



ສະຫະພັນບານເຕະແຫ່ງຊາດລາວ

LAO FOOTBALL FEDERATION

Vientiane, 19 January 2025

Minutes

LFF Ordinary Congress 2024

19 January 2025, DoubleTree by Hilton, Vientiane.

Present

Mr. Vipheth Sihachakr	President
Mr. Khamphay Paseuth	Vice President
Mr. Khampheng Vongkhanty	Vice President
Mr. Pasatxay Philaphandeth	Vice President
Ms. Kanya Keomany	Vice President
Dr. Bounyou Sisane	EXCO Member
Dr. Xaysana Thongkhamchan	EXCO Member
Mr. Kholadeth Phonphachanh	EXCO Member
Mr. Keolattana Sihavong	EXCO Member
Mr. Thavone Luangchandavong	EXCO Member
Ms. Phouxay Phengphong	Female EXCO Member
Mr. Chanthavong Sirimanotham	Acting General Secretary

In attendance of:

H.E. Assoc. Prof. Dr Phouth Simmalavong	Minister of Education and Sports
Dr. Kherngkham keonouchun	Deputy Minister, Deputy Head of the Office of the Prime Minister
Mr. Seechun Tittaphanya	Head of Elite Sports Department, MOES
Ms. Gayathry Chandra Mohan	FIFA Representative
Ms. Nhodkeo Phawadee	AFC Representative
Ms. Siti Zuraina Abdullah	AFC Representative
Mr. Winston Lee	AFF Representative
LFF Members (17 Provincial Football Federation, Vientiane Capital FF, 8 Clubs)	
LFF Standing Committee members	
LFF Staff Member	

1. Welcome address by LFF Acting General Secretary, Mr. Chanthavong Sirimanotham

Mr. Chanthavong Sirimanotham LFF Acting General Secretary welcomed all members and distinguished guests and delivered his welcoming address and objectives of the Congress as follows:

“It is my great honor to welcome all of you to the LFF Elective Congress 2024.

I would like to start by extending my warm greetings to H.E. Assoc. Prof. Dr Phouth Simmalavong, Minister of Education and Sports, and Dr. Kherngkham Keonouchan, Deputy Minister

and Deputy Head of the Office of the Prime Minister.

I am also glad to welcome the presidents, vice presidents, general secretaries, and delegates from our members who have been working tirelessly for the betterment of their respective Federations and Clubs.

A warm welcome to the representatives from FIFA AFC AFF who have always provided help and support to the LFF over the years.

Lastly, a sincere thanks to the LFF staff members for making the necessary arrangements for this Congress.

“Pursuant to Article 31 of the statute of Lao Football Federation, the Congress needs to be held one (1) time per year. Therefore, the LFF executive committee agreed to hold the LFF Ordinary Congress 2024 on January 19, 2025, at the DoubleTree by Hilton, Vientiane.

The purpose of the Congress this time is to conclude the works and activities of the Lao Football Federation in 2024, propose and vote on approval on the activity plan and budget plan that the LFF will implement in 2025, and various matters which The LFF Executive members have discussed and consulted in detail to propose cooperation and approval from all the members and hope that all member will approve and share the development path of football in Lao PDR.

Pursuant to Article 29 of the LFF Statutes the pertaining to the Congress will be approved by lifting the cards of the LFF members which are 17 Provincial Football Federation, and Vientiane Capital FF, 8 Clubs from Lao League 1 in 2024.

2. Opening Address

Mr. Vipheth Sihachakr, LFF President delivered his Opening Address to the Congress as follows:

“As the President of the Lao Football Federation, on behalf of the LFF Executive Committee Members, I would like to welcome you to the LFF Ordinary Congress 2024. In the past year 2024, LFF implemented the resolution of the Congress in 2023 and has completed many things, the most prominent of which is at the end of 2024, The LFF has been selected as a Member Association of the year “Ruby category” by the Asian Football Confederation (AFC), which shows the recognition of the development of football in Laos, which is an award for all sections of the Lao football family. In addition, the LFF has also been honored to host the Ordinary Congress of the ASEAN Football Federation. FIFA and AFC have chosen Lao PDR as the central venue for the World Cup Asian Zone Qualifier Round 2 and Round 3 of the DPR Korean.

Under the FIFA Forward program, LFF can receive funds to continue organizing the Lao Women's League and organize the Prime Minister’s Cup in the next 4 seasons with a

total value of 1,100,000 US dollars.

Under the AFC Enhance Program: Stadium, LFF can get funding to build a dormitory building at Champi Champa Football Training Center (KM16) to facilitate the training of the national team and clubs.

Under the AFF Member Associations Development Program, LFF can receive funding to improve and renovate the National Stadium KM 16.

In developing internal personnel, the Lao Football Federation has encouraged personnel to improve their knowledge and skills in their professional work by sending them to attend various FIFA and AFC courses. It has also encouraged coaches to develop their capabilities so that there are Lao coaches who can conduct AFC C-level coaches and promote referees to be selected as high-level AFC referees.

On behalf of the Lao Football Federation, I would like to express my gratitude to the FIFA Executive Committee, the Asian Football Confederation (AFC) and the ASEAN Football Federation (AFF) for always providing financial support for the development of football in Laos, and for always passing on their experiences to the Lao Football Federation.

Distinguished guests, on this important occasion, as the President of the Lao Football Federation, I would like to officially open the LFF Ordinary Congress 2024 from this moment on”

3. Roll Call

In order to comply with LFF Statutes, Mr. Chanthavong Sirimanotham LFF Acting General Secretary, presented the members who participated in today's congress. 26 out of 26 LFF members were present in this Congress.

4. Declaration that the Congress has been convened and composed in compliance with the LFF Statutes

Pursuant to the LFF Statutes, Article 25 on the composition of the LFF Congress, which must have at least 3/4 of the LFF members participating in order to proceed with the congress. Currently, the members of the LFF consist of 17 Provincial Football Federation, the Vientiane Capital FF, and 8 Clubs from Lao League 1 in 2024. Therefore, the total number of members of the LFF is 26 members.

Through the roll call, it was seen that 26 members attended the congress, which is more than 3/4 of the total number of LFF members. Therefore, LFF President Mr. Viphet Sihachakr declared that the Congress had been convened and composed in compliance with LFF Statutes.

5. Appointment of the Scrutineers

LFF has proposed the following members as the Scrutineers

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|--------------------------------|--|
| 1. Mr. Souukphansa CHALEUNSOUK | GS Of bolikhamxay Football Federation |
| 2. Mr. Phengvilay SYALOUN | GS of Champasak Football Federation |
| 3. Mr. Souphu KHEUABMAVONG | DGS of Savanakheth Football Federation |

VOTE: All 26 members voted in favor of the appointment of the scrutineers

6. Appointment of the Minutes Checkers

LFF has proposed the following members as the Minutes Checkers

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|----------------------------------|--|
| 1. Mr. Vandee PHOMTHONG | VP Of Luang Namtha Football Federation |
| 2. Mr. Phoudlumchai THIEMPRASONE | VP of Xaysomboun Football Federation |
| 3. Mr. Souksakhone CHUNTHAPHANIT | VP of Sekong Football Federation |

VOTE: All 26 members voted in favor of the appointment of the minute's checkers.

7. Approval of the Congress Agenda

VOTE: All 26 members approved the Congress Agenda.

8. Approval of the last Congress minutes

All 26 members approved the last Congress minutes which was LFF Elective Congress held on 24 February 2024 at the Lao Plaza Hotel.

9. Activities Report 2024 Via the Video report

The reporting of the various activities of LFF within the year 2024, which will be reported through video, which has the following areas:

- Competitions
 - Lao league 1
 - Lao Women's League (Funded by FIFA Forward Program)
 - Lao Futsal League
 - LFF U 16
 - LFF U19
 - Lao League 2
 - Youth Competition for Boys and Girls in the provinces
 - Workshops related to Competitions

- Technical and Development
 - Talent Development Scheme
 - FIFA Football For Schools
 - Grassroots Football
 - Women's Football
 - Coach Education
- National Teams
 - FIFA World Cup 2026 Preliminary Joint Qualification R1
 - AFF U16 Championship
 - AFF U19 Championship
 - AFC U17 Asian Cup 2025 Qualifiers
 - AFC U20 Asian Cup 2025 Qualifiers
 - FIFA TIER 1 INTERNATIONAL FRIENDLY MATCH
 - Women's International Friendly Tournament 2023
 - AFF Women's Cup 2024
- Refereeing
 - Conducted LFF Referee ACADEMY
 - Conducted FIFA MA Course 2024
 - Conducted refreshing Workshop preparation for LFF Coemptions
 - Conducted Referees Assessors Workshop
 - The participation of the LFF referee in the International Tournament
- Legal and Integrity
 - Organize training to educate and guide Lao national teams of all ages and clubs participating in LFF competitions on anti-match Fixing
 - Complete the creation and dissemination of a channel for reporting Match Fixing on the LFF website
 - Coordinate with integrity units of FIFA, AFC, and Genius Sports in regular information exchange
 - Together with the Competition Department, prepare the application for the Lao Prime Minister's Cup under the FIFA Forward project
 - Completed the creation of the LFF Disciplinary Code and the LFF Code of Ethics
- Marketing
 - Renewed contract with Lao Beer Company for the 2024 - 2025 season
 - Continued signing contract with Genius Sports
 - Signed sponsorship contract with Grand Sports

- Media
 - Live streaming LFF Competition via YouTube, LFF Social Media platform
 - Report LFF Activities and National Teams as well as Workshops
- Infrastructure
 - Completed renovation of the dormitory at Champi Champa Football Training Center
 - Procurement of gym equipment at the Champi Champa Football Training Center
 - Completed renovation of function rooms and areas at Training Pitch (KM16)
 - Renovation of the roof of the National Stadium KM 16 (bidding process)
 - Installation of sound system at the National Stadium KM 16 (bidding process)
 - Installation of CCTV system at the National Stadium KM 16(bidding process)
 - Construction of athlete dormitory at the Champi Champa Football Training Center (bidding process)
- Remarkable & Achievements
 - Mr. Chanthavong Sirimanotham, LFF Acting General Secretary has been selected as the AFC Match Commissioner Seminar 2024, which will begin the appointment as a match commissioner for Asian Football Confederation competitions.
 - The Lao Football Federation has been awarded the AFC Member Association of the Year “Ruby category” under the guidance of the 2020 - 2024 LFF Executive Committee.
 - The LFF held the 2024 AFF Ordinary Congress on 29 November 2024.
 - Organized the first AFF Coaching Convention “A Diploma” training course, which was completed by 21 participants.
 - LFF Football Federation personnel have been appointed by the ASEAN Football Federation (AFF), the Asian Football Confederation (AFC), and FIFA to travel and carry out their duties. In terms of competition at the regional and international levels.

10. Consolidated financial statements for 2024

Mrs. Khamwaen Chindavong, Chief Finance Officer presented Consolidated financial statements for 2024 including the following:

- Report on the balance of remaining funds from 2023
- Report on the amount of income from donors, the Federation Internationale de Football Association (FIFA), the Asian Football Confederation (AFC) and other sponsors in 2024

- Report on the annual expenditure for 2024, which includes
 - o Expenses for participating in national men's and women's competitions
 - o Organizing competitions, workshops, and administrative budgets for provincial and Vientiane Capital Football Federations
 - o Administrative expenses such as Personnel; Office building maintenance, renovation of the training center, National stadium KM 16, Pitch at HQ and improvement of the infrastructure.

And added that “the utilization of the budget of the LFF is in accordance with the LFF’s operating budget plan and under all financial regulations of FIFA and AFC and has been audited by external auditors, along with the auditors of FIFA and AFC.”

11. Auditor’s Report for the year ended 2023 by External Auditor Accounting Service and Business Consultancy Sole co.,Ltd (ASBC) and Vote on approval of Auditor’s Report for the year ended 2023

The report of the 2023 annual audit is reported through a video which was reported by Mrs. Boonthan Inthavongm, Managing Director of Accounting Services and Business Consultancy Sole co.,Ltd which reported:

“Through the examination of the actual financial statements of the Lao Football Federation for the year 2023 and through the conclusion, it is free from major errors and it is acceptable according to the standards of auditing.”

VOTE: All 26 members approved Auditor’s Report for the year ended 2023

12. Activity Plan and Budget Plan 2025

Activity Plan and Budget Plan 2025 were presented by Mr. Viphet Sihachakr, LFF President It covered the areas below:

- Competitions
 - o Lao League 1
 - o Lao Women’s League (Funded by FIFA Forward Program)
 - o Lao Prime Minister’s Cup 2025\2026 (Funded by FIFA Forward Programs)
 - o Lao Futsal League
 - o LFF U 16
 - o LFF U19
 - o Lao League 2
 - o Youth Competition for Boys and Girls in the provinces
 - o Workshops related to Competitions
- Technical and Development
 - o Organize LFF/AFC Pro Diploma Coaching Course
 - o Launch FIFA Talent Development Scheme for talented players

- Organize C F/AFC Level Coaching Courses
- Organize B LFF/AFC Level Coaching Course
- Organize LFF/AFC Level 3 Goalkeeping Coaching Course
- Organize AFC Futsal Level 2 Coaching Course
- Organize FIFA Talent Development Scheme Youth Football Tournaments for Under 10, 12, 14, 16 Boys and 16 Girls.
- Organize football activities in schools under FIFA Football for Schools
- Organize AFC GRASSROOTS DAY activities on May 15, 2025
- Organize LFF FOOTBALL DAY activities (June 1)
- Organize women's football activities to celebrate International Women's Day under the AFC Women's Football Day program on March 8, 2025
- Organize FIFA Women's Football Campaign 2025
- National Teams
 - AFC Asian Cup Final Qualifiers
 - AFC U23 Asian Cup Qualifiers
 - AFC Women's Cup Qualifiers from 23 June to 05 July 2025
 - AFC Women's U-19 Championship 2025
 - AFC Women's U-20 Championship Qualifiers
 - AFC Women's U-16 Championship 2025
 - AFC Women's U-17 Championship Qualifiers
 - SEA Games in Thailand 2025 (Women and Men) from 07 to 19 December 2025
 - AFF U-23 Championship 2025 (Men)
- Refereeing
 - Conduct Referee Training (Basic) 4 Districts and Provinces
 - LFF MA Course (6 Provinces)
 - Conduct the 2nd LFF Referee ACADEMY
 - Conduct FIFA MA Course 2024
 - Conduct refreshing Workshop preparation for LFF Coemptions
 - Conduct Referees Assessors Workshop
- Legal and integrity
 - Continue to organize training to provide knowledge and guidance to all Lao national teams and clubs participating in LFF competitions on anti- anti-match fixing
 - Coordinate with integrity units of FIFA, AFC, and Genius Sports in regular information exchange
 - Coordinate with government agencies

- Appointing a new Integrity Officer
- Create, update, and amend regulations, rules, and other legislation related to the work of LFF
- Marketing
 - Find a marketing coordinator
 - Find new sponsors
- Media
 - Continue to closely monitor the activities of each department to write news, interviews, and create video clips for the media Online social media for all types of football clubs.
 - Interview athletes from each club before the start of each age group competition, Lao Women's League, Lao League 1, and the Lao Prime Minister's Cup
 - Organize media training for media volunteers and club media to prepare for the LFF Competition
 - Produce special programs on personnel development in the football club, such as the number of referees, the number of coaches, and the number of goalkeepers.
- Infrastructure
 - Improve the condition of the National Stadium KM 16
 - Build an athlete dormitory at the Champi Champa Football Training Center (KM16)
 - Renovate the LFF office building
 - Improve the management of the new training center into a system

For the above activities, a total budget of \$ 2,854,340 (two million eight hundred fifty-four thousand three hundred forty dollars) will be used which will be spent on

1. Participation in international Tournaments\ competition in 2025
2. Domestic competition organization, technical development, training, and budget for administration and competition for the LFF/Provincial and Vientiane Capital Football Federation.
3. Administration; Personnel; Office maintenance, renovation, and improvement of infrastructure

13. Approval of Activity Plan and Budget Plan 2025

Activity plan and Budget plan 2025 was presented by Mr. Viphet Sihachakr, LFF President to the Congress for the approval which covered various areas.

VOTE: All 26 members approved the Activity Plan and Budget Plan 2025

14. Approval of the External Auditors for the year 2024

Mr. Vipheth Sihachakr, LFF President was proposed Accounting Service and Business Consultancy Sole co.,Ltd (ASBC) as the External Auditors for the year 2024 to the

Congress for approval.

VOTE: All 26 members approved the Accounting Service and Business Consultancy Sole co.,Ltd (ASBC) as the External Auditors for the year 2024

15. Approval of the Disciplinary and the Appeals Committees Member 2024 – 2028

Mr. Vipheth Sihachakr, LFF President informed the congress that the following individuals were proposed as the Disciplinary and the Appeals Committees Member 2024 – 2028:

Disciplinary Committee

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|--------------------------------|-----------------|
| 1. Mr. Viengsavanh Phunthaly | Chairman |
| 2. Mr. Thongphet Manisavanh | Deputy Chairman |
| 3. Mr. Mingphone Southammavong | Member |

Appeal Committee

- | | |
|-------------------------------|-----------------|
| 1. Mr. Bounyasith Dowpashit | Chairman |
| 2. Mr. Phet Sengphunya | Deputy Chairman |
| 3. Miss. Latdavan Viseesombut | Member |

Vote: All 26 members approved the Disciplinary and the Appeals Committees Member 2024 – 2028

16. Special remarks: by H.E. Assoc. Prof. Dr Phouth Simmalavong Minister of Education and Sports

H.E. Assoc. Prof. Dr Phouth Simmalavong, Minister of Education, said that he was honored and happy to attend the LFF Ordinary Congress 2024. Following the report from the Lao Football Federation's Executive Committees, it was seen that the football process and competition organization are progressing well and have a comprehensive development plan. Furthermore, H.E. has made the requirement to the Lao Football Federation to continue to improve and expand the good points, solidarity, and outstanding achievements. Furthermore, He encourages LFF to be patient and determined to overcome obstacles and challenges and requests and encourages the Ministry of Education and Sports, Provincial, and Vientiane Capital Football Federations to support and cooperate with the Lao Football Federation to develop football to progress and compete in the football mission together. lastly, he also complimented the LFF for carrying out activities and achieving the set goals in 2024 and strengthening the Lao Football Federation to continue to develop football activities to be strong and successful in the tasks and approved plan set by 2025.

17. Closing Remarks

Mr. Vipheth Sihachakr, on behalf of the Lao Football Federation, He expressed his gratitude to all the distinguished delegates who attended the Congress for their active support in the development of Lao Football Federation activities and for their endorsement and approval of the LFF 2025 plan, which demonstrate solidarity and unity. Lao Football Federation will do its utmost to implement them to achieve the highest results for the development of football in our country. He added, "I urge all parties to actively contribute according to their duties and roles in the development of Lao football. Finally, I wish you all success in your work, happiness in your family life, overcoming all problems, and may you be healthy and strong enough to overcome all obstacles". LFF President thanked all present members and individuals who took part in this Congress for their time, commitment, and contribution to the development of Lao football.

The meeting adjourned at 12:00, 19 January 2025.

Lao Football Federation



Vipheth Sihachakr