

CLUB MONITORING FORM

Formulari i Monitorimit të Klubit Anëtar

Për klubet anëtare të Federatës së Ragbit të Kosovës / For clubs affiliated with the Kosovo Rugby Federation

1. Club Identification / Identifikimi i Klubit

Club name / Emri i klubit	
Registration / license number	
Year founded / Viti i themelimit	
Municipality / Komuna	
Home ground / Fusha e stërvitjes	
Club president / Kryetari i klubit	
Contact person / Personi kontaktues	
Phone / Telefoni	
Email	

2. Monitoring Visit Details / Detajet e Vizitës Monitoruese

Date of visit / Data e vizitës		Visit type / Lloji
Monitoring officer(s) / Zyrtari monitorues		☐ Scheduled ☐ Unannounced ☐ Follow-up
Reporting period covered		

3. Membership Data / Të Dhënat e Anëtarësisë

Category / Kategoria	Male	Female	Total	Licensed?
Mini / U-10				
U-12				
U-14				
U-16				
U-18				
Senior (Men's)				
Senior (Women's)				
Coaches				
Referees				
Volunteers / Administrators				
TOTAL				

4. Governance & Legal Compliance / Qeverisja dhe Përputhshmëria Ligjore

Compliance item	Yes	No	Notes / Comments
Club registered with the Federation and Sports Registry	☐	☐	
Club statute / bylaws current and on file	☐	☐	
Governing board / committee elected and active	☐	☐	
Annual General Meeting held in the last 12 months	☐	☐	
Dedicated club bank account in operation	☐	☐	
Public liability & player insurance in place	☐	☐	
Child / youth safeguarding policy adopted	☐	☐	
Code of Conduct signed by players, coaches, parents	☐	☐	
Anti-doping awareness completed (coaches/players)	☐	☐	
Membership register up to date	☐	☐	

5. Facilities, Equipment & Coaching Staff / Infrastruktura dhe Stafi Trajnues

Training venue(s) / Vendet e stërvitjes	
Venue ownership (owned/rented/shared)	
Pitch condition (rate 1–5) / Gjendja e fushës	
Posts, tackle bags, balls — inventory adequate?	
Medical kit / first-aider present at training?	
Number of qualified coaches (by level)	
Coach certifications up to date?	
Number of qualified referees affiliated	

6. Financial Overview / Pasqyra Financiare

Annual budget (season) — EUR	
Main funding sources (federation, sponsors, fees, municipality)	
Membership fee structure	
Outstanding financial obligations to the Federation	

Financial records available for review?	
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7. Sporting Activity Snapshot / Aktiviteti Sportiv

Training sessions per week	
Teams entered in domestic competitions	
Matches played this season	
Representative players (national squads)	

8. Overall Compliance Rating / Vlerësimi i Përgjithshëm

☐ Fully Compliant	☐ Minor Issues	☐ Major Issues	☐ Non-Compliant
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Key findings / Gjetjet kryesore:

Recommended follow-up actions & deadline / Veprimet e rekomanduara:

9. Sign-off / Nënshkrimet

Club Representative Name & signature: Date:	Federation Monitoring Officer Name & signature: Date:
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