

POINTS BASED SYSTEM

GOVERNING BODY ENDORSEMENT REQUIREMENTS FOR DIRECTORS OF FOOTBALL

Background

This document explains the criteria for football clubs to become Sponsors and obtain Governing Body Endorsements for Directors of Football under Tiers 2 and 5 of the UK Border Agency Points Based System for the 2011/12 season.

Consultation

The following criteria have been agreed by the UK Border Agency following consultation between the FA, the Premier League, the Football League, the Professional Footballers' Association, the League Managers' Association and the other Home Associations of the Scottish FA, the FA of Wales and the Irish FA.

Duration

The criteria will apply for season 2011/12 and will be effective from 1st May 2011 through to 30th April 2012. The criteria will be reviewed in early 2012 in order that revised criteria may be issued by 1st May 2012 to operate for season 2012/13.

Sponsorship

To be eligible to become a Sponsor and issue Certificates of Sponsorship a club must be in membership of the Premier League or the Football League. A Sponsor's licence issued under Tier 2 or Tier 5 is valid for a period of 4 years, after which time it may be renewed. Clubs should note that a Sponsor's licence may be revoked at any time if the Sponsor is seen to be failing in its compliance with its duties.

Length of season

For the purposes of the PBS, the playing season for this sport is from August to May. This may vary slightly from season to season depending on the arrangement of the first and last matches. Directors of Football are not subject to transfer windows.

Criteria for Directors of Football

Governing Body Endorsements will be issued to Directors of Football of the highest calibre who are able to make a significant contribution in footballing terms to the development of the United Kingdom game at the highest level (i.e. clubs competing in the Premier League and Football League in England and Scotland, the Welsh Premier League and the Irish Premier League).

Initial applications

In order to qualify for a Governing Body Endorsement for roles such as Director of Football or Technical Director, the post holder is expected to have responsibility for some if not all of the following activities:

- Shaping the short, medium and long-term strategic plan for the football club
- Have an advisory capacity regarding youth development issues
- Management of player transfers in and out of the club, including contract negotiations
- Control over player research and football staff recruitment
- Overseeing all aspects of Sports Science at the club, including fitness/rehab/medical
- Supervising the club's International Strategic Relationships
- Handling of all aspects of commercial contracts requiring "football" involvement
- Responsibility for football-related PR and Media Strategy
- Overseeing the club's football facilities

A job description for the role should be submitted with the application. To be eligible for a Governing Body Endorsement, the individual must also:

1. Hold a UEFA professional licence or equivalent; **and**
2. Have been employed as a Director of Football or another similar role in a recognised senior professional league during the last five years; **or**
3. Have managed or coached in a recognised senior professional league for at least two of the last five years; **or**
4. Have managed or coached an international team with a FIFA average ranking of 70th or higher within the last five years

FIFA rankings

There are currently 207 international teams listed in the official FIFA World Rankings. Those countries which have regularly achieved a 70th placing or higher over a period of two years are regarded as nations who have competed regularly at a highly competitive international level and have managers or coaches of the highest standard who have contributed consistently to the achievement of that world ranking.

The FA will produce the aggregated two-year rankings list on a monthly basis when the FIFA World Rankings are published. These will be made available on TheFA.com and those countries ranked at 70th or above in the most recent list at the time of application will be considered to have met the criterion.

Length of issue

Governing Body Endorsements should be issued for a period appropriate to the tier under which the application is being made, that is:

- Tier 2 Sport

Initial application – for the length of the contract or up to three years, whichever is the shorter period.

Extension application – for the length of the contract or up to two years, whichever is the shorter period. A subsequent extension of a further two years is possible when the first extension is about to expire.

- Tier 5 Sporting

Length of the contract or up to 12 months, whichever is the shorter period. No in-country extensions are possible of more than a total period of 12 months. For example if a Director of Football initially had six months approval he would be allowed to apply for an extension up to another six months. If a club wishes to continue to employ a manager beyond 12 months, the individual will have to return overseas to make a new application.

Extension applications

If a club wishes to retain the services of a Director of Football, they should submit a new application before the work permit or Certificate of Sponsorship expires. If the criteria are satisfied, an endorsement will be issued for the period of their contract, up to a maximum of two years.

Where the individual does not satisfy the criteria, the FA will consult with the other relevant football bodies by email, providing any details put forward by the club in favour of that individual. If it is their unanimous recommendation that the application does not need to be considered by a panel, then the case can be processed without.

If the football bodies do not unanimously agree to the renewal then the club may request that it be considered by a panel.

Change of employment

A club wishing to employ a Director of Football from another United Kingdom club must submit an application to the FA. If the criteria are satisfied, a Governing Body Endorsement will be issued for a maximum of three years in respect of his employment with his new club.

Salary

Clubs should include details of the salary for the post in their endorsement application.

Panels

Where an application does not meet the published criteria, a club may request an appeal panel to consider the individual's skills and experience. In these cases the FA will refer the club's evidence to an independent panel (please see Panel Terms of Reference and Operating Procedures).

The remit of the panel is:

- To consider whether the Director of Football is of the highest calibre.
- To consider whether the Director of Football is able to contribute significantly to the development of the game at the top level in England.

Clubs should note that, in respect of any application, there will only be **one** panel available (ie a panel and recommendation, followed by a decision). A club should therefore ensure that all evidence it wishes to present in support of its application is presented to the panel.

If the club has previously made an application that was unsuccessful at panel a further panel **cannot** be requested for the same individual within four months of the original appeal date.

Further information

This guidance is available on the web sites of the Football Association (www.thefa.com), the Premier League (www.premierleague.com), the Football League (www.football-league.co.uk) and the League Managers' Association (www.leaguemanagers.com).

Contacts

Enquiries should be directed to:

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Please note that if your query extends beyond football and into immigration, you will be directed to the UK Border Agency.

UK Border Agency Help

If you are an employer or Sponsor and have a general query about the Sponsor application process under Tier 2 or Tier 5, please call the UKBA helpline on 0300 123 4699 or email: SponsorshipPBSenquiries@ukba.gsi.gov.uk.

For specific enquiries regarding individual applications or about the migrant application process in general, please call the Immigration Enquiry Bureau on 0870 606 7766 or email: UKBApublicenquiries@ukba.gsi.gov.uk.

For any technical problems with the Sponsor Management System, please call the SMS helpline on 0114 207 2900.