



FIVB REFEREE COURSE

TERMS & CONDITIONS

2020 Edition

FEDERATION INTERNATIONALE DE VOLLEYBALL

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FORMS

- C-R1 APPLICATION FOR FIVB REFEREE COURSE
- C-R2 COURSE AGREEMENT
- C-R3 REGISTRATION FORM
- C-R4 INVITATION
- M-4 MEDICAL CERTIFICATE FOR THE PARTICIPANTS
- C-R6 LIST OF PARTICIPANTS
- C-R7 PRACTICAL SCORE EVALUATION
- C-R8 COURSE REPORT

FIVB REFEREE COURSE TERMS & CONDITIONS

1. GENERAL PRINCIPLES

- 1.1 A FIVB Referee Course (FRC), can only be organized by a National Federation, or by a Continental Confederation upon agreement done through a bidding process with the FIVB.

The FIVB organizes every **4 years** one FIVB Referee Course with limited international referees' participation. This course may operate once per four-year period, or as needed to replace a group of FIVB referees who have either decided voluntarily, or have been forced through age, to terminate their career as an active FIVB referee.

National Federations/Continental Confederations must bid to host the course at a high-level competition with enough matches to allow all participating referees to be seen and evaluated. In return the competition is fully staffed by International Referees.

Financial conditions like per diem, travels and other remunerations/compensations issues for the participants and Referee instructors/ Referee coaches are according to conditions detailed in the bidding tender specifications.

- 1.2 A FIVB Referee Course that do not conform with these Terms & Conditions are not granted official FIVB recognition.
- 1.3 National Federations/Continental Confederations hosting a FIVB Referee Course will benefit of a total of 2 candidates from the host country (National Federation) or 40% candidates from the host continent (Continental Confederation).

2. FIVB REFEREE COURSE

2.1 CONDITIONS FOR FIVB RECOGNITION

Only under the direction and approval of the FIVB Rules of the Game and Refereeing Commission can FIVB Referee Course be organized by National Federations affiliated to the FIVB and by Continental Confederations, provided the proper procedure is duly followed.

2.2 APPLICATION

The National Federation or Continental Confederation, wishing to organize a FIVB Referee Course must bid in writing **by the 1st December of the year prior to the proposed event which is to act as a vehicle for course delivery**. This bid must be sent to the FIVB Volleyball department (volleyball@fivb.com) and the FIVB Development department (development@fivb.com), by using the standard forms C-R1 and C-R2.

2.3 PARTICIPANTS

a) *Entry conditions*

Participants must be **current** international referees who have been registered by the FIVB at least 3 times out of the last 5 years. National Federations (and Continental Confederations as the nominating body) are responsible for checking their registration with the FIVB. In case of doubt the FIVB can be consulted. Participants must be nominated by the Refereeing Commission of the respective Continental Confederation and **must be the very best international referees** who are not currently graded within the FIVB grading system.

The maximum number of participants per course must not exceed **25** in total, unless some extra admissions is considered and approved by the FIVB RG&RC. Only the very best of the best international referees will be invited to participate in the course. This means that there will be no Continental quota or restriction. To ensure and maintain the quality of refereeing standards required for FIVB events, and for an international referee to be considered by the RG&RC for his/her admission to the FIVB Referee Course, each Continental Confederation's Refereeing Commission must provide the complete background and volleyball history (volleyball biography) for the International Referee proposed. Should they pass the course, the referees will be Graded as FIVB International Referees at **level C**, in the first instance.

All the applicants will follow in advance an entry test to check their knowledge of the Official Volleyball Rules, the Guidelines and the Casebook and their abilities for **speaking/listening in English**. This entry test may be done through e-learning or by video link.

The FIVB reserves its right to reject applicants who are not found in compliance with the course Terms & Conditions, or who do not have the support of their National Federation.

b) *Age limit*

The minimum age to participate in a FIVB Referee Course is thirty (30) and maximum is forty-five (45) at any time during the year of the course, proven by the official passport of the applicant.

c) *E-Learning support*

The FIVB provides support for referees through its Referee Resource Centre. Nominated participants for an FIVB Referee Course must have shown evidence of completion of Refereeing modules (monitored by the Course Director). This may require the international referee to request access at least to the intermediate level of the Resource Centre material.

d) *Medical*

Each participant must present to the Medical Delegate (if present) the official Medical Certificate (Form M-4) enclosed to his/her Individual Registration Form (C-R3). Participants will follow, if necessary, an entry test to check all medical items mentioned on the M-4 form. This is to be conducted by the Medical Delegate who has been nominated for the tournament to be used for the FIVB Referee Course. Those participants who are found not in compliance with the established standard shall not be allowed to take part in the course and will **NOT** have right to any reimbursement for expenses incurred.

The Medical Delegate must be provided by the LOC with the necessary equipment for the examination.

2.4 COURSE DIRECTOR AND INSTRUCTOR

A Course Director will be nominated by the FIVB Rules of the Game and Refereeing Commission, together with a Course Instructor also nominated by the FIVB from among the approved Referee Coaches/Instructors.

2.5 DURATION

To ensure that each participant will have at least one match as first referee and one match as second referee during the practical sessions:

- If one venue is used, with two matches per day, the practical portion of the course must last no less than 12 days (including theory and practice).
- If one venue is used, where three matches per day are scheduled, the practical portion may be reduced to 9 days.
- Should two separate venues be used, with two matches per day, the practical portion may be covered in 7 days.
- Should two venues be used, with three matches per day, the practical

portion may be covered in 5 days.

Three additional theory days should be scheduled to prepare the participants with new material, covering (the list is not exclusive) video analysis, psychological aspects, management skills, use of new technology including challenge and tablet applications.

2.6 WORKING LANGUAGE

English is the compulsory working language of the course, for lectures, written and oral examinations as well as all communications. Candidates who do not fulfil this requirement cannot participate. **Interpreters are not allowed.**

2.7 TECHNICAL FACILITIES (provided by the host/ event organizer and included in the bidding tender specifications)

2.7.1 Lecture hall

- Lecture room, equipped with seats and writing surface for all participants
- Flip chart with marking pens
- Podium, table and chairs for the instructors + microphone if necessary
- 2 x LCD projector to attach to computer with different types of connector to the computer (allows one lecturer to set up additional material and avoid delays)
- Screen/ TV set HD for projections plus two kinds of connecting cable
- Official Volleyball Rules, Refereeing Guidelines and Instructions, Casebook and Challenge Regulations in digital format
- Tablets for challenge and substitution/ time out practice
- Access to FIVB volleyball video footage
- Cable and WIFI high range Internet connection

2.7.2 Sports facilities and equipment

- a) One (or two) indoor Volleyball court(s). This must be clean, regularly marked, well maintained and illuminated, with chairs and benches for all participants beside the court.
- b) Scorers' table, e-scoresheets (official Data Project international), line-up sheets (tablets) and flags for line judges.
- c) Regular net for matches and all the necessary equipment + challenge cameras.
- d) Podium, table and chairs for the instructors.
- e) **Challenge System:** A challenge system is required for the Event

chosen for the course. This is because the international referees who are participating in the course will progress to FIVB competitions which will use Video Verification as an integral part of the decision-making process. Knowledge of the Challenge system from a practical point of view is, therefore, critical in their learning experience. The challenge system homologated by the FIVB; Hawk-Eye is highly recommended.

- f) Enough Vokkero systems per venue to allow 1st, 2nd and challenge referees and the scorer to communicate with each other.
- g) Referee tablets and Video monitor for the 1st referee.
- h) Camera locked on the referees to monitor movement and decision making.

2.7.3 Teams: players and personnel

- a) High level international competition such as the FIVB Age Group World Championships or Continental/Regional Senior, Junior Championships or National Senior competition or International Senior, Junior competition for the practical part and examination of the participants, in which each candidate must have the possibility of officiating one complete match at least as first referee, and as second referee, with full complement of scorer, assistant scorer, line judges and court assistants under the control and supervision of the director and instructors. It is compulsory that a challenge system should operate at the event to prepare the participants for the higher level of competition they will face when qualified.
- b) Assistant personnel for the matches: ball-retrievers (5/6), floor quick moppers (4).

2.8 PROGRAMME

The course must cover the following theoretical and practical subjects:

2.8.1 General

- Current structure of the FIVB
- Current system of qualification of referees by the FIVB
- Daily activities during events – meetings – individual coaching
- The use of the FIVB E-learning Platform
- Fundamental skills of a FIVB International Referee

2.8.2 Theory of Officiating

- Guidelines and Casebook for practical applications of the Official Volleyball Rules
- Psychological requirements of refereeing (for the function of VB referees)
- Physical preparation of the Volleyball Referee
- New Technology and how to get the best out of it
- Challenge Regulations and how to apply
- Completion of the e-scoresheet
- Top level Refereeing – Modern Volleyball needs - managing the “show” and “smooth refereeing”.
- Decision making
- Person management and Conflict management
- Video situations – analysis of match situations

2.8.3 Practice of Officiating (1st, 2nd referee)

- Confirmation and investigation of standard of judgement in play and management of Challenge situations.
- Practice of officiating (1st, 2nd referee, scorer) for each participant
- Management of special cases, criticism, and discussion of personal achievement during practice – outcome-focused coaching by the Course Director/ Lecturer to determine best practice or ways to improve decision making.
- Self-evaluation as a tool to improve performance

2.9 EXAMINATIONS / ATTESTATIONS AND CERTIFICATES

2.9.1 Once the theoretical instruction has been completed, the participants will sit theoretical and practical examinations as follows:

- Written examination (official test of the RC) with specific emphasis on Challenge situations
- Practical examination during Volleyball tournament (one complete match during the tournament as 1st referee and one as 2nd referee)
- Oral examination (20 min for each participant)

2.9.2 Performances are evaluated according to the following overall scale:

Very Good / Good	or	Insufficient
as		as
“Reached Approved”		“No Reached”

Form C-R6 (version 2019 and beyond) reflects the referee performance including two main scores: Theoretical and Practical.

The Theoretical evaluation is by examination, scored according to the following:

Very Good = 90 and higher
Good = 75 to 89
Insufficient = less than 75

The Practical score is itself divided into two other portions, as follows: 1st Referee and 2nd Referee weighted (55%), and respectively (45%). However, BOTH functions must be graded at least **“GOOD”** in order to progress.

An overall passing performance requires at least an evaluation of **“Good” on every one of the three criteria** (Theoretical and Practical R1 and R2).

2.9.3 When the examinations are over, the Course Director will give an **Attestation** to every participant showing the result of the examinations.

2.9.4 The FIVB Development department will send a **Certificate** to Participants having passed the examination and having been approved by the FIVB Board of Administration after proposal by the FIVB Rules of the Game & Refereeing Commission.

2.10 FINANCIAL CONDITIONS

2.10.1 Scenario A – FIVB Referee Course taking place on a **FIVB international event**:

The FIVB must cover:

- Course Director and Instructor international flight
- Course Director and Instructor per diem and travel allowance according to the FIVB Financial Regulations
- Participating International Referees international flight
- A portion of participating International Referees per diem and

- travel allowance according to the FIVB Financial Regulations
- Volleyball Challenge System service fees
- VCS Operators international flight

The Course's Organiser must cover:

- Course Director and Instructor meals and accommodation
- Course Director and Instructor local transportation
- Participating International Referees meals and accommodation
- A portion of participating International Referees per diem according to the FIVB Financial Regulations
- Expenses in relation to the Tournament and Competition Venue serving the Course
- Expenses in relation to the lecture hall and equipment
- Accommodation and meals of VCS Operators
- VCS Operators' local transportation
- Participants' local transportation

2.10.2 Scenario B – FIVB Referee Course taking place on a **Continental/Regional event**:

The FIVB must cover:

- Course Director and Instructor international flight
- Course Director and Instructor per diem and travel allowance according to the FIVB Financial Regulations
- Volleyball Challenge System service fees
- VCS Operators international flight

The Course's Organiser must cover:

- Course Director and Instructor meals and accommodation
- Course Director and Instructor local transportation
- Participating International Referees meals and accommodation
- Participating International Referees per diem according to its Continental/Regional Financial Regulations
- Expenses in relation to the Tournament and Competition Venue serving the Course
- Expenses in relation to the lecture hall and equipment
- Accommodation and meals of VCS Operators
- VCS Operators' local transportation
- Participants' local transportation

2.10.3 Scenario C – FIVB Referee Course taking place during a **National or Friendly International event:**

The FIVB must cover:

- Course Director and Instructor international flight
- Course Director and Instructor per diem and travel allowance according to the FIVB Financial Regulations

The Course's Organiser must cover:

- Course Director and Instructor meals and accommodation
- Course Director and Instructor local transportation
- Expenses in relation to the Tournament and Competition Venue serving the Course
- Expenses in relation to the lecture hall and equipment
- Expenses in relations to Challenge System services (fees, travel, etc)
- Accommodation and meals of VCS Operators
- VCS Operators' local transportation
- Participants' local transportation

The Participant must cover his/her own:

- International flight ticket
- Accommodation and meals
- Entry fee (if any)

2.11 PROCEDURE FOR THE SETTING-UP OF A FIVB REFEREE COURSE

- a) Applications to be submitted as mentioned in Art 2.2:
- b) *During the annual meeting:*
Applications to be studied for approval/rejection by the FIVB Rules of the Game and Refereeing Commission. Appointment of Course Director/Instructors by the FIVB Rules of the Game and Refereeing Commission.
- c) Depending on the date of the course, and if all conditions have been met, official approval for implementation by FIVB will be given.
- d) The FIVB to inform the organizers that the course has been granted/rejected and to communicate the names of the Course Director and the Course Instructor
- e) As soon as the course is approved or a maximum of *4 months prior to*

the course:

Organiser in conjunction with FIVB Development department to send out the invitation letter **(C-R4)** together with enclosures **(C-R3)**, which **should be returned to FIVB at least three months prior to the course**. The organiser must also guarantee that entry visas will be delivered to each participant.

f) *2 months prior to the course:*

The Course Director to prepare, on the basis of the current Terms & Conditions, the course programme with daily timetable, which should be communicated to the organizer with any specification of required material.

g) *1½ months prior to the course:*

The organizer to provide the participants with all the relevant information including accommodation, visa / vaccinations requirements, final daily programme, etc.

The organizer to send to the FIVB a copy of all forms received from the registered participants, after having checked their age.

2.12 FINAL REPORT

A final report (Forms C-R6, C-R7 and C-R8) must be submitted to the FIVB Volleyball Department and Development Department by the Course Director and Course Instructor, within the following two weeks, including the number of participants, their names, country, general results and remarks and the examination results according to the following scale or performance:

Very good – Good	or	Insufficient
Reached Approved		No reached

Passing performance requires at least a performance of **“Good” on both of the criteria** (Theoretical and Practical) according the scale detailed in 2.9.2 above.

Both the daily programme and a group picture of the participants have to be attached to the final report.