



## **Beach Volleyball Refereeing Courses**

### **GENERAL REGULATIONS**

(v.10.2016)

**BEACH VOLLEYBALL REFEREEING COURSES  
GENERAL REGULATIONS****TABLE OF CONTENTS**

1.	GENERAL PRINCIPLES	4
2.	INTERNATIONAL REFEREEING CANDIDATE COURSES	4
2.1	CONDITIONS FOR FIVB RECOGNITION	4
2.2	APPLICATION	4
2.3	PARTICIPANTS	5
a)	Entry conditions:	5
b)	Age limit:	5
c)	Medical:	6
2.4	INSTRUCTORS	6
2.5	DURATION	6
2.6	WORKING LANGUAGE	6
2.7	TECHNICAL FACILITIES (provided by the organiser)	6
2.7.1	Lecture hall	6
2.7.2	Sports facilities and equipment	7
2.7.3	Teams: players and personnel	7
2.8	PROGRAMME	7
2.8.1	General	7
2.8.2	Theory of officiating	7
2.8.3	Practice of officiating (1st, 2nd referee, scorer, assistant scorer and line judge)	8
2.9	EXAMINATIONS / Attestations and Certificates	8
2.10	FINANCIAL CONDITIONS	9
2.11	PROCEDURE FOR THE SETTING-UP OF AN INTERNATIONAL REFEREE CANDIDATE COURSE	9
2.12	FINAL REPORT	10
3.	NATIONAL COURSES	10
3.1	APPLICATION	10
3.2	PARTICIPANTS	11
a)	Entry conditions:	11
b)	Age limit:	11
c)	Working language:	11
d)	Entries:	11
e)	Medical:	11

3.3	INSTRUCTORS	11
3.4	DURATION	11
3.5	TECHNICAL FACILITIES (provided by the organiser)	12
3.5.1	Lecture hall	12
3.5.2	Sports facilities and equipment	12
3.5.3	Teams: players and personnel	12
3.6	MODEL COURSE PROGRAMME	12
3.7	FINANCIAL CONDITIONS	15
3.8	CERTIFICATE / ATTESTATION	15
3.9	FINAL REPORT	15
4.	REFRESHER COURSES	15
4.1	APPLICATION	16
4.2	PARTICIPANTS	16
a)	Entry conditions	16
b)	Working language	16
c)	Entries	16
d)	Medical	16
4.3	INSTRUCTORS	16
4.4	DURATION	16
4.5	TECHNICAL FACILITIES (provided by the organiser)	17
4.5.1	Lecture hall	17
4.5.2	Sports facilities and equipment	17
4.5.3	Teams: players and personnel	17
4.6	PROGRAMME	17
4.7	EXAMINATIONS / Attestation and Certificate	18
4.8	FINANCIAL CONDITIONS	18
4.9	FINAL REPORT	18

**Forms**

C-BVB1	APPLICATION FOR FIVB REFEREEING COURSES
C-BVB2	COURSE AGREEMENT
C-BVB3	REGISTRATION FORM
C-BVB4	INVITATION
M-4	MEDICAL CERTIFICATE FOR THE PARTICIPANTS
C-BVB6	LIST OF PARTICIPANTS
C-BVB7	PRACTICAL SCORE EVALUATION
C-BVB8	COURSE REPORT

## **BEACH VOLLEYBALL REFEREEING COURSES GENERAL REGULATIONS**

### **1. GENERAL PRINCIPLES**

- 1.1 International Refereeing Candidate Courses (IRCC), Continental Courses, National Courses, and Refresher Courses can only be organised by a National Federation, a Development Centre, a Continental Confederation or the FIVB.

The FIVB sponsors each year one refereeing course with international participation, per Development Centre.

Courses held by NFs/Confederations are staged under the exclusive financial responsibility of the organisers.

- 1.2 Courses that do not conform to these Regulations are not granted official FIVB recognition.
- 1.3 Refresher Courses (see Section 5) do not qualify referees but can be organised either at national or international level.

### **2. INTERNATIONAL REFEREEING CANDIDATE COURSES**

#### **2.1 CONDITIONS FOR FIVB RECOGNITION**

Only under the direction and approval of the FIVB Refereeing Commission can International Refereeing Candidate Courses be organised by National Federations affiliated to the FIVB, Development Centres and Continental Confederations, provided the procedure is duly followed.

If a course does not provide the full duration, standard or programme, or **if 3 countries at least do not take part**, or if no examination is held, participants will not receive an attestation and the course will not be validated by the Refereeing Commission.

#### **2.2 APPLICATION**

The NF, Development Centre or Confederation wishing to organise candidate courses must apply in writing **by November 30<sup>th</sup> of each year**, to the FIVB Sports Development Department or/and Volleyball Events Department, by using the standard forms C-BVB1 and C-BVB2. These can be copied from the current Regulations. The organiser should mention in the application form the maximum number of participants which take part in the Course.

## 2.3 PARTICIPANTS

### a) *Entry conditions:*

Participants should have passed successfully the continental pre-course, the FIVB on-line and E-learning courses. Confederations to inform FIVB about the result of the pre-courses and confirm its support for the application to register the candidates.

Participants should have been registered by the FIVB at least 3 out of the last 5 years. National Federations are responsible for checking their registration with the FIVB. In case of doubt the FIVB can be consulted.

**To be granted official recognition, a minimum of 10 referees must participate in the course and maximum 15.**

Each invited National Federation may designate a maximum of 2 National Referees; the organising Federation may appoint 3 Candidates. An additional candidate from each participating country may be accepted, if a female referee is one of the proposed candidates.

**Candidates not passing the course may not be designated again as candidates by their Federations only 12 months after the date of the previous course and only once.**

**National Federations can cancel the participation of their Candidate(s) without any consequences up to 30 days before the IRCC official opening day. If the cancellation takes place within 30 days before the IRCC opening day, without acceptable reason, the Federation will not have right to designate Candidate(s) to any IRCC during the next calendar year.**

Participants will follow an entry test to check their basic knowledge of the Official Beach Volleyball Rules and of English.

The FIVB reserves its rights to reject applicants who are found not to be in compliance with the present Regulations.

### b) *Age limit:*

The minimum age to participate in an International Refereeing Course is twenty five (25) and maximum is forty-one (41) at any time during the year of the course, proven by passport which contains at least the year of the person's birth.

c) *Medical:*

Each participant must present the official Medical Certificate (Form M-4) enclosed to his Individual Registration Form (C-BVB3). Participants will follow, if necessary, an entry test to check their body mass index. Those participants who will not be found in compliance with the established standard shall not be allowed to take part in the course.

## 2.4 INSTRUCTORS

A Course Director will be nominated by the FIVB Refereeing Commission, together with a Rules lecturer nominated by the FIVB Rules of the Game Commission, at their annual meetings, from among their members.

If the practice is not in only one venue, the FIVB Refereeing Commission will nominate a second instructor, from among their members, or from the FIVB referee instructors.

## 2.5 DURATION

No less than 10 days and to insure that each participant will have at least two matches as first referee and two matches as second referee during the practical sessions.

## 2.6 WORKING LANGUAGE

**English is the compulsory working language of the course.**

Lectures, written and oral examinations as well as all communications will be in English. Therefore, the Course Director must check, before the beginning of each course, the candidates' basic knowledge of the Official Beach Volleyball Rules and basic knowledge in English (written and oral). Candidates who do not fulfil this requirement cannot participate. **Interpreters are not allowed.**

This condition must be clearly stated in the official invitation letter sent to NFs by the organiser (form C-BVB4) and must also appear in the Individual Registration Form.

## 2.7 TECHNICAL FACILITIES (provided by the organiser)

### 2.7.1 Lecture hall

- lecture hall, equipped with seats and writing surface for all participants and flip chart with marking pens
- podium, table and chairs for the instructors
- LCD projector to attach to computer
- video camera
- video recorder and monitor are recommended

- Official Beach Volleyball Rules, Refereeing Guidelines, Case Book, Beach Volleyball Protocols, plus any other documentation required.
- E-scoresheet system
- Photocopier

#### 2.7.2 Sports facilities and equipment

- the necessary Beach Volleyball courts equipped as per FIVB standards, to complete the practical clinic
- scorers' table, E-scoresheet system, and flags for line judges
- facilities for the instructors (table, chairs, etc)
- regular net for matches, FIVB homologated headset-system
- manometer

#### 2.7.3 Teams: players and personnel

- a) high level Beach Volleyball competition (including international tournaments such as Challenger, Satellite, Beach Volleyball tournaments at multi-sport events, or FIVB approved Continental and National circuits) for the practical examination of the candidates, in which each candidate must have the possibility of officiating at least two complete matches as first referee and two as second referee, plus one as scorer, one as assistant scorer and one as line judge under the control and supervision of the director and instructor(s).
- b) assistant personnel for the matches: enough ball-retrievers, sand levellers and scoreboard operators.

### 2.8 PROGRAMME

The course must cover the following theoretical and practical subjects:

#### 2.8.1 General

- Organisation of the FIVB
- History of Beach Volleyball in the world
- System of qualification of referees by the FIVB
- Fundamental skills of a referee
- Rights and duties of an international referee

#### 2.8.2 Theory of officiating

- Current Official Beach Volleyball Rules
- Administration of the matches (FIVB Regulations for official competitions)
- Guidelines, Casebook and Protocols for practical applications of the Official Beach Volleyball Rules
- Hand signals for officiating

- Psychological requirements of refereeing (for the function of BVB referees)
- Scoring method

### 2.8.3 Practice of officiating (1st, 2nd referee, scorer, assistant scorer and line judge)

- Confirmation and investigation of standard of judgement in play
- Practice of officiating (1st, 2nd referee, scorer, assistant scorer, line judges) for each participant
- Management of special cases, criticism of personal achievement during practice

## 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 follow:

- Scoring test (with scoring practice)
- Written examination (official test of the RC)
- Practical examination during the event (two complete matches during the tournament)
- Oral examination (20 minutes for each participant)

### 2.9.2 Performances are evaluated according to the following scale:

Very Good - Good - Sufficient – Insufficient

Form C-BVB6 reflects the performance including two main scores: Theoretical and Practical. The Practical score is divided into two portions: Refereeing (80%) and Scoring (20%). The Refereeing score is apportioned as follows: 1st Referee (55%), 2nd Referee (35%) and Line Judge (10%). Scoring is apportioned as follows: Scoring (80%) and Assistant Scoring (20%). Passing performance requires at least a performance of “Good” on one of the criteria (Theoretical and Practical) and at least “Sufficient” on the other criterion.

Very Good = 85 and higher. Good = 75 to 84. Sufficient = 65-74. Insufficient = less than 65.

### 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 Sports Development Department will send a Certificate to candidates having passed the examination and having been approved by the Refereeing Commission.



## 2.10 FINANCIAL CONDITIONS

The organiser must cover:

- Administrative expenses
- Instructors' transportation (air return ticket, economy class)
- Instructors' per diem according to art. 1.6.11 of the FIVB Financial Regulations
- Visa, airport tax and vaccination costs upon presentation of the receipts
- Local transportation and accommodation

The FIVB covers the following:

- For courses held in Development Centres, the FIVB is responsible for the per diem and transportation of the Instructors

## 2.11 PROCEDURE FOR THE SETTING-UP OF AN INTERNATIONAL REFEREE CANDIDATE 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 Refereeing Commission. Appointment of Course Director/Instructors by the FIVB Refereeing and Rules of the Game Commissions.

c) *After the annual meeting:*

The FIVB to inform the organisers that the course has been granted/rejected and to communicate the names of the Instructors after having checked their availability.

d) *2-3 months prior to the course:*

Organiser to send out the invitation letter (C-BVB4) to participants together with enclosures (CBVB3 and M-4). Documents to be returned by participants **at least 45 days prior to the course as follows:**

- **to the organiser: copies of CBVB3**
- **to FIVB Sports Development/Events Department: originals of CBVB3, CBVB4 and M-4 forms and travel schedules**

The organiser must also guarantee that entry visas will be delivered to each participant.

e) *1 month prior to the course:*

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

f) *1 month prior to the course:*

After receiving in return the forms CBVB-3 and M-4, the FIVB to confirm the registration to the organiser and participants. It will be the obligation of the organiser to provide the registered candidates with all the relevant information including accommodation, visa / vaccinations requirements, final daily programme, etc.

## 2.12 FINAL REPORT

A final report (Forms C-BVB6, C-BVB7 and C-BVB8) must be submitted to the FIVB by the Course Director and Instructor(s), within the following two weeks, including the number of participants, their names, country, general results and remarks and the examination results.

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

## 3. NATIONAL COURSES

Courses run by National Federations are recognised by the FIVB if previously approved by the latter. They differ from Development Centre courses in that the FIVB has no financial obligations.

National Federations establish their own procedure for nomination of national referees and then may register them with the FIVB Sport Events Department (Articles 40.2.2 and 40.2.3, FIVB Event Regulations). However, the FIVB makes the following recommendations:

### 3.1 APPLICATION

The request to hold National Courses with FIVB instructors must be submitted by the standard forms C-BVB1 and C-BVB2, which can be copied from these Regulations.

Applications must be submitted to the Sport Development/Events Department **by November 30<sup>th</sup> of each year** for courses to be held during the following season. The calendar of courses starts in November of each year to end in July of the following year.

### 3.2 PARTICIPANTS

*a) Entry conditions:*

When a NF applies for the organisation of a National Course with FIVB instructors and if no referee training exists in the country, participants should be former players or sportsmen who have some practical knowledge of Beach Volleyball.

*b) Age limit:*

Minimum 18 years, maximum 35 years

*c) Working language:*

English, French, Spanish, Portuguese and Arabic. Simultaneous translation into the national language may be provided by the organiser.

*d) Entries:*

Maximum 20 participants (per two instructors), taking facilities into consideration.

In principle no entry fee is requested from the participants; at the organising Federation's discretion.

*e) Medical:*

Good physical condition. The National Federation is advised to request a medical certificate from the participants. The FIVB Medical form **(M-4)** may be used.

### 3.3 INSTRUCTORS

Instructors must be either the President or a member of the organising Federation's Refereeing Commission, or an experienced International Beach Volleyball Referee.

They must have complete knowledge of refereeing theory (Official Beach Volleyball Rules) and practice (Refereeing Instructions, Guidelines, Case Book and all protocols), as well as some teaching experience.

If FIVB instructors are requested by the organiser for its national programmes, they are nominated by the FIVB Refereeing Commission at its annual meeting.

### 3.4 DURATION

Intensive course: Seven days (at least 45 working hours), with a practical session of at least three matches per participant.

Part-time course: Six weeks, with two weekly afternoon sessions lasting four hours.

### 3.5 TECHNICAL FACILITIES (provided by the organiser)

#### 3.5.1 Lecture hall

- table and chair for each participant
- blackboard with chalk (different colours), or flip chart with marking pens
- podium, table and chairs for the instructors
- LCD projector to attach to computer
- one copy of the Official Beach Volleyball Rules for each participant (in the national language or in English)
- enough scoresheets for each participant
- one copy of the Refereeing Guidelines and the Case Book and Protocols for each participant

#### 3.5.2 Sports facilities and equipment

- Beach Volleyball court (s), with all necessary court equipment
- scorer's table with scoreboard, paddles 1 & 2 and two chairs
- chairs for the participants
- balls, manometer
- 4 line judges' flags

#### 3.5.3 Teams: players and personnel

- enough teams and competition structure to enable the full assessment of the candidates
- at the instructors' request, the players must demonstrate the different faults connected with ball touch and those made in the various skills
- the teams play matches to give the course participants the opportunity to practices
- such matches may be organised during a tournament, but each participant must officiate at least 3 matches as 1st and/or 2nd referee, and also perform as line judge, scorer and assistant scorer

### 3.6 MODEL COURSE PROGRAMME

Note: This programme may be adapted to different course's format

#### **Day 1 – morning**

Course Administration

- Official opening; individual presentations, etc
- Course Programme overview, specific regulations

#### Theory

- FIVB structure
- National Federation structure
- Qualification of Beach Volleyball referees
- Referee's role in Beach Volleyball (on court and off the court duties)
- History of Beach Volleyball and summary history of Beach Volleyball rules
- Principles of the rules

### **Day 1 – afternoon**

#### Theory and practice – Rules of the Game

- Rules 1, 2, and 3 (facilities and equipment)
- Practical demonstration on homologation of competition areas and equipment homologation
- Rules 4, 5, and 6 (participants)

### **Day 1 – evening**

#### Theory – Rules of the Game

- Rules 7, 8, 9 and 10 (scoring system, preparation of the match, and structure of play)
- specific Beach Volleyball protocols (forfeit and default protocol, match protocol)

### **Day 2 – morning**

#### Theory and practice – Rules of the Game

- Rules 19, 20, 21, and 22 (time-outs, delays, exceptional interruptions, court switches and intervals)
- specific Beach Volleyball protocols (medical injury protocol)
- Rules 11, 12, and 13, (states of play, playing faults, playing the ball)
- specific Beach Volleyball protocols (ball-mark protocol)
- Practical demonstration on assessment of ball contacts plus various protocols previously instructed

### **Day 2 – afternoon**

#### Theory – Rules of the Game

- Rules 14, 15, 16, 17, 18, and 23 (ball and player at the net, service, attack-hit, block, misconduct)
- specific Beach Volleyball protocols (protest protocol)
- Rules 24, 25, 26, 27, and 28 (refereeing corps and procedures)
- Rule 29 (hand and flag signals for officiating)

**Day 2 – evening**

Theory – Rules of the Game

- scoring methodology
- administration of matches (procedures for ball retrieving, raking, watering the court, etc)

**Day 3 – morning**

Theory Examination

- Test overview and conditions
- Written test

**Day 3 – afternoon**

Practice

- Official homologation of competition courts
- Practice of officiating (1<sup>st</sup> referee, 2<sup>nd</sup> referee, scoring, linejudging, all court job roles).

**Day 3 – evening**

Review of practice

- Assessment of special situations experienced during practice of officiating

**Days 4, 5, and/or possibly 6 and 7 – all day through**

Practical Evaluation during official matches

- Each participant will officiate a minimum of three matches (one or two as R1, one or two as R2), plus one match as line judge, one match as scorer and one as assistant scorer.
- Includes daily court checking plus daily referee meetings for individual and group feedback as appropriate

### **Final Day – evening**

#### Course Administration

- Official closing; announcement of individual results, etc
- Eventual deliver of NF participation diploma

### **3.7 FINANCIAL CONDITIONS**

The organiser must cover:

- Administrative expenses
- Instructors' transportation (air return ticket, economy class)
- Instructors' per diem and travel allowance according to art. 1.6.11 of the FIVB Financial Regulations
- Visa, airport tax and vaccination costs upon presentation of the receipts
- Local transportation and accommodation

The FIVB covers the following:

- For courses held in Development Centres, the FIVB is responsible for the per diem and international transportation of the instructors.

### **3.8 CERTIFICATE / ATTESTATION**

No FIVB certificate or attestation is delivered after a National Course. However the NF may deliver its own diploma.

### **3.9 FINAL REPORT**

A final report (**Forms C-BVB6 and C-BVB8**) must be submitted to the FIVB by the instructors, within the following two weeks, including the daily programme, the number of participants, their names, country, general results and remarks and the examination results according to the following scale of performance:

Very good – Good – Sufficient – Insufficient

## **4. REFRESHER COURSES**

Refresher courses do not qualify referees. These courses are aimed to update the referees' knowledge on the Official Beach Volleyball Rules, Refereeing Guidelines and Protocols as well as their practical refereeing skills, and to draw their attention on the new Rules and their interpretation after the approval of new Rules or amendments by the FIVB Congress.

This type of courses can be organised at the international level by National Federations, Development Centres and Continental Confederations.

#### 4.1 APPLICATION

The organiser must apply in writing by November 30th of each year, to the FIVB, by using the standard forms C-BVB1 and C-BVB2. These can be copied from the current Regulations.

#### 4.2 PARTICIPANTS

##### *a) Entry conditions*

Participants can be

- International Referees (not very often nominated to FIVB and/or Continental competitions)
- Candidates for International Referee
- Highest level National Referees

##### *b) Working language*

The official working language of the Refresher courses is English. For National Referees simultaneous interpretation to other languages is allowed.

##### *c) Entries*

The number of participants is fixed by the organiser, taking into consideration the facilities for practice. To be granted official recognition **a minimum of 15 and maximum of 25 referees** must participate in the course. **At least one third of the participants should be International Referee or Candidate International Referee and a minimum of two countries must participate.**

##### *d) Medical*

Each participant must present the official Medical Certificate (Form M-4).

#### 4.3 INSTRUCTORS

A course director is nominated by the FIVB Refereeing Commission at its annual meeting.

If the practice is in more than one hall, the FIVB Refereeing Commission nominates an instructor, as well, from among its members, or from the FIVB referee instructors.

#### 4.4 DURATION

Between 4-7 days (depends on the number of participants).



#### 4.5 TECHNICAL FACILITIES (provided by the organiser)

##### 4.5.1 Lecture hall

- lecture hall, equipped with seats and writing surface for all participants
- adequate space for interpreters
- blackboard with chalk (different colours), or flip chart with marking pens
- podium, table and chairs for the Director/Instructor
- LCD projector to attach to computer
- Official Beach Volleyball Rules, Refereeing Guidelines, Case Book and Protocols for each participant in English
- scoresheets

##### 4.5.2 Sports facilities and equipment

- a) one Beach Volleyball court for every 8 participants. This must be equipped as per FIVB standards
- b) scorers' table, paddles 1 & 2, score sheets (official international) and flags for line judges
- c) facilities for the Director, Instructor

##### 4.5.3 Teams: players and personnel

- a) high level teams for regular tournament (if possible international senior or junior) playing at least 3 matches as 1st and/or 2nd referee.
- b) assistant personnel for the matches: enough ball-retrievers, sand levellers and scoreboard operators

#### 4.6 PROGRAMME

##### **Day 1:**

- The latest amendments made to the Official Beach Volleyball Rules by the FIVB Congress.
- Preliminary examination

##### **Day 2:**

##### ***Morning***

- Updating referees' knowledge on those issues which are required by the course participants (based on a preliminary examination).

##### ***Afternoon***

- Practical evaluation of the participants, verbal evaluation after each game (priority is given to the interpretation of the new Rules).

**Day 3-7:**

- Practical evaluation of the participants, evaluation after each game (priority is given to the interpretation of the new Rules).
- Closing of the course.

**4.7 EXAMINATIONS / Attestation and Certificate**

The participants receive no attestation / certificate. However, the organiser may issue a diploma printed for this occasion.

**4.8 FINANCIAL CONDITIONS**

The organiser must cover:

- Administrative expenses
- Director's and instructor's (if nominated) international transportation (air return ticket, economy class)
- Director's and instructor's (if nominated) per diem and travel allowance according to art. 1.6.11 to the FIVB Financial Regulations
- Visa, airport tax and vaccination costs upon presentation of the receipts.
- Local transportation and accommodation

The FIVB covers the following:

- For courses held in Development Centres, the FIVB is responsible for the per diem and international transportation of the Director and Instructor (if nominated).

**4.9 FINAL REPORT**

The Course Director must submit a final report (Forms C-BVB6 and C-BVB8) to the FIVB including, the number of participants, their names, country, general results and remarks.

**The daily program and a group photo of the participants must be attached to the final report.**

The Director and Instructor (if nominated) have to submit an interim report to the FIVB Refereeing Committee concerning International Volleyball Referees' performance and recommendations.