alternatives: step 14 or step (B)
14. If the LM does not identify any area that requires further review, he prepares the report for consideration of the CLC within the agreed deadline. This report will contain aspects of the review (analysis of the documents received and, if performed, information on site visits).
15. The CLD obtains management representation letter from LA stating whether or not any events or conditions of major economic importance have occurred. This is included to his report. According to the results of the review, the report will include the recommendation to grant or to refuse the License.
16. The CLC receives the report via the AFC CLAS system within the agreed deadline, reviews it, asks the LM for further explanations and documents if necessary and makes the decision whether to grant the License or not. The CLC has to fulfil the requirements of qualification, independence and confidentiality as described in these Regulations.
17. Decision. Two alternatives: step 18 or step (D).
18. After careful review of the LA's documents and of the report of the LM, the decision-making body issues the License. The issuance of the License is subject to the condition that the LA fulfils all MUST criteria defined in these Regulations. The issued License may or may not detail areas for future attention of the LA.
19. The LM receives the report of the decision-making body. On the basis of the decision made by the decision-making body, he prepares the list of the License Applicants authorized to enter in an AFC and/or National Club Competitions.
20. After it has been issued a License, up until the end of the season to be licensed, the Licensee must promptly notify the Licensor in writing of any subsequent event, that is aware of at any time, that may cast significant doubt upon the Licensee's ability to continue as a going concern until at least the end of the Sporting Season from which the License has been granted.
21. If the Licensee is breach on 1 or more of the indicators, then the Licensee must prepare and submit an updated version of the future financial information. The future financial information must be prepared, as a minimum, on a 6 months basis.

(A)

If the documents are not complete or if they are not sent within the agreed deadline the LM contacts the LA in order to agree on the next actions to be taken (e.g. to request information, supporting documents, questionnaire or form that is missing).



(B)

If the licensing expert identifies areas that require further information, he contacts the LA to discuss any issue to obtain clarifications, and reaches a mutual agreement on the actions to be taken.

If the LM identifies areas that require further review (non-compliance with certain criteria, errors, lack of information, etc) he contacts the LA to discuss any concerns. The LM may require further explanations or supporting documents or may decide to perform a site visit for the purposes of further investigation. If a site visit is planned, the LM and/or the expert meet with the LA and address the problem areas.

They identify potential actions by the Club to rectify these areas together with a timescale.

(C) Decision.

Two alternatives:

- If the LA agrees with the LM on the actions to be taken, then go back to step 11.
- If the LA does not agree with the LM's report and refuses to deliver new information or to take the necessary actions, then go back to step 14.

(D) After careful review of the LA's documents and of the report of the LM, the CLC refuses to grant the License. The refusal details the areas to be addressed and the LA is given the possibility of lodging an appeal with the CLAC.

(E) The LA lodges an appeal. The CLAC is notified and the meeting date is set by agreement.

(F) The LM produces a report and delivers it to the CLAC. The report details areas of concern and the reasons for the refusal.

(G) The CLAC meets and considers the LA's appeal. The CLAC may require further information and/or supporting documentation from the LM and/or LA.

(H) Decision.

Two alternatives: step 18 or step (I).

(I) After careful review of the LA's documents and of the report of the LM, the CLAC refuses to grant the License. The report of the CLAC details the reasons for the refusal and the areas to be addressed.

Fulfillment of steps 18 and 19 shall be assessed in respect of the following Licensing Process.



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