

To the members of FIFA

Circular no. 1524

Zurich, 29 January 2016
ASG/mca

Centralisation of sanctions and communication of cautions, expulsions and match suspensions via e-mail

Dear Sir or Madam,

The records of cautions, expulsions and match suspensions relating to matches that fall within FIFA's jurisdiction are stored by FIFA. According to art. 35 par. 1 of the FIFA Disciplinary Code (FDC), the FIFA Disciplinary Committee secretariat confirms them in writing to the association or club concerned or, in the case of final competitions, to the head of the delegation concerned.

Until now, these confirmation letters have been sent via fax. However, if the letters could not reach the recipient by this method, they were sent via express courier or, if it was urgent, by e-mail.

In order to improve and standardise the communication of such confirmation letters, the FIFA Disciplinary Committee secretariat will, as of March 2016, communicate all confirmation letters electronically only (replacing the current system of transmission via fax or express courier).

The official e-mail address of the association as indicated on FIFA.com will be used as the recipient address by the FIFA Disciplinary Committee secretariat to communicate the confirmation letters. Should a member association wish to receive the confirmation letters at a different or additional addresses, it must do so in writing and inform the Disciplinary Committee secretariat of the address or addresses by **1 March 2016**.

The associations are requested to inform the FIFA Disciplinary Committee secretariat of any changes to the e-mail addresses provided.

It will be the responsibility of the member association to provide any additional e-mail addresses to be used by the FIFA Disciplinary Committee secretariat by the aforementioned deadline or to communicate any changes at the appropriate time.

Finally, for the sake of good order, **we wish to remind you that this communication serves only as confirmation, i.e. sanctions (cautions, expulsions, automatic match suspensions) have an immediate effect on subsequent matches even if the letter of confirmation reaches the association, club or head of delegation concerned later (art. 35 par. 2 of the FDC).**

Thank you for your attention to the above.

Kind regards

FÉDÉRATION INTERNATIONALE
DE FOOTBALL ASSOCIATION



Markus Kattner
Acting Secretary General

Copy: Confederations
FIFA Disciplinary Committee
FIFA Appeal Committee
Court of Arbitration for Sport