

**The 2019 Asian Women’s Club Volleyball Championship
(Qualification Tournament for 2019 Volleyball Women’s Club World Championship)**

COMPETITION REGULATIONS

1. INFORMATION OF THE ORGANIZER

A. The China Volleyball Association, affiliated to AVC, has been entrusted with the organization of 2019 Asian Women’s Club Volleyball Championship on April 27 – May 5, 2019.

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B. COMPETITION CALENDAR

Arrival of AVC officials and C/C members: April 24, 2019
Arrival of teams and accompanying referees: April 25, 2019
Competition days: April 27 – May 5, 2019
Departure day: May 6, 2019
Arrival & departure airport is Tianjin Binhai International Airport

C. HOST CITY and HALLS

City: Tianjin
Training Halls: 1. No.9 Fukang Road Nankai District Volleyball Hall-1
2. No.9 Fukang Road Nankai District Volleyball Hall-2
Competition Halls: 1. Tianjin People’s Gymnasium
2. Wuqing Sport Center Gymnasium

D. PREPARATORY REPORT and INSPECTION OF FACILITIES

- 1) The Organizer should present a visual preparatory report (ppt or DVD) at the AVC BA meeting. The report should include a proof letter that guarantees the support of the Government authority.
- 2) AVC will decide whether an inspection visit is necessary.
- 3) If necessary, AVC will nominate a representative to the host city in order to inspect the accommodation, competition conditions and facilities at the Organizer’s expenses.
- 4) The Organizer has no right to change, without a prior approval of AVC, the competition facilities and hotels after the final inspection.

2. TEAM ENTRY and THE LIMIT OF PARTICIPATING TEAMS

- 2.1 The number of entry is limited to a maximum of 16 teams in all AVC events.
- 2.2 No later than **15 January 2019**, each member federation must send its official entry to AVC and the Organizer in order to confirm their intention of the participation.
- 2.3 Late entry before **31 January 2019** is possible with US\$500 fine.
- 2.4 No later than **2 February 2019**, AVC will reconfirm the total of participating teams.
- 2.5 The total of 16 teams in any AVC event will be selected by the followings:
 - 1 team for the Organizer
 - 10 teams based on the rankings of the previous championship
 - 5 teams from each of 5 zones (with a qualification tournament if needed)
- 2.6 If there are more than 16 national entries, AVC will inform Zonal Vice Presidents to organize qualification tournaments to select a team to participate in the championship. If no qualification tournament will be conducted, the concerned Zonal Vice President has the right to choose the qualified team and inform AVC within **26 February 2019**.
- 2.7 **Within 4 March 2019**, all entry teams must send the O-2 form, two (2) personal photos of each member, a team photo, and a sports biography of the team to AVC and to the Organizer.
- 2.8 AVC will not accept the entry of the national federation who has NOT paid their penalty and/or sanction fees occurred in previous events. The concerned team must clear their unpaid fees before or deposit US US\$15,000 when they send the entry form to AVC in order for their entry to be accepted.

3. PARTICIPATING TEAMS and PLAYERS

- 3.1 **All AVC official Championships** are open to the AVC affiliated federations that fulfilled their obligations and financial responsibilities with regard to the FIVB and AVC.
- 3.2 The hosting National Federation has only one entry in any AVC event in principle. However, for Club Championships, the host may have an additional team entry only in case of less than 8 participating teams (i.e., 7 teams). This allows the teams to be grouped into 2 pools with 4 teams in each pool.
- 3.3 In Club Championship, two foreign players on each team with a valid International Transfer Certificate are allowed to play on court, but the team may have more than two foreign players listed on the O-2 bis Form.
- 3.4 Teams must send the O-2 bis and photo of 3 sets of uniform jersey (Top Only) form to AVC **within 1 week before** the starting date of the competition. A late submission of the O-2 bis form will be sanctioned (US \$500).
- 3.5 Change of the players:
 - 3.5.1 In the O-2 Form (Maximum of 20 players)
Teams may request AVC to change up to two players registered on the O-2 form if it is due to medical reasons (with a proper and valid evidence) until 21 days before the starting day of the competition. This requested change will be subject to the final approval of AVC.
 - 3.5.2 In the O-2bis Form
Teams may replace up to 2 players listed on the submitted O-2bis form before the competition starts, but must report it to the CC member at the Preliminary Inquiry

for the approval. In this case, the new player(s) must have been listed on the O-2 form. No changes will be allowed after the commencement of the General Technical Meeting.

- 3.6 Neutralized players must have been proven residential status in the country or region of their new nationality for not less than two years (up to the opening day of the championship) from the date of issue of the official document granting the new citizenship.
- 3.7 Asia Junior (U19 or U20) players who have already played twice in the FIVB Junior (U20 or U21) Championships cannot play in AVC Junior Championship as it is a qualification event for the following year of FIVB Junior event.
- 3.8 Asia Youth (U17 or U18) players who have already played once in the FIVB Youth Championship cannot play in AVC Youth Championship as it is a qualification event for the following year of FIVB Youth (U18 or U19) event.

4. COMPOSITION OF THE TEAM DELEGATION

- 4.1 For senior events, a team can have a maximum 22 team members (14 players + 6 officials + 1 accompanying referee + 1 press with FIVB ID) if the host accepts the 14 players entry. Otherwise it will be limited to 20 members with 12 players.
- 4.2 For all age-category events, a team can have a maximum of 20 team members (12 players only).
- 4.3 In accordance with the proposal of the AVC Referee Committee “For all AVC championships, each national federation has to nominate a minimum of three international referees or international candidate referees to AVC per event. The AVC RC will then propose to AVC the name of the referee selected as an accompany referee to attend to the event.” A team is obliged to put the names of three international referees or international candidate referees in the National Entry.
- 4.4 The host is to assign a total of 11 (or less) rooms for the team - 3 singles (team manager, head-coach, and referee) and 8 doubles (for players and other officials) in principle (with Partial Payment). A single room is also assigned to the journalist (with a FIVB ID). If a team requests extra rooms (i.e., exceeding a total number of rooms), extra charges should be borne by themselves.
- 4.5 If a team has 14 players, one more double room is assigned, and these 2 extra players are also subject to pay the partial payment only.
- 4.6 A maximum of 5 staffs (head - coach + 4) listed on O-2 bis can be chosen by the head-coach to sit on the bench, except for the team manager and journalist.
- 4.7 Each delegation must have one accompanying referee (international or candidate). If not, penalties shall be incurred as per Article 19.4
- 4.8 Up to 2 extra officials may be added to the delegation of a team. They will be accredited if their expenses have been paid before the championship.
 - 4.8.1 Extra charges for the extra person should be NOT more than twice of the Partial Payment in principle.
- 4.9 The team officials to be seated on the bench cannot be changed after General Technical Meeting, except for a medical emergency case.
- 4.10 The number of players on each team must have at least 9 players on the court in the competition. If the team has less than 9 players, the penalty of US\$ 2,000 per player will be imposed to the team.

5. DRAWING OF LOTS and COMPETITION SYSTEM

- 5.1 All AVC official competitions will be conducted by the AVC Control Committee under the leadership of the AVC President or his representative.
- 5.2 FIVB, International, and International Candidate referees accompanying with the teams and from the organizing country will officiate in the championship.
- 5.3 The Organizer should strictly follow the AVC competition guidelines and regulations.
- 5.4 The competition system is subject to the exact number of participating teams. AVC will forward to each participating federation a finalized competition system and competition calendar two months before the championship starts.
- 5.5 The drawing of lots will be conducted not less than 3 month of Competition Date or during AVC SEC meeting in February 2019. The special function of drawing of lots can be conducted by the host with approval by AVC.
- 5.6 Within 10 days after the drawing of lots, the Organizer should prepare the timetable for daily matches according to the AVC competition format and submit it to AVC for approval.

6. ORDER OF MATCHES and ORGANIZER’S RIGHTS

- 6.1 The order of matches in the preliminary round is assigned (by Berger table) in accordance with the AVC competition format.
- 6.2 The seeding and grouping of the participating teams will be done in accordance with the results of the previous event based on serpentine system and drawing of lots.
- 6.3 The Organizer has the right to choose one match for each pool in the preliminary round if the pool is composed of not more than 4 teams. In case of 5 or 6 teams with a round robin system, the Organizer has the right to choose two matches.
- 6.4 The Organizer has the right to change the timetable and order of matches for TV broadcasting reasons with a prior approval of AVC Control Committee. Each team must be informed of the timetable changes at least one day before the match date.

7. CLASSIFICATION OF TEAMS

According to the decision of AVC BA, the classification of teams in the competition will be considered by the following orders:

- 7.1 Number of Victories: The teams will be classified in descending order by the number of matches won.
- 7.2 In the case of equal matches won:
 - 7.2.1 The following points will be awarded per match to each team:

Match won 3-0; 3-1	3 points
Match won 3-2	2 points
Match lost 2-3	1 point

Match lost 0-3; 1-3	0 point
Match forfeited	0 points (25-0;25-0;25-0)

- 7.2.2 Set quotient. In the case of equality in the number of match points by two or more teams, they will be classified in descending order by the quotient resulting from the division of the number of all sets won by the number of all sets lost.
- 7.2.3 Points quotient. If the tie persists as per the set quotient (7.2.2) the teams will be classified in descending order by the quotient resulting from the division of all points scored by the total of points lost during all sets.
- 7.2.4 If the tie continues as per the point quotient (7.2.3) between two teams, the priority will be given to the team which won the last match between them. When the tie in point quotient is between three or more teams, a new classification of these teams in the terms of 7.2.1, 7.2.2, and 7.2.3 will be made by taking into consideration of only the matches in which they were opposed to each other.

8. UNIFORMS

- 8.1 The playing uniform must be in conformity with FIVB standards. Each team must have available three sets of playing uniforms of a different color. The players’ numbers on the uniform must be the same as on the O-2, O-2bis form. Any improper use of uniform color shall get penalties. Details see Article 19.5.
 - 8.1.1. Socks are a part of uniform. All players must have the same color (and design) on the court.
 - 8.1.2. Undergarments (inner wear) must NOT be visible (should not be out-long of the uniform shorts or jersey). If any for a medical reason, it must be of the same color with the uniform.
 - 8.1.3. Compression pads (and protectors) for elbow and knee, neutral colors (black or white) are approved, but whichever color is chosen, it must be the same color for all players. If they are not the neutral colors, they are also required to be of the same color as the uniform for all players. No padding is allowed in the forearm compression pads, as it provides advantages to the players’ performances.
 - 8.1.4. If a player has ankle bracers or knee protection gears for a medical reason with a different color (i.e., grey or blue), should report it at the Preliminary Inquiry with photos (or to the Jury before the match).
- 8.2 The playing uniforms of the team captain must be presented during the Preliminary Inquiry.
- 8.3 The team officials on the bench, as approved at the Preliminary Inquiry, must confirm to either of the following dress code options (no shorts are allowed):
 - 8.3.1 All to wear their official warming up suit and polo shirt of the same color and style, or
 - 8.3.2 All to wear dress jacket, collared dress shirt, tie and formal slacks of the same color and style, or

- 8.3.3 All to wear dress jacket, collared dress shirt, tie and formal slacks of the same color and style except the trainer who may wear the official warming up suit and polo shirt.
- 8.3.4 The penalty for non-compliance of the dress code for team officials on the bench will be that the team officials concerned will not be allowed to sit on the team bench and must leave the competition control area and thus will have no further contact with the team until they respect the approved dress code.
- 8.4 The teams are allowed to have max 300 sqm. publicity of main sponsor and max 100 sqm publicity of minor Sponsor in front of the players' uniform and 50 sqm. publicity of minor sponsor on both shoulders of the players' uniform. Any improper use of uniform color shall get penalties. Details see Article 19.5.
- 8.5 Team accompanying referees must bring their own AVC’s refereeing uniform.
- 8.6 For Club Championships, the uniform in their domestic league is accepted as it is in principle, but the team must have “Country Code or National Flag” (a sticker pad) on the uniform.
- 8.7 Publicity on uniforms (AVC Senior and Under Age Championships)
 - 8.7.1 Advertising on team’s uniforms is subject to prior AVC approval at least four weeks before the start of the competition. An advertising Approval Certificate issued by AVC must be presented at the Preliminary Inquiry.
 - 8.7.2 The fee for having the right for publicity on uniforms (Only AVC Senior Championship) is US\$5,000 (Five Thousand US Dollars Only) per team, which must be remitted to AVC account number before the Preliminary Inquiry.

9. PRELIMINARY INQUIRY

- 9.1 Team delegations must arrive at least 48 hours before the start of the competition and be available for the Preliminary Inquiry.
- 9.2 Team manager (coach) and doctor must be present at the Preliminary Inquiry and must bring the following documents:
 - O2-bis form (a final list of 12 or 14 players chosen from the O-2 form)
 - Passports of all players
 - Players’ Transferred Certificates (If any)
 - Health Certificate for all players (M-3)
 - Team Doctor’s FIVB Identity Card
 - Team Physiotherapist’s FIVB Identity Card
 - Journalist Accreditation
 - Samples of captain’s uniforms (3 colors)
- 9.3 The Preliminary Inquiry will be carried out in accordance with the FIVB General Regulations.
- 9.4 The team must pay the entry fee US\$900 and the partial payment to the Organizer in cash (or confirm if transferred by on-line) during the Preliminary Inquiry. If not, the team shall not be allowed to play in the championship until it is duly paid.

10. GENERAL TECHNICAL MEETING

- 10.1 Team manager (head coach) and doctors must be present in the General Technical Meeting.
- 10.2 The General Technical Meeting will be carried out in accordance with the FIVB General Regulations.

11. OFFICIAL VOLLEYBALL RULES and BALLS

- 11.1 The competition shall be played in accordance with the FIVB Rules of the Game in force. All necessary interpretations will be made before the competition during the Refereeing Clinic and the General Technical Meeting.
- 11.2 The referee candidates should get the recognition and credit from AVC Referee Commission when they participate in any AVC championship as a referee.
- 11.3 The Championships will be played with the MIKASA Volleyball MVA200.

12. TRAINING

- 12.1 The Organizer must prepare a training schedule in which each team is guaranteed the exclusive use of a training gym for 1.5 hours per day.
- 12.2 Each team will have at least one hour training on each competition court before their first match.
- 12.3 Training schedule for the teams must consider the time schedule of the Preliminary Inquiry and the General Technical Meeting.

13. PRESS CONFERENCE

The head coach and team captain or the player requested by the press must be available for the press conference immediately after each match.

14. MEDICAL SERVICES and CONTROL

- 14.1 All players are obliged to present their health certificates (M-3 form), issued not more than two months before the competition by the competent authority in their country, which the health of the competitor and the understanding and agreement of the competitor in the FIVB Anti-Doping Rules are clearly stated. This health certificate must be countersigned by the National Federation and the competitor who thus both take the responsibility for the validity of such certificate.
- 14.2 The Organizer is obliged to nominate a medical director in charge of all medical affairs during the championship.
- 14.3 Very well Organization before the event, the medical director appointed by the Organizer must contact with the AVC Secretariat and AVC Medical Delegate in charge of the event to report progression of preparations for the medical affairs including doping control testing. Following items should be included in the report.
 - 14.3.1 Name of the doping control officers (DCO) who should be authorized by World Anti-Doping Agency (WADA).

- 14.3.2 Name list of doping control team headed by DCO accredited by WADA. The team should be consisted with two (minimum) chaperons and two (minimum) technicians to collect urine samples.
- 14.3.3 Name list of medical support team that should be consisted with sports physicians and other medical doctors, physiotherapists, registered nurses.
- 14.3.4 Name list of designated hospitals and clinics suitable for the event.
- 14.3.5 Photocopy of the contract between the Organizer and WADA Accredited Laboratory.
- 14.4 First aid and medical treatment will be provided by the Organizer under the control of the AVC Control Committee.
- 14.5 Doping Control shall be conducted in accordance with the FIVB Medical Regulations.
 - 14.5.1 The Organizer is obliged to prepare doping control station, adequate number of the equipment, and personnel, according to the FIVB Medical Regulations and WADA Code.
 - 14.5.2 The Organizer must be responsible to carry the collected and sealed samples to designated WADA accredited laboratory within due time according to the AVC requirements.
- 14.6 Referees' medical check and alcohol test will be conducted by the local medical team nominated by the Organizer under control of the AVC Control Committee. The Organizer is obliged to prepare all equipments and official forms generated by the FIVB needed for the medical check according to the FIVB Medical Regulations.
- 14.7 The Organizer is requested to provide appropriate room, forms and equipment for the Medical Delegate Meeting that would be held after the General Technical Meeting or earlier upon request from the AVC Control Committee.
- 14.8 All team delegations are recommended to take out their own liability and medical insurance.

15. FINANCIAL CONDITIONS

- 15.1 Each delegation will take care of the following expenses:
 - 15.1.1 US\$ 900 as a national entry fee.
 - 15.1.2 Airfares of the team to and from the scheduled international Airport.
 - 15.1.3 US\$ 60 per person per day for the partial payment for accommodation with full board and snack. Payment should be made to the Organizer during the Preliminary Inquiry.
 - 15.1.4 Penalties incurred as per Article 19.
 - 15.1.5 Full payment of accommodation with full board for extra persons, if any.
 - 15.1.6 Extra luggage charge is to be covered by the team delegation.
 - 15.1.7 Any extra expenses not covered in the Organizers' commitments.
- 15.2 The expenses to be covered by the Organizer:
 - 15.2.1 Accommodation with full board for the participating teams.
 - 15.2.2 Accommodation with full board for the AVC Control Committee members, referees and other AVC officials nominated by AVC (all single rooms).
 - 15.2.3 Internal transport from/to the scheduled International Airport, and local transport.
 - 15.2.4 Medical first aid.

- 15.2.5 Laundry of player’s game uniform each competition day (one pair of socks, one pair of shirt and short worn during the match).
 - 15.2.6 Prepare the demonstrative teams and personnel for theoretical and practical Refereeing Clinics according to the competition calendar.
 - 15.2.7 Production of 19 ad-panels on the court (size: 1m high x 3.4 m long as one ad-panel). The Organizer must be in accordance with the contract of AVC and AVC official sponsors. If not, the Organizer shall be sanctioned or seriously reminded.
 - 15.2.8 If the delegation arrives one day earlier or leaves one day later than the schedule due to the lack of flight availability of the hosting city, the Organizer must not charge any extra costs, but partial payment.
 - 15.2.9 The host should provide snacks for the team delegation and AVC Official during the competition period (Sandwich or Fruits and beverage)
- 15.3 AVC will cover the following expenses:
- 15.3.1 Airfare of the Control Committee members to and from the scheduled International Airport (economy class).
 - 15.3.2 US\$80 per diem, from the arrival day to the departure day of their duties for C/C members.
 - 15.3.3 Per diem US\$ 50 per day for accompanying referees.
 - 15.3.4 Doping test analysis at WADA-Accredited Laboratory.
 - 15.3.5 Any other expenses approved by the AVC Board of Administration.
- 15.4 The revenues of the Organizer:
- 15.4.1 100% of entry fees
 - 15.4.2 100% of ticket sales
 - 15.4.3 100% of domestic TV rights
 - 15.4.4 AVC Subsidy according to the Organizational Conditions for AVC Volleyball Future Organizers, Section 3 Financial Conditions of the Organizer
 - 15.4.5 100% of merchandising rights
 - 15.4.6 8.5 ad-panels on the court (size: 1 m x 3.4 m) and 2 sticker logos (2.8 m x 2.8m or 2.8 m diameter), on the left side of referee's stand and behind the end line on the right side of referee's stand, with positions to be approved by AVC according to the Organizational Conditions for AVC Volleyball Future Organizers, Section 3 Financial Conditions of the Organizer.
- 15.5 The revenues of AVC
- 15.5.1 100% of international TV rights
 - 15.5.2 8.5 ad-panels on the court (size: 1 m x 3.4 m), including 2 ad-panels for the official AVC Suppliers ball manufacturer and 2 sticker logos (2.8 m x 2.8 m or 2.8 m diameter), on the right side of referee's stand and behind the end line on the left side of referee's stand according to Ad-Panels Position

16. ADVERTISING BOARDS

- 16.1 The Organizer must strictly follow the guideline for the installation of advertising board as specified by FIVB and AVC.
- 16.2 The Organizer must send the layout of advertising panel and banners inside the competition hall to AVC for approval.
- 16.3 The layout of competition hall must be controlled by AVC Control Committee before and during the championship.
- 16.4 The Organizer should place the advertising boards around the playing area of the main court even if the Organizer does not have sponsors for the competition.

17. DAILY BULLETIN

Copies (e-mail) of a Daily Bulletin will be distributed by the Organizer to the AVC head coach, all participating teams, referees and AVC Control Committee members, from the day before the start of competition (i.e. at the General Technical Meeting) until the day after competition.

18. VIS-SYSTEM

The Organizer takes care of the results and statistics according to FIVB/AVC VIS-System.

19. SANCTIONS

- 19.1 Negligence in regard to the competition or late forwarding of the team entry and/ or O-2 Form and O-2 bis form: US\$500 fine.
- 19.2 No (or incomplete) forwarding of team and players photos, sports biographies, or payment of entry fee: US\$500 fine.
- 19.3 If the National Federation that made a national entry for the Championship happens to cancel its participation, the penalty will be imposed by AVC:
 - 19.3.1 After the deadline of entry until drawing of lots: US\$3,000.
 - 19.3.2 After the drawing of lots until one month prior to the Championship: US\$5,000.
 - 19.3.3 Less than one month to a week prior to the opening day of the Championship: US\$10,000.
 - 19.3.4 7 days or less prior to the opening day of the Championship: US\$20,000.
- 19.4 If there is no accompanying referee included in the participating team, the penalties of US\$2,000(Two Thousand US Dollar only) will be imposed on this team in order for AVC to nominate a neutral referee from nearby country to officiate the championship, except for those NFs who do not have an international referee or referee candidate.
- 19.5 The penalty of US\$500 will be imposed to a team which does NOT wear the assigned uniform colour as indicated on the O-1 Form until the official protocol of the match being started.
- 19.6 If the penalty fee is not paid, the National Federation will be suspended until payment has been made (transit period in one month after the invoice is issued).

- 19.7 The penalty fee should be paid by the National Federation involved to the AVC account.
- 19.8 If a participating team returns back to their home before finishing up all their matches without approval of AVC, this team should be sanctioned US\$2,000.
- 19.9 Players not complying with the Eligibility Rules defined by Article 5 of the FIVB General Regulations for International Competitions or who do not present the Health Certificate (M-3) as required in Article 14.1 of the same Regulations will not be allowed to compete in the championship.
- 19.10 Players who refuse to undergo doping control test will be automatically disqualified. The team concerned will lose the match to its opponent 0-3 (0-25, 0-25, 0-25).
- 19.11 Voluntary forfeit of a team before or during a match entails its exclusion from the Championship with the following consequences:
 - 19.11.1 From the moment the team must cover its own expenses.
 - 19.11.2 Damages and other sanctions may be decided by the AVC Board of Administration. All matches previously played will be declared forfeited 0-3 (0-25, 0-25, 0-25).

20. AWARDS

- 20.1 Trophies shall be awarded by AVC and the Organizer to the teams ranked 1st, 2nd and 3rd places in the Championship.
- 20.2 Trophies for the 1st, 2nd and 3rd winners must be prepared by the Organizer.
- 20.3 Medals shall be prepared by the Organizer, and to be awarded to the players of the teams finishing in 1st, 2nd and 3rd places (18-20 medals per team).
- 20.4 Should the third party (i.e., sponsor) wish to award additional prizes, must have the approval and permission of AVC Control Committee Chairman.
- 20.5 The individual awards shall include: one Most Valuable Player, two Best Outside Spikers, two Best Middle Blockers, one Best Opposite, one Best Setter and one Best Libero. All individual awards shall be chosen within the top 4 teams and awarded by the criteria of the VIS statistical data, with a final decision to be made by the AVC Control Committee. And the MVP may be selected from the winner of the championship. The individual awards must be prepared by the Organizer.

21. COMPLAINTS

- 21.1 All complaints must be presented in writing by the team manager or head coach to the AVC Control Committee member on duty within 30 minutes after the match.
- 21.2 Complaints about the result of a match must be accompanied by a deposit of US\$300 cash (or the equivalent in local currency) for each complaint.

22. UNFORESEEN ITEMS

Any matters not mentioned in the present Regulations should be referenced to Sports regulations of FIVB/AVC and decided by the CC committee in consultation with AVC.
