

# TANZANIA FOOTBALL FEDERATION



## TFF ETHICS CODE

2021

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## **PREAMBLE**

Tanzania Football Federation (TFF or the Federation) bears a special responsibility to safeguard the integrity and reputation of football in Tanzania. TFF is constantly striving to protect the image of football, and especially that of TFF, from jeopardy or harm as a result of illegal, immoral or unethical methods and practices. In this connection, the following Code reflects the principles of the TFF Code of Conduct, which defines the most important core values for behaviour and conduct within TFF as well as with external parties. The conduct of persons bound by this Code shall reflect the fact that they support the principles and objectives of FIFA, CAF, TFF, TFF member associations, and football clubs in every way and refrain from anything that could be harmful to these aims and objectives. They shall respect the significance of their allegiance to FIFA, CAF, TFF, TFF member associations, and football clubs, and represent them and behave towards them honestly, worthily, respectably and with integrity. They shall further respect the core value of fair play in every aspect of their functions. They shall assume social and environmental responsibility.

## DEFINITIONS

For the purpose of this Code, the terms set out below are defined as follows:

### 1. Intermediaries and related parties

- a) **agents, representatives and employees;**
- b) **spouses and domestic partners;**
- c) **individuals sharing the same household**, regardless of the personal relationship;
- d) **immediate family members**, i.e. such as individual's spouse or domestic partner, parents, grandparents, uncles, aunts, children, stepchildren, grandchildren, siblings, mother-in-law or father-in-law, son-in-law or daughter-in-law, brother-in-law or sister-in-law and the spouses of such persons, and including anyone else, whether by blood or otherwise, with whom the individual has a relationship akin to a family relationship;
- e) **legal entities**, partnerships and any other fiduciary institution, if the person bound by this Code or the person receiving an undue advantage alternatively:
  - i. holds a management position within that entity, partnership or fiduciary institution;
  - ii. directly or indirectly controls the entity, partnership or fiduciary institution;
  - iii. is a beneficiary of the entity, partnership or fiduciary institution;
  - iv. performs services on behalf of such entity, partnership or fiduciary institution, regardless of the existence of a formal contract.
  - v. had managerial and directorship position, ownership control in his former legal entity

Reference is also made to the definitions section in the TFF Statutes.

# **I. SCOPE OF APPLICATION**

## **1 Scope of applicability**

This Code shall apply to conduct that damages the integrity and reputation of football and in particular to illegal, immoral and unethical behaviour. The Code focuses on general conduct within association football that has little or no connection with action on the field of play.

## **2 Persons covered**

This Code shall apply to all members of the TFF family as defined in the TFF Code of Conduct who are bound by this Code on the day the infringement is committed.

## **3 Applicability in time**

This Code shall apply to conduct whenever it occurred including before the passing of the rules contained in this Code except that no individual shall be sanctioned for breach of this Code on account of an act or omission which would not have contravened Disciplinary Code and Code of Ethics applicable at the time it was committed nor subjected to a sanction greater than the maximum sanction applicable at the time the conduct occurred. This shall, however, not prevent the Ethics Committee from considering the conduct in question and drawing any conclusions from it that are appropriate.

## **4. Scope of the Code, omissions, custom, doctrine and jurisprudence**

1. This Code governs every subject to which the text or the meaning of its provisions refers.
2. If there are any omissions in this Code, the Ethics Committee shall decide in accordance with the Federation's custom or, in the absence of custom, in accordance with rules they would lay down if they were acting as legislators.
3. During all its operations, the Ethics Committee may draw on precedents and principles already established by sports doctrine and jurisprudence.

## **II. SUBSTANTIVE LAW**

### **SECTION 1: Basis for sanctions**

#### **5 Basis for sanctions**

1. The Ethics Committee may pronounce the sanctions described in this Code, the TFF Disciplinary Code and the TFF Statutes on the persons bound by this Code
2. Unless otherwise specified, breaches of this Code shall be subject to the sanctions set forth in this Code, whether acts of commission or omission, whether they have been committed deliberately or negligently, whether or not the breach constitutes an act or attempted act, and whether the parties acted as participant, accomplice or instigator.

### **SECTION 2: Disciplinary measures**

#### **6 General**

1. Breaches of this Code or any other TFF rules and regulations by persons bound by this Code are punishable by one or more of the following sanctions save for offences and corresponding sanctions stated in Article 73:
  - (a) warning;
  - (b) reprimand;
  - (c) fine;
  - (d) return of awards;
  - (e) match suspension;
  - (f) ban from dressing rooms and/or substitutes' bench;
  - (g) ban on entering a stadium;
  - (h) ban on taking part in any football-related activity;
  - (i) Social work related to football activities.
2. The specifications in relation to each sanction in the TFF Disciplinary Code shall also apply.
3. The Ethics Committee may recommend to the responsible TFF body that the notification of a case be made to the appropriate law enforcement authorities.



## **7 Partial suspension of enforcement of sanctions**

1. If a match suspension, a ban from dressing rooms and/or the substitutes' bench or a ban on taking part in any football-related activity is imposed, the Ethics Committee may examine whether there are grounds to partially suspend the enforcement of the sanction.
2. Partial suspension is permissible only if the duration of the sanction does not exceed six matches or six months and if the relevant circumstances allow it, in particular the previous record of the person sanctioned.
3. The Ethics Committee shall decide which part of the sanction may be suspended. In any case, half of the sanction is definite.
4. By suspending the enforcement of the sanction, the Ethics Committee may subject the person sanctioned to a probationary period of anything from six months up to two years.
5. If the person benefiting from a suspended sanction commits another breach during the probationary period, the suspension shall automatically be revoked and the original sanction completely applied and added to the sanction imposed for the new breach.
6. Special provisions may apply in certain circumstances.

## **8 Duration/Extension**

The duration of a time sanction may be interrupted by rest periods during or between seasons.



### **SECTION 3: Determining the sanction**

## **9 General rules**

1. The sanction may be imposed by taking into account all relevant factors in the case, including the offender's assistance and cooperation, the motive, the circumstances and the degree of the offender's guilt.
2. The Ethics Committee shall decide the scope and duration of any sanction that is not specifically stated in this Code.
3. Sanctions may be limited to a geographical area or to one or more specific categories of match or competition.
4. For matters pertaining to the electoral process of TFF and its members, the Ethics Committees shall observe the TFF Electoral Code.

## **10 Repeated breaches**

Unless otherwise specified, the sanction may be increased as deemed appropriate if a breach has been repeated.

## **11 Concurrent breaches**

1. Where more than one breach has been committed, the sanction shall be based on the most serious breach, and increased as appropriate depending on the specific circumstances.
2. When determining the amount of a fine, the Ethics Committee is not obliged to adhere to the general upper limit of the fine.

## **SECTION 4: Limitation period**

### **12 Limitation period for prosecution**

1. As a general rule, breaches of the provisions of this Code may no longer be prosecuted after a lapse of ten years.
2. Prosecution for bribery, corruption and serious breach of the TFF and TFF Member Association Statutes is not subject to such a limitation period.
3. The limitation period, when applicable, shall be prolonged if proceedings are opened and/or suspended.

## **SECTION 5: Rules of conduct**

### **Subsection 1: Duties**

## **13 General rules of conduct**

1. Persons bound by this Code are expected to be aware of the importance of their duties and concomitant obligations and responsibilities.
2. Persons bound by this Code are obliged to respect all applicable football laws and regulations as well as TFF's regulatory framework to the extent applicable to them.
3. Persons bound by this Code shall show commitment to an ethical attitude. They shall behave in a dignified manner and act with complete credibility and integrity.
4. Persons bound by this Code may not abuse their position in any way, especially to take advantage of their position for private aims or gains.

## **14 Duty of neutrality**

In dealings with government institutions, national and international organisations, associations and groupings, persons bound by this Code shall, in addition to observing the basic rules of article 13, remain politically neutral, in accordance with the principles and objectives of FIFA TFF, CAF, TFF member associations, and football clubs, and generally act in a manner compatible with their function and integrity.

## **15 Loyalty**

Persons bound by this Code shall have a fiduciary duty to FIFA, CAF, TFF, the TFF member associations, and clubs.

## **16 Confidentiality**

1. Depending on their function, information of a confidential nature divulged to persons bound by this Code while performing their duties shall be treated as confidential or secret by them as an expression of loyalty, if the information is given with the understanding or communication of confidentiality and is consistent with the TFF principles.

2. The obligation to respect confidentiality survives the termination of any relationship which makes a person subject to this Code.

## **17 Forgery and falsification**

Persons bound by this Code are forbidden from forging a document, falsifying an authentic document or using a forged or falsified document.

## **18 Duty of disclosure, cooperation and reporting**

1. Persons bound by this Code shall immediately report any potential breach of this Code to the Ethics Committee.

2. At the request of the Ethics Committee, persons bound by this Code are obliged to contribute to clarifying the facts of the case or clarifying possible breaches and, in particular, to declare details of their income and provide the evidence requested for inspection.

## **Subsection 2: Undue advantage**

### **19 Conflicts of interest**

- 1.** When performing an activity for TFF or before being elected or appointed, persons bound by this Code shall disclose any personal interests that could be linked with their prospective activities.
  
- 2.** Persons bound by this Code shall avoid any situation that could lead to conflicts of interest. Conflicts of interest arise if persons bound by this Code have, or appear to have, private or personal interests that detract from their ability to perform their duties with integrity in an independent and purposeful manner. Private or personal interests include gaining any possible advantage for the persons bound by this Code themselves, their family, relatives, friends and acquaintances.
  
- 3.** Persons bound by this Code may not perform their duties in cases with an existing or potential conflict of interest. Any such conflict shall be immediately disclosed and notified to the organisation for which the person bound by this Code performs his duties.
  
- 4.** If an objection is made concerning an existing or potential conflict of interest of a person bound by this Code, it shall be reported immediately to the organisation for which the person bound by this Code performs his duties for appropriate measures.

## **20 Offering and accepting gifts and other benefits**

**1.** Persons bound by this Code may only offer or accept gifts or other benefits to and from persons within or outside TFF, or in conjunction with intermediaries or related parties as defined in this Code, which

- a)** have symbolic or trivial value;
- b)** exclude any influence for the execution or omission of an act that is related to their official activities or falls within their discretion;
- c)** are not contrary to their duties;
- d)** do not create any undue pecuniary or other advantage and
- e)** do not create a conflict of interest.

Any gifts or other benefits not meeting all of these criteria are prohibited.

**2.** If in doubt, gifts shall not be offered or accepted. In all cases, persons bound by this Code shall not offer to or accept from anyone within or outside TFF cash in any amount or form.

**3.** Persons bound by this Code may not be reimbursed by TFF for the costs associated with family members or associates accompanying them to official events, unless expressly permitted to do so by the appropriate organisation. Any such permission will be documented.

**4.** Persons bound by this Code must refrain from any activity or behaviour that might give rise to the appearance or suspicion of improper conduct as described in the foregoing sections, or any attempt thereof.

## **21 Bribery and corruption**

1. Persons bound by this Code must not offer, promise, give or accept any personal or undue pecuniary or other advantage in order to obtain or retain business or any other improper advantage to or from anyone within or outside TFF. Such acts are prohibited, regardless of whether carried out directly or indirectly through, or in conjunction with, intermediaries or related parties as defined in this Code. In particular, persons bound by this Code must not offer, promise, give or accept any undue pecuniary or other advantage for the execution or omission of an act that is related to their official activities and is contrary to their duties or falls within their discretion. Any such offer must be reported to the Ethics Committee and any failure to do so shall be sanctionable in accordance with this Code.

2. Persons bound by this Code are prohibited from misappropriating TFF assets, regardless of whether carried out directly or indirectly through, or in conjunction with, intermediaries or related parties, as defined in this Code.

3. Persons bound by this Code must refrain from any activity or behaviour that might give rise to the appearance or suspicion of improper conduct as described in the foregoing sections, or any attempt thereof.

## **22 Commission**

Persons bound by this Code are forbidden from accepting commission or promises of such commission for themselves or intermediaries and related parties as defined in this Code for negotiating deals of any kind while performing their duties.

### **Subsection 3: Protection of personal rights**

## **23 Non-discrimination**

Persons bound by this Code may not offend the dignity or integrity of a country, private person or group of people through contemptuous, discriminatory or denigratory words or actions on account of race, skin colour, ethnic, national or social origin, gender, language, religion, political opinion or any other opinion, wealth, birth or any other status or any other reason.

## **24 Protection of physical and mental integrity**

- 1.** Persons bound by this Code shall respect the integrity of others involved. They shall ensure that the personal rights of every individual whom they contact and who is affected by their actions is protected, respected and safeguarded.
- 2.** Harassment is forbidden. Harassment is defined as systematic, hostile and repeated acts for a considerable duration, intended to isolate or ostracise a person and affect the dignity of the person.
- 3.** Sexual harassment is forbidden. Sexual harassment is defined as unwelcome sexual advances that are not solicited or invited. The assessment is based on whether a reasonable person would regard the conduct as undesirable or offensive. Threats, the promise of advantages and coercion are particularly prohibited.



#### **Subsection 4: Integrity of competitions**

### **25 Integrity of matches and competitions**

Persons bound by this Code shall be forbidden from taking part in, directly or indirectly, or otherwise being associated with, betting, gambling, lotteries and similar events or transactions connected with football matches. They are forbidden from having stakes, either actively or passively, in companies, concerns, organisations, etc. that promote, broker, arrange or conduct such events or transactions.

## **III: ORGANISATION AND PROCEDURE**

### **Chapter I: Organisation**

#### **Section 1: Ethics Committee**

### **26 Jurisdiction of the Ethics Committee**

1. The Ethics Committee shall be entitled to handle all cases arising from the application of this Code or any other TFF rules and regulations.
2. The Ethics Committee shall be entitled to judge the conduct of all persons bound by this Code while performing their duties. In addition to the conduct of persons bound by this Code who are performing their duties, the Ethics Committee shall also judge the conduct of other persons bound by this Code at the same time if a uniform judgement is considered appropriate based on the specific circumstances.
3. The Ethics Committee shall reserve the right to investigate and to judge the conduct of all persons bound by this Code even if they are not performing their duties if such conduct is likely to seriously damage the integrity, image or reputation of TFF.

### **27 Composition of the Ethics Committees**

The composition of the Ethics Committees shall be in accordance with the TFF Statutes.

### **28 Deputising**

If the Chairperson of the Ethics Committee is absent or unable to attend to his duties, these shall be discharged by the deputy Chairperson.

## **29** Secretariat

1. The general secretariat of the TFF shall provide the Ethics Committee with the necessary staff.
2. The secretariat shall take charge of the administrative and legal work related to proceedings and provide support to the Ethics Committee for the completion of its respective tasks; in particular, it shall write the minutes, final reports and decisions.
3. The secretariat shall take care of the filing of the case files, which must be kept for at least ten years.
4. The secretariat of the Ethics Committee carries out the necessary investigation ex officio under the guidance of the Chairperson of the Ethics Committee.
5. The secretariat shall act on the sole instructions of the Ethics Committee. it has the duty to immediately report any instructions received by any other persons or bodies to the Chairperson of the Ethics Committee.

## **30** Independence

1. The members of the Ethics Committee shall manage their investigations and proceedings and render their decisions entirely independently and must avoid any third-party influence.
2. The members of the Ethics Committee and their immediate family members (as defined in this Code) shall not belong to any other judicial body, the Executive Committee or other standing committees of TFF and its Member associations.

## **31** Withdrawal

- 1.** A member of the Ethics Committee shall decline to participate in any investigation or hearing concerning a matter where there are serious grounds for questioning his impartiality.
- 2.** The foregoing shall apply, in particular, in the following cases:
  - a)** if the member in question has a direct interest in the outcome of the matter;
  - b)** if he has a personal bias or prejudice concerning a party, or personal knowledge of disputed evidentiary facts concerning the proceedings; or has expressed an opinion concerning its outcome; or when the immediate family of the member is a party to the subject matter in controversy or is a party to the proceedings, or has any other interest that could be substantially affected by the outcome of the proceedings and his impartiality;
  - c)** if he has already dealt with the case in a different function.
- 3.** Members who decline to participate in a meeting shall notify the Chairperson immediately.
- 4.** An objection against a member of the Ethics Committee believed to be biased must be submitted within three days following the identification of the grounds for non-participation, failing which, such objection shall be deemed waived. The claim must cite the grounds and, if possible, be substantiated.
- 5.** The Chairperson of the Ethics Committee shall decide whether any such claim is valid if the member in question has not declined to participate of his own accord. If the objection is against the Chairperson, the present panel of the Ethics Committee shall decide.

## **32 Confidentiality**

1. The members of the Ethics Committee and the members of secretariat shall ensure that everything disclosed to them during the course of their duty remains confidential, in particular, facts of the case, contents of the investigations and deliberations and decisions taken as well as private personal data in compliance with the TFF Regulations. Equally, the members of the Ethics Committee shall not make any declarations related to ongoing proceedings dealt with by the Ethics Committee.

2. Only the final decisions already notified to the addressees may be made public.

3. In the event of a breach of this article by a member of the Ethics Committee, the relevant member shall be suspended by the TFF Executive Committee until the next TFF General Assembly for endorsement of expulsion.

## **33 Exemption from liability**

Except in the case of gross negligence, neither the members of the Ethics Committee nor the secretariat staff shall be held personally liable for any deeds relating to any procedure.

## **Chapter II: Procedure**

### **Section 1: Procedural rules**

#### **Subsection 1: General rules**

##### **a) Parties**

### **34 Parties**

Only the accused are considered as parties.

##### **b) Rights of the parties**

### **35 Right to be heard**

1. The parties shall be granted the right to be heard, the right to present evidence, the right for evidence leading to a decision to be inspected, the right to access files and the right to a reasoned decision.

2. The right to be heard may be restricted in exceptional circumstances, such as when confidential matters need to be safeguarded, witnesses need to be protected or if it is required to establish the elements of the proceedings.

#### **c) Obligation of the parties**

### **36 Obligation of the parties to collaborate**

1. The parties shall be obligated to act in good faith during the whole proceedings.
2. The parties shall be obligated to collaborate to establish the facts of the case. In particular, they shall comply with requests for information from the Ethics Committee and with an order to appear in person.
3. Whenever necessary, the parties' statements may be verified using the appropriate means.
4. If the parties are dilatory in responding, the Chairperson of the Ethics Committee may, after warning them, impose further disciplinary measures on them.
5. If the parties fail to collaborate, the Ethics Committee may reach a decision on the case using the file in its possession, taking into account the conduct of the parties to the proceedings.

#### **d) General obligations**

### **37 General obligation to collaborate**

1. At the request of the Ethics Committee, the persons bound by this Code are obliged to contribute to establishing the facts of the case and, especially, to provide written or oral information as witnesses. A failure to cooperate may lead to a sanction in accordance with this Code.
2. Witnesses are obliged to tell the absolute and whole truth and to answer the questions put to them to the best of their knowledge and judgement.
3. If the witnesses are dilatory in responding, the Chairperson of the Ethics Committee may, after warning them, impose further disciplinary measures on them.





## **38 Languages used in proceedings**

1. The languages used in proceedings shall be the two official languages of TFF, namely, Kiswahili and English.
2. TFF may, if necessary, use the services of an interpreter.
3. Decisions shall be taken in one of the languages used by the TFF.

## **39 Notification of decisions**

1. Decisions shall be communicated by fax, registered letter or email.
2. All of the parties shall be notified of the decisions.
3. Decisions and other documents intended for persons bound by this Code shall be addressed to the parties concerned. Documents shall be considered to have been communicated properly to the ultimate addressee three days after communication was sent.

## **40 Effect of decisions**

1. Decisions passed by the Ethics Committee shall come into force as soon as they are communicated.
2. The Ethics Committee may rectify any obvious errors at any time.
3. In case the person is sanctioned by fine, that person shall be banned from participating in any kind of football related activity (administrative or any other) until the fine is paid.



## **Subsection 2: Proof**

### **41 Various types of proof**

1. Any type of proof may be produced.
2. Types of proof include, in particular:
  - a) Documents
  - b) Reports from officials
  - c) Declarations from the parties
  - d) Declarations from witnesses
  - e) Audio and video recordings
  - f) Expert opinions
  - g) All other proof that is relevant to the case

### **42 Anonymous witnesses**

1. When a person's testimony in ethics proceedings opened in accordance with this Code could endanger his life or put him or his family or close friends in physical danger, the Chairperson of the Ethics Committee may order that:
  - a) the witness not be identified in the presence of the parties;
  - b) the witness not appear at the hearing;
  - c) all or some of the information that could be used to identify the witness be included only in a separate, confidential case file.

2. In view of all the circumstances and in particular if no other evidence is available to corroborate that of the anonymous witness and if it is technically possible, the Chairperson of the Ethics Committee may exceptionally order, on his own initiative or at the request of one of the parties, that:

- a) the witness's voice be distorted;
- b) the witness's face be masked;
- c) the witness be questioned outside the Ethics Committee meeting room;
- d) the witness be questioned in writing through the Chairperson of the Ethics Committee or his deputy.

3. Disciplinary measures shall be imposed on anyone who reveals the identity of an anonymous witness or any information that could be used to identify him.

## **43 Identification of anonymous witnesses**

1. To ensure their safety, anonymous witnesses shall be identified behind closed doors in the absence of the parties. This witness identification shall be conducted by the Chairperson of the Ethics Committee alone, his deputy or all the members of the Ethics Committee together, and shall be recorded in minutes containing the witness's personal details.

2. These minutes shall not be communicated to the parties.

3. The parties shall receive a brief notice which:

- a) confirms that the anonymous witness has been formally identified; and
- b) contains no details that could be used to identify the anonymous witness.

## **44 Inadmissible evidence**

Proof that violates human dignity or obviously does not serve to establish relevant facts shall be rejected.

## **45 Evaluation of proof**

The Ethics Committee shall have absolute discretion regarding proof.

## **46 Standard of proof**

The members of the Ethics Committee shall judge and decide on the basis of their personal convictions.

## **47 Burden of proof**

The burden of proof regarding breaches of provisions of the Code rests on the Ethics Committee.

### **Subsection 3: Time limits**

## **48 Beginning and end of time limit**

1. Time limits notified directly to the party shall commence the day after receipt of the notification.
2. Time limits to which other persons are required to adhere shall commence three days after receipt of the document by the person concerned
3. If the last day of the time limit coincides with a public holiday the time limit shall expire on the next working day.

## **49 Compliance**

1. The time limit has been met only if the action required has been carried out before expiry of the time limit.
2. The document must be submitted to the relevant body by no later than 18:00hrs on the last day of the time limit.
3. Costs and fees payable are considered to have been paid in time if the payment has irreversibly been made to TFF's account by 18:00hrs on the last day of the time limit.

## **50 Extension**

1. Time limits set forth in this Code may not be extended.
2. Time limits set by the Ethics Committee may be extended upon request. A time limit may only be extended for a second time in exceptional circumstances.
3. If an extension of the time limit is refused, two extra days may be granted. In emergencies, the refusal to grant the extension may be announced orally.

#### **Subsection 4: Suspension of proceedings**

### **51 Suspension of proceedings**

1. In the event that a person bound by this Code ceases to serve in his function during proceedings, the Ethics Committee shall remain competent to render a decision.
2. In the event that a person bound by this Code ceases to serve in his function, the Ethics Committee may conduct the investigation. The Ethics Committee may suspend the proceedings or take a decision as to the substance.

#### **Subsection 5: Procedural costs**

### **52 Procedural costs**

For purposes of this Code, the procedural costs shall mean secretarial expenses and maintenance of the Ethics Committees pertaining to proceedings performed by the Ethics Committees.

### **53 Procedural costs in case of closure of proceedings or acquittal**

1. Except as otherwise provided herein, in the event of closure of proceedings or acquittal, the procedural costs shall be borne by TFF.
2. A party may be ordered to pay the procedural costs in part or in full in the event of closure of proceedings or acquittal if he culpably caused the proceedings to be initiated or hindered the conduct of the proceedings.

## **54** Procedural compensation

No procedural compensation shall be awarded in proceedings conducted by the Ethics Committee.

### **Section 2: Investigation proceedings**

#### **Subsection 1: Preliminary proceedings**

## **55** Right to submit complaints

1. Any person bound by this Code may file a complaint regarding potential breaches of this Code with the secretariat of the Ethics Committee. Complaints must be submitted in writing, including available evidence. The secretariat shall inform the Chairperson of the Ethics Committee of the complaints and act upon his instructions.

2. There is no entitlement for proceedings to be opened following submission of a complaint.

3. Any person who lodges a complaint against a person who he knows to be innocent, with the intent of harming this person, or in another way takes malicious steps with the intent of harming this person who he knows to be innocent shall be sanctioned.

## **56** Inquiries by the Ethics Committee

1. The Ethics Committee shall carry out an initial evaluation of the documents submitted with the complaint.

2. If there is any indication of a potential breach, the secretariat, under the guidance of the Chairperson of the Committee, shall conduct the appropriate preliminary investigation. This shall include, in particular, collecting written information, requesting documents and obtaining witness statements.



3. The secretariat of the Ethics Committee may initiate preliminary investigations into a potential breach of this Code based on a filed complaint and after having informed the Chairperson of the Ethics Committee. In addition, the Ethics Committee may initiate investigations at its own discretion and at any time.

## **57** Opening of investigation proceedings

1. If the documents submitted with the complaint or the preliminary investigation are found to establish a prima facie case, the Ethics Committee, shall open investigation proceedings.

2. The parties shall be notified of the opening of the investigation proceedings and the possible rule violation.

3. The Chairperson of the Ethics Committee shall report to the Ethics Committee regularly on non-opened cases.

## **58** Submissions by the parties

1. The Chairperson in consultation with members of the Ethics Committee shall set a time limit for the parties to submit positions containing a statement of defence, any defence of lack of jurisdiction, any evidence and substantiated motions for the admission of evidence upon which the parties intend to rely, and a motivated request for a hearing including witnesses whom the parties intend to call. The parties shall submit a brief summary of the witnesses' expected testimony together with the position.

## **59** Conclusion of investigation proceedings

If the Chairperson of the Ethics Committee considers the investigation to be adequate, he shall inform the parties that the investigation proceedings have been concluded and of the date in which the matter will be presented to the Ethics Committee.

### **Section 3: Proceedings in front of the Ethics Committee**

#### **Subsection 1: Closure of proceedings or preparation of hearing**

## **60 Examination of the file**

1. The Ethics Committee shall examine the file produced as outcome of the investigation.
2. If the Ethics Committee deems that there is insufficient evidence to proceed, the case may be closed
3. If necessary, the Ethics Committee may request for amendment or completion of the final report, or may undertake further investigations.

## **61 Rejection of motions for the admission of evidence**

1. The Ethics Committee may reject the substantiated motions for the admission of evidence submitted by the parties.
2. The parties shall be informed if their motion has been rejected, with a brief outline of the grounds for the decision. The rejection shall not be contested.

## **62 Further evidence**

1. The Ethics Committee may order additional evidence to be taken and witnesses to be summoned to the hearing. Evidence that has already been taken may be taken again if direct knowledge of the piece of evidence is deemed necessary for a decision to be taken.
2. The Ethics Committee shall inform the parties of the additional evidence and witnesses.

## **Subsection 2: Composition, oral statements**

### **63 Composition of the Ethics Committee**

1. The Ethics Committee decisions shall be deemed to be legally valid if at least three members are present of which one should be the Chairperson or the deputy Chairperson.

### **64 Oral statements, principles**

1. As a general rule, there shall be no oral statements and the Ethics Committee shall decide on the basis of the file.
2. At the motivated request of one of the parties, the Ethics Committee may arrange for oral statements to be heard, to which all the parties shall be summoned.
3. In its discretion, the Ethics Committee may arrange for oral statements to be heard, to which all the parties shall be summoned.
4. Oral statements shall always be heard behind closed doors.

### **65 Oral statements, procedure**

1. The Chairperson of the Ethics Committee shall conduct the hearing and decide on the sequence of the oral statements.
2. It is the responsibility of the parties to ensure the appearance of the witnesses requested by them and to pay all costs and expenses associated with their appearance.
3. The secretariat of the Ethics Committee shall present the case and thereafter call the parties to plead.
3. Hearing of evidence by the secretariat,

4. Once the case has been presented by the secretariat the parties shall present their defence.
5. The oral statements shall terminate with the secretariat and the parties' closing statements.

### **Subsection 3: Deliberations, decisions**

## **66 Deliberations**

1. After the hearing, the Ethics Committee shall withdraw to deliberate on its decision in private.
2. If there is no hearing, the Chairperson shall schedule the deliberations and the parties shall be informed to this effect.
3. If circumstances permit, the deliberations and decision-taking may be conducted via telephone conference, video conference or any other similar method.
4. Deliberations shall be conducted without interruption, unless there are exceptional circumstances.
5. The Chairperson shall decide in which order the various questions will be submitted for deliberation.
6. The members present shall express their opinions in the order set out by the Chairperson, who always speaks last.
7. The secretariat shall have consultative powers.

## **67 Taking the decision**

1. Decisions shall be taken by the majority of the members present.
2. Every member present shall vote.
3. In the event of a tied vote, the Chairperson shall have the casting vote.

## **68 Grounds for decision**

1. The Ethics Committee may decide not to communicate the grounds of a decision and instead communicate only the terms of the decision. At the same time, the parties shall be informed that they have three days from receipt of the terms of the decision to request, in writing, the grounds of the decision, and that failure to do so will result in the decision becoming final and binding.
2. If a party requests the grounds of a decision, the reasoned decision shall be communicated to the parties in full, written form. The time limit to lodge an appeal, where applicable, begins upon receipt of this reasoned decision.
3. If the parties do not request the grounds of a decision, a short explanation of the decision shall be recorded in the case files.

## **69** Form and contents of the decision with grounds

1. Without prejudice to the application of art. 68 above, the decision shall contain:

- a) the composition of the committee;
- b) the names of the parties;
- c) the date of the decision;
- d) a summary of the facts;
- e) the grounds of the decision;
- f) the provisions on which the decision was based;
- g) the terms of the decision;
- h) notice of the channels for appeal.

2. The decisions shall be signed by the Chairperson and the secretary.

## **Section 4: Appeal and review**

### **70 Appeal**

1. Unless this Code stipulates that the decisions of the Ethics Committee may not be contested, an appeal may be lodged by the party concerned, having a legally protected interest justifying amendment or cancellation of the decision, to the Appeal Committee against any decision, with the exception of decisions in which the sanction pronounced is:

- a) a warning;
- b) a reprimand;
- c) a suspension for less than three matches or of up to two months;
- d) a fine of less than Tsh. 3,000,000

2. Further provisions relating to lodging an appeal and proceedings before the Appeal Committee are set out in Article 74 of this Code.

5. Decisions on costs are final and may not be appealed.

6. Decisions taken by the Appeal Committee are final and conclusive.

### **71 Court of Arbitration for Sport**

1. TFF recognises the jurisdiction of the Court of Arbitration for Sport (CAS) in accordance with the relevant provisions of the TFF Statutes.

## **72** Review

1. Upon the approval of the Ethics Committee, a case may be reopened, if said case has been closed following a legally binding decision if a party discovers significant new facts or proof that, despite the investigation, could not have been produced sooner and would have resulted in a more favourable decision.
2. A request for review shall be made by the party concerned within ten days of discovering the reasons for review, and pay a review fee of Tsh. 1,000,000 or it will not be admitted.
3. The limitation period for submitting a request for review is one year after the enforcement of the decision.





## **IV: OFFENCES AND SANCTIONS**

### **73 Offences and Sanctions**

#### **1. Corruption**

- (a) For the purpose of inciting or violating regulation of TFF anyone who offers, promises or grants an unjustified advantage or receive the same on the matters of football related activities to a body of TFF, shall be known to have been involved in corrupt act which is punishable as shown below;
  - (i) a fine of not less than Tsh. 10,000,000 and
  - (ii) a ban on taking part in any football-related activity for not less than five (5) years.
- (b) Passive corruption (soliciting, being promised or accepting an unjustified advantage) will be sanctioned in the same manner as in paragraph (a) above.
- (c) In serious cases and in the case of repetition, sanction (a) (ii) may be pronounced for life.

#### **2. Discrimination**

- (a) Any persons bound by this Code who offends the dignity or integrity of a country, private person or group of people through contemptuous, discriminatory or denigratory words or actions on account of race, skin colour, ethnic, national or social origin, gender, language, religion, political opinion or any other opinion, wealth, birth or any other status or any other reason shall be known to have been involved in discrimination act and shall be sanctioned as shown below:
  - (i) a fine of not less than Tsh. 3,000,000 and
  - (ii) a ban on taking part in any football-related activity for not less than one (1) year.

### **3. Serious breach of the TFF and TFF member association statutes**

- (a) Anyone who conspires to influence or participates in acts intended to unconstitutionally remove the Executive Committee of TFF or of its member associations shall be sanctioned with a ban in all football related activities for not less than ten (10) years.
- (b) Any recourse to the ordinary/normal courts of law in respect of the definitive decisions taken by the organs of TFF is prohibited. Anyone who takes recourse to ordinary court of law, whether acting on his own-self or by a third party acting on his behalf shall be sanctioned with a ban in all football related activities for not less than ten (10) years.
- (c) In serious cases and in the case of repetition, sanction (a) and (b) may be pronounced for life

### **4. Provoking the general public**

Anyone who provokes the general public pre or after any football related activity shall be sanctioned with ban on all football related activities for not less than one (1) year and a fine of not less than Tsh. 3,000,000.

### **5. Offensive behaviour**

Anyone who insults someone in any way, especially by using offensive gestures or language, whose behaviour is unsporting in any other way shall be subject to sanction of a ban in football activities of not less than one (1) year and a fine of not less than Tsh. 3,000,000.

### **6. Threats or Coercion**

Anyone who intimidates TFF officials with serious threats/coercion to hinder him in any other way from acting freely will be sanctioned with a fine of not less than Tsh. 3,000,000 and a ban in all football related activities for not less than one (1) year.

## **7. Forgery and falsification**

Anyone who, in football-related activities, forges a document or falsifies an authentic document or benefits from the use of a forged or falsified document or facilitates the same shall be sanctioned with a ban in all football related activities for not less than five (5) years.

## **8. Failure to respect decisions**

- (a) Anyone who fails to comply with decision of judicial bodies or committee of TFF, CECAFA, CAF or FIFA shall be sanctioned to a ban in football related activities for not less than one (1) year.
- (b) In serious cases and in the case of repetition, sanction (a) may be pronounced for life.

## **9. Unlawfully influencing match results**

- (a) Anyone who conspires to influence or unlawfully influences the result of a match in a manner incompatible with sporting ethics shall be sanctioned to a ban on taking part in any football-related activity for not less than ten (10) years and a fine of not less than Tsh. 10,000,000
- (b) In serious cases and in the case of repetition, sanction (a) may be pronounced for life.

## **10. Confidentiality**

- (a) Any person who communicated any official documents and spread to the public, shall be sanctioned to a ban in football related activities for not more than ten (10) years.
- (b) In serious cases and in the case of repetition, sanction (a) may be pronounced for life.



## V. APPEAL PROCEDURES

### 74 Appeal Procedure

1. Appeal against the Ethics Committee decision may be lodged only with the Appeal Committee. Appeal with the grounds thereof, shall be sent by registered post or delivered by dispatch or courier service or email to the Secretariat in exchange for confirmation of payment receipt within 3 days from the day of the pronouncement of decision of the Ethics Committee.
2. Appeals against the Ethics committee's decisions may be lodged only with the TFF Appeal Committee to the exclusion of the possibility of appealing said decisions before any other body particularly a Government body or ordinary court of Law. Any appeal to the Appeal Committee shall be accompanied with a non-refundable filing fee of Tanzanian shillings of one million only (Tsh. 1,000,000).
3. The right of appeal shall only be for the affected individual appellant on decisions of the Ethics Committee upon fulfilling appeals conditions stated herein.
4. The decisions of the Appeal Committee shall be final and conclusive and binding on all parties concerned and shall not be monitored by any other body.



## IV. FINAL PROVISIONS

### 75 Official languages

1. The official languages of TFF are Kiswahili and English; This Code shall be written in either of the two languages.
2. In the event of any divergence between the interpretations of texts in the two languages, the text written in English shall be regarded as authoritative.

### 76 Adoption and enforcement

The TFF Executive Committee adopted this Code on 27<sup>th</sup> May 2021. This Code came into force on the same day.

For the TFF Executive Committee

  
Wallace Karia  
PRESIDENT



  
Kidao Wilfred  
GENERAL SECRETARY

