

## **THIS PRIVACY NOTICE IS TO BE GIVEN TO THE PLAYER PRIOR TO THE SIGNING OF THE RELEVANT PLAYER REGISTRATION FORM**

### **What is the purpose of this document?**

The Football Association of Wales ("the FAW") is a "data controller". We are responsible for deciding how we hold and use personal information about you. You are being given a copy of this privacy notice because you wish to be registered to play football (in any of its forms) under the governance of the FAW. It makes you aware of how and why your personal data will be used and how long it will usually be retained for. It provides you with certain information that must be provided under the General Data Protection Regulation ((EU) 2016/679) (GDPR).

### **Data protection principles**

We will comply with data protection law and principles, which means that your data will be:

- Used lawfully, fairly and in a transparent way.
- Collected only for valid purposes that we have clearly explained to you and not used in any way that is incompatible with those purposes.
- Relevant to the purposes we have told you about and limited only to those purposes.
- Accurate and kept up to date.
- Kept only as long as necessary for the purposes we have told you about.
- Kept securely.

### **The kind of information we hold about you**

In connection with your application to be registered to play football, we will collect, store, and use the information that you have provided us with when completing the appropriate FAW Player Registration Form.

### **How is your personal information collected?**

We collect personal information about players from you, your club, the league that your club plays in and the Area Association to which your league is affiliated as well as any appropriate data that can be obtained from a publicly accessible source.

### **How we will use information about you**

We will use the personal information we collect to register you to play football, to comply with our own Rules and Regulations and to comply with our legal or regulatory requirements to FIFA, UEFA and any other appropriate body involved in the governance of football in Wales or elsewhere. Your information may be used by the FAW in relation to disciplinary offences, to register transfers and for the proper administration of competitions overseen by the FAW.

### **If you fail to provide personal information**

If you fail to provide information as requested on the appropriate FAW Player Registration Form we will not be able to process your registration and in those circumstance you will not be registered to play football under the governance of the FAW.

### **Information about criminal convictions**

We do not envisage that we will process information about criminal convictions in relation to an application to be registered to play football under the governance of the FAW.

### **Automated decision-making**

You will not be subject to decisions that will have a significant impact on you based solely on automated decision-making.

### **Data Sharing**

We will only share your personal information for the purposes of processing your application to be registered to play football, to comply with our own Rules and Regulations, to comply with our legal and regulatory obligations to UEFA, FIFA any other appropriate body involved in the governance of football in Wales (including Area Associations or leagues) or elsewhere, with the FAW Trust, in accordance with any legal obligation on the FAW, with First Sports International or any other third party contracted to administer our Player Registrations Portal or My Club portal and with authorised users of the My Club Portal.

All our third-party service providers and other entities in the group are required to take appropriate security measures to protect your personal information in line with our policies. We do not allow our third-party service providers to use your personal data for their own purposes. We only permit them to process your personal data for specified purposes and in accordance with our instructions.

### **Transferring Information outside the EU**

We may transfer the personal information we collect about you outside the EU in order to comply with our legal and regulatory obligations to UEFA, FIFA any other appropriate body involved in the governance of football in Wales or elsewhere. Depending on where that information is transferred there may or may not be an adequacy decision by the European Commission in respect of that country. This means that a country to which we transfer your data may not be deemed to provide an adequate level of protection for your personal information. However, to ensure that your personal information does receive an adequate level of protection we will only transfer that information which is strictly necessary to comply with our legal or regulatory obligations and only to those parties that have a right to receive that information.

### **Data security**

We have put in place appropriate security measures to prevent your personal information from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. We limit access to your personal information to those employees, agents, contractors and other third parties who have a legitimate need to access your personal data for the purposes of player registration and the proper administration of football in Wales. They will only process your personal information on our instructions and they are subject to a duty of confidentiality. We have put in place procedures to deal with any suspected data security breach and will notify you and any applicable regulator of a suspected breach where we are legally required to do so.

## **How long will you use my information for?**

We will retain your personal information for no longer than necessary and in accordance with our legal obligations and our regulatory obligations to UEFA, FIFA or any other appropriate body involved in the governance of football in Wales or elsewhere. After this period, we will securely destroy your personal information in accordance with applicable laws and regulations.

## **Rights of access, correction, erasure, and restriction**

### **Your rights in connection with personal information**

Under certain circumstances, by law you have the right to:

- **Request access** to your personal information (commonly known as a "data subject access request"). This enables you to receive a copy of the personal information we hold about you and to check that we are lawfully processing it.
- **Request correction** of the personal information that we hold about you. This enables you to have any incomplete or inaccurate information we hold about you corrected.
- **Request erasure** of your personal information. This enables you to ask us to delete or remove personal information where there is no good reason for us continuing to process it. You also have the right to ask us to delete or remove your personal information where you have exercised your right to object to processing (see below).
- **Object to processing** of your personal information where we are relying on a legitimate interest (or those of a third party) and there is something about your particular situation which makes you want to object to processing on this ground. You also have the right to object where we are processing your personal information for direct marketing purposes.
- **Request the restriction of processing** of your personal information. This enables you to ask us to suspend the processing of personal information about you, for example if you want us to establish its accuracy or the reason for processing it.
- **Request the transfer** of your personal information to another party.

If you want to review, verify, correct or request erasure of your personal information, object to the processing of your personal data, or request that we transfer a copy of your personal information to another party, please contact the Privacy Officer in writing.

### **Privacy Officer**

We have appointed a Privacy Officer to oversee compliance with this privacy notice. If you have any questions about this privacy notice or how we handle your personal information, please contact the Privacy Officer. You have the right to make a complaint at any time to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection issues.



# THE FOOTBALL ASSOCIATION OF WALES

## A Guide to the Revised Betting, Integrity & Match Fixing Rules

This information sheet is to be retained by the registering Player for future reference.

Information relating to the Football Association of Wales (FAW) Rules with regards to Betting, Integrity and Match Fixing for the 2018/19 season.

### IMPORTANT INFORMATION PLEASE READ CAREFULLY

The Rules apply to all Match Officials and everyone connected to a Club or League in Wales.

#### Betting

You are not allowed to place any bets, or accept any bets, on any game within Wales.

If your club participates in a competition outside Wales, such as the UEFA Champions League for example, you are not allowed to place any bets, or accept any bets, on your own team. Neither must you bet, or accept any bet, on any other match in that competition even if your club is eliminated.

#### Match Fixing

You must not offer, or attempt to offer, any bribe or reward to anybody in order to influence the result, progress, conduct or any other aspect of any match. You must also not accept any such bribe or reward.

Whilst participating in a match, you must not fail to perform your duties or responsibilities to the best of your ability for any kind of reward.

#### Integrity

It will be an offence for you to fail to report to the FAW any approach from a person, organisation or third party if asked to influence the course and/or result of a match or competition in an unlawful or undue manner.

It will also be an offence for you to fail to report any information or behaviour involving any person, organisation or third party should you be aware of any activities aimed at influencing the course of a match or competition in an unlawful or undue manner.

You must never use or provide others with any information that is obtained through connections with people involved in the game, which damages, or could damage, the integrity of a match or competition.

#### Consequences

A breach of the FAW Betting, Integrity & Match Fixing Rules may result in a worldwide lifetime ban from football.

Should you wish to discuss any of the above details, please feel free to contact the FAW's Integrity Manager, Steven Jones on 02920 435859, 07769356493 or [sjones@faw.co.uk](mailto:sjones@faw.co.uk).



# THE FOOTBALL ASSOCIATION OF WALES Ltd

## 2018-19 ADULT PROFESSIONAL REGISTRATION FORM (J5)



### SECTION A – PLAYER’S DETAILS

This section **MUST** be completed **IN FULL** by the Player in **BLOCK CAPITALS ONLY**:

Given Forename(s):-	Surname:-	
Name of most recent previous <b>CLUB &amp; COUNTRY</b> for which you were registered:	Date of Birth:-	Place of birth (Town & Country):-

International Clearance is required for any Player previously registered outside of Wales. This must be obtained via FIFA TMS for Professional Players.

Current Postal Address:-	Nationality:-	Male / Female:-
Post Code:-		<b>M / F</b>

*The FAW is committed to safeguarding the privacy of your personal data. The personal data supplied on this form is the minimum necessary for the FAW to register you to play football (in any of its forms) under the governance of the FAW and in accordance with our own Rules and Regulations and our obligation to comply with the rules and regulations set by FIFA and UEFA. Your data will be held in accordance with data protection legislation and principles and as per the provisions of the General Data Protection Regulation (GDPR). The information that we are obliged to provide you in accordance with the provisions of the GDPR is contained on the Player Privacy Notice which is attached to this form. An electronic copy of the Player Privacy Notice can also be obtained at the link <http://www.faw.cymru/en/about-faw/domestic/registration-forms/>. By signing this form, you confirm that you have received, read and understood the Player Privacy Notice.*

I hereby consent to be registered as a Professional Player for  FC  
between the dates of  to  in the most senior league as detailed below:-

*And all relevant Leagues and Competitions entered by the above named club.*

FAW Player Registration Number (to be completed by Club Secretary if known:-)	Player’s Signature:-						
<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 15%;"></td> </tr> </table>							Date of Player’s Signature:-

### SECTION B – INTEGRITY

This section **MUST** be completed by the Player:

As a Subordinate (i.e. Player of a Qualifying Club) I accept my responsibility to the game of football within Wales. I am aware of FAW Rules 38.1.4 and 38.1.5 in relation to the integrity of matches and competitions, betting and match-fixing. I also confirm I have received the attached information sheet.

Player’s Signature:-

Date of Player’s Signature:-

### SECTION C – CLUB DETAILS

This section **MUST** be completed **IN FULL** by the Recognised Signatory in **BLOCK CAPITALS ONLY**:

Name:-	Current Postal Address:-
E-mail Address:-	Post Code:-
	Recognised Signatory (Secretary or equivalent / Chairman or equivalent):-
	Date:-

**THE RECOGNISED SIGNATORY MUST ENSURE THAT THIS REGISTRATION FORM IS SENT TO THE LEAGUE REGISTRATION SECRETARY OF THE CLUB’S MOST SENIOR LEAGUE WITHIN FIVE (5) BUSINESS DAYS OF THE DATE OF THE PLAYER’S SIGNATURE.**

FAW Copy	
Club Copy	
Player Copy	



**FOOTBALL ASSOCIATION OF WALES**



**PLAYER CONTRACT**

Player's surname	
Player's forename(s)	
Present Postal Address	

\* The Player's birth certificate must be provided to the League in the case of his first registration.

**AN AGREEMENT** made the *(day)*.....day of *(month and year)*.....

Between .....Football Club/Company Limited/Plc whose registered office is at  
 (address) .....  
 .....

Registered Company No .....

(hereinafter referred to as "the Club") of the one part and the above-named Player (hereinafter referred to as "the Player") of the other part

**1 Definitions**

The words and phrases below shall have the following meaning:-

Agent – any person who represents or negotiates on behalf of or otherwise acts for the Club or the Player in the context of either the registration or transfer of the registration of the player or the employment and/or the terms of employment of the Player by the Club.

Area Association – any regional football association defined pursuant to FAW Rule 11.1.2.

Association Football – the game controlled by FIFA and organised in accordance with the Laws of the Game.

Business Day – any day of the week except a Saturday or Sunday or public bank holiday in Wales.

Directly Affiliated League – any league defined pursuant to FAW Rule 11.1.3.

FAW – Football Association of Wales.

- FAW Rules – the rules and regulations of the FAW that are, from time to time, in force.
- FIFA – Fédération Internationale de Football Association.
- Laws of the Game – the laws and other rules for playing Association Football as prescribed by the International Football Association Board.

## **2 Appointment and Duration**

- 2.1 The Club engages the Player on the terms and conditions of this contract as a Professional Player as defined in the FAW Rules.
- 2.2 This contract shall remain in force until the date specified in the Schedule appended to this contract or subject to any earlier determination pursuant to the terms of this contract.

## **3 Duties and Obligations of the Player**

- 3.1 The Player agrees:-
- 3.1.1 to play to the best of his ability in all football matches in which he is selected to play for the Club and to attend at any reasonable place for the purposes of training or match preparation in accordance with the instructions given by any duly authorised official of the Club;
  - 3.1.2 to attend all matches in which the Club is engaged when directed by any duly authorised official of a Club;
  - 3.1.3 except to the extent prevented by injury or illness to maintain a high standard of physical fitness at all times and not to indulge in any activity, sport or practice which might endanger such fitness or inhibit his mental or physical ability to play, practice or train;
  - 3.1.4 to undertake other such duties and to participate in other such activities as are consistent with the performance of his duties and as are reasonably required by the Club of the Player;
  - 3.1.5 to observe the rules of the Club (a copy of which is appended to this contract) at all times;
  - 3.1.6 to observe and be subject to the FAW Rules and any rules of the Area Association and Directly Affiliated League at all times;
  - 3.1.7 to play football solely for the Club or as authorised by the Club or as required by the FAW Rules and the rules of the Area Association and/or Directly Affiliated League;
  - 3.1.8 to adhere to the Laws of the Game when playing association football;
  - 3.1.9 to submit promptly to such medical and dental examinations of the Club may reasonably require and to undergo to no expense to himself such treatment as may be prescribed by the medical or dental advisor of the Club or the Club's insurers; and
  - 3.1.10 on termination of this contract for any cause to return to the Club in a reasonable and proper condition any property which has been provided or made available by the Club to the Player in connection with his employment.

3.2 The Player agrees that he shall not:-

- 3.2.1 induce or attempt to induce any other Player employed by or registered by the Club, or by any other Club, to leave the employment or cease to be so registered for any reason whatsoever;
- 3.2.2 receive from or make any payment to any person or organisation whatsoever as an inducement to win, lose or draw except for such payments to be made by the Club to the Player as are specifically provided for in the Schedule to this contract;
- 3.2.3 without the written consent of the Club to participate professionally in other sport or athletic activity;
- 3.2.4 undertake or be involved in any activity or practice which will knowingly cause to be void or voidable or which will invoke any exclusion of the Player's cover pursuant to any policy of insurance maintained for the benefit of the Club on the life of the Player or covering his physical wellbeing (including injury and incapacity and treatment thereof); and
- 3.2.5 to commit any act or make any statement either verbally or in writing including any comments or statements made via social media or be responsible for conduct, continuing misconduct or any other matter which is likely to bring the Club or the game of Association Football into disrepute or cause the Player or the Club to be in breach of FAW Rules or cause damage to the Club or its officers or employees or any match official.

#### **4 Remuneration and Expenses**

- 4.1 Throughout the existence of this contract the Club shall pay to the Player the remuneration and shall provide the benefits (if any) as are set out in the Schedule appended to this contract.
- 4.2 The Schedule appended to this contract includes all remuneration to which the Player is or may be entitled and in the event of any dispute the remuneration set out in the Schedule shall be conclusively deemed to be the full entitlement of the Player.

#### **5 Incapacity**

- 5.1 Any incapacity or sickness shall be reported by the Player to the Club immediately and if this employment is or becomes the Player's primary employment he must comply with the following:-
  - 5.1.1 the Player must notify the Club of his expected date of return and if the Player is unable to attend the Club for training or matches due to sickness or injury for any period extending for three days or more the Player must complete a self certification form for the payments of his salary during illness;
  - 5.1.2 if the Player's incapacity continues for more than seven days (including weekends) the Player must obtain a medical certificate from a registered practitioner or hospital and send it to the Club without delay. If requested by the Club the Player must send a medical certificate for each week of absence thereafter;
  - 5.1.3 the Player shall submit promptly to such medical and/or dental examinations as the Club may reasonably require;

- 5.1.4 in the event that the Player shall become incapacitated by reason of injury or sickness sustained while playing or training for the Club the Club shall, unless special provisions be set out in the Schedule to this contract, during the period of incapacity pay to the Player his basic wage as specified in the Schedule. In the event that the Player shall become so injured, other than whilst playing or training for the Club, then unless this employment is or becomes the Player's primary employment it shall be at the discretion of the Club as to whether or not to pay the Player's his basic wage until such time as he is able to play fully with the rest of the Club's players; and
- 5.1.5 in the event that the Player shall suffer permanent incapacity in any circumstances the Club shall be entitled to serve notice upon the Player terminating this contract. The Player's minimum entitlement to notice will be one month such notice may be served at any time after the date on which the Player is declared permanently incapacitated within the terms of any existing insurance scheme operated on behalf of the Club or in any other case the date on which the permanent incapacity is established by independent medical examination.

## **6 Disciplinary Procedures and Sanctions**

- 6.1 The Club shall, in the case of a breach of the Club rules, FAW Rules, rules of the Area Association or Directly Affiliated League or in the case of any other misconduct by the Player, have the right to suspend the Player for a period not exceeding fourteen (14) days or impose a fine not exceeding two (2) weeks' wages. Any penalty imposed by the Club under this clause must commence no later than fourteen (14) days following written notification by the Club to the Player and the Club shall notify the FAW of any suspension or fine imposed under this clause within two (2) business Days.
- 6.2 The Player has the right to dispute a sanction imposed by the Club in accordance with clause 6.1 above by forwarding an appeal to the FAW within seven Business Days in accordance with Section E of the FAW Rules. The Player must, when lodging an appeal, pay the appropriate fee which will be levied from time to time.
- 6.3 A Club will be under a duty to give details of each individual breach in writing to the Player stating the nature of the breach or misconduct, the rule of the Club, Area Association, Directly Affiliated League or FAW Rule that has been breached, the penalty to be imposed as well as setting out the Player's right of appeal to the FAW.
- 6.4 The notice referred to in clause 6.3 must be sent to the Player by the Club in accordance with the provisions of FAW Rule 144 and at the same time the Club must forward a copy of the notice to the Registrations Department of the FAW.
- 6.5 The Club, in the case of serious misconduct by the Player, shall have the right to terminate the contract by providing notice to the Player in accordance with the provisions of FAW Rule 144. The Club on giving notice to the Player to terminate the Player's contract must state the nature of the serious misconduct, the rule of the Club, Area Association, Directly Affiliated League or FAW Rule that has been breached, the penalty to be imposed as well as setting out the Player's right of appeal to the FAW.
- 6.6 A copy of the notice sent to the Player in accordance with clause 6.5 must, at the same time, be forwarded to the Registrations Department of the FAW in accordance with the provisions of FAW Rule 144.
- 6.7 The Player, notwithstanding any remedies that he may have before any tribunal or civil court, may dispute the termination of his contract by lodging an appeal with the FAW within seven Business Days of the date of termination or receipt of the notice from the Club whichever is later.

6.8 The Player may be represented at any personal hearing of appeal under this contract.

## **7 Termination**

7.1 This contract may be terminated at any time by mutual consent of both the Club and the Player.

7.2 As per clause 2.2, this contract shall cease and terminate on the date specified in the Schedule appended to this contract unless either this contract has previously been determined in accordance with the provisions of clause 5.1.5 or 6.5 above.

7.3 The Player shall be entitled to terminate this contract *[by providing seven days' notice in writing to the Club, such notice to be sent in accordance with FAW Rule 144]* if the Club shall:-

7.3.1 be guilty of serious or persistent breach of the terms and conditions of this contract;  
or

7.3.2 fail to pay any remuneration or other payments or bonuses due to the Player for a period of twenty-eight days or more.

7.4 The Club, notwithstanding any remedies that it may have before any Civil Court, may dispute the termination of the contract by the Player by lodging an appeal with the FAW within 7 Business Days of the date of termination or receipt of the notice from a Player whichever is later.

## **8 Grievance**

8.1 In the event of any grievance in connection with his employment under this contract the following procedures shall be available to the Player as follows: -

8.1.1 the grievance shall be brought informally to the notice of the Manager or duly authorised official of the Club in the first instance;

8.1.2 in the grievance is not capable of being settled informally as per clause 9.1.1 above formal notice of the grievance must be given in writing to the official of the Club duly authorised to deal with grievances so that it may be considered by the board of directors of the Club if it is a limited company or by any duly authorised committee or sub-committee if the Club is not a limited company; and

8.1.3 if, the grievance is not concluded to the Player's satisfaction the Player shall have the right of appeal to the FAW by sending notice of the appeal in accordance with FAW Rule 144 within seven Business Days of the Club notifying the Player of the outcome of their grievance.

## **9 Miscellaneous**

9.1 Upon execution of this contract the Club shall effect the registration of the Player with the FAW Registrations Department in accordance with the FAW Rules.

9.2 The Player shall not reside at any place that the Club deems unsuitable for the performance of his duties under this Contract.

9.3 This contract and the documents referred herein constitute the entire agreement between the Club and the Player and supersede any and all preceding agreements between the Club and the Player and all previous agreements are hereby cancelled.

9.4 This contract shall be governed by and constituted in accordance with the law of England and Wales and the parties submit exclusive jurisdiction to the English and Welsh Courts.

## SCHEDULE

(a)

The Player's employment contract with the Club began on \_\_\_\_\_

The Player's employment with the Club will expire on \_\_\_\_\_

(b) Basic Wage

£ \_\_\_\_\_ per week from \_\_\_\_\_ 20 \_\_\_\_\_ to \_\_\_\_\_ 20 \_\_\_\_\_

£ \_\_\_\_\_ per week from \_\_\_\_\_ 20 \_\_\_\_\_ to \_\_\_\_\_ 20 \_\_\_\_\_

£ \_\_\_\_\_ per week from \_\_\_\_\_ 20 \_\_\_\_\_ to \_\_\_\_\_ 20 \_\_\_\_\_

£ \_\_\_\_\_ per week from \_\_\_\_\_ 20 \_\_\_\_\_ to \_\_\_\_\_ 20 \_\_\_\_\_

£ \_\_\_\_\_ per week from \_\_\_\_\_ 20 \_\_\_\_\_ to \_\_\_\_\_ 20 \_\_\_\_\_

(c) Other Financial Provisions

As witness the hands of the parties hereto the day and year first above mentioned.

Signed by the said \_\_\_\_\_  
(Player)

And \_\_\_\_\_  
(Secretary / Chairman)

In the presence of \_\_\_\_\_

(Signature) \_\_\_\_\_

(Address) \_\_\_\_\_

Did player use the services of a Player's Agent

YES/NO

If YES, name of Agent \_\_\_\_\_

Signature of Agent \_\_\_\_\_

Signed by the Player's Parent or guardian (if player is under the age of eighteen (18))

\_\_\_\_\_

In the presence of \_\_\_\_\_

Witness Signature \_\_\_\_\_