To the members of FIFA

Circular no. 1293

Zurich, 30 January 2012
SG/chs

Composition of FIFA standing committees and other bodies 2012-2015

Dear Sir or Madam,

Following the announcement by the FIFA President at the 61st FIFA Congress on 31 May and 1 June 2011, and at the FIFA Executive Committee meeting in Zurich in October 2011, the composition of the FIFA standing committees and other bodies has been revised and completely restructured. FIFA would like to thank all of the confederations and all of the member associations for the input submitted to FIFA, which was fully taken into consideration insofar as it was possible.

In this respect, we would like to explain the complete procedure for this composition process.

1) Balanced and fair representation of each confederation and member association

As a FIFA principle, each confederation must be represented in a FIFA standing committee. Moreover, each FIFA member association must be represented in one of the standing committees or other bodies. Proportional to the number of member associations within a confederation, we tried to represent each confederation accordingly.

This distribution calculation served as a guideline, but could not always be respected due to the low number of member associations in CONMEBOL and the OFC. However, we are pleased to announce that for the first time ever, each member association is represented by its President, General Secretary or an expert in one of the FIFA standing committees or other bodies.

2) Composition of committees

As a general rule, a committee or other body consists of between 12 and 18 members. There are exceptions due to the respective committee’s importance or the method of operation. A committee is composed of a chairman, deputy chairman and a number of members, as well as special advisors, if they are needed, who participate without a right to vote. The same applies to potential experts taking part in meetings.

A committee should consist, where possible, of only one representative of a member association.
3) Member profile

Members of a FIFA standing committee or other body need to have proven expertise in the respective committee area. It is desirable that each member can communicate in one of FIFA's official languages (written and spoken). As a general rule, the appointment lasts for a term of four years. In particular, the following criteria are reasons for dismissing a member of a committee and replacing the person accordingly:

i) The person is no longer a member of the member association/confederation or organisation which the member should represent, or is no longer working in the field of expertise.

ii) The person has been found guilty of criminal acts and faces binding legal actions against him at governmental or FIFA level.

iii) The person repeatedly fails to attend meetings or his absences are not excused.

This composition process and the above-listed criteria will be included in the new regulations on committee organisation, which are scheduled to be submitted to the Executive Committee for approval at its meeting in March 2012.

In accordance with the Executive Committee meeting in Tokyo on 16 and 17 December 2011, at which it was agreed that the composition of the FIFA standing committees and other bodies for 2012-2015 would be finalised with the input received from the confederations, all new, continuing and leaving members were informed accordingly on 30 December 2011. The new compositions have in force since 3 January 2012 and can be viewed on FIFA.com. If you have any questions regarding the composition process, please contact your confederation first of all. If needed, the FIFA Secretary General's Office will certainly be also happy to explain the procedure to you in more detail.

Furthermore, due to today's fast-paced times and in view of the available communication technologies, FIFA has decided to use FIFA.com as the main communication platform in the future. Therefore, we will refrain from providing printed copies of the FIFA Directory with immediate effect. All of the relevant information will instead be constantly updated on FIFA.com.

We are looking forward to seeing you soon at the upcoming 62nd FIFA Congress in Budapest on 24 and 25 May 2012.

Yours faithfully,
FIFA

Jérôme Valcke
Secretary General

CC Executive Committee
Confederations