

Membership Criteria Review



Membership Criteria

- Ongoing review of results during 2009
 - Some work to be done in all regions during the ‘parachute period’...3 months till June
 - Busy conducting full audit pre and post 2009 Research collection
 - This data will be used as the core for the report to be used Annual Conference
- Membership criteria – evidence required and definition
 - Staffing levels for affiliates (until June 2011)
 - Affiliates playing in WCL



Display the Excel Spread sheets



ICC AFFILIATE MEMBERSHIP CRITERIA & GUIDELINES

As July 2008



1. PLAYING

1.1 Laws of Cricket

Cricket within Affiliate Members must be played in accordance with the **Laws of Cricket (2003 Code)**.

1.2 Senior Playing Standard

Affiliate Members must be capable of participating in ICC tournaments with players who conform to the ICC player eligibility criteria, and **must** compete in **Regional World Cricket League Qualifiers**.

1.3 Senior Competitions

Affiliate Members must have a **minimum** of **eight (8) senior teams** playing in a structured competition, or competitions.



1.4 Junior Competitions

Affiliate Members must have a **minimum** of **four (4) junior teams** playing in a structured competition, or competitions. This could involve a school, club or other type of formal competitive structure.

1.5 Women's Cricket

The development of **Women's Cricket must be incorporated within the Affiliate Member's National Development Plan**, and at a **minimum**, **girls must be included in junior involvement programs**. If the development of Women's cricket is not possible for cultural or religious reasons, the Member is to provide written notice of this to the Regional Development Manager along with a supporting letter from a relevant government department.



PROOF TO BE PROVIDED ANNUALLY

Initial Compliance proved by-

Need to be provided on letterheads:

- fixtures, draws, league table, samples of scorecards

ANNUAL COMPLIANCE PROVIDE BY IN
ANNUAL REPORT AT THE AGM!



2. ADMINISTRATION

2.1 Staffing

Affiliate Members must have a suitable administrative structure to conduct their affairs, including a **designated ICC contact person**.

Following three (3) years of Affiliate membership, Affiliate Members must have appointed a paid full time staff member who focuses on Administration and/or Development. For the avoidance of doubt, existing Affiliates are to have appointed a full time staff member by JANUARY 2011. **Employment in lines with Africa Regional Office guidelines!**

2.2 Office

Affiliate Members must have a dedicated office with a dedicated phone, fax, email and physical address.



2.3 Planning

Affiliate Members **must develop and implement an annual National Operational/ Development Plan** that is linked to the **annual budget** and, at a minimum, covers:

- Junior Development (including both junior involvement and junior competitions)
- Senior Competitions
- Women's Cricket National Team High Performance plans
- **Local/National/Indigenous Development Strategies**
- Education of coaches, umpires, administrators, scorers and curators (if applicable)



Facility Development

This plan is to be updated and **submitted annually** to the Regional Office prior to the commencement of the period for which it is written, and must be deemed satisfactory by the Regional Development Manager.



3. GOVERNANCE

3.1 Sole Governing Body

Affiliate Members must satisfy the ICC that they are the sole **recognised governing body for cricket in the country**. **Proof in the form of letter from Government!**

3.2 Constitution

Affiliate Members must have a formal written constitution in English that **is reviewed annually**, with any updates approved by the full membership base. If the constitution is updated, a copy is to be forwarded to the Regional Development Manager.

Agenda Item for AGM – Review of Constitution!



3.3 Annual General Meeting

Affiliate Members must conduct an **Annual General Meeting (AGM)**, where an Annual Report is presented to the full membership, and the election or appointment of office bearers is completed as written in the constitution. **A copy of the Annual Report and minutes of the AGM are to be forwarded to the Regional Development Manager.**

3.4 Legal Status

Affiliate Members **must be Incorporated bodies**, or have an equivalent legal status within their country. **A copy of the registration documents to be provided for the Regional Office**



4. FACILITIES

4.1 Facilities

Affiliate Members must have access to at least **two (2) cricket grounds** on which competition matches are played.

The Member to submit photographic evidence of the grounds



5. FINANCE

5.1 Annual Accounts *

Affiliate Members **must submit annual accounts** that have been received by their membership base at the Annual General Meeting. For Category **D and E** Affiliate Members these accounts are to be **audited**. For Category **F and all other Affiliate Members** these accounts need not be audited, but are to be **certified by a qualified accountant**. In line with the ICC's Financial Policy, annual accounts along with the ICC's Summary Financial template, are to be submitted to **ICC Head Office and the Regional Development Manager within six (6) months of the Members financial year end.**



5.2 Budget

Affiliate Members **must submit an annual budget** of expenditure prior to the commencement of the financial year for which it is written. This budget is to be provided to the Regional Development Manager and should be in line with the Operational/Development Plan as outlined in 2.3. – **BUDGET TEMPLATE**

5.3 Income

Generation Affiliate Members **must demonstrate on an annual basis** the raising of 'non ICC' income, through sponsorship, government, charitable, member subscriptions or other sources. This is to be in excess of **US\$2,500, or 10%** of all global direct funding allocated from ICC, whichever the higher, and will be determined from the Members Annual Accounts.



6. EDUCATION

6.1 Education Courses

Affiliate Members must **conduct a minimum of two (2) education** courses in their country each year. These can be for coaches, umpires, administrators scorers and/or curators, and need to be conducted through the regional office, or if conducted by local instructors, **approved as genuine by the regional office.**



7. OTHER

7.1 Geographical Areas with Low Populations

To become an Affiliate member of the ICC, any Applicant deemed to be a “geographical area” (as determined in the ICC’s Articles of Association, and not applicable to countries) is required to have a minimum population of 15,000.

7.2 Members’ Charter

[Adherence to the ICC Members’ Charter](#)



Associate Membership Application Process

1. By **September 1** the Applicant is to serve notice, in writing, to its ICC Regional Development Manager that it intends to apply for Associate Membership. Such notice is to include an outline of **how the Applicant believes it meets each Associate Membership criteria**.
2. Based on current Regional Office records, knowledge and past visits, by **October 1** the Regional Development Manager is to complete a pre application report either supporting or not supporting the application. Regional Development Managers are not necessarily required to make a specific inspection visit, however, may choose to do so if deemed appropriate.
3. Non supportive pre application reports will be **provided to the Applicant**, outlining the criteria they **do not** currently meet. Supportive pre application reports will be forwarded to the ICC Global Development Manager for consideration by the ICC Development Committee.
4. If the **ICC Development Committee approve the pre-application**, the Applicant will be invited to submit a full application as follows:



5. Between **January 1 and April 30** an inspection visit by one of the Associate delegates on the ICC Executive Board or Chief Executives' Committee, and the ICC Global Development Manager, will be arranged to the Applicant country. The ICC Development Program Region in which the Applicant is a member will be charged the cost of the inspection.
6. An inspection report will be prepared from this visit which will make one of the following recommendations:
 - Admission as an Associate Member
 - Application deferred until a series of improvements (to be detailed in the report) are put in place to meet criteria.
 - Application rejected.
7. The recommendation, together with the application and inspection report, will then be considered by the required ICC committees, and if passed, will be place before the next ICC Annual Council Meeting. Should the application be successful the association will become an ICC Associate member.



Addressed to the **ICC Chief Executive Officer**

- Submitted before **December 31**
- Containing the Regional Development Manager's supporting pre application report
- Containing a letter(s) of support and proposal from the relevant Regional Association and/or ICC Full Member country(s) in the region
- Containing all the required supporting documentation to demonstrate that each criteria is met



ICC ASSOCIATE MEMBERSHIP CRITERIA & GUIDELINES

As July 2008



1. PLAYING

1.1 Laws of Cricket

Cricket within Associate Members must be played in accordance with the **Laws of Cricket (2003 Code)**.

1.2 Senior Playing Standard

Associate Members must **compete in all required senior ICC tournaments**.

The Applicant must demonstrate a sufficient senior playing standard in comparison to other Associate Members by satisfying the current playing standard policy (see appendix 1)

1.3 Senior Competitions Associate Members must have a **minimum of sixteen (16) senior teams** playing in a structured competition, or competitions.

The Applicant to submit evidence by way of draws, tables and newspaper clippings that the minimum number of teams have been competing for at least one (1) year at the time of application.



1.4 Junior Competitions Associate Members must have a **minimum of sixteen (16) junior teams** playing in a structured competition, or competitions. This must include a competition of at **least four (4) teams at either U/17, U/18 or U/19 level that allows a National U/19 team to be selected that meets ICC eligibility criteria.** Junior competitions could involve a school, club or other type of formal competitive structure.

The Applicant to submit evidence by way of draws, tables and newspaper clippings that the minimum number of teams have been competing for at least one (1) year at the time of application.



1.5 Women's Cricket The development of **Women's Cricket** must be incorporated within the Associate Member's National Development Plan. **Girls must be included in junior involvement programs** and a senior and/or junior women's competition of **at least four (4)** must be in existence. If the development of Women's cricket is not possible for cultural or religious reasons, the Member is to provide written notice of this to the Regional Development Manager along with a supporting letter from a relevant government department.

The Applicant to submit written and/or photographic evidence to demonstrate girls are included in junior involvement programs, and further evidence by way of draws, tables and/or newspaper clippings that a women's competition with the minimum number of teams is in existence. If the development of Women's cricket is not possible for cultural or religious reasons, the Member is to provide written notice of this to the Regional Development Manager along with a supporting letter from a relevant government authority.



1.6 U/19 Playing Standard

Associate Members **must compete in all required ICC U/19** tournaments.

The Applicant must demonstrate a sufficient U/19 playing standard by having competed in its Regional ICC U/19 World Cup qualifier immediately preceding the application and finishing no worse than the **third (3rd) placed Affiliate**.



PROOF TO BE PROVIDED ANNUALLY

Initial Compliance proved by-

Need to be provided on letterheads:

- fixtures, draws, league table, samples of scorecards

ANNUAL COMPLIANCE PROVIDE BY IN
ANNUAL REPORT AT THE AGM!



2. ADMINISTRATION

2.1 Staffing Associate Members must have an administrative structure that includes a **minimum of two (2) full time**, or **one (1) full time and two (2) part time**, paid staff members. This staffing structure must have:

- a full time **Chief Executive/General Manager**, and
- a full time **Development Manager/Officer**, or **two part time Development and/or Administration officers**

Associate Members must also have a **nominated** (paid or unpaid) **Senior and U/19 National Coach**.

The Applicant must have had a full time paid staff member for at least one (1) year at the time of application. Evidence to support this, by way of an employment contract or similar means, must be provided.

Within **9 months** of becoming an Associate Member, the Applicant will be required to comply with this criterion.



2.2 Office Associate Members must have an **office solely dedicated** to the activity of the National Association, which is **operational and occupied by the Member's paid staff during office hours.**

The Applicant to have an office solely dedicated to the activity of the National Association, which is operational and occupied by the Member's paid staff during office hours. **Photographic and written evidence to demonstrate this is required in the application.**



2.3 Planning Associate Members must have a Strategic Plan of at least three (3) years in length that, at a minimum outlines the role, direction and objectives of the National Association over the period of the plan. This plan is to be updated as required and submitted to the Regional Office. Associate Members must also develop and implement an annual National Operational/ Development Plan that is linked to the annual budget and outlines the activity to be undertaken to achieve the objectives of the Strategic Plan. At a minimum this should cover:

- Junior Development (incl. both junior involvement and junior competitions)
- Senior Competitions
- Women's Cricket
- National Team High Performance plans
- Local/National/Indigenous Development Strategies
- Education of coaches, umpires, administrators, scorers and curators (if applicable)
- Facility Development

This plan is to be updated and submitted annually to the Regional Office prior to the commencement of the period for which it is written, and must be deemed satisfactory by the Regional Development Manager.



The Applicant to submit its current Strategic Plan and its National Operational/Development Plan for the year following the application assuming it is successful.



3. GOVERNANCE

3.1 Sole Governing Body Associate Members must satisfy the ICC that they are the sole recognised governing body for cricket in the country. **Proof in the form of letter from Government!**

The Applicant to submit a letter of recognition from either, the National Government agency/department responsible for sport or the National Olympic Committee. If such a letter of recognition cannot be obtained, a letter from either body explaining the reasons for this will need to be provided. In such circumstances letters from the membership base endorsing the Applicant as the sole governing body will also need to be submitted and may suffice in satisfying this criteria.



3.2 Constitution Associate Members must have a formal written constitution in English that is **reviewed annually**, with any updates approved by the full membership base. If the constitution is updated, a copy is to be forwarded to the Regional Development Manager. **Agenda Item for AGM – Review of Constitution!**

The Applicant to submit an updated English copy of its constitution, and evidence, by way of AGM minutes or other means, that the constitution has been reviewed and any updates approved by the full membership base in the past 12 months

3.3 Annual General Meeting Associate Members must conduct an **Annual General Meeting (AGM)**, where an Annual Report is presented to the full membership, and the election or appointment of office bearers is completed as written in the constitution. **A copy of the Annual Report and minutes of the AGM are to be forwarded to the Regional Development Manager.**

The Applicant to submit a copy of the agenda, Annual Report and minutes from an Annual General Meeting completed in the 12 months prior to the application date. This should include evidence that the election or appointment of office bearers was completed as written in the constitution.

3.4 Legal Status Associate Members must be **Incorporated bodies**, or have an equivalent legal status within their country. **A copy of the registration documents to be provided for the Regional Office**

The Applicant to submit appropriate documentation to demonstrate its Incorporation, or status as an equivalent legal entity.



4. FACILITIES

4.1 Facilities

Associate Members must have access to at least **eight (8)** cricket grounds on which competition matches are played. As a **minimum, four (4) of these grounds must be 'permanent'** in nature, meaning the pitch has either a permanent artificial base or is prepared turf.

Turf = Grass + Clay/Soil/Anthill – not rolled mud!

Photographic evidence of the grounds.

The Applicant to submit photographic evidence of the grounds.



5. FINANCE

5.1 Annual Accounts

Associate Members must submit **audited annual accounts** that have been received by their membership base at the Annual General Meeting, along with the ICC's Summary Financial template. In line with the ICC's Financial Policy, these are to be submitted to **ICC Head Office and the Regional Office within six (6) months** of the Member's financial year end.

The Applicant to submit audited annual accounts for the last three (3) years that have been accepted by the full

membership at the Annual General Meeting. 5.2 Budget Associate Members must submit an annual budget of expenditure prior to the commencement of the financial year for which it is written. This budget is to be provided to the Regional Development Manager and should be in line with the Operational/Development Plan as outlined in 2.3.

The Applicant to submit an annual budget for the year in which the application is being made, and for the year following the application.



5.3 Income Generation

Associate Members must demonstrate on an annual basis the raising of **'non ICC' income**, through sponsorship, government, charitable, member subscriptions or other sources. This is to be in excess of **US\$25,000, or 10%** of all global direct funding allocated from ICC, whichever the higher, and will be determined from the Members Annual Accounts.

Through the provision of annual accounts, the Applicant must demonstrate that it has raised in excess of **US\$25,000** in local income in each of its **past two financial years**.



6. EDUCATION

6.1 Education Courses Associate Members must conduct a minimum of **four (4) education courses** in their country each year. These can be for coaches, umpires, administrators scorers and/or curators, and need to be conducted through the regional office, or if conducted by local instructors, **approved as genuine by the regional office.**

The Applicant must have conducted a minimum of **three (3) education courses** each year, for the **two (2) years** before the application.



7. OTHER

7.1 Affiliate Membership Term

To become an Associate member, the Applicant must have been an **Affiliate members for a minimum three (3)** year period. In special circumstances the ICC Chief Executive may grant dispensation for a new nation to apply for Associate Membership directly without being an Affiliate Member.



7.2 Members' Charter

Adherence to the ICC Members' Charter



Affiliate Membership Review Process

1. A National Association's status as an Affiliate Member can be reviewed at any time by either their Regional Development Manager or the ICC Global Development Manager.
2. 'Membership audits' will be conducted regularly by the Regional Development Manager whereby the status of all Affiliate Members against the required membership criteria will be checked.
3. If an Affiliate Member is found to be non-compliant with any criteria they will be notified by the Regional Development Manager and requested to rectify this.
4. If the Member remains non-compliant by the time of **the ICC Annual Council Meeting**, they will be officially noted as non compliant against their membership criteria and given **9 months** to remedy these defects.
5. If at the next ICC Annual Council Meeting any defects have not been remedied, the meeting may vote to remove Affiliate Membership from that National



Associate Membership Review Process

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2. '**Membership audits**' will be conducted regularly by the Regional Development Manager whereby the status of all Associate Members against the required membership criteria will be checked.
3. If an Associate Member is found to be non-compliant with any criteria they will be notified by the Regional Development Manager and requested to rectify this.
4. If the Member remains non-compliant by the time of the **ICC Annual Council Meeting**, they will be officially noted as non compliant against their membership criteria and given **9 months** to remedy these defects.
5. If at the next Annual Council Meeting any defects have not been remedied, the meeting may vote to remove Associate Membership from that National Association.



THANK YOU!

