

# CEV Hygiene Guidelines

## Volleyball specifications

Updated on 18.11.2021



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## 1. Introduction

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This document has been drawn up with the aim to provide specific information related to all CEV Volleyball Competitions for the 2020/21 season and the updated operational and competition protocols that shall be followed by those involved in such competitions, namely:

- a. Players and Team Officials
- b. CEV Officials and Match Officials
- c. Event Organiser/Club/NFs and Local Organising Team (LOC)
- d. International and local service providers
- e. Accredited Media

These Guidelines complement the [CEV Competitions Hygiene Guidelines](#) and the measures and Health protocols applied by the national and local authorities.

This is a dynamic document forming part of a tool for guidance. Throughout the pre-event, event and post-event phases, the following principles and concepts shall be applied and respected in the entire process to minimise the risks of spreading coronavirus:

- a. Communication and education shall always be implemented towards the target groups to ensure the best performance of the tasks and identify the associated risks.
- b. Accurate and regular health screening and eventual COVID-19 testing printed results from certified and authorised laboratories
- c. Social distancing protocols organised and mandated throughout the event facilities to optimise the safety and well-being of all involved groups
- d. Additional hygiene and sanitary precautionary measures to be delivered and available prior to, during, and upon completion of each event.
- e. In applicable scenarios, limitation of the number of fans and essential individuals (such as staff) to allow for adequate distancing, as well as facilitating testing (as and if needed) and entrance processing
- f. Increased strict fragmentation and partitioning of all areas at event venue to reduce the risk of groups of people forming inside the same area and potential virus transmission
- g. Additional medical experts required on site and at the hotels hosting officials and teams
- h. On-site Media & Digital content production with strict social distancing and hygiene regulations in place

## 2. Before the Competition - Event planning

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### 2.1 The Event Organisers are expected to:

- a. Organise events only when permitted by local or national authorities and by the CEV
- b. In defining Venue and Venue Layout, ensure that the Competition Venue can comply with the general international, national and specific CEV competition recommendations in place during the COVID-19 pandemic
- c. Appoint a Hygiene Officer and send to the CEV Office the relevant contact details. The Hygiene Officer shall be in continuous and close contact with the local/regional epidemiologists and relevant authorities in order to monitor day by day the evolution of the pandemic situation and any changes to local legislation, regulation and any other guidance and measures applied locally and nationally to curb the spread of the disease and inform the CEV accordingly
- d. Define different access/exit and control points as specified in the CEV Competitions Hygiene Guidelines – Section 7, § c - d.
- e. Hire and ensure the availability and presence of a professional company for access control to the Venue and one for Clean & Waste and brief them on the hygiene protocols in place for the entire competition
- f. Prepare a detailed review of the local measures and government regulations regarding COVID-19 and share them in coordination with the CEV with all involved parties (participating teams, Officials and Match Officials, LOC staff, accredited media, international and local service providers). The following minimum information shall be included:
  - i. Travel restrictions adopted by/toward European countries that may affect the participation in a CEV Volleyball Competition;
  - ii. Local rules and measures to be followed.
- g. The costs resulting from any COVID-19 tests performed in the country hosting a CEV match / competition upon arrival of the visiting team(s) and / or any appointed CEV official(s) or during their stay for the competition in compliance with the requirements set by the respective national health authorities have to be borne by the respective organisers.
- h. Define the collaboration with approved laboratories in case of on site PCR tests need to be performed and ensure that the results will be provided within 12 hours at the very latest.
- i. Assess the overall number of event attendees (spectators, media, suppliers) and prepare in collaboration with the relevant authorities and the CEV an appropriate security plan and staffing/stewarding plan to accommodate and manage these attendees

- j. Prepare a proper plan and acquire the following supplies to help reducing the risk of transmission of COVID-19:
  - i. Adequate number of personal protective equipment such as masks and gloves;
  - ii. Hand sanitiser and alcohol rubs/gel tissues made available at all entrances and other areas throughout the event venue;
  - iii. Thermometers;
  - iv. Bins for waste for all disposable items (tissues, food trash, plastic bottles, etc.);
  - v. Towels for individual usage during the matches;
  - vi. Water bottles for individual usage for matches and training sessions;
  - vii. Hygiene wipes for the disinfection of the balls;
  - viii. Plastic bags for the match uniforms in case of a tournament and the laundry service is provided by the organiser;
  - ix. Any other needed supplies.
  
- k. Select carefully the hotels for officials and teams, ensuring that these fully respect the CEV Regulatory framework including the CEV Competitions Hygiene Guidelines and National authorities hygiene protocols. Ideally, hotels should be located as closely as possible to the actual competition venue in order to minimise the need for local transportation.
  
- l. Define with the hotels fast check-in process in order to avoid gatherings at the welcome desk
  
- m. Ensure that the following requirements are followed in the Teams hotel:
  - i. Exclusive floor for each team delegation to prevent contact with other guests and other team delegations, if applicable;
  - ii. Dedicated dining area for each team.
  
- n. Prepare a local transportation plan applying the following requirements:
  - i. A dedicated bus for each participating team
  - ii. In case of shuttle services, ensure minimum security distance with at least one empty seat per row and nobody sitting next to the driver.
  - iii. A maximum of three persons (including the driver) are allowed in case of transfer by cars, with the condition of nobody sitting next to the driver.
  - iv. Cleaning and disinfection procedures shall be ensured after each ride.
  - v. Define a transportation timetable to avoid as much as possible that members of different target groups can meet each other
  
- o. Prepare a response medical plan for COVID-19 that includes information about:
  - i. how attendees should interact with the host country healthcare system (e.g. hotline/helpline telephone number, medical teams and first-aid points, local health care system)
  - ii. Protocol/Agreement of cooperation with local public sector with clear zones of responsibility for COVID-19 case management, including testing, isolation, medical care, transportation for all different groups of event participants.



## 2.2 The members of all team delegations are expected to:

- a. Carefully study the CEV Competitions Hygiene Guidelines, the CEV Hygiene Guidelines – Volleyball Specifications, Competition regulations and local government regulations;
- b. Undertake a COVID-19 PCR test to ensure that all team delegation members are not infected with the virus, with the results to be presented during the Preliminary Inquiries. The certificates shall be issued by authorised health laboratories no earlier than three days before arrival for the traveling team and up to three days before Preliminary Inquiry for the hosting team. An SMS message is not considered as a valid printed certificate. The presentation of the negative test certificate is a mandatory pre-condition for taking part in the competition.
- c. Notwithstanding the provisions of Art. 2.2 b, all delegation members who are fully vaccinated against the novel coronavirus and hold a vaccination certificate issued by the relevant competent authorities are allowed to participate in a CEV Competition without having to return the negative result of a previously undertaken PCR test.
  - i. The organiser is responsible for communicating the entry requirements imposed by the respective national authorities for travelling purposes. Furthermore, the organisers must inform the CEV and the opponent if the host country requests the provision of a negative COVID-19 test as a pre-condition to be able to participate in any sports events.
- d. The participants are obliged to send to the CEV ([clubs@cev.eu](mailto:clubs@cev.eu)) the results of the COVID-19 tests immediately after receiving it.
- e. Define and communicate name and contact details of the Team Hygiene Officer to CEV and Organiser
- f. Notify immediately the Team Hygiene Officer or team doctor by phone in case of any symptoms of illness and inform CEV accordingly
- g. Cancel travelling in case a person shows any of the symptoms caused by the Coronavirus
- h. Use the maximum personal attention and as much as possible isolate for the period prior to travelling
- i. Follow all hygiene precaution measures prior/during travel (face masks, hand washing, social distancing).

## 2.3 The CEV Officials and Referees are expected to:

- a. Carefully study the CEV Competitions Hygiene Guidelines, the CEV Hygiene Guidelines – Volleyball Specifications, Competition regulations and local government regulations;



- b. Inform the CEV Office in case of any local travel restrictions or bans that may affect the nomination
- c. CEV Supervisor to establish contact with the Hygiene Officer and receive the information related to the local measures and regulations to be implemented for the Competition
- d. Undertake a COVID-19 PCR test to ensure the person is not infected with the virus and send the results to the CEV Office before travelling. The certificates shall be issued by authorised health laboratories no earlier than three days before arrival. An SMS message is not considered as a valid printed certificate. The presentation of the negative test certificate is a mandatory pre-condition for taking part in the competition.
- e. Notwithstanding the provisions of Art. 2.3 d, all CEV officials and Referees who are fully vaccinated against the novel coronavirus and hold a vaccination certificate issued by the relevant competent authorities are allowed to participate in a CEV Competition without having to return the negative result of a previously undertaken PCR test.
  - i. The organiser is responsible for communicating the entry requirements imposed by the respective national authorities for travelling purposes. Furthermore, the organisers must inform the CEV Official(s) and Referees if the host country requests the provision of a negative COVID-19 test as a pre-condition to be able to participate in any sports events.
- f. Notify immediately the CEV in case of any travel bans, symptoms of illness after the appointment.

### 3. Before the Competition – Upon arrival

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#### 3.1 The Event Organisers are expected to:

- a. Ensure that all LOC members, staff and service providers are fully aware and comply with the CEV Hygiene Guidelines and use personal protection equipment (PPE).
- b. Ensure that the accommodation and transportation principles as shared in the CEV Hygiene Guidelines are applied throughout the arrival of the participating teams/delegations.
- c. Ensure that local match officials are fully aware of the CEV Hygiene Guidelines and amended Match Protocols.
- d. Conduct the temperature checks upon arrival at the Officials' and Teams' hotel of all participants.
- e. Have the updated contact list (name, surname, phone number and email) of all travelling people, LOC staff, service providers and any other person involved in the competition.



- f. Closely cooperate and support the relevant CEV Officials in order to finalise the activity schedule and the relevant measures to be applied for each planned activity (e.g. Media activities, PIs, Referee Clinic).

### 3.2 The members of all team delegations are expected to:

- a. Avoid gatherings in the common areas in the hotels, at the venue and training facilities, following social distancing at all times (minimum 1.5 meters)
- b. Follow the guidelines defined for local transportation to the hotel, hotel check in and meals offered.

### 3.3 The CEV Officials and Referees are expected to:

- a. The CEV Supervisor/CEV Medical Delegate has to ensure the checking of the body temperature of all team delegation members and CEV Officials and Match Officials upon arrival at the official hotels. The process shall be undertaken by the Hygiene Officer.
- b. The CEV Supervisor has to conduct an organisation meeting in order to receive the latest updates over the COVID-19 situation in the host country and review the measures planned related to Local Transportation, Accommodation and Venue operations.
- c. The CEV Supervisor has to finalise together with the Organisers the list of the activities to be carried out in the following days and ensure that all needed measures are foreseen and taken. The following activities have to be considered:
  - i. Preliminary Inquiries
  - ii. Training sessions
  - iii. Media activities before the matches (if any) and after the match
  - iv. Rehearsals (such as for medal ceremony) and referee clinic
- d. The CEV Supervisor and the CEV Medical Delegate (if present) has to run an inspection visit to the Hotel(s) and check together with the Hygiene Officer and the Hotel Responsible that all the measures stated in the CEV Competition Hygiene Guidelines and CEV Hygiene Guidelines – Volleyball Specifications and those defined by the local laws and regulations are implemented and followed.

## 4. The CEV Supervisor has to ensure that the participating teams are aware about the amended match protocols during the Preliminary Inquiry (see Awarding ceremony

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- a. The ceremony shall complement the feeling of a secure event. Participating VIPs/Dignitaries and stewardesses have to use personal protection equipment and gloves.



- b. Ceremony to take place in a position of the field of play that media and photographers can have a direct view on.
- c. A detailed proposal to be presented by the organiser to the CEV for approval.
- d. ).
- e. The CEV Medical Delegate (if present) / CEV Supervisor to coordinate with the Hygiene officer in order to:
  - i. review all Hygiene issues at the venue, training facilities and the officials and teams' hotels
  - ii. set-up a meeting with the local doctor and health care staff to check the equipment and disinfection methods used in the medical areas
  - iii. review all disinfection spots entering and inside the venue and check that the necessary stock of supplies for both personal protection and disinfection are available.

## 5. During the Competition

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### 5.1 The Event Organisers are expected to:

#### 5.1.1 Security

- a. Ensure the implementation of a strict access control system in order to avoid or minimise interactions between different target groups (specifically between teams, officials, the LOC, media, spectators, etc.)
- b. Ensure that all the people entering the competition venue are wearing masks
- c. Collect information about all the people present at the same time at the Venue and the other facilities and their contact details in order to keep record and inform them in case of any positive case

#### 5.1.2 Disinfection and cleaning procedures

**The Organiser shall ensure the implementation of the following procedures, under the overseeing and instructions of the Hygiene Officer:**

- a. Disinfection and cleaning procedures to be ensured before each match and practice session:
  - i. Field of play
  - ii. Benches and referee chair
  - iii. Tables and chairs in the competition control area
  - iv. Items shared by individuals such as balls, net, line judge flags, referee communication headsets, laptops, team tablets, etc.
  - v. Changing rooms and medical & anti-doping areas
  - vi. Isolation room
  - vii. Remove all waste materials from the field of play and control area
- b. Daily disinfection and cleaning procedures for:
  - i. Working rooms
  - ii. VIP Room (if any)

- iii. Media working room (if any)
  - iv. Dedicated areas (TV & SPR positions, Press Tribune)
  - v. Accreditation desk
- c. All the disinfection procedures shall be carried out when the Team delegation and Event staff are not in the relevant areas and rooms in order to avoid any contact between participants and cleaning personnel.
- d. The balls shall be disinfected after each set and practice by using wet disinfection tissues. No antibacterial gel or liquids shall be used.

### 5.1.3 Health check and personal protective equipment (PPE) usage

- a. Ensure the temperature check upon arrival at the venue and any other facilities (training and fitness facilities) for every person entering the mentioned facilities
- b. Ensure that working people at the Venue wear the protective mask and respect any other established prevention measures all the time. Service providers shall provide their operators with masks
- c. Ensure that team delegation members wear the protective mask and respect any other established prevention measures, when not training or involved in a match
- d. Ensure that everyone entering the venue and the competition control area disinfect their hands
- e. Provide PPE to the following people:
  - i. Court Personnel – masks and gloves
  - ii. CEV Officials – masks
  - iii. Team Delegations - masks
  - iv. Volunteers – masks
  - v. Match Officials - masks
  - vi. LOC members - masks
- f. Ensure a sufficient number of spare masks are available and can be provided in case of need.

### 5.1.4 Scheduling of the activities

- a. It is recommended that players arrive shortly before the start of their training session, dressed to have practice, and depart immediately afterwards.
- b. Avoid using the changing rooms and showers before and after training session
- c. Plan for a break between two training sessions in order to ensure enough time is available for the disinfection and other cleaning procedures
- d. Define a clear schedule for all the activities to be carried out such as trainings, set-up activities, rehearsals in order to avoid any sort of large gatherings and minimise the sharing of spaces among the different target groups.

### 5.1.5 Staging of a CEV Competition

- a. Ensure the respect of the requirements provided in the Competition Venue Layout of this document in terms of access controls, mitigation measures and number of people present at the same time in the different areas during a CEV Competition.

## 5.2 The members of all team delegations are expected to:

- a. Wear masks and respect any other established prevention measures at any time during the competition
- b. Follow the amended protocols.
- c. Follow the guidelines of the organiser for both the local transportation and meals offered
- d. Disinfect hands and personal equipment when entering the venue or training facilities before and after each match or training
- e. Do not share personal equipment

## 5.3 The CEV Officials and Referees are expected to:

- a. CEV Supervisor and referees to ensure that all the measures and amended protocols are followed during a match
- b. Referees to oversee that ball retrievers disinfect the balls after each set
- c. CEV Supervisor and referees to ensure that the teams enter the field of play only after the cleaning and disinfection procedures are finalised.

## 6. Positive COVID-19 Tests

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- a. Anyone testing positive for the novel coronavirus shall be immediately isolated.
- b. An additional PCR test shall be performed and the cost of the test shall be covered by the delegation the person belongs to, while for the CEV Officials and Referees, the costs are covered by the organiser.
- c. People testing positive to the virus but recording a CT standing at 30 or above are no longer at risk of infecting others. Therefore, any such person is not subject to quarantine or other isolation preventative measures and eligible to join a CEV competition as well, while ensuring full compliance with the CEV Competition Hygiene Guidelines and the relevant Volleyball specifications at all times.
  - i. The cycle threshold (CT) indicates how much virus an infected person harbours and how likely this person is to spread the virus to others.
- d. All team delegation members returning a negative test are eligible to join the CEV competition and play.

## 7. Competition Venue Layout

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With the aim to ensure the implementation of the risk mitigation, the following requirements shall be followed at the Competition Venue during a match:

### 7.1.1 Competition Control area – Red area

- a. Scorer table: reduce the number of people sitting at the scorer table:
  - i. CEV Supervisor wearing mask
  - ii. Scorer and assistant scorer wearing mask
  - iii. Respect minimum distance (1.5 m)



- b. Organiser table: to set-up an additional table for max. 2 Organiser representatives:
  - i. Court manager wearing mask
  - ii. Hygiene Officer wearing mask
- c. Court coordination position (Official speaker & DJ, LED, Giant Screens & Audio Operators, TV Commentary positions: to be moved to the tribune in a safe position with no contact with the spectators if allowed to attend the Event), with all people wearing masks, apart from the speaker. Allow the access of the operators to the Control area just in case of any technical issues
- d. Official photographer: limit the access to this area to max. 1 Official Photographer wearing mask. He/she shall respect the minimum social distancing towards the team delegations at all times
- e. Video Challenge System: in case the challenge system is used, max 2 operators and the Challenge Referee wearing masks shall sit at the table.
- f. Chairs: placed with 1.5 m of distance for the following persons shall be foreseen:
  - i. Reserve referee
  - ii. Team Guides
  - iii. TV Camera Operators and support persons (max 5 persons – 2 Camera operators and max. 3 support persons).

The mentioned people shall keep their position avoiding unnecessary movement, using Personal protection equipment throughout their presence and always respect social distancing.

- g. Team Delegation: max 14 players and five Team Officials allowed to sit on the bench per team. Any other Extra Team Official shall sit in a dedicated area in the tribune.
- h. Ensure the access to the control area to all authorised persons and ensure that they take their positions as soon as possible avoiding any sort of gatherings.

#### 7.1.2 Competition Control area – Blue area

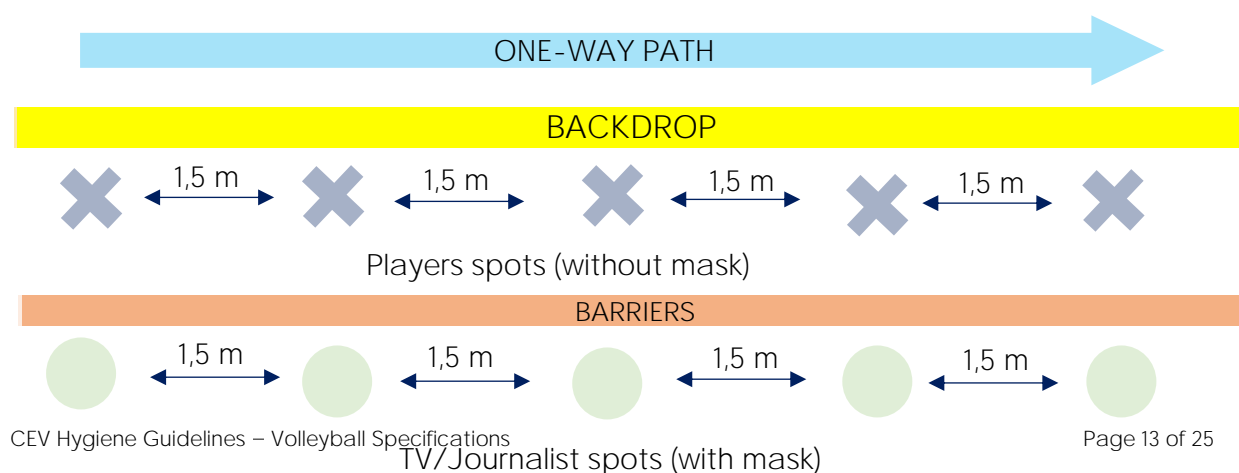
- a. Allow the presence of max. 3 photographers at the same time. All the other accredited photographers shall work from the tribune. All photographers shall be wearing masks.
- b. First aid position (no table): max n. 2 operators wearing masks
- c. Team statisticians, official statistician (DV) and Referee delegate (if any) to be moved to a technical area as specified below.

#### 7.1.3 Dedicated areas to be set up on the tribune with direct view of the court, as follows:

In all areas the following requirements shall be ensured:

- i. Security personnel in order to control the access. Security personnel shall wear masks
- ii. Define dedicated access flow in order to avoid as much as possible the crossing with other groups and spectators (if any)

- iii. Tables and seating plan shall be set-up taking into consideration the need to respect social distancing measures (1.5 m)
  - iv. Ensure the availability of alcohol-based hand gel/sanitiser
- d. Technical area (in case of a Tournament):
- i. Team statisticians (max. 2 per team) – dedicated table for each participating team
  - ii. Official Statistician (DV)
  - iii. Referee delegate and Medical delegate (if any)
- In case of a single match the position of the Team Statisticians (max 4 – i.e. 2 per team) and Official Statistician (DV) can be defined as per the usual, ordinary Court Layout.
- b. TV & Sport Presentation area:
- i. TV Commentators
  - ii. Official Speaker, DJ, Sport Presentation Coordinator
  - iii. LED, Giant Screens and Audio Operators
- c. Team Stand:
- i. Extra Team Officials wearing masks.
- d. Press Tribune
- i. Accredited media wearing masks
  - ii. Max. number to be defined based on the total capacity of the Press Tribune and local recommendations making sure social distancing is respected at all times.
- e. Changing Rooms
- i. Avoid the crossing of team delegations and other groups in the corridors through dedicated paths
  - ii. Limit the time spent in changing rooms to the minimum necessary before and after the match
- f. Mixed Zone
- i. Keep minimum safe distance (1.5m) between different involved persons
  - ii. Different paths for players and journalists and different entrance and exit points
  - iii. Journalists and cameramen shall wear masks



RULE	MAX. NUMBER	NOTE
<b>COMPETITION CONTROL AREA – RED AREA</b>		
CEV Supervisor	1	Wearing mask
Referees	3 + 1 (challenge)	Reserve and challenge wearing masks
Scorer and assistant scorer	2	Wearing mask
Organiser (Court manager & Hygiene Officer)	2	Change of position in the control area. Wearing masks
Challenge system operators (if any)	2	Wearing mask
Line Judges	4	Wearing mask
Court Personnel	10 (6 ball retrievers + 4 quick moppers)	Wearing masks and gloves
Team Delegation	19 per team	14 players and 5 officials on the bench (no mask)
TV Camera Operators and support staff	5	2 operators and max 3 support persons. Wearing mask
Official Photographer	1	Wearing mask
Team Guides	2	Wearing mask
Operators		Allow the access of operators just in case of any technical issues
<b>COMPETITION CONTROL AREA – BLUE AREA</b>		
First Aid	2	Wearing mask
Photographers	3	Max. 3 with access to this specific area. Wearing mask
Team statisticians	4 (2 per team)	In case of single match. Wearing mask.
Official statistician (DV)	1	In case of single match. Wearing mask.
<b>DEDICATED AREA – TECHNICAL AREA (In case of a Tournament)</b>		
Team statisticians	2 per team	Dedicated table for each team. Wearing mask
Official statistician (DV)	1	Wearing mask
Referee delegate	1	Wearing mask
Medical delegate	If any	Wearing mask
<b>DEDICATED AREA – TV &amp; SPORT PRESENTATION</b>		
Technical Operators (LED, Giant Screens, Audio, Lights)		Wearing masks
DJ & SPR Coordinator		Wearing masks
Speaker		No mask
TV Commentary position		Wearing masks for operators No mask for commentators
<b>DEDICATED AREA – TEAM STAND</b>		
Extra team officials		Wearing masks
<b>DEDICATED AREA – PRESS TRIBUNE</b>		
Accredited media	Based on the capacity of the press tribune and local recommendations	Wearing masks





## 8. Awarding ceremony

- a. The ceremony shall complement the feeling of a secure event. Participating VIPs/Dignitaries and stewardesses have to use personal protection equipment and gloves.
- b. Ceremony to take place in a position of the field of play that media and photographers can have a direct view on.
- c. A detailed proposal to be presented by the organiser to the CEV for approval.

## 9. After the end of the competition

All the individuals who develop symptoms after the competition should isolate themselves, seek medical assistance, and inform the CEV, the Organiser and the relevant public health authorities about their potential exposure, both in the country where the competition was held and upon returning to the country of residence in order to activate the relevant procedures of contact tracing.

## 10. Match Protocols

### 10.1 With National Anthems

(N.B. irrespective of whether warm-up halls have been provided to the teams, the official warm up will be 5 minutes per team - 10 minutes if shared)

In addition to that, please note that provision has been made within the Match Protocol for 2 periods of entertainment and for the official team photographs in the case of single matches and the first match of a team in a tournament.

#### 10.1.1 BEFORE THE WHISTLE FOR 1st SERVICE OF THE MATCH

Protocol A With Anthems	DESCRIPTION	REFEREE'S ACTION	TEAM'S ACTION
60 min. before the 1 <sup>st</sup> service		1 <sup>st</sup> and 2 <sup>nd</sup> referees, reserve referees as well as the scorer, the assistant scorer and the line judges should submit themselves to the alcohol test, carried out by the medical doctor of the organizer and referee delegate too.	
45 min. before the 1 <sup>st</sup> service	Time for Entertainment	<ul style="list-style-type: none"> <li>• Referees check:               <ul style="list-style-type: none"> <li>- The match balls, substitution paddles, e-Scoresheet and tablets for e-bench;</li> <li>- All other necessary equipment - buzzer, Lite score, libero jackets etc.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Teams cannot enter the playing court before the start of the official protocol.</li> </ul>
33 min before the 1 <sup>st</sup> Service	No entertainment		



		<p>plus the reserve equipment;</p> <ul style="list-style-type: none"> <li>- The organizer should make disinfection of all equipment for the match.</li> </ul>	
32 min. before the 1 <sup>st</sup> service	Time for Official Team Photographs	<ul style="list-style-type: none"> <li>• Supervisor only.</li> </ul>	<ul style="list-style-type: none"> <li>• The team(s) in their official playing uniforms are invited to enter the playing area and follow the instructions of the official photographer.</li> </ul>
32 min. before the 1 <sup>st</sup> service		<ul style="list-style-type: none"> <li>• Referees check: <ul style="list-style-type: none"> <li>- The height and tension of the net;</li> <li>- The position of antennae and side markings;</li> </ul> </li> </ul>	
18 min. before the 1 <sup>st</sup> service	Official Toss to decide who is serving and which courts the teams will play in.	<ul style="list-style-type: none"> <li>• The two Referees report to the area in front of the scorer's table, facing the scorer.</li> <li>• The 1<sup>st</sup> Referee blows his/her whistle to call the Team captains.</li> <li>• The coin toss takes place and the 1<sup>st</sup> Referee informs the E-scorer of the result. NO SHAKE HANDS BEFORE THE TOSS.</li> </ul>	<ul style="list-style-type: none"> <li>• Both Team Captains report to the scorer's table – no shake hands.</li> <li>• After the Toss: <ul style="list-style-type: none"> <li>- The Team Captains sign the Scoresheet;</li> <li>- The teams go to their respective benches;</li> <li>- Other equipment is brought in and must be placed behind the team benches;</li> </ul> </li> <li>• The Coach also signs the Scoresheet and identifies the starting libero if there are two listed on the Scoresheet.</li> </ul>
17 min. before the 1 <sup>st</sup> service	<p>Start of the Official Warm Up at the net.</p> <p>Line-up sheet for the 1<sup>st</sup> set (latest 12 minutes)</p>	<ul style="list-style-type: none"> <li>• The 1<sup>st</sup> referee whistles to announce the start of the official warm up at the net of both teams. (5 minutes for each team or 10 minutes together)</li> <li>• The 2<sup>nd</sup> referee must ensure that the coach or the assistant coach of each team submits an original and preferably two copies at least of the line-up sheet for the 1<sup>st</sup> set.</li> </ul> <p>Then immediately gives the 1<sup>st</sup> copy (two – if there are more than two copies) of the line-up sheet to the Supervisor and the original to the scorer.</p> <ul style="list-style-type: none"> <li>• The Supervisor is the only one entitled to transmit the line-up sheets to the host TV-broadcaster and to the VIS runner.</li> </ul>	<ul style="list-style-type: none"> <li>• The teams warm up at the net either together or one after the other</li> <li>• In the case of rule 7.2.3, i.e. "consecutive" warmups, the team serving first takes the first 5 minutes to use the net and playing court.</li> <li>• The other team may use the free zone surrounding the playing court without balls.</li> <li>• In case of teams' tablets are in use, the teams must send the line-up sheets electronically via tablet to the e-scorer (latest 12 minutes before the start of the match)</li> </ul>

	Line up sheets	<ul style="list-style-type: none"> <li>If submitted via E-Scoresheet Bench app then the line ups are accepted and automatically transmitted to the relevant operators.</li> </ul>	<ul style="list-style-type: none"> <li>The Coach or Assistant Coach of each team submits the line ups:                         <ul style="list-style-type: none"> <li>On paper with an original and 2 copies for the first set;</li> <li>Or via the E-Scoresheet bench App and tablet provided to the teams;</li> </ul> </li> </ul>
7 min. before the 1 <sup>st</sup> service	End of the Official Warm Up	<ul style="list-style-type: none"> <li>The 1st Referee blows his/her whistle to announce the end of the official warm up.</li> <li>The Referees go to the Jury table and request permission from the Supervisor to start the match – NO SHAKE HANDS WITH SUPERVISOR.</li> </ul>	<ul style="list-style-type: none"> <li>At the whistle of the 1st Referee the teams must stop warming up and immediately return to their own team benches.</li> <li>If players need to change their playing shirts, they must leave the playing area, change and return without delay. All team member must be in the match uniforms and be sat on their respective benches.</li> </ul>
6.30 min. before the 1 <sup>st</sup> service	<p>Referees, Flag Holders and Teams stand ready to enter the court and Line up on the end lines.</p> <p>The Team Captain stands with one foot on the end line with the libero(s) standing next to him/her and all other players along the Libero to the end line.</p> <p>The flag holders enter the court in front of the team, in the middle of the court, behind the attack line.</p> <p>The Speaker announces the National Anthems of each team.</p> <p>National anthems are played entirely as per the official versions</p>	<ul style="list-style-type: none"> <li>The First Referee whistles the 12(14) players of each Team to walk to the end line; Flag holders have to walk in front of the teams; 1<sup>st</sup> referee walk in front of his chair and 2<sup>nd</sup> referee stay close to the his post.</li> <li>During the playing of each team's national anthem, the referees should turn their bodies at 45-degree angle to face the flag of the team whose national anthem is being played.</li> <li>After both anthems, and after 1<sup>st</sup> referee whistle, players applaud to opponent team and gather at their bench and get ready for the starting team announcement.</li> </ul>	

	<p>provided by CEV.</p> <p>During the respective national anthem, flag holders raise the flag in a 45-degree angle.</p> <p>Immediately at the end of the anthems, flag holders march out, carrying the flags.</p>		
3 min. before the 1 <sup>st</sup> service	<p>1<sup>st</sup> fanfare</p> <p>Presentation of the referees</p>	<ul style="list-style-type: none"> <li>• After introduction by the speaker the First Referee goes to the referee's stand and the Second Referee goes to the scorer's table (No shake hands)</li> </ul>	<ul style="list-style-type: none"> <li>• Both teams stand near their Team Bench</li> </ul>
2.30 min. before the 1 <sup>st</sup> service	<p>Presentation of Starting Six Players, Libero and Head Coach.</p>		<ul style="list-style-type: none"> <li>• Starting Player of the visiting team and the Libero enter the court, waving their hands at the announcement of their name.</li> <li>• The Coach stands up, raising his hands when his name is announced.</li> <li>• Afterwards, the host team will be treated likewise.</li> <li>• The other players will be presented when they enter the court as substitutes.</li> </ul>
Just after presentation of all starting players the Libero and the coach.		<ul style="list-style-type: none"> <li>• The 2nd Referee: <ul style="list-style-type: none"> <li>- Distributes four match balls to the Ball Retrievers No. 1, 2, 4 &amp; 5.</li> <li>- Checks the players' standing position, comparing them with those on their respective line-up sheet.</li> <li>- Permits the starting Libero to enter the court</li> <li>- Asks the Scorer if he has also finished checking and is ready to start.</li> <li>- Gives the ball to the server.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Both teams are on court and ready to start the match</li> </ul>

0.00 min. before the 1 <sup>st</sup> service	First Service	<ul style="list-style-type: none"> <li>The First Referee blows the whistle authorizing the first service, at the scheduled time.</li> </ul>	
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## 10.2 WITHOUT NATIONAL ANTHEMS

(N.B. irrespective of whether warm up halls have been provided to the teams the official warm up will be 5 minutes per team - 10 minutes if shared)

In addition, please note that provision has been made within the Match Protocol for 2 periods of entertainment and for the official team photographs in the case of single matches and the first match of a team in a tournament.

### 10.2.1 BEFORE THE WHISTLE FOR 1<sup>st</sup> SERVICE OF THE MATCH

Protocol B Without Anthems	DESCRIPTION	REFEREE'S ACTION	TEAM'S ACTION
45 min. before the 1 <sup>st</sup> service		1 <sup>st</sup> and 2 <sup>nd</sup> referees, reserve referees as well as the scorer, the assistant scorer and the line judges should submit themselves to the alcohol test, carried out by the medical doctor of the organizer and referee delegate too.	
30 min. before the 1 <sup>st</sup> service	Time for Entertainment	<ul style="list-style-type: none"> <li>Referees check: <ul style="list-style-type: none"> <li>The match balls, substitution paddles, e-Scoresheet and tablets for e-bench;</li> <li>All other necessary equipment - buzzer, Lite score, libero jackets etc. plus the reserve equipment;</li> <li>The organiser should disinfect all equipment for the match.</li> </ul> </li> </ul>	
17 min. before the 1 <sup>st</sup> service		<ul style="list-style-type: none"> <li>Referees check: <ul style="list-style-type: none"> <li>The height and tension of the net;</li> <li>The position of antennae and side markings;</li> </ul> </li> </ul>	
16 min. before the 1 <sup>st</sup> service	Time for Official Team Photographs	<ul style="list-style-type: none"> <li>Supervise only.</li> </ul>	<ul style="list-style-type: none"> <li>The team(s) in their official playing uniforms are invited to enter the playing area and follow the instructions of the official photographer.</li> </ul>
15 min. before the 1 <sup>st</sup> service	Official Toss to decide who is serving and which courts	<ul style="list-style-type: none"> <li>The two Referees report to the area in front of the scorer's table, facing the scorer.</li> <li>The 1<sup>st</sup> Referee blows his/her whistle to call the Team captains.</li> <li>The coin toss takes place and the 1<sup>st</sup> Referee informs the E-scorer of the result.</li> </ul>	<ul style="list-style-type: none"> <li>Both Team Captains report to the scorer's table – no shake hands.</li> <li>After the Toss:</li> </ul>

	the teams will play in.	<b>No shake hands before the toss.</b>	<ul style="list-style-type: none"> <li>- The Team Captains sign the Scoresheet;</li> <li>- The teams go to their respective benches;</li> <li>- Other equipment is brought in and must be placed behind the team benches.</li> </ul> <p>The Coach also signs the Scoresheet and identifies the starting libero if there are two listed on the Scoresheet.</p>
14 min. before the 1 <sup>st</sup> service	<p>Start of the Official Warm Up at the net.</p> <p>Line-up sheet for the 1<sup>st</sup> set (latest 12 minutes)</p>	<ul style="list-style-type: none"> <li>• The 1<sup>st</sup> referee whistles to announce the start of the official warm up at the net of both teams. (5 minutes for each team or 10 minutes together)</li> <li>• The 2<sup>nd</sup> referee must ensure that the coach or the assistant coach of each team submits an original and preferably two copies at least of the line-up sheet for the 1<sup>st</sup> set. Then immediately gives the 1<sup>st</sup> copy (two – if there are more than two copies) of the line-up sheet to the CEV Supervisor and the original to the scorer.</li> <li>• The Supervisor is the only one entitled to transmit the line-up sheets to the host TV-broadcaster and to the Data Volley operator.</li> </ul>	<ul style="list-style-type: none"> <li>• The teams warm up at the net either together or separately</li> <li>• In the case of rule 7.2.3, i.e. “consecutive” warmups, the team serving first takes the first 5 minutes to use the net and playing court.</li> <li>• The other team may use the free zone surrounding the playing court without balls.</li> <li>• In case of teams’ tablets are in use the teams must send the line-up sheets electronically via tablet to the e-scorer (latest 12 minutes before the start of the match)</li> </ul>
	Line up sheets	<ul style="list-style-type: none"> <li>• If submitted via E-Scoresheet Bench app then the line ups are accepted and automatically transmitted to the relevant participants.</li> </ul>	<ul style="list-style-type: none"> <li>• The Coach or Assistant Coach of each team submits the line ups: <ul style="list-style-type: none"> <li>- On paper with an original and 2 copies for the first set;</li> <li>- Or via the E-Scoresheet bench App and tablet provided to the teams;</li> </ul> </li> </ul>
4 min. before the 1 <sup>st</sup> service	End of the Official Warm Up	<ul style="list-style-type: none"> <li>• The 1st Referee blows his/her whistle to announce the end of the official warm up.</li> <li>• The Referees go to the Jury table and request permission from the CEV Supervisor to start the match – <b>NO SHAKE HANDS WITH SUPERVISOR.</b></li> </ul>	<ul style="list-style-type: none"> <li>• At the whistle of the 1st Referee the teams must stop warming up and immediately return to their own team benches.</li> </ul>



			<ul style="list-style-type: none"> <li>• If players need to change their playing shirts, they must leave the playing area, change and return without delay.</li> <li>• All team members must be in the match uniforms and be sat on their respective benches.</li> </ul>
3.30 min. before the 1 <sup>st</sup> service	Announcer announces the name of the teams and the match number	<p>Position of the referees:</p> <p>Both referees must be located on the side line on either side of the post, on the side of the court nearest the scorer's table, 1<sup>st</sup> referee – on the side of team A, 2<sup>nd</sup> referee – on the side of team B.</p> <p>The 1<sup>st</sup> referee blows the whistle immediately after the announcement</p>	<p>Teams enter the court and Line up on the end lines.</p> <p>After the 1st referee blows the whistle, the players enter the court? waving both hands above their heads, without shaking hands with their "opposite number".</p>
2.30 min. before the 1 <sup>st</sup> service	Presentation of the Referees.	<ul style="list-style-type: none"> <li>• Both Referees march to the middle of the court, close to the net, facing the Jury table.</li> <li>• After introduction by the speaker the First Referee goes to the referee's stand and the Second Referee goes to the scorer's table (No shake hands)</li> </ul>	<ul style="list-style-type: none"> <li>• Both teams stand near their Team Bench.</li> </ul>
	Presentation of Starting Six Players, Libero and Head Coach.		<ul style="list-style-type: none"> <li>• Starting Players of the visiting team and the Libero enter the court, waving their hands at the announcement of their name.</li> <li>• The Coach stands up, raising his/her hands when his/her name is announced.</li> <li>• Afterwards, the host team will be treated likewise.</li> <li>• The other players will be presented when they enter the court as substitutes.</li> </ul>
Just after presentation of all starting players the Libero and the coach.		<ul style="list-style-type: none"> <li>• The 2nd Referee: <ul style="list-style-type: none"> <li>- Distributes four match balls to the Ball Retrievers No. 1, 2, 4 &amp; 5.</li> <li>- Checks the players' standing position, comparing them with those on their respective line-up sheet.</li> <li>- Permits the starting Libero to enter the court</li> <li>- Asks the Scorer if he has also finished checking and is ready to start.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Both teams are on court and ready to start the match</li> </ul>

		<ul style="list-style-type: none"> <li>• Gives the ball to the server.</li> </ul>	
0.00 min. before the 1 <sup>st</sup> service	First Service	<ul style="list-style-type: none"> <li>• The First Referee blows the whistle authorizing the first service, at the scheduled time.</li> </ul>	

## 10.3 DURING THE MATCH

### a. REPLAY:

- i. The host broadcaster can ask for a "replay delay", from the first referee after the end of a rally if the necessary installations are made and agreed by the Organizer and the Supervisor.
- ii. The necessary installation is an electrical lamp fixed in front of the first referee, linked to the host broadcaster representative who gives a signal by switching on the lamp for a slight delay for an instant replay of a previous action.
- iii. This process can be used approximately 8 times per set and cannot delay the match between rallies by more than 7 seconds each time.

### b. INTERVALS (Rule 18):

#### Teams:

- i. At the end of each set, the six players of each team line up on the end line of their respective courts.
- ii. At the direction of the first referee, the teams change courts (Rule 18.2.1); as the players pass the net poles they go directly to their team bench.
- iii. The interval between the second and the third sets can be extended up to ten minutes by the competent body at the request of the organizer (Rule 18.1). In this case the teams must go to their dressing rooms after the second set and return to the playing area 7 minutes later, where there can be a warmup of 2 minutes 30 seconds near the net.

#### Scorer:

- i. As soon as the Referee blows his whistle to end the last rally of the set, the Scorer must start the timer for the timing of set interval.
- ii. 2:30, the Second Referee blows his / her whistle, or the Scorer pushes the buzzer.

#### Teams, 2:30:

- i. At the direction of the Second Referee, the Six Players registered on the line-up sheet go directly onto the playing court.

#### Referees, 2:30:

- i. The Second Referee checks the standing position of the players comparing them with those registered on their respective line-up sheet.
- ii. The Ball Retriever will then give the server the ball. For the start of the deciding set, the ball will be given to the server by the Second Referee.



Referees 3:00:

- i. The First Referee whistles, authorizing the service.

#### c. INTERVAL OF DECIDING SET (TIE BREAK)

Teams:

- i. At the end of the set before the deciding set, the six players of each team line up on the end line of their respective courts. At the direction of the First Referee, the teams go directly to their team bench.
- ii. Teams Captains' report to the scorer's table for the TOSS.

Referees:

- i. At the end of the set before the deciding set, the Referees report to the scorer's table to conduct the TOSS.

### 10.3.2 AT THE END OF THE MATCH

Teams:

- i. At the end of the match, the six players of each team go to their respective attack line.
- ii. At the first referee's signal, the players applaud the opponent, facing the opponent, without shaking hands with their "opposite number" and thank the court-side assistants with applause (ball retrievers and floor moppers) who are lined up along the end of each court.
- iii. The players leave the playing court and walk to their respective team bench.

Referees:

- iv. Both referees position themselves on the side-line at the net by first referee's stand. No shaking hands with the players - they can also applaud all players; they must report to the scorer's table to complete their post-match administration.
- v. Remark:
  - o The referees' work is still not complete! They must monitor the behavior of the teams after the final whistle for the end of the match to ensure all participants behave in a sportsmanlike way until all participants have left the playing area and control areas in the competition hall.
  - o All unsportsmanlike behavior after the final whistle must be reported to the CEV Supervisor and noted on the score sheet under "REMARKS". If necessary, a special report must be made by both referees and posted/emailed to the CEV office and the President of ERC within 24 hours of the incident.

Courtside Assistants:

- i. At the end of the match, the courtside assistants go to the end line of the court where they have been performing.
- ii. They line up facing the net and await the players who will applaud them.



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