

Football Association of Wales

Men's Tier 2 Club Licensing Regulations Edition 2026

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Definition of Terms

For the purpose of these regulations, the following definitions apply:

	DEFINITION
Annual General Meeting	The League Annual General Meeting, which takes place at the end of every football season.
Appeals Body	The Appeals board appointed by the Licensor to decide on appeals submitted by a Licence Applicant against a decision of the First Instance Body and makes the final decision on whether or not a Licence is granted.
Ardal Leagues	The Ardal Northern Leagues and the Ardal Southern Leagues are the Tier 3 leagues of the FAW Men's Pyramid.
Association	The Football Association of Wales Limited (company number 00213349) whose registered office is at 'The Pavillion', Hensol, Vale of Glamorgan, CF72 8JY
Chief Executive Officer	The senior employee of the Association
Club	Any club defined pursuant to FAW Rule 11.1.1.
COMET	The Football Management System used by the Association. Any reference to FAW COMET or COMET shall mean the same.
Core Process	Minimum requirements that the Licensor has to put in place for verification of compliance with the Criteria described in the Regulations as basis for the issuance of a Tier 2 Licence to a Licence Applicant.
Criteria	Requirements to be fulfilled by the Licence Applicant to be granted a Licence are divided into five categories: Sporting, Infrastructure, Personnel & Administrative, Legal and Financial.
Cymru North or Cymru South	The Cymru North or Cymru South are the Tier 2 leagues of the FAW Men's Pyramid.
Cymru Premier	The Cymru Premier is the Tier 1 of the FAW Men's Pyramid.
Deadline for Submission of the Application to the Licensor	The date by which each Licensor requires Licence Applicant to have submitted all relevant information for its application for a Tier 2 Licence.
Decision-Making Bodies	The First Instance Body (FIB) and Appeals Body (AB).
Directors	The body comprising the board of directors of the Association (including its committees and sub-committees) as constituted under the Articles.
Event or Condition of major economic importance	An event or condition that is considered material to the financial statements of the reporting entity/entities and would require a different (adverse) presentation of the results of the operations, financial position and net assets of the reporting entity/entities if it had occurred during the preceding reporting period.
FAW	Football Association of Wales Limited

FAW Club Licensing System	Consists of the Criteria and a Core Process, as set out in these present 'Regulations'.
FAW National Leagues Board	The FAW Standing Committee responsible for Club Licensing Regulations on behalf of the Board up to and including the 31st July 2025. From 1st August 2025, the responsibility will be referred back to the Directors of the FAW.
First Instance Body (FIB)	The board appointed by the Licensor to assess Licence Applicants applications and decide whether or not to grant the Licence Applicant a Tier 2 Licence.
Licence Applicant	Legal entity fully and solely responsible for the football team participating in the national club competition, which applies for a Licence for assessment against the Tier 2 Club Licensing Regulations.
Licence Season	FAW season for which a Licence Applicant has applied for/ been granted the FAW Tier 2 Licence. It starts from the 1st June 2026 to 31st May 2027.
Licensee	Licence Applicant that has been granted the Licence by Licensor.
Licensing Administration	Body or staff within the Licensor that deals with the club licensing matters
Licensor	Body that operates the Club Licensing System and grants Licences. In Wales, FAW is the Licensor.
List of Licensing Decisions	List submitted to the FAW containing, among other things, information about the Licence Applicants that have undergone the club licensing process and been granted the FAW Men's Tier 2 Licence by the Decision-Making Bodies.
May	Indicates a party's discretion to do something (i.e. optional, rather than mandatory).
Minimum Criteria	Criteria to be fulfilled by a Licence Applicant in order to be granted the Licence. Known as 'A Criteria'.
Must or Shall	Indicates an obligation to comply with the Regulation (i.e. mandatory). Failure to do so will result in refusal to grant the Tier 2 Men's Licence.
Player Registration(s)	Player registration(s) has the meaning set out in the FIFA Regulations on the Status and Transfer of Players.
Professional Game Committee	The Professional Game Committee is a constituted advisory committee as set out in the FAW Standing Orders and will replace the FAW National Leagues Board as of the 1st August 2025
Recommended	This is a best-practice recommendation and therefore, not a Tier 2 licence failure.
Significant Change	Any 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 documentation.

Stadium	**T**he venue for competition match including, but not limited to, all surrounding properties and facilities (for example offices, hospitality areas, press centre and accreditation centre).
Subsequent Events	Events or conditions occurring after the licensing decision.
Tier 2	The second tier of the FAW Pyramid as defined in the FAW *"Regulations for the Men's Pyramid League System"*.
Tier 2 Club Licence	Certificate granted by the Licensor confirming fulfilment of all minimum mandatory criteria by the Licence Applicant as part of the admission procedures for entering the Cymru North or Cymru South.
UEFA	Union des Association Européennes de Football

In these regulations, the use of the masculine form refers equally to the feminine.

1. Introduction

1.1 Men's Tier 2 Club Licensing Regulations

The Men's Tier 2 Club Licensing Regulations ("Regulations") set out quality standards and procedures by which clubs will be assessed as a basis for entry to FAW Men's Tier 2 competitions, with continuous improvement of many aspects of football.

The Football Association of Wales (FAW) approved the Tier 1 system on the 6th December 2005 and the FAW Council has agreed the same criteria subjects as UEFA Licensing, which made its decision following a consultation with a variety of bodies.

The objective of a uniform Tier 2 criteria was first published in the FAW's Strategic Plan of 2012. The formation of the new National Game Board in September 2014 became the catalyst for the introduction these Regulations. Following a series of taskforce meetings and ground audits, the first version of the Tier 2 Regulations was written.

The National Game Board approved version 1 on 13th April 2015, which was ratified by FAW Council on 29th April 2015. Version 2 was approved on 1st September 2020.

Licensing requires that those clubs in membership of the Cymru North or Cymru South ("the league") meet specific standards. These standards are presented in the form of Criteria under six headings;

Sporting

Social and Environmental Sustainability

Infrastructure

Personnel and Administration

Legal

Financial

The Criteria are transparent and consistent with UEFA standards where necessary, and a great deal of care and attention has been given to drafting these regulations. The focus on the above areas is to establish a set of quality standards for Tier 2 that are attainable for all current clubs and for those aspiring to join the Cymru North or Cymru South. It also provides those wishing to be promoted to the Cymru Premier, a platform for meeting the Tier 1 Criteria.

Licensing will have all the characteristics of a quality management system. The FAW's management of the system will be coherent with UEFA Licensing, which is annually subject to third party scrutiny by UEFA and assessed by two independent bodies (First Instance Body and Appeals Body), in order to guarantee the transparency and integrity of the system.

1.2 Benefits of Men's Tier 2 Club Licensing Regulations

The FAW sets the standards for Men's Tier 2 Club Licensing Regulations. By meeting these standards, football as a whole is acknowledging its responsibility to the community at large. Licensing is a transparent process that enables Licence Applicants to demonstrate to all their stakeholders that they meet quality standards.

Licensing will help to establish benchmarking information. Licence Applicants will be able to use this information to establish their position and to plan future quality improvement.

FAW resources will be focused on assisting Licence Applicants demonstrating a desire to improve and work in partnership with each other for the benefit of the football community in Wales. Football will benefit from the adoption of quality management practices by the FAW.

These Regulations were adopted by the Football Association of Wales on the 7th September 2026 and come into for the 2027/2028 season.

2. Procedure

2.1 The Management of the System

The Men's Tier 2 Club Licensing Regulations will be managed by the FAW for Licence Applicants to Tier 2. The system will comprise of audits conducted by the FAW and assessment by the Decision-Making Bodies.

In order to demonstrate that it meets the Criteria, an inspection of the stadium will take place and the Licence Applicant Must upload all necessary supporting documents using the FAW Club Licensing systems and procedures as set by the Association from time to time.

Applications will be considered by the Decision-Making Bodies, in accordance with these Regulations and the Core Process.

If current Cymru North or Cymru South clubs are upgrading their current infrastructure after 27th April 2027, then developments can be permitted, provided that the club can provide quotes, planning permission approval (if required) and evidence of the necessary finance, in order to complete the required upgrades by a date which is to be agreed at the sole discretion of the Decision-Making Bodies and confirmed by FAW Licensing Staff that the developments meet the Minimum Criteria.

In considering a non-Cymru North or Cymru South club's licence application, a non-Cymru North or Cymru South club can be permitted to make developments to their infrastructure criteria if they can evidence by 27th April 2027 deadline that quotes, planning permission approval (if required) and the necessary finance is in place in order to complete the required updates by a date which is to be agreed at the sole discretion of the Decision-Making Bodies and confirmed by FAW Club Licensing Staff that the developments meet the Minimum Criteria.

When applying for a Tier 2 Club Licence, required personnel may be permitted to attend mandatory courses after the 27th April 2027 deadline, provided the Licence Applicant can demonstrate that all course pre-requisites have been met, and their attendance has been confirmed by the awarding body. The final deadline for course completion must be approved by the Decision-Making Bodies in order for a Tier 2 Club Licence to be granted.

Those Licence Applicants that meet the Criteria will be issued a Tier 2 Club Licence. Those Licence Applicants that have not fulfilled the minimum 'A' Criteria will not be granted a Tier 2 Club Licence unless an extension has been granted by the First Instance Body (FIB) or Appeals Body (AB) to carry out any upgrades. Should any infrastructure developments or course qualification requirements not be completed by the date set by the respective Decision-Making Bodies, then the same Decision-Making Body will have the right to revoke the applicable Tier 2 Club Licence.

The deadline for the submission of the list of licenced clubs is set by the FAW Board and must be strictly adhered to annually before the relevant League's Annual General Meeting.

2.2 Tier 2 Club Licence Refusal

A Tier 2 Club Licence is mandatory for participation at Tier 2.

If a Licence Applicant is refused a Tier 2 Club Licence by the First Instance Body, the following procedure will apply:

A Licence Applicant refused a Tier 2 Club Licence, must submit any appeal to the Club Licencing Manager within 10 days of being informed of the First Instance Body's decision. All appeals must be forwarded in writing for the attention of the Club Licencing Manager together with the appropriate appeal fee of £250. The Appeals Body is notified, and a meeting date agreed.

The Club Licencing Manager prepares a report and dispatches this to the Appeals Body.

The Appeals Body consider the Licence Applicant's appeal by 31st May each year. The date of the Appeals Body is set out in the Core Process. The decision is made whether to grant a Tier 2 Club Licence or not. If a Tier 2 Club Licence is granted, any area for future attention may be detailed. If a Tier 2 Club Licence is refused, areas to be addressed must be detailed and any relevant sanction applied.

The Club Licensing Manager submits the list of licensed applicants to the FAW Board, the Cymru Premier, the Cymru North/South and Ardal Leagues of the FAW Pyramid before their respective Annual General Meeting.

2.3 Criteria Graduation

The Criteria described in these Men's Tier 2 Club Licensing Regulations are graded into three separate categories.

The different grades have been defined as follows:

'A' Criteria – Mandatory

If the Licence Applicant does not fulfil any 'A' Criteria, then it cannot be granted a Men's Tier 2 Club Licence unless the Decision-Making Bodies grant an exemption under 2.1 of these Regulations.

'B' Criteria – Expected

If the Licence Applicant does not fulfil any 'B' Criteria, then it may still receive a Men's Tier 2 Club Licence subject to the Licence Applicant fulfilling the 'A' Criteria. However, repeated failure to meet these Criteria May result in sanctions as specified by the Decision-Making Bodies in accordance with 3.4 of these regulations.

'C' Criteria – Recommended

If the Licence Applicant does fulfil any 'C' Criteria, then it may still receive a Men's Tier 2 Licence. These Criteria may become 'A' or 'B' Criteria in future licences or may be current requirements for a Men's Tier 1 Licence; however, it is recommended that Licence Applicants have these Criteria in place to support the overall development of the club.

2.4 Development

Licensing is a progressive system designed to deliver continuous improvement. Improvements will be introduced as the system develops. The FAW Directors has the ultimate authority to review Criteria. They will consider feedback from the FAW National Leagues Board up to and including 31st July 2025. From 1st August 2025 this will be replaced by the Professional Game Committee. The Directors may also seek further consultation from the League Management Committees, the Cymru North and Cymru South clubs on the Criteria. The development process will incorporate reasonable timescales, and the Regulations will be reviewed on an annual basis.

3. Licensor

3.1 Responsibilities of the Licensor

The Licensor is the Football Association of Wales (FAW). It governs the Men's Tier 2 club licensing system.

The Licensor must:

a. establish an appropriate licensing administration as defined in 3.2;

b. establish at least two Decision-Making Bodies as defined in 3.3;

c. set up a catalogue of sanctions as defined in 3.4;

d. defines the Core Process in accordance with 3.5;

e. assess the documentation submitted by the Licence Applicants, consider whether this is appropriate and defines the assessment procedures as defined in 3.6;

f. ensure equal treatment of all Licence Applicants and guarantees them full confidentiality with regard to all information provided during the licensing process as defined in 3.7;

g. determine to its comfortable satisfaction whether each criterion has been met and what further information, if any, is needed for a Tier 2 Club Licence to be granted.

3.2 Licensing Administration

The Licensor must appoint a Club Licensing Manager who is responsible for the Licensing Administration. The Club Licensing Manager should be educated as a minimum to degree level.

The tasks of the licensing administration include:

a. preparing, implementing, and further developing the Club Licensing System,

b. providing administrative support to the Decision-Making Bodies,

c. assisting, advising and monitoring the Licensees during the Licence Season;

d. informing the FAW of any event occurring after the licensing decision that constitutes a Significant Change to the information previously submitted to the Licensor, including a change of legal form, legal group structure (including change of ownership) or identity;

e. serving as the contact point for and sharing expertise with the licensing departments of other UEFA member associations and with UEFA itself.

At least one member of the Licensing Administration or an external financial expert must have a financial background and a diploma in accountancy/auditing recognised by the ACCA (or a recognised equivalent) or must have several years' experience in the above matters (a "recognition of competence").

3.3. Decision-Making Bodies

1. The Decision-Making Bodies are the First Instance Body (FIB) and the Appeals Body (AB), and they must be independent of each other.
2. The First Instance Body decides on whether the Tier 2 Club Licence should be granted to a Licence Applicant on the basis of the documents provided by the submission deadline set by the Licensor and on whether the Tier 2 Club Licence should be withdrawn.
3. The Appeals Body decides on appeals submitted in writing and makes a final decision on whether the Tier 2 Club Licence should be granted or withdrawn. Should the Tier 2 Club Licence be granted, the Licence Applicants appeal fee must be returned.
4. Appeals may only be lodged by:
   a. a Licence Applicant who received a refusal from the First Instance Body;
   b. a Licensee whose Tier 2 Club Licence has been withdrawn by the First Instance Body; or;
   c. the Club Licensing Manager on behalf of the Licensor.
5. The Appeals Body makes its decision based on the decision of the First Instance Body and all the evidence provided by the appellant with its written request for appeal and by the set deadline.
6. As per FAW Rule 149(B), the licensing of Qualifying Clubs and all other clubs under the jurisdiction of the Association to play in Cymru North and Cymru South shall be governed, sanctioned, and controlled as set out in these Regulations.

7. Members of the Decision-Making Bodies are selected by the Directors of the Football Association of Wales for a term of three years and must:
   a. act impartially in the discharge of their duties;
   b. abstain if there is any doubt as to their independence from the Licence Applicant or if there is a conflict of interest. In this connection, the independence of a member may not be guaranteed if they or any member of their family (spouse, child, parent or sibling) is a member, shareholder, business partner, sponsor or consultant of the Licence Applicant;
   c. not act simultaneously as Club Licensing Manager or a member of the licensing administration
   d. not belong simultaneously to a judicial statutory body of the Licensor;
   e. not belong simultaneously to the FAW Council of the FAW or its affiliated leagues or area associations;
   f. not belong simultaneously to the personnel of an affiliated club;
   g. not belong simultaneously to the administrative staff or to any statutory Decision-Making Body or committee of the Football Association of Wales or Cymru North or Cymru South
8. The quorum of the Decision-Making Bodies is three members. In case of a tie, the Chair has the casting vote.
9. The Decision-Making Bodies must operate according to procedural rules – to be defined by the Licensor – which are as follows;
   a. The submission deadline for all documents in the first instance is 27th April 2027 as specified in the annual Core Process and Must be respected.
   b. The Licensor, licensing experts and the Decision-Making Body members must all guarantee the principle of equal treatment by annually signing forms of independence and confidentiality.
   c. Licence Applicants may have legal representation at the First Instance Body or the Appeals Body meeting, if seven days' notice is provided in writing to the Licensor.
   d. The Licence Applicant has the right to be heard at a Decision-Making Body meeting, by either legal representation as described in Paragraph 3.3(10c) or by the Club Chairperson or their nominated deputy, if seven days' notice must be provided in writing. The Decision-Making Bodies also have the right to request that their meeting is attended by a club representative.
   e. The official language for all correspondence and meetings is English.
   f. The Licensor is permitted to set time limits within the Core Process which guarantees feedback from the licensing experts before the final submission deadline. (e.g., calculation, compliance, interruption, extension).
   g. A Licence Applicant has the right to submit an appeal in writing to the Club Licensing Manager within ten days as of the date of the corresponded decision of the First Instance Body.
   h. All deadlines are clearly defined within the Core Process in order to ensure that there are no delaying effects to Competitions or to process.
   i. The Licence Applicant may submit supplementary evidence to the Appeals Body.
   j. The Licence Applicant has the burden of proof to the comfortable satisfaction of the Decision-Making Bodies.
   k. All decisions made by the First Instance Body and the Appeals Body must be confirmed in writing to the relevant Licence Applicant on the same day as the decision was made. The only exception to this is where a First Instance Body or Appeals Body are meeting over two days, in which case, all decisions will be communicated to the relevant Licence Applicants on the second day of the meeting.
   l. Any complaint must be submitted in writing to the Chief Executive Officer.
   m. Content and form of pleading
   n. Deliberation / hearings – The Decision-Making Bodies must consider all written and verbal evidence provided by the Licence Applicants and the licensing experts. The Decision-Making Bodies must deliberate this evidence before providing the findings of the hearing.
   o. Cost of procedure – The cost of the Appeal shall be £250.

3.4 Catalogue of Sanctions

1. To guarantee an appropriate assessment process, the FAW has set up a catalogue of sanctions for the Club Licensing System for the non-respect of 'B' Criteria referred to in these Regulations. It falls to the competent national bodies to impose these sanctions on the Licence Applicants/Licensees.
2. The catalogue of sanctions are as follows;
   a. A caution
   b. A warning can be issued
   c. For a second offence of the same criteria, the financial incentive for achieving the Tier 2 Club Licence can be withheld
   d. A suspended fine can be imposed
   e. A fine of up to £10,000 can be imposed
   f. The Licence can be withdrawn
   g. A suspension from achieving a Licence can be imposed for the following Licence season.
3. To guarantee an appropriate assessment process, the FAW must refer to the national disciplinary regulations in respect of violations of other licensing regulations (e.g., submission of falsified documents, non-respect of deadlines, sanctions against individuals, etc.).

3.5 The Core Process

1. The Licensor has defined the Core Process for the verification of the Club Licensing Criteria and thus manage the issuing of Tier 2 Club Licences.
2. The Core Process starts on 7th September and ends on the submission of the list of licensing decisions to the FAW administration by the deadline communicated by the latter.
3. The Core Process consists of the following minimum key steps:
   a. Submission of the licensing documentation to the Licence Applicants;
   b. Return of the licensing documentation to the Licensor;
   c. Assessment of the documentation by the licensing administration;
   d. Assessment and decision by the Decision-Making Bodies;
   e. Submission of the List of Licensing Decisions to the FAW within seven days of each decision being final.
4. The deadlines for the above key process steps must be clearly defined and communicated to the clubs concerned before the start of the Core Process by the Licensor.

3.6 Assessment Procedures

1. The Licensor defines the assessment procedures as set out in these Regulations.

3.7 Equal Treatment and Confidentiality

1. The Licensor ensures equal treatment of all Licence Applicants during the Core Process.
2. The Licensor guarantees the Licence Applicants' full confidentiality regarding all information submitted during the licensing process. Anyone involved in the licensing process or selected/appointed by the Licensor must sign a confidentiality agreement before assuming their tasks.

4. Licence Applicant

4.1 Definition of the Licence Applicant

1. A Licence Applicant May only be a football club, i.e., a legal entity responsible for a men's football first team participating in FAW competitions and that either:
   a. Is a registered member of the Football Association of Wales and/or its affiliated league(s) and/or an area association affiliated league (hereinafter: registered member); or
   b. Has a contractual relationship with a registered member (hereinafter: football company).

4.2 General Responsibilities of the Licence Applicant

1. The Licence Applicant Must provide the Licensor with:
   a. All necessary information and/or relevant documents to fully demonstrate that the licensing obligations are fulfilled; and
   b. Any other document relevant for decision-making by the Licensor.
2. This includes information on the reporting entity/entities in respect of which sporting, social and environmental sustainability, infrastructure, personnel and administrative, legal and financial information is required to be provided to satisfy the Criteria.
3. Any event occurring after the submission of the documentation to the Licensor and represents a Significant Change to the information previously submitted Must be promptly notified to the Licensor (including a change of the Licence Applicant's legal form, legal group structure including ownership, or identity).

4.3 FAW Men's Tier 2 Club Licence Certification

1. Licence Applicants which qualify for Cymru North or Cymru South on sporting merit, must obtain the Men's Tier 2 Club Licence, issued by the Licensor according to the present Regulations.
2. An FAW Men's Tier 2 Club Licence expires without prior notice at the end of the Licence Season for which it was issued.
3. An FAW Men's Tier 2 Club Licence cannot be transferred.
4. An FAW Men's Tier 2 Licence May be withdrawn by the Licensor's Decision-Making Bodies if:
   a. any of the conditions for the issuing of the FAW Men's Tier 2 Club Licence are no longer satisfied: or
   b. the Licensee violates any of its obligations under the present Regulations.
5. As soon as a withdrawal of an FAW Men's Tier 2 Club Licence is envisaged, the FAW administration must notify the Chief Executive Officer accordingly. The Chief Executive Officer will have the discretion to refer the withdrawal of an FAW Men's Tier 2 Club Licence to the First Instance Body or Appeals Body, whichever Decision-Making Body granted the Tier 2 Club Licence to the Licence Applicant. The Decision-Making Body will determine whether the Tier 2 Club Licence be withdrawn or not.
6. It shall cost £200.00 per club, to apply for an FAW Men's Tier 2 Club Licence. This must be paid by the application deadline stated in the Core Process. Licence Applicants that are successfully granted a Tier 2 Club Licence by the First Instance Body shall have their application fee refunded.

4.4 Clubs outside of Tier 2

1. Only Licence Applicants participating in the Cymru Premier, Cymru North, Cymru South or the Ardal Leagues are permitted to apply for an FAW Men's Tier 2 Club Licence.
2. Licence Applicants seeking promotion into Tier 2 must meet all of the 'A' Criteria as stated in these regulations on or before the 27th April each year unless an exception is granted in accordance with Paragraph I.04(3) and/or Paragraph 2.1 of these Regulations.
3. Licence Applicants relegated from the Cymru Premier (Tier 1) on sporting merit or for failure to achieve the FAW Men's Tier 1 Club Licence Must meet the 'A' Criteria as stated in the FAW Men's Tier 2 Club Licensing Regulations. This will be assessed on or before 27th April each year. The appeals process is detailed in Paragraph 3.3(4).
4. Should a Licence Applicant be granted an FAW Men's Tier 1 Club Licence but not be eligible to play in the Cymru Premier (i.e. because of relegation from Tier 1 or not gaining promotion via sporting merit from Tier 2), the Men's Tier 1 licence application shall be conferred to a Tier 2 application, subject to the Licence Applicant achieving the 'A' Criteria for Tier 2.

5. **Sporting**

S.01 – Youth Development Programme (C Criteria)

1. The Licence Applicant must have a written youth development programme approved by the Licensor. The FAW will verify the implementation of the approved youth development programme and evaluate its quality.
2. The youth development programme must cover at least the following areas:
   a. Youth development objectives and philosophy;
   b. Youth sector organisation (organisational chart, bodies involved, relation to the Licence Applicant, youth teams, etc);
   c. Personnel (technical, medical administrative, etc.) and minimum qualifications required;
   d. Infrastructure (training and match facilities, other);
   e. Financial resources budget, contribution from Licence Applicant, players, or local community, etc);
   f. Football education programme for different age groups (playing skills, technical, tactical and physical);
   g. Education initiatives (Laws of the game, anti-doping, integrity, anti-racism, etc);
   h. Medical support for youth players (including maintaining medical records);
   i. Review and feedback process to evaluate the results and the achievements of the set objectives
   j. Duration of the programme (at least three years but maximum seven)
3. The Licence Applicant must ensure that:
   a. Every youth player involved in its youth development programme can follow mandatory school education in accordance with UK Law; and
   b. No youth player involved in its youth development programme is prevented from continuing their non-football education

S.02 – Youth Teams (C Criteria)

1. The Licence Applicant must 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:
   a. At least four youth teams within the age range of 10 to 21;
   b. At least one under 10's team, or organised football activities for under 10's

Each youth team, except the under 10's or below, must take part in official competitions or programmes played at national, regional or local level and recognised by the FAW.

S.04 – Registration of Players

1. All the Licence Applicant's players, including youth above the age of 10, Must be registered with the FAW or its Area Association in accordance with the relevant provisions of the FIFA Regulations on the Status and Transfer of Players.

S.05 – Written Contract with Professional Players (B Criteria)

1. Each of the Licence Applicant's professional players must have a written contract with the Licence Applicant in accordance with the relevant provisions of the FIFA Regulations on the Status and Transfer of Players
2. The Licence Applicant must ensure that its Professional Players' contracts are in line with the relevant provisions of the agreement regarding the minimum requirements for standard player contracts in the professional football sector in the United Kingdom, the European Union and the rest of the UEFA territory.

S.06 – Loan of Professional Players (B Criteria)

1. The Licence Applicant must respect the provisions of the FIFA Regulations on the Status of Players with regard to loans of Professional Players

S.09 – Contact Time

1. The Licence Applicant Must have three contact days during a week throughout the season. (For example, training twice a week and a match once a week):
   a. The training session May consist of tactical and technical session or strength & conditioning activities.

b. If a team has a midweek fixture, this will be counted as one of the required contact days for that week.

S.10 – <u>Women's Football Activities</u> (C Criteria)

1. The Licence Applicant must support women's football by implementing measures aimed to further develop, professionalise and popularise women's football such as:
   a. Entering a senior and/or youth team in official competitions
   b. Providing support to an affiliated women's football club; or
   c. Organising other women's football initiatives as defined by the Licensor (i.e. Huddle)
2. For any Licence Applicants that support women's football under Paragraph S.07(1), must ensure the measures and/or activities are provided with the same guarantees to access playing and training facilities as the men's football section

6. **Social and Environmental Sustainability**

SES.01 – Equality and Inclusion (C Criteria)

1. The Licence Applicant must establish and implement a policy to ensure equal rights and opportunities for all people following and contributing to football activities organised by the Licence Applicant.

SES.02 – Anti-Discrimination (C Criteria)

1. The Licence Applicant must establish and implement a policy to tackle discrimination and to guarantee that all the Licence Applicant's policies, programmes and practices are exercised without discrimination of any kind.

SES.03 – Safeguarding / Child and Youth Protection and Welfare (C Criteria)

1. The Licence Applicant must establish and implement a policy to protect, safeguard and ensure the welfare of youth players and ensure they are in a safe environment when participating in activities organised by the Licence Applicant.

SES.04 – Social and Environmental Sustainability Strategy (C Criteria)

1. The Licence Applicant must establish and implement a social and environmental sustainability strategy in line with the FAW and/or UEFA Football Sustainability Strategy 2030 and relevant FAW and/or UEFA guidelines, for at least the areas of equality and inclusion, anti-discrimination, child and youth protection and welfare, football for all abilities and environmental protection.

SES.05 – Football for All Abilities (C Criteria)

1. The Licence Applicant must establish and implement a policy to make following and contributing to football activities organised by the Licence Applicants accessible and enjoyable for everyone, irrespective of disability or disabling factors.

SES.06 – Environmental Protection (C Criteria)

1. The Licence Applicant must establish and implement a policy to improve its environmental footprint and sustainability in relation to the organisation of events, infrastructure construction and management.

7. **Infrastructure**

I.01 – Stadium Safety Assessment

1. The Licence Applicant Must provide a Stadium Safety Assessment, which Must include but is not limited to the requirements of the document provided in Appendix II.
2. All safety assessments submitted for Paragraph I.01(1) Must be no older than one year at the date of the deadline for submission of documents and Must be signed by an authorised signatory of the Licence Applicant.

I.03 – Stadium Contingency and Evacuation Plan

1. The Licence Applicant Must provide a plan to evacuate the ground in the response to any contingencies which arise, which Must include but is not limited to the requirements of the document provided in Appendix II.

I.04 – Approved Capacity Level

1. The Licence Applicant Must have in place an approved capacity level, which is relevant and safe for all competitions. Clubs are reminded that the final safe capacity is the lowest of the entry capacity, holding capacity, exit capacity and evacuation capacity
   a. Clubs are reminded that their own performance in terms of the physical condition of the ground, the (P) factor, and its safety management, the (S) factor, have a direct effect on the capacity of the ground.
2. The minimum capacity for Tier 2 Competition and League Cup matches is 750. Licence Applicants Must have in place at least 250 covered seats, which are in compliance with Paragraph I.19.
3. Licence Applicants applying from Tier 3, Must have in place a minimum capacity of 500 with at least 100 covered seats which are in compliance with Paragraph I.19 by the 27th April 2027. The Licence Applicant Must meet the full Criteria of 250 covered seats by 27th April 2028, in order to satisfy the capacity and seating requirements for Tier 2 Criteria to remain in the Cymru North or Cymru South for the 2028/2029 season.

I.05 – Public Access and Egress

1. The Licence Applicant must ensure the following is provided in the Stadium and the relevant documents provided for the audit:
   a. At least one entry point which must be designed in such a way as to avoid congestion and ensure the smooth flow of the crowd, and the ability to increase the number of entry point in order to achieve maximum capacity.
   b. All public passageways and stairways in the spectator areas Must be painted in a bright colour, as Must all gates leading from the spectator areas into the playing area and all exit doors and gates leading out of the Stadium.
   c. All exit doors and gates in the stadium, and all gates leading from the spectator areas into the playing area, must:
      i. Be fitted with a locking device which May be operated simply and quickly by anyone from the inside in the case of exit doors and gates or from either side in the case of gates leading into the playing area;
      ii. Be designed to remain unlocked while spectators are in the Stadium and;
      iii. Open outwards.
   d. Approaches to the stadium Must be adequately signposted to guide spectators to their sectors, and all turnstiles, entry and exit gates and doors Must be operational and similarly clearly indicated by signs which are universally understood. Commercial signage and signage within dressing rooms Must also be on display.
   e. The boundary wall/fence must be of sound solid construction, secure on all sides and designed to obscure viewing from outside the stadium (recommended height of boundary structure is 2 metres).
2. The Licence Applicant must submit a layout plan detailing all facilities within the ground (1:1000) and a site plan showing the access routes into the stadium (1:1500) ***(C Criteria)***

I.06 – Public Address System

1. The Stadium Must be equipped with a public address system.

2. The public address system Must cover both the inside and outside of the stadium and be secured against failures of the main power supply.

I.08 – Field of Play

1. The field of play Must be smooth and level.
2. The stadium Must be equipped with either a natural playing surface or football turf.
   a. Football turf Must be in accordance with the "FAW Regulations for the use of Football Turf Pitches" and Must meet all the following conditions:
      i. It Must have been granted the required FIFA licence with the relevant certificate, which can only be delivered after the turf in question has been tested by a FIFA-accredited laboratory, as meeting the FIFA quality standards for football turf;
      ii. It Must meet all the requirements of the national legislation in force;
      iii. Its surface Must be green and pitch line markings Must be white in accordance with the Laws of the Game. Any pitch line markings for alternative sports are not permitted and Must be masked out prior to a game.
3. The field of play Must be equipped with a drainage system so that it cannot become unplayable due to flooding.
4. The field of play Must be a minimum 98 metres long and 62 metres wide.
   a. It is recommended the field of play is 105 metres long and 68 metres wide. ***(C Criteria)***
5. There Must be a grass verge or alternatively artificial turf of the minimum width of 1.5 metres between the touch line and the perimeter barrier.
   a. It is recommended that this distance is 3 metres. ***(C Criteria)***
   b. Any new pitch developments must have a minimum 3 metre run off between touch line and perimeter barrier
6. There Must be a permanent, fixed barrier, surrounding the perimeter of the pitch, to a minimum height of 1.1 metres as measured from the spectator side.
   a. The barrier Must be of sound construction (e.g. concrete and/or steel) and free from sharp edges, surrounding the pitch on all sides.
      i. An exception to Paragraph I.08(6) is where permission has been granted by the FAW and/or associated league for one, two or three of the sides or part thereof, to be closed to spectators in accordance with Paragraph I.19(5).
7. If the Licensor believes that the quality of the field of play falls below an acceptable standard, an industry expert must assess the quality of the field of play. The expert will make recommendations to enhance the quality of the field of play which clubs Must carry out within reasonable timescales. The groundsman responsible for the maintenance of the field of play Must subsequently attend any relevant courses as instructed by the FAW.

I.09 – Warm-Up Area for Substitutes

A warm-up area for substitutes Must be available along the touchlines, behind the advertising boards behind the goal or on a separate area.

I.10 – Goals and Spare Goals

1. Goalposts and crossbars Must be in compliance with the Laws of the Game as promulgated by the International Football Association Board (IFAB), which means, in particular, that:
   a. the distance between the posts must be 7.32m;
   b. the distance from the lower edge of the crossbar to the ground must be 2.44m;
   c. the goalposts and crossbars must be white;
   d. they must not pose any danger to players.
2. A spare goal, which can be easily installed if the circumstances so require, must be available within the stadium for Tier 2 league matches. ***(C Criteria)***

I.11 – Substitutes' benches

1. The stadium Must be equipped with two covered benches at pitch level, each with seating room for at least eight people and positioned either side of the halfway line. The two benches Must be on the same side as each other.

a. It is recommended that any developments to substitutes benches, must increase capacity to thirteen people ***(C Criteria)***

2. A technical area Must be marked for each substitutes bench to define the area designated for team officials, as per IFAB Laws of the Game.

I.12 – Dressing Rooms

1. The stadium Must be equipped with:
   a. A player dressing-room for each team with seating room for at least eighteen people, a minimum of four showers, and exclusive use to one individual seated toilet with wash basin.
      i. Any new developments to player's dressing rooms must have seating for at least twenty-five persons and three seated toilets. ***(C Criteria)***
      ii. Each player's dressing room must have a minimum $20m^2$ to accommodate twenty people as required in the Tier 1 Club Licence. ***(C Criteria)***
   b. A match officials' dressing-room with seating room for three people, a minimum of one shower, and exclusive use to one individual seated toilet with wash basin.
      i. Any new developments to the match officials' dressing rooms must provide a provision for official teams of mixed gender**.** ***(C Criteria)***
   c. All rooms must be clearly signposted, well lit, ventilated and/or heated.
2. The stadium Must guarantee safe access and egress for both teams and the match officials from their dressing-rooms to the playing area and ensure their safe arrival/departure from the stadium.
   a. If deemed necessary by the Licensor, the Licence Applicant will be required to submit a written policy in order to meet this criterion.
3. If It's brought to the attention of the FAW that the dressing rooms fall below the minimum hygiene and/or quality standards as expected by the FAW at any stage during the season, the following will take place:
   a. An inspection and/or evidence gathering must be carried out at the earliest opportunity.
   b. The Licence Applicant Must complete any facility improvements as advised by the FAW and/or the Decision-Making Bodies.

I.13 – Matchday Operations

1. The stadium Must be equipped with facilities for matchday operations with easy access to the team and match officials' dressing rooms
2. Matchday operations Must have accessible communication facilities such as minimum 3G phone signal and/or WI-FI.
3. Matchday Operations must have a room that is exclusively reserved for a matchday office which is well lit, ventilated and/or heated. ***(C Criteria)***

I.14 – Emergency Medical Room for Players and Officials

1. A defibrillator Must be available at the ground.
2. Emergency vehicles Must be able to drive into the stadium;
   a. The access and egress point(s) Must not be blocked.
   b. A parking space Must be identified for an emergency vehicle to park, which Must not be occupied by any other vehicle or used for any other purpose.
   c. Unobstructed access leading from a spectator area in the stadium to the playing area, Must be provided to allow access and egress for a stretcher.
      i. It is recommended that this access is located as close as possible to the area designated for access/egress of emergency vehicle(s). ***(C Criteria)***
3. The stadium must be equipped with an emergency medical room for first aid and medical treatment of players and officials. A list of the minimum medical equipment required can be found in Appendix III. ***(C Criteria)***

I.16 – Floodlighting (C Criteria)

1. The stadium must be equipped with floodlight installations.
2. The stadium floodlight lux levels must be in compliance with the following:
   a. Achieve a value 250 lux (or 250 lux adjusted which allows for a 10% deviation) for Tier 2 league and league cup matches when tested by an independent organisation.

b. Licence Applicants must provide a report stating the lux value, which must be no more than three years old.

i. The report must be a 96-point lighting test

3. The Licensor may at any time, request a 96-point lighting test to determine the current lux levels of the floodlights and if the lux levels are considered to be too low by the Licensor and/or the host broadcaster, the Licensor may request these be upgraded to a minimum 250 lux (or 250 lux adjusted).

4. The horizontal illuminance must have a minimum uniformity of 0.6 ***(B Criteria)***

5. For any Licence Applicants that have floodlights and intend on using them during the season to fulfil fixtures, they Must meet all the conditions outlined in Paragraph I.16(2). ***(A Criteria)***

I.17 – Parking Areas

1. The Licence Applicant Must provide parking space for one bus and twenty cars. These Must be provided for the following:

a. one bus parking space available for the opposition team.

b. ten parking spaces available for the teams and match officials.

c. ten parking spaces available for VIP's and/or FAW staff.

2. This parking area Must:
   a. Be located in a safe and secure area in the immediate vicinity of the players' and match officials' area.
   b. Be of a secure footing. i.e., comprising of concrete, tarmac, gravel or stone.

I.18 – Refreshment Facilities

1. Licence Applicants Must provide players and match officials with food and drink after the game.
   a. This facility can be located off-site.
2. The stadium Must be equipped with refreshment and catering facilities for all spectators during the game.

I.19 – Stands and Spectator Facilities

1. Seats for spectators Must be individual, fixed (e.g. to the floor), separated from one another, shaped, made of an unbreakable and non-flammable material and have a backrest of a minimum height of 30cm when measured from the seat.
   a. The use of temporary stands is prohibited.
   b. Bench seating of any description is prohibited.
2. If It's brought to the attention of the FAW that the spectator stands fall below the minimum quality and/or safety standards as expected by the FAW at any stage during the season, the following will take place:
   a. An inspection and/or evidence gathering must be carried out at the earliest opportunity.
   b. The Licence Applicant Must complete any facility improvements as advised by the FAW and/or the Decision-Making Bodies.
3. It must be possible for spectators to be accommodated, either standing or seated, along the full length of all four sides of the playing area, except where permission has been granted by the FAW for one of the sides or part thereof, to be closed to spectators. ***(C Criteria)***
4. There Must be hardstanding surrounding one full length and one full width of the field, comprising of concrete, paving stones or tarmac;
   a. Hardstanding of a temporary nature will not be permitted under any circumstances.
   b. It is recommended that hardstanding surrounds the whole of the field of play. ***(C Criteria)***
   c. Where the stadium is part of a larger sports complex, the football area must be totally enclosed from all other activities. ***(C Criteria)***
5. All mandatory spectator areas Must be accessed by hardstanding.
   a. It should be possible, if whenever necessary, to prevent spectators from moving from one sector or sub-sector to another, except as part of the stadiums evacuation process. ***(C Criteria)***

I.20 – Visiting Supporters

1. At least 5% of the total stadium capacity Must be available exclusively for visiting supporters, and where necessary, in a segregated area of the stadium.
2. Segregation requirements at specific matches shall be decided by the FAW in liaison with the local authorities concerned.
3. If segregation is required, then the home club must provide the away team spectators with exclusive use of their own Refreshment Facilities and Sanitary Facilities as required under Paragraph I.18 and Paragraph I.22 of these Regulations. ***(C Criteria)***

I.21 – Emergency Lighting (C Criteria)

1. For the purpose of ensuring safety and guiding spectators & staff, the stadium must be equipped with an emergency lighting system in any part of the stadium to which public or staff have access, including all egress and evacuation routes, for use in the event of a general stadium lighting failure.
   a. If emergency lighting is only available on one side of the stadium, only this side of the ground is permitted to be open at an evening match. This must be reflected in the document used to satisfy I.01 Criteria.
2. The emergency lighting system Must be in compliance with the following:
   a. The emergency lighting system must be certified by an approved contractor/ local authority.
   b. An emergency lighting certificate must be produced and be no more than one year old from the date of the deadline for submission of documentation.
3. The FAW may at any time, request an emergency lighting test to determine if the current emergency lighting system is considered to be unsafe by the FAW and/or an approved contractor. If deemed unsafe by an approved contractor, then they Must be fixed.
4. For any Licence Applicants that have floodlights and intend on using them during the season to fulfil fixtures, they Must meet all the conditions outlined in Paragraph I.21(2). ***(A Criteria)***

I.22 – Sanitary Facilities

1. The Stadium Must have sufficient clean and hygienic sanitary facilities, distributed evenly throughout all sectors of the Stadium for male and female spectators.
   a. Toilets and urinals Must be equipped with flushers.
   b. Toilets designated for females, or unisex facilities Must have a sanitary bin.
   c. Sinks and amenities such as toilet paper and soap Must be available.
2. The recommended requirement for sanitary facilities are the following, based on an 80:20 ratio of male and female: ***(C Criteria)***

Based on 750 Capacity as per Regulation I.04

a) 1 seated toilet per 250 males (3 seated toilets for males)
b) 1 urinal per 125 males; (5 urinals for males)
c) 1 seated toilet per 125 females (2 seated toilets for females)

I.23 First Aid Facilities for Spectators (C Criteria)

1. Fully equipped first-aid facilities approved by the competent local authorities must be made available for spectators. This can be the same facility as I.14.
2. These facilities must be clearly identified and access to them must be clearly signposted.
3. Clubs must have the services of at least one fully qualified First Aider for every 500 supporters. This can be the same individual as P.05.

I.24 – Facilities for Spectators with Disabilities

1. Licence Applicants, Must have undertaken an appropriate self-assessment or a consultation with a local disability group (e.g. Level Playing Field), to review their own procedures with regard to the level of service it provides for spectators with disabilities.
2. The Stadium must have dedicated access and seats for spectators with disabilities and their helpers. ***(C Criteria)***
3. The Stadium must have dedicated sanitary facilities for spectators with disabilities as well as refreshment and catering facilities nearby. ***(C Criteria)***

4. One disabled toilet must be available for every 15 wheelchair users. ***(C Criteria)***

I.25 – Ground Regulations

1. The Licence Applicant Must arrange to have its Ground Regulations fixed in suitable areas of the Stadium in such a way that the spectators can read them;
   a. Ground Regulations should at least provide information on; admission rights, abandonment and postponement of events, a description of prohibitions and penalties such as entering the field of play, throwing objects, use of foul and abusive language, racist behaviour, restrictions with regard to alcohol, fireworks, flares, banners, seating rules and causes for ejection from the stadium, risk analysis specific to the stadium.

N.B. Where tickets are issued, the Ground Regulations should be clearly detailed on the ticket.

I.26 – VIP Hospitality Areas

1. The Stadium Must be equipped with at least ten VIP seats, which includes five for the visiting team officials.
2. The Stadium Must be equipped with a hospitality area for VIP's and for the visiting club officials for refreshments pre-match, post-match, as well as at halftime.

I.27 – Media Working Area (C Criteria)

1. The Stadium must have at least one room equipped with desks, power supply and phone/internet connections for media representatives.

I.28 – Camera Requirements and Positions (C Criteria)

1. The Stadium must accommodate a multi camera TV unit – with specific and general requirements that must be met by each club, as set out in the FAW Tier 1 Club Licensing Regulations.

I.29 – Press Box

1. The Stadium Must accommodate a press box which is covered, signposted and centrally located in the main grandstand.
   a. The press box Must have an unobstructed view of the entire playing area and easy access to the other media areas.
2. The press box Must have ten covered seats, five of which Must be equipped with desks.
   a. The desks Must be fixed and big enough to accommodate a laptop computer and a notepad.
   b. The desks must be equipped with a power supply and WI-FI/internet connections. ***(C Criteria)***

I.30 – TV and Radio Commentary Positions (C Criteria)

1. The main camera platform must provide a covered area for a minimum of 1 x TV commentary position (including technical equipment).
2. The Stadium must also identify a secondary TV commentary position, with a clear view of the pitch and all principal boundaries and as close to the halfway line as possible. It is recommended that this is also situated on the camera platform.
3. One covered radio position must be identified
4. Each commentary position must have at least three covered seats.

I.31 – Presentation and Post Match Interview Area (C Criteria)

1. The Stadium must provide a dedicated post-match interview area for the host broadcaster, with relevant backboard.
   a. The location must be as close as possible to the dressing room area, and the facility must be approved by the host broadcaster.

I.32 – OB Van Parking Area (C Criteria)

1. The Stadium must have hardstanding parking facilities to accommodate the host broadcaster OB unit in the immediate vicinity. The surface dimension of the area must be at least 100m^2.

I.33 – Training Facilities - Availability

1. The Licence Applicant Must have training facilities available throughout the Licence Season.

a. If the Licence Applicant is not the owner of the training facilities, it must provide a written contract with the owner(s) of the training facilities confirming the club have access to the nominated training venue(s).

Please note, If it's brought to the attention of the FAW that the Stadium falls below the minimum standard expected by the FAW at any stage during the season, the following will take place:

a. An inspection and/or evidence gathering must be carried out at the earliest opportunity.
b. The Licence Applicant Must complete any facility improvements as advised by the FAW and/or the Decision-Making Bodies.

8. Personnel and Administrative Criteria.

P.01 – Club Secretary or General Manager

1. The Licence Applicant Must have appointed a Club Secretary or General Manager who is responsible for its operative matters.
2. The Club Secretary or General Manager Must be duly registered on COMET.

P.02 – Finance Officer or Club Treasurer

1. The Licence Applicant Must have appointed a Finance Officer or Club Treasurer who is responsible for its financial matters.
2. The Finance Officer Must hold as a minimum one of the following:
   a. Certified Accountant; ACCA, (Association of Chartered Certified Accountants) AAT (Association of Accounting Technicians), ICAEW (Institute of Chartered Accountants in England or Wales) or CIMA (Chartered Institute of Management Accountants);
   b. Finance Officer qualification, issued by the Licensor or by an organisation recognised by the Licensor;
   c. A 'Recognition of Competence', issued by the FAW, based on relevant practical experience, reviewed by the FAW Financial Expert.
3. The Finance Officer or Club Treasurer Must be duly registered on COMET.

P.03 – Media Officer & Media Output

1. The Licence Applicant Must have appointed a Media Officer who is responsible for its media matters.
2. The Media Officer Must hold as a minimum one of the following:
   a. Nationally recognised qualification in journalism, media or marketing;
   b. Media Officer qualification issued by the Licensor or by an organisation recognised by the Licensor;
   c. A 'Recognition of Competence', issued by the FAW, based on relevant practical experience.
3. The Media Officer Must be duly registered on COMET.
4. The Licence Applicant Must have the following media channels;
   a. Official club website (to include Supporter Information Charter;
   b. Official social media (for example Facebook or X, formerly known as Twitter, Instagram or TikTok)

P.05 – First Aid Officer

1. The Licence Applicant Must have appointed a First Aid Officer who is responsible for the medical treatment and rehabilitation of first team squad members during training and matches.
2. The First Aid Officer Must hold one of the following minimum qualifications:
   a. First Responder for Sport (FRS) FAW Level 2 Sport First Aid;
   b. Any equivalent award, as approved by the FAW Head of Medical Services.
3. For existing Tier 3 Licence Applicants, the nominated First Aid Officer may hold the FAW Football Emergency Aid Award (formerly FAW First Aid Award), provided that they attend the first available First Responder for Sport course, should the club be promoted to Tier 2.
4. The First Aid Officer will be responsible for managing first aid relating to spectators.
5. The First Aid Officer Must attend all matches.
   a. A replacement can be appointed, provided they meet one of the required qualifications as stated in Paragraph P.05(2).
6. The First Aid Officer Must be duly registered on COMET and hold a valid FAW enhanced DBS certificate.
7. If the Decision-Making Body is of the view that the First Aid Officer has been appointed only to meet the Criteria stated in P.05, the Decision-Making Body has the right to refuse the Tier 2 Club Licence.

P.08 – Social and Environmental Sustainability Officer (C Criteria)

1. The Licence Applicant must have appointed a Social and Environmental Sustainability Officer who is responsible for the implementation of social and environmental sustainability policies and measures in accordance with the FAW Football Sustainability Strategy and relevant UEFA guidelines.

P.10 - First Team Manager

1. The Licence Applicant Must have appointed a First Team Manager who is responsible for the following matters of the first team squad:
   a. Players' selection;
   b. Tactics and training;
   c. Management of the players and technical staff in the dressing room and the technical area before; during and after matches;
   d. Duties regarding media matters (press conferences, interviews etc)
2. The First Team Manager Must hold one of the following minimum coaching qualifications, issued by a UEFA member association in accordance with the UEFA Coaching Convention:
   a. Valid UEFA 'B' Licence;
   b. Valid non-UEFA coaching diploma equivalent to the licence required under P.10(2a);
   c. Be "actively engaged" on the required UEFA coaching diploma course described under P.10(2a) or P.10(2b). Simple registration for the required diploma course is not sufficient to meet this criterion. Evidence of a place on the described course, granted by the awarding body, Must be provided.
3. The First Team Manager Must attend at least 70% of all Tier 2 league matches per season since their appointment.
4. Should the Licence Applicant appoint joint First Team Managers, both individuals Must meet the P.10 Criteria in full.
5. The First Team Manager Must not also hold the role of P.05 – First Aid Officer.
6. The First Team Manager must not hold any other dual roles within the club. ***(C Criteria)***
7. The First Team Manager Must be duly registered on COMET and hold a valid FAW Enhanced DBS Certificate.
8. If the Decision-Making Body is of the view that the First Team Manager has been appointed only to meet the Criteria stated in P.10, the Decision-Making Body has the right to refuse the Tier 2 Club Licence.

P.11 – First Team Assistant Manager

1. The Licence Applicant Must have appointed a First Team Assistant Manager who assists the First Team Manager in all football matters of the first team squad.
2. The First Team Assistant Manager Must hold one of the following minimum coaching qualifications, issued by a UEFA member association, in accordance with the UEFA Coaching Convention:
   a. Valid UEFA 'C' Licence;
   b. Valid non-UEFA coaching diploma equivalent to the licence required under P.11(2a);
   c. Be "actively engaged" on the required UEFA coaching diploma course described under P.11(2a). or P.11(2b). Simple registration for the required diploma course is not sufficient to meet this criterion. Evidence of a place on the described course, granted by the awarding body, must be provided.
3. The First Team Assistant Manager Must attend at least 70% of all Tier 2 league matches per season since their appointment.
4. The First Team Assistant Manager Must be duly registered on COMET and hold a valid FAW Enhanced DBS Certificate.
5. If the Decision-Making Body is of the view that the First Team Assistant Manager has been appointed only to meet the Criteria stated within P.11, the Decision-Making Body has the right to refuse the Tier 2 Club Licence.

P.12 – Head of Youth Development Programme (C Criteria)

1. The Licence Applicant must have appointed a Head of Youth Development Programme who is responsible for running the daily business and the technical aspects of the youth sector. This may include:
   a. Overseeing youth teams at the club

b. Supporting player pathways into senior football
c. Actively creating relationships with local junior teams
d. Working with local junior teams for player development and player recruitment

2. The Head of Youth Development Programme must hold one of the following minimum coaching qualifications, issued by a UEFA member association, in accordance with the UEFA Coaching Convention:
   a. Valid UEFA 'B' Licence;
   b. Valid non-UEFA coaching diploma equivalent to the licence required under P.12(2a);
   c. Be "actively engaged" on the required UEFA coaching diploma course described under P.12(2a) or P.12(2b). Simple registration for the required diploma course is not sufficient to meet this criterion. Evidence of a place on the described course, granted by the awarding body, must be provided.
3. The Head of Youth Development Programme must be duly registered on COMET and hold a valid FAW enhanced DBS Certificate.

P.13 – Youth Coaches (C Criteria)

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.
2. At least one youth team Head Coach, must hold one of the following minimum coaching qualifications, issued by a UEFA member association, in accordance with the UEFA Coaching Convention:
   a. Valid UEFA 'B' Licence;
   b. Valid non-UEFA coaching diploma equivalent to the licence required under P.13(2a);
   c. Be "actively engaged" on the required UEFA coaching diploma course as described under P.13(2a) or P.13(2b). Simple registration for the required diploma course is not sufficient to meet this criterion. Evidence of a place on the described course, granted by the awarding body, must be provided.
3. At least two youth team Head Coaches, must hold one of the following minimum coaching qualifications issued by a UEFA member association, in accordance with the UEFA Coaching Convention:
   a. Valid UEFA 'C' Licence.
   b. Valid non-UEFA coaching diploma equivalent to the licence required under P.13(3a)
   c. Be "actively engaged" on the required UEFA coaching diploma course as described under P.13(3a) or P.13(3b). Simple registration for the required diploma is not sufficient to meet this criterion, whereby evidence of a place on the course, granted by the awarding body, must be provided.
4. All other Head Coaches of the mandatory youth teams must hold the FAW Introduction to Football Coaching.
5. Youth Coaches must be duly registered on COMET and hold a valid FAW enhanced DBS certificate.

P.15 – Safeguarding Officer

1. The Licence Applicant Must have appointed a Safeguarding Officer who is responsible for its safeguarding matters.
2. The Safeguarding Officer Must be duly registered on COMET.
3. The Safeguarding Officer Must hold a valid FAW Safeguarding Awareness Award.
4. The Safeguarding Officer Must have undertaken the necessary vetting checks and Must hold a valid FAW enhanced DBS certificate.
5. The Safeguarding Officer Must ensure that the Licence Applicant adopts, implements, and applies the FAW Safeguarding Policy, Procedures and Practices.
6. The Safeguarding Officer Must develop and promote best practice; ensuring Licence Applicant personnel understand and fulfil their responsibilities.
7. The Safeguarding Officer is responsible for recording and reporting any concerns that may arise.
8. If the Decision-Making Body is of the view that the Safeguarding Officer has been appointed only to meet the Criteria stated in P.15, the Decision-Making Body has the right to refuse or remove the Licence.

P.16 – Stewards and Stewarding

1. The Licence Applicant Must have engaged stewards to ensure safety and security at home matches.
2. Stewards Must be duly registered on COMET.

3. At least one steward must hold one of the following minimum stewarding qualifications: ***(C Criteria)***
   a. Valid Level 2 Certificate in Spectator Safety
   b. Valid qualification equivalent to the certificate required under P.16(2a), as approved by the FAW.
4. The Licence Applicant Must have established a stewarding policy applicable to the stadium.

P.17 – Rights and Duties / Written Contracts (C Criteria)

1. The rights and duties of the personnel defined in Criteria P.01 to P.16 must be defined in writing.
2. All administrative, technical, medical and security staff or service providers performing any of the functions referred to in Criteria P.01 to P.16 must have written contracts with the Licence Applicant (or another entity within the legal group structure of the Licence Applicant) in accordance with the national legal framework
3. The Licence Applicant must ensure that each coach's contract is in line with the relevant provisions of the FIFA Regulations on the Status and Transfer of Players.

P.18 – Duty to Notify Significant Changes (B Criteria)

1. Any event occurring after the submission of the licensing documentation to the Licensor representing a 'Significant Change' compared to information previously submitted and related to all Personnel 'A' Criteria, must be notified to the Licensor, in writing, within the fixed deadline of ten workings days.

P.19 – Duty of Replacement During the Season (B Criteria)

1. If a function defined in the Criteria P.01 to P.16 becomes vacant during the Licence Season, the Licensee must ensure that, within a period of a maximum of 60 days, the function is taken over by someone who holds the required qualification.

   a. For the avoidance of doubt, consideration will be given solely the club's first appointment, when determining whether or not the club satisfies this criterion.
2. In the event that a function becomes vacant due to illness or accident, the Licensor May grant an extension to the 60-day period only if reasonably satisfied that the person concerned is medically unfit to resume their duties.
3. The Licensee must promptly notify the Club Licensing Manager and the League Development Manager in writing, of any such replacement.

P.24 – Club Referees (B Criteria)

1. The Licence Applicant must have appointed a Club Referee who should be available to referee matches in the FAW Reserve or Youth Competitions when no independent referee is available to officiate.
2. The Club Referee must be duly registered on COMET and hold a valid, FAW Referee award.
3. The Club Referee must hold a valid FAW enhanced DBS certificate.
4. The Club Referee cannot be registered with more than one club as a Club Referee.

10. Legal

L.01 Declaration in Respect of Participation in the Cymru North or Cymru South

1. The Licence Applicant Must submit a legally valid declaration confirming the following:
   a. It recognises as legally binding the statutes, regulations, directives and decisions of FIFA, UEFA, the FAW and the Cymru North or Cymru South as well as the jurisdiction of the Court of Arbitration for Sport (CAS) in Lausanne as provided in the relevant articles of the UEFA Statutes;
   b. At national level it will play in competitions recognised and endorsed by the FAW;
   c. It will promptly inform the FAW about any Significant Change, Event or Condition of Major Economic Importance;
   d. It will abide by and observe the FAW Men's Tier 2 Club Licensing Regulations;
   e. All submitted documents are complete and correct;
   f. It authorises the Licensing Administration and Decision-Making Bodies of the FAW, to examine any relevant document and seek information from any relevant public authority or private body in accordance with UK and national law;
   g. It acknowledges that UEFA and the Football Association of Wales (FAW) reserves the right to execute compliance audits at national level in accordance with the present regulations and with UK and national law.
2. The declaration Must be executed by an authorised signatory of the Licence Applicant no more than three months prior to the deadline for its submission to the Licensor.

L.02 – Legal Information

1. The Licence Applicant Must submit at least the following legal information about the Licence Applicant and if different, the registered member:
   a. Complete legal name
   b. Legal form
   c. Copy of its current, valid statues and/or club constitution
   d. List of authorised signatories (e.g. signatories within the club)
   e. Type of required signature (e.g., Individual, collective)
2. The Licence Applicant Must also provide the following contact information:
   a. Address of its official headquarters
   b. Official contact details
   c. Address of its official public website
   d. Name and direct contact details of its main official contact person for club licensing matters

L.06 – Stadium for FAW Competitions

1. The Licence Applicant Must nominate a stadium(s) that will be available for FAW club competitions which must be within the territory of the FAW and approved by the FAW.
   a. Pre-existing agreement between clubs and the FAW regarding territory are also acceptable.
2. If the Licence Applicant is not the owner of the stadium, it Must confirm the name of the owner and provide a written contract with the owner(s) of the stadium(s) it will use.
3. The Licence Applicant Must guarantee that the stadium(s) can be used for the Licence Applicant's home matches during the licence season.
   a. The Licence Applicant Must confirm there are no other agreements which may affect its ability to use any part of the stadium(s) for the Licence Applicant's home matches during the Licence Season. Any agreements which may affect its use Must be provided.
4. The stadium(s) Must fulfil the minimum 'A' infrastructure requirements as defined in the FAW Men's Tier 2 Club Licensing Regulations.

11. Financial

F.01 – Annual Financial Statements (B Criteria)

1. The Licence Applicant must prepare and submit, by the date communicated by the Licensor, an annual financial statement for the reporting period ending in the year, preceding the deadline for submission of the application to the Licensor and preceding the deadline for submission of the list of licensing decisions to the FAW.
2. Annual financial statements, must be prepared in accordance with national accounting standards (as applicable) and must include:
   a. A profit and loss account/income statement for the reporting period
   b. A balance sheet as at the end of the reporting period ***(C Criteria)***
   c. A cash flow statement for the reporting period ***(C Criteria)***
   d. A financial review by management ***(C Criteria)***

F.07 – Future Financial Information (B Criteria)

1. The Licence Applicant must prepare and submit future financial information to demonstrate to the Licensor its ability to continue as a going concern until the end of the Licence Season.
2. Future financial information must cover the period commencing immediately after the later of the annual accounting reference date of the annual financial statements and it must cover at least the entire Licence Season.
3. Future financial information consists of:
   a. budgeted balance sheet, with comparative figures for the immediately preceding reporting period and interim period (if applicable);
   b. a budgeted profit and loss account/income statement, with comparative figures for the immediately preceding reporting period and interim period (if applicable); ***(C Criteria)***
   c. a budgeted cash flow statement, with comparative figures for the immediately preceding reporting period. ***(C Criteria)***
4. Future financial information must be prepared, as a minimum, on a quarterly basis.
5. Future financial information with the assumptions upon which they are based must be approved by the Licence Applicant's management. This must be evidenced by way of a declaration by the Licence Applicant's management that the future financial information submitted is complete, accurate and in compliance with the regulations.

FOOTBALL ASSOCIATION OF WALES CONTACTS:

The Association's point of contact is -

Mr Ian Fisher
Club Licensing Manager
ian.fisher@faw.cymru

Mr Thomas Stiley
Club Licensing Executive
tstiley@faw.cymru

League Development Manager
leaguedevelopment@faw.cymru

Football Association of Wales, Hensol, Pontyclun, CF72 8JY.

FAW representatives involved are subject to confidentiality and independence agreements.

APPENDICES

APPENDIX I: CORE PROCESS 2024/2025

Monday, 7th September 2026	Core Process begins. Updated regulations sent to all FAW men's Tier 2 & 3 clubs. FAW men's Tier 2 & Tier 3 clubs invited to apply for the men's Tier 2 Licence. Men's Tier 2 Club Licence application costs £200.00.
Thursday, 31 December 2026	Submission deadline to apply for a men's Tier 2 Club Licence.
October 2026 – April 2027	Site visits for stadium audit (if required) and assessment of licensing documentation to be undertaken with all Licence Applicant Clubs.
Monday, 1 March 2027	Deadline for submission of groundsharing agreements, in accordance with the FAW Pyramid Regulations.
Tuesday, 27 April 2027	Deadline for submission of all documents.
Wednesday, 5 May 2027 & Thursday, 6 May 2027	First Instance Body meetings. All Tier 2 Decision Letters are sent out following the conclusion of the First Instance Body Meetings
Sunday, 16 May 2027	Deadline to submit Tier 2 appeal and pay the appeal fee.
Monday, 17 May 2027	Deadline to submit all appeals documents. No further evidence will be accepted after this date
Wednesday, 19 May 2027	Appeals Body meeting.
Monday, 31 May 2027	FAW Club Licensing Manager submits the list of FAW Tier 2 licensed clubs to the FAW Board.

APPENDIX II: STADIUM SAFETY ASSESSMENT AND EVACUATION PLAN

I.01. Stadium Safety Assessment

The Club has agreed the following Safety Assessment, which includes all of the Criteria as listed in FAW Tier 2 Club Licensing Regulation I.03.

Spectators Access into the Ground

The club has [_____] Turnstiles, which are designed in such a way as to avoid congestion and ensure the smooth flow of the crowd.

Or (And delete as appropriate)

Club has alternative entry to the stadium such as; secure door which allows a safe route and access.

It is / is not possible to segregate spectators when accessing the stadium.

Public Passageways

It is recommended that all public passageways and stairways in the spectator areas are painted in a bright colour, as must all gates leading from the spectator areas into the playing area and all exit doors and gates leading out of the Ground.

Exit Doors / Gates

It is Recommended that all exit doors and gates in the Ground, and all gates leading from the spectator areas into the playing area, should:

a) Be fitted with a locking device which may be operated simply and quickly by anyone from the inside in the case of exit doors and gates or from either side in the case of gates leading into the playing area;
b) Be designed to remain unlocked while spectators are in the Ground.

Signage

The sign-posting of ingress and egress routes, all exit gates/doors, toilets, refreshments and other facilities, shall be maintained at all times.

Policy for Players, Officials and Spectators

The procedure for Players, Officials and Spectators when entering the Ground is as follows:

Policy for Players

(should include parking, entrance to the Ground and any safety provision)

Policy for Officials

(should include parking, entrance to the Ground and any safety provision)

Policy for Spectators

(should include parking, entrance to the Ground and any safety provision)

A policy must be in place and adhered to, if there is need for segregation**.**

Boundary wall/fence

If applicable, the Ground boundary wall or fence should be made of a sound solid construction, secure on all sides and designed to obscure viewing from outside the Ground. It is Recommended that the height of boundary structure is 2 metres and any further developments should take note of this.

Layout Plan and Site Plan

The Club should maintain a Layout Plan of the Ground, detailing all facilities within the Ground (1:1000). The club should also maintain a Site Plan showing the Access Routes in to the Ground (1:1500). This can be by way of ordnance survey map or Google Map.

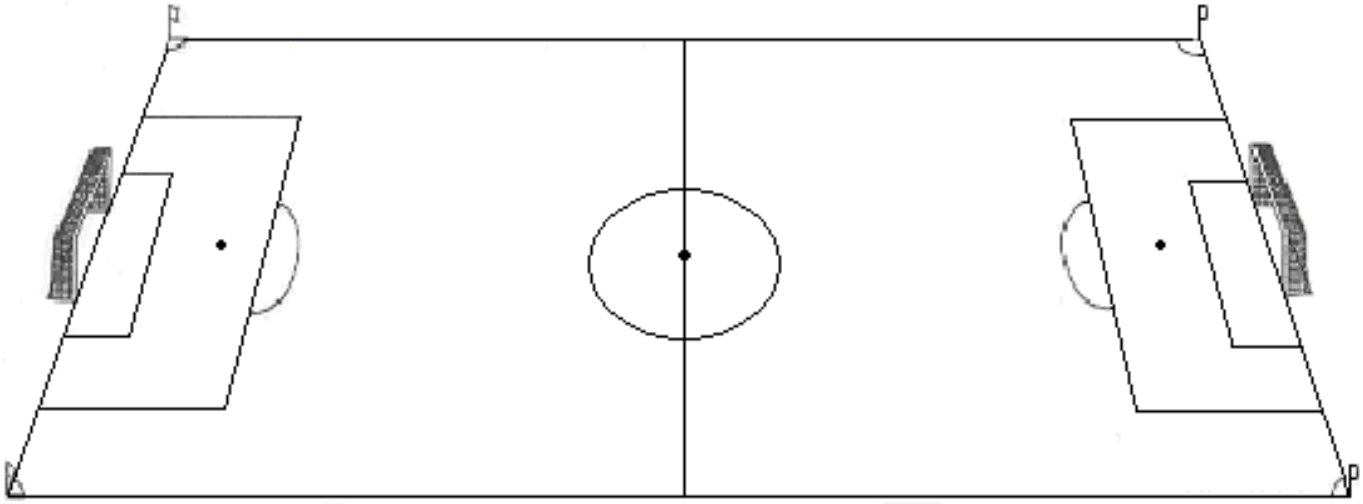
Contact details of medical personnel available on the day at the Ground:

Postcode of the Ground and any specific instructions to give the emergency services:

Addresses of the nearest hospitals, including travel time and phone number:

Location of first aid equipment available at the Stadium including defibrillator:

I.03. Evacuation Plan



The plan is designed to cope with any emergency irrespective of how, where or when it occurs, and for this reason the Plan must retain a degree of flexibility.

Key

EX	=	Emergency Exit
G	=	Exit Gates
⟶	=	Routes

This document has been agreed by the Club Committee / Board of Directors at their meeting held on

Date: - _____

Signed: - _____ Position: _____

APPENDIX III - MEDICAL ROOM EQUIPMENT

The ground should be equipped with a dedicated room for first aid and medical treatment of players and officials. The minimum equipment expected is;

- 1 Examination/Treatment Table or couch
- 1 Portable Stretcher
- 1 Washbasin
- 1 Medicine Cabinet
- 2 Ice Bags
- 1 Blood pressure gauge
- 1 Oxygen Bottle with mask
- 1 Defibrillator

Access to a telephone is also required at all times when the ground is in use.