

- 1 DAY**BVB/29**

STADIUM AND FACILITIES HOMOLOGATION CHECKLIST

(to check along with the Appendix)



EVENT: DATE:

1 day before the start of the competition, the FIVB Technical Supervisor must inspect the facilities as per the following checklist.

This document must be sent to the FIVB Beach Volleyball Dept. including the Master plan and Marketing checklists (mandatory) duly signed by the parties. A copy of these documents shall be provided to the Organizers

ITEMS	DIMENSIONS	YES	NO
1. STADIUM			
Insurance / Venue Safety Certificate	according to FIVB requirements (To be sent to the FIVB)	o	o
Tribune Capacity:	8,000 seats (World Championships) 3,500 seats (Grand Slam) 1,500-2,000 seats (Open) 1,500-2,000 seats (WCH U-19 & U-21)	o o o o	o o o o
VIP section: (min.250 pers. for WCH U-19 / U-21) (min.300 pers. for Open Events) (min.600 pers. for Grand Slam Events) (min.800 pers. for WCH Senior) Including catering, guests in the Hospitality area, Secretariat, Hostesses for VIP's, etc.	<u>For Open</u> <ul style="list-style-type: none"> • VIPs (120); • Media/Press (60); • Event (30) 	o	o
Cladding of the bleachers: Internal/External; Guest Area in the General Grandstand / Merooj, Jinling and Mikasa exposure		o	o
Certification of the correct set-up of the bleachers and other temporary facilities		o	o
2. COMPETITION AREAS			
Area free of obstacles for 1 court lay out:	min 26 m X min 18 m	o	o
Court:	16 x 8 m	o	o
Free zone- Endline	5m	o	o
Free zone- Sideline	5m - 6m	o	o
Time-out Area:	3m distant from scorer's table	o	o
Photographers' Area:	According to FIVB requirements.	o	o
Sports equipment for each official court	According to FIVB requirements (see Court Equipment Checklist BVB/30)	o	o
Platform for TV Cameras and TV camera positions in accordance with BVB/15	(as per TV Broadcasting Guidelines)	o	o
Commentary Positions and TV monitors	(as per TV Broadcasting Guidelines)	o	o

Equipment for awarding Ceremony	As per FIVB requirements	o	o
Entrance	As per FIVB requirements	o	o
Flags of participating nations:	as many as needed	o	o
3. FACILITIES (NO-SMOKING AREAS):			
Notification of the non smoking rule for all working areas and stadium		o	o
3.1 Athletes' Lounge	minimum 50 m ²	o	o
Air conditioning:		o	o
Chairs:	20	o	o
Tables:		o	o
Wireless connection for the player's and their own personnel computers and/or 2 mandatory computers for single-gender and 4-6 for double-gender events.		o	o
Billboard (min. 2m x 1m) with competition results:	min. 2 x 1 m	o	o
3.2 Athletes ' Lockers Room*	minimum 30 m ²	o	o
Chairs /benches:	10 each	o	o
Lockers		o	o
* located close to but separate from the athlete lounge. For double gender events, 2 separate locker rooms to be provided for each gender			
3.3 Referees' & Lines persons Lounge*	minimum 30 m ²	o	o
Air conditioning:		o	o
Whiteboard	1	o	o
Table:	1	o	o
Chairs:	15-20	o	o
* Referees and Auxiliary Officials must have separate areas according to the capacity and comfort conditions			
3.4 Locker Rooms for Referees/Lines persons or security room*	minimum 30 m ²	o	o
Table:	2	o	o
Lockers	30/50		
Chairs:	10	o	o
* Referees and Auxiliary Officials must have separate areas according to the capacity and comfort conditions			
3.5 Catering / Lunch Area		o	o
Protected from wind:		o	o
Protected from sun:		o	o
Floor:		o	o
3.6 Press Centre	min. 40-150 m ² (accordingly)	o	o
Air conditioning:		o	o

Capacity:	50-200 accordingly	o	o
Tables with chairs	5-15	o	o
1 Billboard with results:	min. 2 x 1 m	o	o
Electric Connections:	8	o	o
Fax machines	1 and back up with international line	o	o
High speed internet access for journalists, Photographer and Press Delegate	3	o	o
International phone lines	2	o	o
Desk with Phone line & Internet connection for FIVB Press Delegate	1	o	o
Computers:	3/5 (with Windows English Version, Word/Excel/Adobe Acrobat /wireless high speed Internet access)	o	o
Laser printer:	2	o	o
Photocopy machine:	2 (30 copies per minute)	o	o
Pigeon holes/document trays	20	o	o
Area to display the FIVB Press Kit as well as the FIVB Sponsors and partners information	1	o	o
To have a proper wi-fi connection in every press working room protected by password. This wi-fi connection must be available until Sunday at midnight. The bandwidth should be good enough to allow efficient uploading requests by all photographers.	As per FIVB requirements	o	o
Neat and well presented bar and catering facility	1	o	o
3.7 Mixed Zone Area placement for TV interviews immediately after the matches outside the competition area, out of reach from spectators, court personnel, and officials. Lighting if necessary.	1	o	o
official mixed zone backdrop	1	o	o
3.8 Interview Room	min. 40 -60 m ² accordingly	o	o
Air conditioning:		o	o
Tribune:	tables with chairs for 6 persons	o	o
Microphones:	A minimum of 3 on the tables / 1 portable	o	o
Chairs for the participants:	Min 25	o	o
back-drop	1	o	o
Towels and bottled water for the players at the head table/tribune.	1	o	o
Water for the press	1	o	o

3.9 Working Rooms for*:	Security Personnel, Court Man, TechControl, OrgCom., FIVB Officials, Swiss Timing Personnel (one room each)	0	0
Air conditioning: (if required)	each	0	0
Technical Control, Org Committee & FIVB working rooms shall be equipped with:	<p>1 Personal computer</p> <ul style="list-style-type: none"> • (Pentium recommended) with an English keyboard and MS Windows XP Operating System with: • MS Word • MS Excel • 1 Internet browser • Adobe Acrobat software • 1 laser printer <p>1 high-speed internet connection (preferably wireless) with e-mail account</p> <p>1 international telephone / 1 fax connection and machine (via e-mail account)</p> <p>1 cellular phone each for relevant FIVB Official (Tech Sup, Ref Del, Press Del, Medical Del (when assigned) TV Coord)</p> <p>Adequate workspace for all FIVB Delegates Assigned (up to 5 persons)</p>	0 0 0 0 0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0 0 0 0 0
Bwin/Sportsman Media/Unas TV	As per handbook requirements.	0	0
Live scoring	As per handbook requirements.	0	0
<p>*For Grand Slam and World Championships events, a separate TV Office equipped with telephone, fax machine, computer system with internet connection (or at least one analog or digital line for notebook internet access) should be installed by the promoter whenever an FIVB TV coordinator officiates during the event. The host broadcaster or the technical TV producer should also provide the TV office with a monitor with pgm signal dirty incl. TC. In case events are set up with various (not adjacent) venues, fax machines must be available at every site and the Court Management and Operations management must be duplicated.</p>			
3.10 Coaches Area			
<p>Seats reserved at the general grand stands in the Center Court, and around the playing area for the outside courts while watching their teams.</p> <p>As a separate area either under a tent, or in a room, or in a shaded area or anywhere else (i.e. at the hotel if in proximity) in order for coaches to meet with their players.</p>	As per handbook requirements.	0	0
3.11 Medical Services		0	0
<u>Medical Area:</u>		0	0
bed(s)	at least 1	0	0
Basic medical equipment	1	0	0
Basic medication	1	0	0
Oxygen equipment, IV fluid equipment and personnel to operate	1	0	0

Stretcher	1	0	0
Ice machine	1	0	0
telephone	1	0	0
<u>General First Aid Area (Spectators)</u>		0	0
<u>Massage and Physiotherapy Room:</u>	min.20 m ²	0	0
Massage tables (access for accredited team physio)	2 for single gender events and 4 for double gender events	0	0
physiotherapy equipment	1	0	0
* The medical/physiotherapy rooms must be protected and separated from the open air and a heater must be installed in the rooms if necessary.			
<u>Doping Test Section (when controls are carried out):</u>	min. 25 m ² divided into three sections:	0	0
waiting room **	10 m ²	0	0
sampling room**	10 m ²	0	0
Toilette*	5 m ²	0	0
**To be equipped with lockable refrigerator & refreshments.		0	0
<u>Ambulance</u>	with electro stimulation equipment and parked close to the venue	0	0
<u>Paramedical personnel</u>	always present at the venue	0	0
3.12 Storage room	min.25 m ²	0	0
3.13 Other Facilities			
Meeting room (Preliminary Inquiry, Technical Meeting, Referee Clinic, etc.)	As per handbook requirements.	0	0
Showers	4	0	0
Accreditation Area / Security	1	0	0
Disabled Area:	Covered space for 10 wheel chairs and 10 assistants at court level or in the VIP section. A surface to allow the passage of people in wheel chairs must be foreseen from the parking area to the stadium	0	0
Toilets:	10 (for the public) 4 (for the VIPs) 2 (for the athletes) with easy access from the athletes' lounge, locker room and playing courts.	0	0
4. PARKING			
Parking area	As required.	0	0
Local transportation (if any)	As required.	0	0

Note: The Promoters may use the hotels/structures in proximity as events facilities whenever possible and exploit permanent facilities which may offer all amenities and conditions.

COMMENTS

HOMOLOGATION OF THE VENUE AND FACILITIES	YES <input type="radio"/>	NO <input type="radio"/>
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(Date)

(Signature)

Note: Should the FIVB Technical Supervisor decides not to homologate the venue, the reasons must then be communicated to the FIVB in writing including all negative aspects in the comments above.
Please enclose the Marketing checklist with the status of each item and eventually any information still to be approved for the Master Plan.