

*This form must be approved the latest 30 days before the start of the event and published on the FIVB and CEV websites*

Promoter Web site link to the event: [www.sofiabeachsports.com](http://www.sofiabeachsports.com)

Event Social media accounts: <https://www.facebook.com/Sofiabeachbg> <https://www.instagram.com/sofiabeachbg/>

FIVB/CEV Web site link to the event: <https://www.cev.eu/beach/world-tour/2021/1-sofia-3/>  
[CEV - Confédération Européenne de Volleyball](#)  
[Home - Sofia Beach Open 3 \(volleyballworld.com\)](#)

## 1. COVID-19 Information

The health and safety of players, coaches, officials and fans remain the top of the FIVB & CEV priority and to achieve this goal, a number of documents have been developed including the [CEV Competitions Hygiene Guidelines](#) and the [CEV Hygiene Guidelines – Beach Volleyball Specifications](#), as well as [FIVB guidelines](#). These documents are complementing each other and should be both carefully followed for a proper event delivery.

Further to above, it is important for all participants to study the below points carefully:

### **Covid-19 test certificate**

Please take note that all Athletes & accredited delegation members must have a printed negative Covid-19 PCR test certificate issued prior to their travel yet no later than 72 hours before the respective Preliminary Inquiry they attend.

### **Travel Restrictions (constantly updated)**

The information regarding travel restrictions to **Bulgaria** is available in the following link: <https://www.iatatravelcentre.com/international-travel-document-news/1580226297.htm>

In case your country is not on the list of countries that are eligible to enter Bulgaria, please request your entry permit document to Bulgaria latest three weeks prior to the tournament from the organisers. This document will enable you an entry to Bulgaria for the duration of the tournament. A fully signed scanned copy of the document is going to be sent via email to the athletes. For such requests please contact [okara@sofiabeach.com](mailto:okara@sofiabeach.com) (please only request the entry permit document in case your country is NOT eligible to enter Bulgaria due to Covid-19 restrictions).

### **Specific Hygiene Protocols Implemented at the event**

The event will be organised in a bubble model. An Event Specific Hygiene Guidelines document has been developed and is added as an annex to the Event Regulations. This should be carefully reviewed and properly applied by all participants before, during and after the entire process in line with the respective requirements and recommendations applied by the National Authorities and the competition amended protocols.

### **Waiver document**

A Waiver document is an Appendix to this document which should be signed by all Team Delegation Members and provided during the Preliminary Inquiry.

### **Withdrawal due to Travel Restrictions**

Considering the changing environment and the constantly updating travel restrictions imposed by National Authorities across the world, the FIVB and CEV have decided to waive any sanctions to withdrawals due to such restrictions up to the last minute withdrawal stage of the competition.

### **World Ranking Points**

Due to the global COVID-19 pandemic, the FIVB Ranking System had been frozen since 16<sup>th</sup> March 2020 and has been reopened following the World Tour 4-star event in Qatar on 8-12 March 2021.

In addition it was decided that once the FIVB Ranking system reopens, the calculation date window will be extended from 365 days to 365 + number of days that the ranking has been frozen, while the respective methodology for entry and seeding points will remain as per the Sports Regulations.

The awarding of the FIVB World Ranking points will be applied for this event as per the Sports Regulations, in case a fair access to all eligible and registered to participate athletes is ensured and will be confirmed after the issuing of the confirmed lists.

## 2. IMPORTANT CONTACT

<b>Technical Delegate</b>	Name: Pier Paolo MURGIONI
	Email address: pierpaolomurgioni@gmail.com
	Event mobile number:
	Personal mobile number: +39 349 59 36 442
<b>NF Delegate/Coordinator</b>	Name: Tsvetelin ANDREEV
	Email: <a href="mailto:beachvolley@bvf.bg">beachvolley@bvf.bg</a>
	Office number: +359898400592
	Mobile number: +359898400592
<b>Players relations</b>	Name: Onur KARA
	Email address: okara@sofiabeach.com
	Office number: +359888031920
	Mobile number: +359888031920
<b>Competition matters</b>	Name: Tsvetelin ANDREEV
	Email address: <a href="mailto:beachvolley@bvf.bg">beachvolley@bvf.bg</a>
	Office number: +359898400592
	Mobile number: +359898400592
<b>Medical hotline (also for COVID-19 matters)</b>	Name: Natalia BASHEVA
	Mobile Number: +359882274548
	Emergency Services: +359888031920
<b>Hygiene Officer</b>	Name: George SULTOV
	Email address: okara@sofiabeach.com
	Office number: + 359 88 834 0944
	Mobile number: + 359 88 834 0944

### 2.1 ORGANISING COMMITTEE

ORGANISING COMMITTEE	Last Name/First Name	Mobile	E-mail
Tournament Director	Onur KARA	+359888031920	<a href="mailto:okara@sofiabeach.com">okara@sofiabeach.com</a>
National Federation Delegate:	Tsvetelin ANDREEV	+359898400592	<a href="mailto:beachvolley@bvf.bg">beachvolley@bvf.bg</a>
Hygiene Officer	George SULTOV	+ 359 88 834 0944	<a href="mailto:okara@sofiabeach.com">okara@sofiabeach.com</a>
Competition Director	Nikolay RUSEV	+359888031920	<a href="mailto:nrusev11@gmail.com">nrusev11@gmail.com</a>
Administration Manager	Ozan KARA	+359896540126	<a href="mailto:okara@sofiabeach.com">okara@sofiabeach.com</a>
Operational Director	Ozan KARA		<a href="mailto:okara@sofiabeach.com">okara@sofiabeach.com</a>
Referee Manager	Lubomir PETROV	+359885023879	<a href="mailto:referees@bvf.bg">referees@bvf.bg</a>
Court Manager	Kolya KALIOGLU	+359882274548	<a href="mailto:office@sofiabeach.com">office@sofiabeach.com</a>
Technical Manager (IT responsible & VIS)	Tsvetelin ANDREEV	+359898400592	<a href="mailto:beachvolley@bvf.bg">beachvolley@bvf.bg</a>
Medical Services – Doctors	ACIBADEM HOSPITALS	+3592 851 1228	<a href="mailto:tokuda.labo@acibademcityclinic.bg">tokuda.labo@acibademcityclinic.bg</a>
Promotion & Marketing Director	Yariv Lerner	+13104229141	<a href="mailto:yariv@udaya.com">yariv@udaya.com</a>
Media Operations Director	Yariv Lerner	+13104229141	<a href="mailto:yariv@udaya.com">yariv@udaya.com</a>
Photographer	Minh Collins	+359886886030	<a href="mailto:minh@oicproductions.com">minh@oicproductions.com</a>
Public Entertainer/Announcer	Tbc		

### 3. COMPETITION SPECIFIC

#### 3.1 VENUE

Sofia Beach, 21 Prof. Asen Kiselincev, 1137, Sofia, Bulgaria

<https://goo.gl/maps/StiREyqphUwRb6LS9>

#### 3.2 Preliminary Inquiry & Technical Meeting (if any)

**Mandatory attendance** is required for **both players** of the team for the Preliminary Inquiry.

**The access to the location of Preliminary Inquiry will be controlled to avoid mass gathering.**

Due to the Covid-19 pandemic, please take note that the list of necessary documents to be presented during the Preliminary Inquiry may be updated upon issuing of the confirmed list.

Players and Delegation members are required to attend the Preliminary Inquiry and present their passports, accessories, signed version of waiver and a printed negative PCR test. Failure to provide these documents will entail a disqualification of the team concerned.

The detailed schedule is as follows:

Preliminary Inquiry	Women's Event	Men's Event
<b>Qualification</b>	Wednesday 21.07.2021 – Sofia Beach 14:00-18:00 Country/Continental Quota (if any) 16:00-19:00 Preliminary Inquiry QT	Wednesday 14.07.2021 – Sofia Beach 14:00-18:00 Country/Continental Quota (if any) 16:00-19:00 Preliminary Inquiry QT
<b>Main Draw</b>	Thursday 22.07.2021 – Sofia Beach 16:00-19:00 Preliminary Inquiry MD	Thursday 15.07.2021 – Sofia Beach 16:00-19:00 Preliminary Inquiry MD

#### 3.3 Drawing of lots after the 1<sup>st</sup> phase

Women's Event	Men's Event
Friday 23.07.2021, 20 mins after the end of last pool match (approx. 18:30) at Sofia Beach	Friday 16.07.2021, 20 mins after the end of last pool match (approx. 18:30) at Sofia Beach

#### 3.4 Training sessions

<b>Address of the training courts</b>	Sofia Beach Resort
<b>Availability Date</b>	Tuesday, Wednesday, Thursday– 08:00-18:00 -
<b>Number of courts</b>	4
<b>Contact person for booking</b>	Name: Reservations – Sofia Beach Location to book the training courts: Sofia Beach Reception at Arrival

Please note that reservation of training can be made one day in advance **for the next day only** and each team is entitled to **make one reservation per day. Training slots are 45min.** Additional training session may be available only if the courts will be available.

#### 3.5 Provisional Match schedule

Phase	Women's Event (approx.)	Men's Event (approx.)
<b>Country Quota playoff (if any)</b>	Wednesday 21.07.2021 14:00-16:00	Wednesday 14.07.2021 14:00-16:00
<b>Continental Quota playoff (if any)</b>	Wednesday 21.07.2021 14:00-16:00	Wednesday 14.07.2021 14:00-16:00
<b>Qualification</b>	Thursday 22.07.2021 10:00-13:30 16:00-17:30	Thursday 15.07.2021 10:00-13:30 16:00-17:30
<b>Main Draw – Pool phase</b>	Friday 23.07.2021 09:00-12:30 14:00-17:30	Friday 16.07.2021 09:00-12:30 14:00-17:30
<b>Round 12</b>	Saturday 24.07.2021 09:00-12:30	Saturday 17.07.2021 09:00-12:30
<b>Quarter finals</b>	Saturday 24.07.2021 14:00-17:30	Saturday 17.07.2021 14:00-17:30
<b>Semi finals</b>	Sunday 25.07.2021 11:00 & 12:00	Sunday 18.07.2021 11:00 & 12:00
<b>Bronze and gold matches</b>	Sunday 25.07.2021 16:00 & 17:00	Sunday 18.07.2021 16:00 & 17:00

The detailed match schedule will be published immediately on the FIVB & CEV websites once approved by the Technical Delegate onsite. It will be no later than 1 hour after the end of last match of day or 1 hour after the seeding list is established after Preliminary Inquiry.

### 3.6 Uniform and Accessories:

The playing tops/tanks will be provided by the organiser for all Main Draw and Qualification players. Shorts/bottoms and accessories must be provided by the players and/or by their sponsors.

If required by the Technical Delegate, other uniforms and accessories will be checked during the Preliminary Inquiry.

Athletes of the same team must wear the same colour and style of shorts. The display of the individual players' sponsors' logos on shorts and accessories must comply with the FIVB Sports Regulations and Handbook.

### 3.7 Prize Money:

For an event offering EUR 5.000, the following breakdown applies (per gender):

Rank	Prize Money (per team)	Total
1 <sup>st</sup>	1.000	1.000
2 <sup>nd</sup>	700	700
3 <sup>rd</sup>	500	500
4 <sup>th</sup>	400	400
5 <sup>th</sup> x4	300	1.200
9 <sup>th</sup> x4	200	800
13 <sup>th</sup> x4	100	400
	<b>Total Prize Money</b>	<b>5.000</b>

The Prize Money will be credited to the athletes accounts by CEV via bank transfer to the concerned player. To achieve this operation, the athlete needs to have a bank account in EUROS and shall fill in his/her personal bank account details and information via the following link: <https://bvprize.cev.eu/form/Sofia>

The athlete remains responsible for the proper and complete filling of his/her personal banking details. In case of unsuccessful payment due to un-provided / incomplete information or wrong data, the money will be directly transferred on the bank account of his/her respective National Federation.

#### Note:

The athlete is responsible for paying the relevant taxes for his/her earnings in his/her own country.

## 4. GENERAL MATTERS

Please note that all event's participants must stay in the official event hotel(s) and must take the official transportation to and from the airport due to event health and hygiene protocols.

### 4.1 Arrival and Departure

Name of the airport: Sofia International Airport

Distance from the airport to venue: 10km and 20min by shuttle service

All traveling teams need to inform of their travel schedule and book the official shuttle service to the Official Hotel. To book the official shuttle please address your request to: [office@sofiabeach.com](mailto:office@sofiabeach.com) or by phone or +3598882274548

Round trip transportation fees from Airport to hotel will be 25 euro per person.

## 4.2 Board and Lodging

The organisers will NOT provide hotel accommodation for athletes or any accompanying persons.

For the health and safety of all athletes and delegation members and based on the recommendation of the local Health authorities all participants need to be accommodated in a Main Hotel.

### **SOFIA BEACH RESORT HOTEL (MAIN HOTEL)**

21 Prof Asen Kiselichev

1137, Sofia, Bulgaria

+359882274548

Rates will be 110 EUR for the double room and 150 EUR for the triple room per night

Above rates include daily three meals for each person accommodated in the room

To book the accommodation in both below hotels please contact: [office@sofiabeach.com](mailto:office@sofiabeach.com) or by phone +359888031920 or +359889495450.

In case of extended requests the organiser will confirm a 2<sup>nd</sup> hotel under the same provisions and Hygiene conditions

## 4.3 Visa

Athletes (or their National Federations) will be required to apply early enough for their entry visas, whenever needed and will be accountable for all visa expenses.

For any enquiry regarding your visa application and invitation letter, please contact:

Contact Name: Magdalena Ivanova

Email: [office@sofiabeach.com](mailto:office@sofiabeach.com)

Mobile number: +359882274548

## 4.4 Insurance

Athletes must have their own liability and medical insurance.

## 4.5 Medical Controls

Further to the Event Specific Hygiene Protocol, the FIVB/CEV reserves the right to perform random medical controls on the participating athletes and alcohol tests on the officials, as per FIVB rules and regulations.

## 4.6 Accreditation

Organisers will provide all Organising Committee members, Officials, referees, athletes, VIPs, journalists, technical staff, court personnel, volunteers, etc. with an official accreditation card and will ensure that only people with appropriate accreditation will access the designated venue areas.

The appropriate forms (for coaches and physiotherapists) are available at the following link: <https://www.fivb.com/en/beachvolleyball/tools/forms> and shall be addressed to the organiser at the following mail account: [office@sofiabeach.com](mailto:office@sofiabeach.com)

## 5. OTHER

For any eventual discrepancies, the most updated version of the FIVB Beach Volleyball Sport Regulations and the FIVB Beach Volleyball Handbook will prevail.

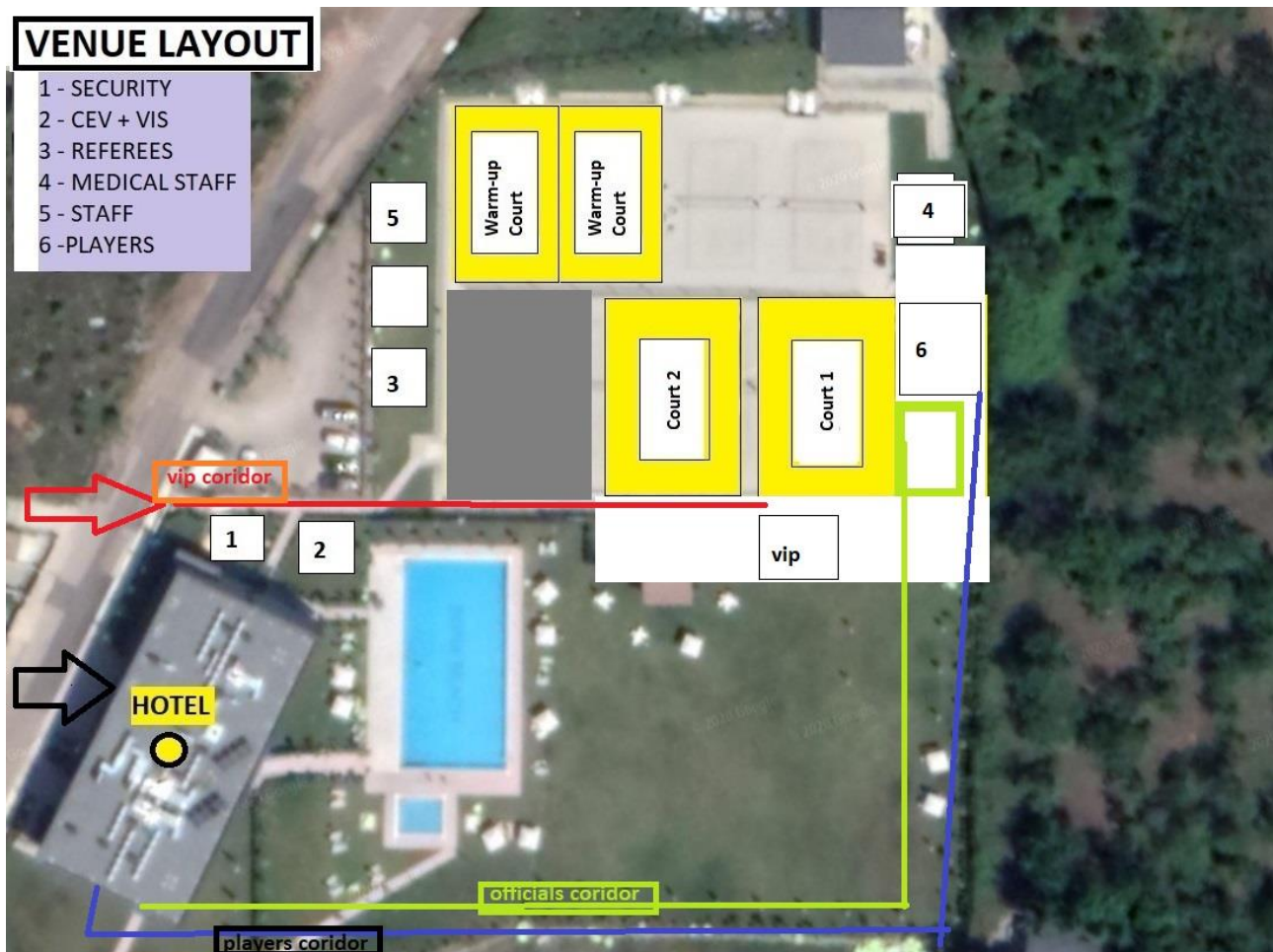
### **Beach Volleyball Sports Regulations & Beach Volleyball Handbook [LINK](#)**

#### **Quick references:**

- Players' Eligibility: Chapter 1 of Sports Regulations
- Withdrawals, no shows and late arrival: Chapter 4 of Sports Regulations
- Ranking Points: According to the information already provided by FIVB
- Seeding and competition format: Chapter 7 of Sports Regulations
- Special sanctions: Chapter 9 of Sports Regulations

## APPENDIX

- Confirmed Entry List (Main Draw, Qualification tournaments and teams in the Reserve- available at -21 days)
- Venue Layout (to be added by the organiser)





### **CEV Beach Volleyball World Tour 1-2 Star events 2021 - Waiver document**

Given the current COVID-19 Pandemic and the efforts made by the CEV and the Local Organisers, important information are included in the Event's Regulations document of the respective CEV Beach Volleyball World Tour event regarding the CEV Hygiene protocols plus the National and Local regulations in place during the period of the event.

The CEV has reviewed its protocols with its internal experts, including its Medical Commission, so that they can be adjusted to the current conditions facing all of us as a result of the pandemic. Additional information are also available on the CEV's website <https://inside.cev.eu/documents/> with dedicated information and resources regarding the pandemic.

The CEV wants to ensure that all of its stakeholders have all of the necessary information related to COVID-19 and has taken steps to minimize the potential risk of COVID-19. However, the CEV notes that a risk of COVID-19 still exists despite all efforts.

With the information provided in the Event's Regulations document, on CEV's websites and on the National Authorities websites, we would like to inform you of the possible risks involved in this CEV Beach Volleyball World Tour event that includes the travel to and from the event. You are participating in your own free will and you are aware of and assume the possible risks related to the COVID-19 by participating in this event.

To be specific, by acknowledging this document and continuing to participate in the event after receiving it as part of Practical Info document, you are aware and agree that:

1. While the local protocols and personal discipline may reduce this risk, the risk still does exist; accordingly, your participation includes possible exposure to and illness from infectious diseases, including but not limited to COVID-19; and,
2. You knowingly and freely assume all such risks, both known and unknown, even if arising from the event and assume full responsibility for his/her participation in this event; and,
3. You willingly agree to comply with the **CEV Competitions Hygiene Guidelines**, the **CEV Hygiene Guidelines Beach Volleyball specifications**, the **event Specifics Hygiene protocols** the local protocols and requirements in place in and outside the venue. If, however, you observe any unusual or significant hazards during the player presence or participation, you may remove yourself from the event and participation; and,
4. You, hereby release and hold harmless the CEV and the event organisers and organizing National Federations, including officials, delegates, sponsors, staff, volunteers and other players with respect to any and all illness, disability or loss/damage to the player's person or property, whether arising from the negligence of the releases or otherwise, to the fullest extent permitted by law.
5. You/your National Federation will cover all medical & accommodation expenses if diagnosed with Covid-19 infection on site.

We kindly ask that you reflect on the above and take the time to seriously consider the implications of the above on you and your families before taking a decision as to whether you wish to participate.

If you agree with the above points, you are kindly required to duly sign this document. If you do not agree on the conditions and you are not signing the agreement, this will result in your immediate withdrawal from the event.

Thank you very much for your time, and we look forward to receiving your agreement of the above.

NAME:

SURNAME:

FUNCTION:

SIGNATURE:

DATE:



**Sofia Beach Open 3, Bulgaria**

**MEN -15-18 July 2021**

**WOMEN – 22-25 July 2021**

**EVENT SPECIFIC HYGIENE PROTOCOL**



## 1. INTRODUCTION

The health of players, official delegation members, officials, event staff and everyone associated with the Sofia Beach Open 3 remains the top priority of CEV and the Local Organising Committee (LOC).

This is a dynamic document and has been drawn-up in order to provide information to all participating teams and delegation members relating to the Event Specific Hygiene Protocol, in line with the requirements and recommendation of the Bulgarian National Authorities and shall be fully respected and followed.

This Protocol sets the necessary steps to reduce the risk of infection for those involved in the Sofia Beach Open 3, although the risk cannot be completely eliminated. Please note that all individuals participate in the competition at their own risk and shall cooperate by complying with these guidelines and the instructions of the LOC.

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:

- ✓ Communication is the best performance of the tasks and to identify the associated risks.
- ✓ Accurate and regular health screening and COVID-19 testing.
- ✓ Usage of personal protection equipment and social distancing protocols organised and mandated throughout the event location to optimise the safety and well-being of all groups.
- ✓ Additional hygiene and sanitary precautionary measures to be delivered prior to, during, and upon completion of the event.
- ✓ In applicable scenarios, limitation of the number of essential individuals (such as staff and players' support personnel) to allow for adequate distancing, as well as facilitating testing (as and if needed) and entrance processing.
- ✓ Increased strict fragmentation and partitioning of all back of house/ requiring accreditation areas at the venue to reduce the risk of groups of people forming inside the same area and potential virus transmission.
- ✓ On-site Media & Digital content production with strict social distancing and hygiene regulations in place

CEV & LOC retain the right to perform additional testing to any accredited person despite any already provided certificates throughout the period of the competition

Athletes and Official delegation members need to follow the instructions of the LOC and the FIVB/CEV Officials on site.

Failure to do so will be sanctioned with both financial and disciplinary sanctions according to the provisions of the FIVB Sports Regulations and **may lead up to withdrawal of your accreditation and right to participate in the tournament.**

### **Travel Restrictions (constantly updated):**

The information regarding travel restrictions to Bulgaria is available in the following link:

<https://www.iatatravelcentre.com/international-travel-document-news/1580226297.htm>

When entering Bulgaria from abroad an online Pre-Travel-Clearance is mandatory. The Pre-Travel-Clearance form is available under the following link

[https://www.tourism.government.bg/sites/tourism.government.bg/files/documents/2020-05/deklaraciya\\_za\\_putuvane\\_na\\_sobstven\\_risk\\_en-2.pdf](https://www.tourism.government.bg/sites/tourism.government.bg/files/documents/2020-05/deklaraciya_za_putuvane_na_sobstven_risk_en-2.pdf)

To avoid a quarantine, the organizer will provide upon request to an invitation letter to all participants, specific requests to be addressed to [okara@sofiabeach.com](mailto:okara@sofiabeach.com) Athletes and Official delegation members should take this letter with them.

In addition, a medical certificate or a valid negative test result in English language for SARS-CoV-2 must be available and presented to border authorities upon request (negative PCR test, not older than 72 hours before arrival).

### **GENERAL GUIDELINE** (Actions to be undertaken by all athletes and Delegation members):

- ✓ Carefully review the Event Specific Hygiene Protocol, Event Waiver and provisions as communication through the Practical Info document.
- ✓ Carefully study the tournament Events Regulations document in regard to travel restrictions or other requirements set by the local Authorities.
- ✓ Use the maximum personal attention and as much as possible isolate for the period prior to travelling.
- ✓ Team delegation members need to submit their accreditation forms within the set timeline to the organisers. Non accredited persons will not be allowed any interaction with athletes at the venue and official hotel.
- ✓ Provide full and clear information about their travel schedule through the respective forms
- ✓ Ensure they follow all hygiene precaution measures prior/during travel (wearing face masks, regular hand washing/disinfecting, and social distancing).
- ✓ Have mandatory a printed valid certificate of negativity Covid-19 PCR Test issued by authorised health laboratories latest 72 hours prior to the Preliminary Inquiry you attend. An SMS message is not considered as a valid printed certificate.
- ✓ Follow the guidelines of the organiser regarding the local transportation and the testing performed upon arrival.
- ✓ Proactively and regularly check your health status (including monitoring for any symptoms) before coming to the Venue.
- ✓ Do not move around if you feel unwell, fatigue, cold symptoms, fever, coughing, and in more severe cases shortness of breath which are COVID 19 most common symptoms. In case you have any of the above symptoms please inform directly the Hygiene Officer and stay in your room.

- ✓ Avoid staying in closed areas, avoid gathering and crowding. Stay within the areas of the Official Hotel and Venue following the social distancing principles.
- ✓ Collaborate with the LOC in regular health screening and checking the body temperature
- ✓ Observe the rules of cough hygiene and regularly wash your hands with soap and warm water. If soap and water are not available, use hand disinfectant intended for that purpose. Hand disinfectant is intended for external use only. Surface cleaners or disinfectants are not intended for cleaning or disinfecting your skin.

## **2. COVID-19 TESTS:**

**An antigen test must be carried out for all delegation members upon arrival as per the instructions shared by the LOC and prior to check-in.**

In the further course of the tournament, it is necessary for everyone to be tested regularly (every second day), as per the schedule planned and communicated by the LOC.

## **3. ACCESS TO THE VENUES:**

- ✓ Only accredited people can access the event areas which will be controlled by security

## **4. GUIDELINE AT THE VENUE:**

- ✓ Follow the process described in the Event Regulations to book your training.
- ✓ Enter the venue through the dedicated entrance and stay within the dedicated areas
- ✓ Face mask is mandatory from the time entering to the time leaving the Venue all time while not warming up or playing
- ✓ All people involved will have their temperature measured upon arrival to the competition venue.
- ✓ Disinfect hands and personal equipment when entering the venue, before and after each training/match day.
- ✓ Players should arrive at the venue with official gear and personal equipment/masks to avoid using the changing rooms and lockers
- ✓ It is recommended for athletes to use their hotel room for shower after the match.
- ✓ Respect the hygiene signage across the venue
- ✓ It is recommended that players after training or match do not socialize and stay in public areas.
- ✓ Daily list with the people entering the Venue will be created (Name and surname, phone number, time of arrival and departure)
- ✓ Number of people with access to the venue facilities will be limited in order to ensure the implementation of the prevention measures
- ✓ Handshaking or interaction between any accredited people is prohibited. Match protocol follows the amendments annexed to this document and communicated in the Preliminary Inquiry.

- ✓ Physical distance (at least 2 meter) separating of competitors, officials, ball kids.
- ✓ Avoid touching your eyes, nose and mouth.
- ✓ Towels are for single use only.
- ✓ The Organiser will ensure the disinfection of all areas in the Competition Venue and training facilities before, during and after each match including:
  - Competition courts – after each game
  - Sport Equipment – after each game
  - Common areas– after every fourth game
  - Working offices and areas as defined in the CEV Regulations, press tribune, media centre, commentary positions, etc. – after every fourth game
  - Toilets

## **5. EQUIPMENT USAGE:**

- ✓ No exchanging or sharing personal equipment or gear
- ✓ Disinfection of balls after each set under the supervision of the Court manager
- ✓ A new set of balls will be used for each match

## **6. OTHER GUIDELINES:**

### **MEETINGS:**

- ✓ Scheduled meetings will take place at open area/big meeting rooms with respecting the safe distance
- ✓ Clear time schedule for Preliminary Inquiries will be defined

### **MEDIA AND PHOTOGRAPHERS:**

Any media initiatives will follow all precaution measures and will be communicated in detail to all athletes during the Preliminary Inquiry.

- ✓ Limited number of the media and photographers
- ✓ Limited areas where they can move and operate will be defined
- ✓ Photographers and Media/TV crew shall wear a mask when entering and leaving the venue
- ✓ In case of any media activities, safe distancing shall be respected.

## Match protocol

- Hand disinfection is mandatory before going to the court, before the match starts, during time-outs and after the match

## Before the match

- Ball boys to enter the Field of Play wearing mask and gloves. Mask to be removed as soon as they take their position, unless the provisions of national protocols impose the wearing of masks also in open air or for sporting activities. Ball boys to respect the minimum social distancing of 2m throughout the warm up and the match.
- Number of ball boys to be confirmed in collaboration with Referee Delegate/ Supervisor.
- Rakers spot to be placed minimum 2m from players area (athletes timeout area) in a spot to be confirmed by the assigned Supervisor (corner of free zone, etc.). Rakers are to keep their mask throughout the time they are stationed during the match
- Line judges and scorers to enter the court separately from the Referees and shall always use the personal protection equipment and masks.
- Line judges to not be equipped with small towels or sun glasses cleaning cloth; athletes need to have on them a cloth to clean their face/sunglasses, or place one on the lower net cord (opposite sides for the 2 teams).
- Court Managers to position a small penholder with 2 disinfected pens on the scorers table that will be used by the athletes for signing the scoresheet.
- Athletes to wait in a designated holding area near the Field of Play to enter after the court is prepared and disinfected by the court staff.
- Referees must always wear a mask before the game (i.e., from entering the Field of Play, throughout the entire protocol and during the coin toss) and keep the mask available to be used whenever he/she needs to talk to a captain-coach-scorer.

Time (min)	Action
	Previous match finishes, referees to complete post-match formalities and exit court area separately from line judges and scorers.
-8	As soon as court is prepared by the sand levellers, players and officials enter the court area. Players from this time must be in official match uniforms. Watering and raking should be complete by this time.  Players warm up in the court and other preparations, officials check match equipment, score sheet, conditions, players area, etc.
-5	Coin toss taken in front of scorer's table (Minimum 2 meter from the scorer).  (Note: If local conditions allow the coin toss time can be moved forward to allow extra warm up time)
-4	Beginning of official warm up period.

-1	<p>End of Official warm up period, players to leave the court area to their respective Player's Area.</p> <p>First referee to the referee's chair, second referee to position standing in front of the scorer's table, all other officials take their positions.</p> <p>Entry from their players area to the short side line of their side of playing court (for the centre court Individual player's announcement).</p> <p>After last player's entry to the field of play, the first referee whistles to invite all players to enter the court - no hand shake under the net</p>
0	Start of the match
During the match	<p>Athletes shall go around opposite side of the net during side switch (counter clockwise) and not under the net.</p> <p>Athletes shall avoid handshaking or other exchange of hand gestures during the match with opponents.</p>
End of match	<p>After the match, the players return to the players' area and wait for the second referee to bring them the scoresheet. The scoresheet is signed by the captains. All participants gather their belongings, and the referees lead the teams to exit the court so that it can be prepared for the next match.</p> <p>Athletes shall avoid handshaking or other exchange of hand gestures after the match with opponents.</p> <p>Line judges and scorers exit together after handing the scoresheet over to the 2nd referee to collect the signatures from both captains. The second Referee to use a different and disinfected pen for the signatures.</p> <p>Teams exit after line judges and scorers have exited the court. Referees to control the process and leave the court last.</p>