



**Regulations of the UEFA  
European Futsal Championship  
2011/12**

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## **Preamble**

The following regulations have been adopted on the basis of Articles 49(2)(a) and 50(1) of the *UEFA Statutes*.

## **I General Provisions**

### **Article 1**

#### **Scope of application**

- 1.01 The present regulations govern the rights, duties and responsibilities of all parties participating and involved in the preparation and organisation of the 2011/12 UEFA European Futsal Championship (hereinafter the competition).

## **II Entries – Admission – Duties**

### **Article 2**

#### **Entries for the competition**

- 2.01 UEFA stages the competition every two years. All UEFA member associations (hereinafter associations) are invited to enter their national futsal team for the competition.

#### **Admission criteria**

- 2.02 To be eligible to participate in the competition, an association must fulfil the following criteria:
- a) it must confirm in writing that the association itself, as well as its players and officials, agree to respect the statutes, regulations, directives and decisions of UEFA;
  - b) it must confirm in writing that the association itself, as well as its players and officials, agree to recognise the jurisdiction of the Court of Arbitration for Sport (CAS) in Lausanne as defined in the relevant provisions of the *UEFA Statutes* and agree that any proceedings before the CAS concerning admission to or exclusion from the competition will be held in an expedited manner in accordance with the *Code of Sports-related Arbitration* of the CAS and with the directions issued by the CAS;
  - c) it must fill in the official entry documents (i.e. all documents containing the information deemed necessary by the UEFA administration for ascertaining compliance with the admission criteria), which must reach the UEFA administration by the deadline set by the latter and communicated in due course through a circular letter sent to all associations.

### **Admission procedure**

- 2.03 The UEFA General Secretary communicates the decision on admission to the competition to the associations in writing.
- 2.04 If an association does not fulfil the admission criteria, the UEFA General Secretary will not admit it to the competition. Such decisions are final.

### **Duties of the associations**

- 2.05 On entering the competition, participating associations agree:
- a) to comply with the *FIFA Futsal Laws of the Game*;
  - b) to respect the principles of fair play as defined in the *UEFA Statutes*;
  - c) to play in the competition until their elimination and to field their strongest team throughout the competition;
  - d) to stage all matches in the competition in accordance with the present regulations;
  - e) to comply with all decisions regarding the competition taken by the UEFA Executive Committee, the UEFA administration or any other competent body and communicated appropriately (by UEFA circular letter or by official letter, fax or email);
  - f) to comply with the *Safety and Security Instructions* set out in Annex II for all matches in the competition;
  - g) not to represent UEFA or the UEFA European Futsal Championship without UEFA's prior written approval;
  - h) to grant UEFA the right to use and authorise others to use photographic, audiovisual and visual material of their team, players and officials (including their names, relevant statistics, data and images), as well as the association's name, logo, emblem and team shirt (including references to the kit manufacturers) free of charge worldwide for the full duration of any rights for non-commercial promotional and/or editorial purposes and/or as reasonably designated by UEFA. On request, the associations must supply UEFA, free of charge, with all appropriate material, fully cleared for use, as well as the necessary documentation to enable UEFA to use and exploit such rights in accordance with this paragraph;
  - i) to indemnify, defend and hold UEFA and its subsidiaries and all of their officers, directors, employees, representatives, agents and other auxiliary persons free and harmless against any and all liabilities, obligations, losses, damages, penalties, claims, actions, fines and expenses (including reasonable legal expenses) of whatsoever kind or nature resulting from, arising out of, or attributable to any non-compliance by the participating association or any of its players, officials, employees, representatives or agents with these regulations.



- j) to adhere to the principles governing the release of players for association teams as laid out in Annex 6 of the *FIFA Regulations for the Status and Transfer of Players*.

### **III Responsibilities of the Associations**

#### **Article 3**

##### **Responsibilities of the participating associations**

- 3.01 The associations are responsible for the behaviour of their players, officials, members, supporters and any person carrying out a function at a match on their behalf.
- 3.02 If necessary, participating associations must apply for entry visas from the diplomatic mission of the host country well in advance of a match or tournament.

##### **Responsibilities of the host association**

- 3.03 The association in the territory of which matches in the competition are being staged is considered the host association.
- 3.04 Upon request, the host association must assist the visiting associations as much as possible with the visa formalities.
- 3.05 The host association is responsible for order and security before, during and after matches.
- 3.06 The contracts required for the organisation of matches are concluded by the host association in its own name and on its own account. The same provision applies to agreements reached with government authorities.
- 3.07 Matches must, in principle, be played in a hall within the territory of the host association. Exceptionally, matches may be played in the territory of another UEFA member association, if so decided by the UEFA administration and/or the UEFA disciplinary bodies, for reasons of safety or as a result of a disciplinary measure.

### **IV Trophy, Plaques and Medals**

#### **Article 4**

##### **Trophy**

- 4.01 The original trophy, which is used for the official presentation ceremony at the final and for other official events approved by UEFA, remains in UEFA's keeping and ownership at all times. A full-size replica trophy, the UEFA European Futsal Championship winners trophy, is awarded to the winning association.

- 4.02 Any association which wins the trophy three consecutive times or five times in total receives a special mark of recognition. Once a cycle of three successive wins or five in total has been completed, the association concerned starts a new cycle from zero.
- 4.03 Replica trophies awarded to winners of the UEFA European Futsal Championship (past and current) must remain within the relevant association's control at all times and must not leave the association's country without UEFA's prior written consent. Associations must not permit a replica trophy to be used in any context where a third party (including, without limitation, associations' sponsors and other commercial partners) is granted visibility or in any other way which could lead to an association between any third party and the replica trophy and/or the competition. Associations must comply with any trophy use guidelines that the UEFA administration may issue from time to time.
- 4.04 Associations may not, and may not permit any third party to, develop, create, use, sell or distribute any promotional materials or merchandise bearing any representation of the trophy or any replica thereof (including, without limitation, trophy lift images) or use any such representation in a manner that could lead to an association between any third party and the trophy, a replica trophy and/or the competition.

#### **Commemorative plaque**

- 4.05 Each association that takes part in the final round receives a commemorative plaque.

#### **Medals**

- 4.06 21 gold medals are presented to the winning team, 21 silver medals to the runners-up and 21 bronze medals to the third-placed team. Additional medals may not be produced.

### **V Insurance**

#### **Article 5**

##### **General principles**

- 5.01 Everyone involved in the competition (preliminary round, qualifying round and final round) is responsible for its own insurance cover.
- 5.02 The participating associations are responsible for and undertake to conclude all necessary and adequate insurance cover for their delegations, including players and officials, at their own expense for the whole duration of the competition.
- 5.03 If the host association is not the owner of the hall used, it is also responsible for ensuring that the hall owner and/or tenant in question provides a fully comprehensive insurance cover, including third-party liability and property

damage. If appropriate insurance policies are not provided by the hall owner and/or tenant in due time, the host association is required to conclude the necessary additional insurance cover at its own cost, failing which it may be concluded by UEFA at the host association's expense.

- 5.04 Claims for damages against UEFA are expressly excluded and anyone involved must hold UEFA harmless from any and all claims for liability arising in relation to the competition. In any case, UEFA may request anyone involved to provide, free of charge, written releases of liability and/or hold harmless notes, and/or confirmations and/or copies of the policies concerned in one of UEFA's official languages.

#### **A. Preliminary and qualifying rounds**

- 5.05 Host associations must conclude – with reputable insurers and at their own cost – all necessary insurance in connection with the staging and organising of the rounds and matches, including third-party liability and spectator accident cover. Host associations are responsible for ensuring that UEFA is included as a co-insured party.
- 5.06 The third-party liability policy must include an appropriate guaranteed sum for damage/injury for all occurrences (not excluding force majeure and terrorism) to persons, objects and property, and for pure economic losses, and it must correspond to the specific circumstances of the associations concerned.

#### **B. Final round**

- 5.07 The host association staging the final round must conclude, at its own expense, adequate insurance cover for all of its risks arising from organising and staging the final round under these regulations, in accordance with its responsibilities, as set out in Article 3 of these regulations and in the staging agreement.
- 5.08 UEFA concludes insurance cover in accordance with its responsibilities, as set out in the staging agreement.
- 5.09 Should the trophy be handed over in advance to the host association for any reason, said association must hold UEFA harmless from any possible liability with regard to any potential claims for damages and must bear all related risks and responsibilities in connection with the holding and storage of the trophy during the period. As from the transfer of the trophy by UEFA to the host association, the trophy is the full responsibility of said association, which must obtain adequate insurance to cover its risks and responsibilities in connection with the use of the trophy during the period and, if requested by UEFA, submit a copy of its insurance policy to UEFA.

## **VI Competition System**

### **Article 6**

#### **Phases of the competition**

6.01 The competition consists of the following two phases:

a) Qualifying phase:

- preliminary round (if more than 24 associations enter the competition)
- qualifying round

b) Final round (12-team tournament).

#### **A. Qualifying phase**

6.02 For the draw for the qualifying phase, the UEFA administration will form groups, taking the coefficients of the participating associations into consideration as far as possible.

6.03 Coefficients are calculated on the basis of the sporting results of the European futsal national teams (see Annex III).

6.04 All matches in the qualifying phase must be played in the form of mini-tournaments.

6.05 On the last matchday, all first matches in all groups must kick off at the same time, as must all second matches.

#### **Preliminary round**

6.06 If more than 24 teams enter the competition, a preliminary round will be organised in the form of mini-tournaments. Depending on the number of entries, the UEFA administration will determine the number of mini-tournaments, the number of teams in each mini-tournament and the number of teams that will go through to the qualifying round.

#### **Qualifying round**

6.07 There will be six mini-tournaments with four teams in each group. The six winners and the five best runners-up from the mini-tournaments will qualify for the final round.

#### **Mini-tournaments**

6.08 Mini-tournaments are played in one of the countries of the group. Each team plays each of the other teams in the group once, with three points awarded for a win, one for a draw and none for a defeat.

6.09 When establishing the match schedule, the host association is in position 1, and the visiting teams in positions 2, 3 and 4, according to their coefficient rankings (see Annex I, point 3).

### **Equality of points in mini-tournaments**

- 6.10 If two or more teams are equal on points on completion of a mini-tournament, their position within the group is established according to the following criteria, in the order given:
- a) Higher number of points obtained in the matches between the teams in question.
  - b) Superior goal difference resulting from the matches between the teams in question.
  - c) Higher number of goals scored in the matches between the teams in question.
- If, after having applied criteria a) to c) to several teams, two teams still have an equal ranking, criteria a) to c) are reapplied to determine the ranking of the two teams. If this procedure does not lead to a decision, criteria d) to f) apply.
- d) Results of all group matches in the mini-tournament:
    - 1. Better goal difference;
    - 2. Higher number of goals scored.
  - e) Coefficient ranking.
  - f) Drawing of lots.
- 6.11 If two teams which have the same number of points and the same number of goals scored and conceded play their last group match against each other and are still equal at the end of that match, their final rankings are determined by kicks from the penalty mark (Article 16) and not by the criteria listed under 6.10 a) to f), provided no other team within the group has the same number of points on completion of all group matches. Should more than two teams have the same number of points, the criteria listed under paragraph 6.10 apply. This procedure is only necessary if a ranking of the teams is required to determine the group winner or the team which qualifies for the next round, as the case may be.

### **Drawing of lots**

- 6.12 If on completion of a mini-tournament a draw is required, the drawing of lots takes place at the teams' hotel after the final match. The lots are drawn by the UEFA match delegate. The heads of delegation or team representatives must sign a document stating that they accept the result of the draw.

### **Determination of the best runners-up**

- 6.13 Should it be necessary to determine the best runner(s)-up in a round with groups of three or four teams, only results against the teams in first and third place in each group are taken into account. If the round consists of groups of

four teams, all group results will be taken into account and in both cases, the following criteria will be taken into consideration in the order given:

- a) higher number of points obtained in these matches;
- b) superior goal difference obtained from these matches;
- c) higher number of goals scored in these matches;
- d) coefficient ranking;
- e) drawing of lots.

### **B. Final round**

- 6.14 Twelve teams participate in the final round which is played as a tournament: eleven teams qualified from the qualifying phase and the team of the final tournament host association, which qualifies automatically.

#### **Local Organising Committee**

- 6.15 The host association must set up a local organising committee (LOC), which is responsible for the following:
- proposing match venues and halls to the UEFA administration;
  - making all necessary arrangements for the staging of the matches in the final round;
  - adhering to the financial provisions as set out in Article 26.

#### **Group formations**

- 6.16 A draw is conducted by the UEFA administration in the country of the host association to allocate the 12 teams involved in the final round into four groups of three.
- 6.17 The four groups are formed as follows:
- Group A: teams A1, A2, A3
  - Group B: teams B1, B2, B3
  - Group C: teams C1, C2, C3
  - Group D: teams D1, D2, D3

#### **Seeding**

- 6.18 For the final-tournament draw, the teams will be seeded as follows: the host association, the reigning European champions (if they qualify) and the two (or three, if the reigning European champions do not qualify) teams with the best coefficients in the rankings (see Annex III) will be given position one in each group. Each of the four teams with the next best coefficients in the rankings will be drawn into the second position in one of the four groups. Each of the four teams with the lowest coefficients in the rankings will be drawn into a group in position three.

### **Match system**

- 6.19 Each team plays each of the other teams in the same group using a league system (three points awarded for a win, one point for a draw and none for a defeat). The group matches will be played according to the following schedule. The daily schedule with venues and kick-off times will be confirmed after consultation between UEFA and the host association. The host team will be considered as team A1. Also, the first-named team in each tie will be considered as the home team.

#### Groups

	Matchday 1	Matchday 2	Matchday 3
Group A	A1 v A3	A3 v A2	A2 v A1
Group B	B1 v B3	B3 v B2	B2 v B1
Group C	C1 v C3	C3 v C2	C2 v C1
Group D	D1 v D3	D3 v D2	D2 v D1

### **Equality of points**

- 6.20 If two or more teams are equal on points on completion of the group matches, their positions within the group will be established according to the following criteria in the order given:
- Higher number of points obtained in the matches between the teams in question.
  - Superior goal difference resulting from the matches between the teams in question.
  - Higher number of goals scored in the matches between the teams in question.
- If, after having applied criteria a) to c) to several teams, two teams still have an equal ranking, criteria a) to c) are reapplied to determine the ranking of the two teams. If this procedure does not lead to a decision, criteria d) to f) apply.
- Results of all group matches:
    - Superior goal difference;
    - Higher number of goals scored.
  - Fair play ranking of the teams in question (final round only).
  - Drawing of lots.
- 6.21 If two teams which have the same number of points, and the same number of goals scored and conceded play their last group match against each other and are still equal at the end of that match, the rankings of the two teams in question are determined by kicks from the penalty mark (Article 16), and not by the criteria listed under 6.20 a) to f), provided no other teams within the

group have the same number of points on completion of all group matches. Should more than two teams have the same number of points, the criteria listed under paragraph 6.20 apply. This procedure is only necessary if a ranking of the teams is required to determine the teams qualified for the quarter-finals.

#### **Quarter-finals**

6.22 The teams finishing first and second in each group play the quarter-finals as follows:

Quarter-final 1: Group A winner v Group B runner-up

Quarter-final 2: Group A runner-up v Group B winner

Quarter-final 3: Group C winner v Group D runner-up

Quarter-final 4: Group C runner-up v Group D winner

#### **Semi-finals**

6.23 The winners of the quarter-finals play the semi-finals as follows:

Semi-final 1: Quarter-final 1 winner v Quarter-final 3 winner

Semi-final 2: Quarter-final 2 winner v Quarter-final 4 winner

#### **Final and third-place match**

6.24 The winning semi-finalists contest the final as follows:

Winner of semi-final 1 v Winner of semi-final 2

6.25 The defeated teams in the semi-finals contest the third-place match as follows:

Defeated team in semi-final 1 v Defeated team in semi-final 2.

### **Article 7**

#### **Same number of goals in the third-place match**

7.01 If the result stands as a draw at the end of normal playing time in the third-place match, no extra time is played. Kicks from the penalty mark (Article 16) determine the winning team.

#### **Same number of goals in a quarter-final, semi-final or final**

7.02 If the result stands as a draw at the end of normal playing time in the quarter-final, semi-final or final, extra time consisting of two five-minute periods of effective time will be played. If the two teams are still equal after extra time, the winner is determined by kicks from the penalty mark (Article 16).



## **VII Match Administration**

### **Article 8**

#### **A. Qualifying phase**

##### **Match dates**

- 8.01 Unless all the teams in a group agree otherwise, matches in the preliminary round will be played on the following dates, which are reserved for matches in the preliminary round of the 2011/12 UEFA European Futsal Championship:

20 – 24 January 2011

Matches in the qualifying round must be played on the following fixed dates, and the last match day in each of the six groups must kick-off at the same time, upon agreement of all six host associations.

24 – 28 February 2011

- 8.02 If the national associations agree to stage preliminary-round matches on dates other than the reserved dates, these matches must be played by 24 January 2011.

##### **Announcement of the host association**

- 8.03 For the qualifying phase, the national associations wishing to host a mini-tournament must notify the UEFA administration in writing on the entry form by the prescribed deadline. The UEFA administration designates the host of each mini-tournament according to the principles defined in Annex I, point 1.

##### **Venues**

- 8.04 The venues of the matches will be fixed by the host associations and announced to their opponents and the UEFA administration by 22 November 2010 for the preliminary round and 20 December 2010 for the qualifying round. When fixing a venue, the host association must take into account the length of the journey to be undertaken by the visiting association. In principle, the venue for a qualifying match must be no more than a two-hour bus drive from the nearest international airport. The teams must arrive at the tournament venue at least one day prior to the start of the mini-tournament.

##### **Kick-off times**

- 8.05 The kick-off times of the matches must be announced to the opponents and to the UEFA administration by 20 December 2010 for the preliminary round and by 24 January 2011 for the qualifying round.
- 8.06 Host associations must send kick-off time proposals to the UEFA administration for the last matchday, on which all double-headers must kick off at the same time in all the groups. The two proposed kick-off times must be indicated in CET (e.g. 18.00 and 20.30 CET). Should the hosts not all

reach agreement on simultaneous kick-off times, the UEFA administration will take a final decision.

- 8.07 Unless the UEFA administration grants special approval, associations are not allowed to fix kick-off times before 10.00 hours or after 22.00 hours (local time).
- 8.08 In match halls without any proper warm-up area, and in the case of two consecutive matches, the organisers must leave at least 2 hours 15 minutes between each kick-off.

#### **Arrival of the teams**

- 8.09 The teams should arrive at the tournament venue the day before their first match. Teams arriving more than one night before their first match are responsible for the extra costs incurred.

#### **Departure of the teams**

- 8.10 Teams should depart the day after their last match. Teams departing any later are responsible for the extra costs incurred as a result of their late departure.

#### **B. Final round**

- 8.11 The final round is due to take place between end of January and mid-February 2012. The exact date will be fixed in due course by the UEFA administration in consultation with the host association.
- 8.12 The UEFA administration, in conjunction with the LOC, which it will consult in this regard, is responsible for drawing up the fixture list in the final round, as well as for establishing the venues and kick-off times of the matches.

#### **Arrival of the teams**

- 8.13 The teams should arrive at the tournament venue two days before the opening match of the tournament. Teams arriving more than two days before the opening match of the tournament are responsible for the extra costs incurred.

#### **Departure of the teams**

- 8.14 Teams should depart one day after they have been eliminated, or one day after the end of the tournament for the semi-finalists. Teams departing any later are responsible for the extra costs incurred as a result of their late departure.

## **VIII Refusal to Play, Cancellation of a Match, Match Abandoned and Similar Cases**

### **Article 9**

#### **Refusal to play and similar cases**

- 9.01 If an association refuses to play or is responsible for a match not taking place or not being played in full, the Control and Disciplinary Body takes a decision in the matter.
- 9.02 The Control and Disciplinary Body can validate the result as it stood at the moment when the match was abandoned if the match result was to the detriment of the association responsible for the match being abandoned.
- 9.03 If an association is disqualified during the qualifying phase or final round, the results of all of its matches are declared null and void, and the points awarded forfeited.
- 9.04 If an association that has qualified for the final round does not compete, the UEFA administration may replace it and, if so, decide which association is to take its place according to the results achieved by the associations eliminated previously.
- 9.05 An association which refuses to play or is responsible for a match not taking place or not being played in full loses all rights to payments from UEFA.
- 9.06 Upon receipt of a reasoned and well-documented request from the association concerned, the UEFA administration may set an amount of compensation due for financial loss.

### **Article 10**

#### **Mini-tournament cancelled before departure of the visiting team**

- 10.01 If a host association finds that a mini-tournament or final round match cannot take place, it must notify the visiting associations, the referees and the UEFA match delegates before their departure from home and the UEFA administration at the same time. The UEFA administration takes the necessary decision regarding the reorganisation of the mini-tournament or final round match.

#### **Match cancelled after departure of the visiting team**

- 10.02 If any doubt arises as to the condition of the field of play after a visiting teams' departure from home, the referee decides on the spot whether or not it is fit for play.
- 10.03 If the referee declares that the match cannot commence because the field is not fit for play or for any other reason, it must in principle be played the next day or on another date as agreed by the host and visiting associations, subject to the approval of the UEFA administration. An agreement must be reached within two hours of the referee's decision to cancel the match. In

case of dispute, the UEFA administration fixes the date and kick-off time of the match. Its decision is final.

#### **Match abandoned**

- 10.04 If a match is abandoned before the end of normal time or during any extra time, because the field is not fit for play or for any other reason, it must be replayed in full either the next day or on another date as agreed by the host association and the visiting association, subject to the approval of the UEFA administration. An agreement must be reached within two hours of the referee's decision to abandon the match. In case of dispute, the UEFA administration fixes the date and kick-off time of the match. Its decision is final.

#### **Expenses**

- 10.05 If the circumstances require the host association to notify the visiting association and the referee team before their departure from home of a match not being able to be played and if the host association fails to do so, it is responsible for the travel, board and lodging expenses of the visiting association and the referees.
- 10.06 In all other cases, each association bears its own expenses, including additional expenses resulting from the match having to be (re)played later than initially scheduled. However, if a match cannot take place for reasons beyond control and the visiting association returns home, the travel, board and lodging expenses of the visiting association, as well as the relevant hosting costs, are borne by the two associations in equal parts.

#### **Final round**

- 10.07 If the referee declares the field of play unfit for play, the match will be played the following day, unless, for reasons beyond control, the match cannot take place then. In this case, the UEFA administration takes a final decision.
- 10.08 If a match cannot commence or is abandoned before the end of normal playing time or during any extra time because the field is not fit for play or for any other reason, it must be played or replayed in full the next day. If, for reasons beyond control, the match cannot be replayed the next day, the UEFA administration takes a final decision.

### **IX Halls and Match Organisation**

#### **Article 11**

##### **Hall conditions**

- 11.01 Halls must be in good condition in terms of both their playing surface and facilities, fully comply with the *FIFA Futsal Laws of the Game* and conform to the safety and security regulations of the competent civil authorities.

- 11.02 The goals must have a net that should be attached in such a way that a ball cannot immediately rebound out of the goal. If necessary, an additional net may be placed in the goal no less than 70cm from the crossbar.
- 11.03 Temporary stands may not be used for the matches of this competition.
- 11.04 In the interests of the safety of players and match officials, the host association must provide access to the pitch that guarantees their safe entry and exit.

#### **Alternative venues**

- 11.05 If, at any time during the season, the UEFA administration deems that, for whatever reason, some venues may not be fit for staging a match or mini-tournament, UEFA may consult with the host association and ask it to propose an alternative venue, in accordance with the standards required by UEFA. Should an association be unable to propose an acceptable alternative venue by the deadline set by the UEFA administration, UEFA will select an alternative neutral venue and make all the necessary arrangements for the staging of the match with the relevant association and local authorities. In both cases, the costs of staging the match must be borne by the host association. The UEFA administration will take a final decision on the match venue in due time.

#### **Hall certificate and safety certificate**

- 11.06 The associations taking part in the competition must ensure that the halls they use undergo periodic safety checks.
- 11.07 Each host association is responsible for:
  - a) inspecting each match hall and issuing hall certificates, which have to be forwarded to the UEFA administration confirming that the halls meet the criteria laid out in Annex II;
  - b) sending the UEFA administration a copy of the certificate issued by the competent public authorities confirming that the halls where matches are proposed to be played, including their facilities (hall capacity, emergency lighting system, first aid facilities, type of protection against intrusion by spectators into the playing area, etc.), have been thoroughly inspected and meet all safety requirements laid down by the applicable national law.
- 11.08 These certificates must be submitted to the UEFA administration at least 30 days prior to the match. Such certificates must have been valid for no more than one year prior to the date of the match to be played in the hall concerned.

#### **Giant screens**

- 11.09 In the qualifying phase, the results of other matches can be shown on the scoreboard and/or giant screen during the match, while simultaneous transmissions and replays are authorised for press monitors and closed-

circuit channels only. Delayed footage of the match being played may be transmitted on the giant screen inside the hall provided that the host association has obtained all the necessary third-party permission to transmit such footage including (without limitation) permission from the UEFA match delegate, the host broadcaster producing the live international feed of the match and any relevant local authorities. Moreover, the host association must ensure that such footage is transmitted on the giant screen during the match only when the ball is out of play and/or during the half-time interval, time-outs or break before extra time (if any) provided that it does not include any images that:

- a) may have an impact on the playing of the match;
- b) may be reasonably considered as controversial insofar as they are likely to encourage or incite any form of crowd disorder;
- c) may display any public disorder, civil disobedience or any commercial and/or offensive material within the crowd or on the pitch; or
- d) may be deemed to criticise, undermine or damage the reputation, standing or authority of any player, match official and/or any other party at the hall (including, but not limited to, any images that are aimed at highlighting directly or indirectly, any offside offence, fault committed by a player, potential mistake of a match official and/or any behaviour which is contrary to the principle of fair play).

11.10 The UEFA administration and the host association will agree on the terms and conditions governing all scoreboard and giant screen transmissions during the final round.

#### **Electronic scoreboards**

11.11 Each hall must have an electric scoreboard to provide spectators, players and officials with accurate information concerning:

- the names of both teams;
- the time remaining in any period, counting down in minutes, seconds and tenths of seconds from 20.00.0 to 0.00.0;
- remaining penalty time to be served by two players on each team, counting down from 2.00 to 0.00;
- the score;
- time-outs, counting down from 1.00 to 0.00;
- the half-time interval, counting down from 15.00 to 0.00;
- accumulated fouls.

#### **Lighting**

11.12 Matches must be played in halls equipped with a lighting system that provides a standard lighting level of Ev (lux) 1,200 to ensure ideal conditions for broadcast activities. For the final round, a minimum lighting level of Ev

(lux) 1,800 is required. The host association must provide UEFA with a recent lighting certificate. In addition, an emergency lighting system of at least Ev (lux) 1,000 should be available, ensuring that a match can be completed even in the event of a power failure.

### **Balls**

- 11.13 Balls used must conform to the requirements laid down in the *FIFA Futsal Laws of the Game*.
- 11.14 For matches and training sessions in the qualifying phase, FIFA-approved balls must be provided by the host association. The balls used for training sessions and matches must be the same.
- 11.15 The balls used for matches and training sessions in the final round will be supplied by UEFA, and must be used at all training sessions during the tournament.

### **Article 12**

#### **Match organisation**

- 12.01 The UEFA, FIFA and UEFA Respect flags, as well as the flags of the teams taking part in the match, must be flown in the hall at all matches in the competition. The national anthems of both teams involved must be played.
- 12.02 At all matches in the competition, the players are invited to shake hands with their opponents and the referees after the line-up ceremony as well as after the final whistle, as a gesture of fair play.
- 12.03 Both teams must be at the match hall at least 75 minutes prior to kick-off.
- 12.04 Only six team officials, one of whom must be a team doctor, and seven substitute players are allowed to sit on the substitutes' bench, i.e. a total of 13 persons. The names of these persons and their functions must be listed on the match sheet. Suspended players are not allowed to warm up or to sit on the bench on matchdays.
- 12.05 If the national delegation is composed of 14 players, the two players not listed on the match sheet for a given match may warm up with the team, provided they are not suspended, but must sit in the stand during the match.
- 12.06 Smoking is not allowed during matches.
- 12.07 An adequate number of ground staff and police must be present, to guarantee safety and security in the hall.
- 12.08 The host association must ensure that an appropriate medical service is provided at matches, including at least two stretchers and a sufficient number of carriers, an ambulance and stand-by medical personnel. Stretchers should be kept next to the field of play.
- 12.09 No spectators are allowed in the area between the stands and the touch line or goal line.

- 12.10 An adequate number of complimentary tickets and purchase tickets, to be fixed by mutual agreement, must be reserved for the visiting associations.
- 12.11 The official UEFA representatives and at least three representatives of the visiting associations must be provided with complimentary top-category seats in the VIP sector.
- 12.12 The teams will be allowed to train in the hall where the match is to take place the day before the match. The visiting association will agree with the host association on the length of the training session (60 minutes minimum). In addition, the visiting association may hold private training sessions at a location to be agreed on with the host association, but not at the hall where the match will be played. In the final round, UEFA will take the final decision on the length of the training sessions.

## **X Media Matters**

### **Article 13**

#### **A. Media requirements**

##### **Pre-season requirements**

- 13.01 Before the start of the season each association must, at UEFA's request, (i) provide UEFA, free of charge, with individual player and coach/manager statistics and photographs, historical information on and a photograph of its hall, and any further data requested by UEFA for promotional purposes; or (ii) make all or part of the above available for UEFA to produce its own material.

##### **Team media officer**

- 13.02 Each association must appoint a team media officer to coordinate cooperation between the association, UEFA and the media in accordance with the present regulations. The team media officer is responsible for promotional activities, providing UEFA with requested information, and coordinating the team's media activities around matches. For the final round, the team media officer is responsible for cooperating with the UEFA media officer at the venue.
- 13.03 The visiting team media officer must provide a full list of media accreditation requests to the host association no later than five days before the match.

##### **Pre-match press conferences**

- 13.04 For each stage of the competition, teams must hold a pre-match press conference the day before a match. These press conferences must be arranged so that the media can attend both conferences, and so that media deadlines in the countries concerned can also be respected. Each press conference must be attended by at least the head coach of the team plus one or, preferably, two players. Unless a visiting association has made a



prior arrangement, the host association is responsible for providing a qualified interpreter and any technical facilities necessary.

### **Training sessions**

- 13.05 If the teams arrange to hold official training sessions in the hall in the qualifying phase, they should, in principle, be open to the media. Each association may decide whether the entire training session in question or only the first or last 15 minutes will be open to the media. If an association decides to make only 15 minutes open, this applies to all the media, i.e. audiovisual media, audio media, written press, photographers, the official association platforms and the association photographers.
- 13.06 Should a team decide to open its training session for only 15 minutes and if its own official association platform crew wishes to attend the entire session, then an ENG crew from the host broadcaster and the main audiovisual rights holders in the territory of the relevant teams must be given the same opportunity.
- 13.07 Should the team allow its own photographer to attend the entire training session (of which only 15 minutes are open to the media), the team photographer must provide UEFA – upon request – with photos which UEFA will then make available to the international media.
- 13.08 For the final round, the media will be given access to the first 15 minutes of the training session of each association the day before each match.

### **Press seating**

- 13.09 An adequate number of seats must be made available for the written press with desks big enough to accommodate a laptop computer and a notepad. All seats with desks must be equipped with a power supply and internet connections or alternative Wi-Fi facilities must be available.
- 13.10 Non-rights holders may, if space permits, be allocated observer seats (without desk) in the press box. On entering the hall, cameras and other recording or broadcasting equipment must be deposited in a secure location indicated by the host association media officer / UEFA media officer. Such equipment may only be retrieved after the end of the match (including any extra time and kicks from the penalty mark), or in the case of the final, after the trophy ceremony.

### **Interviews**

- 13.11 Interviews are not permitted before, during or after matches on the field of play itself or in its immediate vicinity. However, arrival, half-time and flash interviews can take place under the following circumstances, at locations pre-determined by the host association, or, in the case of the final round, by the UEFA media officer. Interviews are allowed with coaches and players upon their arrival at the hall, subject to their agreement, at a pre-determined location where a fixed camera can be positioned. A half-time interview may

be conducted in the designated area with listed team officials, subject to their agreement. Players may not be interviewed during the half-time interval. Flash interviews take place after the match has finished in an area between the field of play and the dressing rooms. For post-match interviews, as a minimum requirement, both teams must make their head coach, as well as at least two key players, i.e. players who had a decisive influence on the result, available.

### **Post-match press conferences**

- 13.12 Post-match press conferences at the venue must start no later than 15 minutes after the final whistle unless the match schedule does not allow, in which case they should take place at the end of the day's schedule of matches. The host association is responsible for providing the necessary infrastructure and services (including a qualified interpreter and technical equipment). Both associations are obliged to make their head coach, and at least one player available for this press conference. The man of the match should attend the press conference of the winning team for the award handover. If the golden boot winner (top goalscorer) is in the hall for the final, he should also be available for award handover activities.

### **Mixed zone**

- 13.13 After the match, a mixed zone must be set up for the media on the way from the dressing rooms to the team transport area. This area must be accessible only to coaches, players and representatives of the media, to offer reporters additional opportunities to conduct interviews. Priority positions nearest the dressing rooms must be reserved for audiovisual rights holders. The host association must ensure that the area is safe for players and coaches to walk through. Players of both teams are obliged to pass through the mixed zone in order to offer reporters additional opportunities to conduct interviews.

### **Dressing rooms**

- 13.14 The team dressing rooms are strictly off limits to all representatives of the media before, during and after the match. However, subject to the prior consent of the team concerned, one host broadcaster camera may enter the dressing room to film the players' shirts and equipment and also conduct one brief presentation involving the main reporter or presenter from such audiovisual rights holder. This filming must be completed well before the arrival of the players, ideally some 90 minutes before kick-off.

### **Field of play and its boundaries**

- 13.15 No media representatives are allowed to go onto the field of play before, during or after the match, with the exception of the hand-held camera crew covering the team line-ups at the start of the match and the time-outs during the match and up to two host broadcaster cameras filming after the end of the match, including extra time and kicks from the penalty mark. The same applies to the tunnel and dressing-room area, with the exception of UEFA-

approved flash interviews and a camera of the host broadcaster filming the following activities:

- team arrivals (as far as to the dressing-room area);
- players in tunnel prior to taking the field (before the match);
- players returning to the pitch at the start of the second half.

13.16 A limited number of photographers, cameramen and production staff of the audiovisual rights holders – all equipped with the appropriate pitch-access accreditation – are allowed to work in specific areas between the boundaries of the field of play and the spectators.

## **B. Audiovisual and audio media requirements**

### **Qualifying stage**

13.17 For technical purposes only, the teams may film and record their own matches subject to UEFA authorisation on a match by match basis.

13.18 Audiovisual and audio media reporters may attend the post-match press conferences and will be granted access to the mixed zone.

13.19 Requests for audio media accreditation and technical installations must be sent to the host association at least ten days before the match in question.

### **Final round**

13.20 The host association of the final round has certain obligations towards the host broadcaster for all matches.

13.21 The host association undertakes to provide the audiovisual and audio media rights holders with the necessary technical assistance, facilities and access for technical personnel (relevant accreditation passes, etc.).

### **Accreditation**

13.22 For the final round, accreditation of media representatives is the sole responsibility of UEFA. The associations are consulted by UEFA for careful checking of applications received from media representatives from their countries. All applicants will receive a written response to their accreditation application as soon as possible after the application deadline, which is announced in due time. Accreditation applications are processed via the UEFA online accreditation system.

13.23 Accreditation applications from media reporting in writing only, whatever may be the support they use (e.g. newspaper, websites, mobile portals) are accepted on condition that they do not cover the game (including press conferences and the mixed zone) live in sound and/or pictures.

13.24 The final decision on acceptance or refusal of accreditation applications is the sole responsibility of UEFA at its entire discretion. In addition, UEFA may withdraw an accreditation at any time.

## **Photographers**

- 13.25 Unless protection nets obstruct the view, a limited number of photographers may work in defined areas behind the advertising boards situated between the goals and the corners unless, in exceptional circumstances, special dispensation to work in other areas is given by the host association media officer (or by the UEFA media officer for the final round). Photographers may only change ends at half-time or, if applicable, during the interval before the start of extra time. Photographers may attend pre and post-match press conferences subject to sufficient space being available. However, no photographer is allowed in the mixed zone.
- 13.26 Each photographer must obtain – and sign for – a photographer's bib before the match and must return it before leaving the hall. The bib must be worn at all times, with the number clearly visible on the back.
- 13.27 The host association is responsible for producing the photographers' bibs (as well as bibs for audiovisual rights holders) for mini-tournaments. For the final round, UEFA issues special bibs. In both cases, the host association is responsible for providing sufficient personnel to distribute the bibs before the match and collect them at the hall exit.
- 13.28 The visiting team media officer must provide the host association with a full list of photographer accreditation requests no later than five days before the match.
- 13.29 Photographs taken by officially accredited photographers may be published online (including internet and mobile) for editorial purposes only, subject to the following conditions:
- a) they must appear as stills and not as moving pictures or quasi-video;
  - b) there must be an interval of at least 20 seconds between postings of photographs.

## **C. Principles for the media**

### **Respect of the field of play**

- 13.30 Any media equipment and personnel must be positioned in such a way that they do not present any danger for players or the referee team. Generally, cameras should be two metres from touchlines and behind advertising boards on goal lines. The field of play itself must always be kept free of cameras, cables and media personnel.

### **Respect of officials**

- 13.31 Media equipment and personnel may not obstruct the view or movement of, or cause confusion for referees or players/coaches.

### **Respect of spectators**

- 13.32 Media equipment and personnel should not obstruct the spectators' view of the field of play. Media cameras should not record the crowd in a manner which could cause any dangerous activity.

### **Respect of players/coaches**

- 13.33 Media must respect the needs of the players and coaches. Interviews may be arranged only in areas defined and approved by the host association or UEFA. Reporters must not approach players or coaches for interviews or comments during play.

### **Respect of other media**

- 13.34 All media representatives must respect the needs of other media colleagues. For example, adequate positions for photographers must be available behind the advertising boards, in principle behind each goal.

## **XI Futsal Laws of the Game**

### **Article 14**

- 14.01 Matches are played in conformity with the current *FIFA Futsal Laws of the Game*.

### **Substitution of players**

- 14.02 The maximum number of substitutes permitted per team is seven. The number of substitutions permitted during the match is unlimited.
- 14.03 No substitutions are allowed during time-outs. Substitutions are allowed as soon as a time-out finishes.

### **Match sheet**

- 14.04 Before the match, each team receives a match sheet on which the numbers, surnames, first names, dates of birth and, if applicable, the shirt names of the 12 players in the squad must be indicated, together with the surnames and first names of the officials seated on the substitutes' bench. The match sheet must be properly completed in block capitals. It must be signed by the captain and competent team official. The numbers on the players' shirts must correspond with the numbers indicated on the match sheet. The goalkeepers and team captain must be identified.
- 14.05 Both teams must hand their match sheets to the referee at least 60 minutes before kick-off.
- 14.06 The referee may ask to see the player's registration licence, personal identity card or passport of the players listed on the match sheet.
- 14.07 If the match sheet is not completed and returned in time, the matter will be submitted to the Control and Disciplinary Body.

- 14.08 All seven substitutes listed on the match sheet may take part in the match.
- 14.09 If there are fewer than three players on either of the teams, the match will be abandoned. In this case, the Control and Disciplinary Body decides on the consequences.

#### **Replacement of players on the match sheet**

- 14.10 After the match sheets have been completed, signed and returned to the referee by both teams, and if the match has not yet kicked off, the following provisions apply.
- a) If any of the first five players listed on the match sheet are not able to start the match due to unexpected physical incapacity, they may be replaced by any of the seven substitutes listed on the initial match sheet. The substitute(s) in question may then be replaced by a registered player(s) (list of 14) not listed on the initial match sheet, so that the quota of substitutes is not reduced.
  - b) If any of the seven substitutes listed on the match sheet are not able to be fielded due to unexpected physical incapacity, they may be replaced by any player not listed on the initial match sheet (list of 14).
  - c) If a goalkeeper listed on the match sheet is unable to be fielded for any reason, he may be replaced by another goalkeeper not previously listed on the match sheet.
  - d) The associations concerned must, upon request, provide the UEFA administration with the necessary medical certificates.

#### **Article 15**

##### **Half-time interval, break before extra time**

- 15.01 The half-time interval must not exceed 15 minutes. If extra time is required, there is a five-minute break between the end of normal time and the start of extra time. As a rule, the players remain on the pitch during this five-minute break, at the discretion of the referee.

#### **Article 16**

##### **Kicks from the penalty mark**

- 16.01 For matches where the winners need to be decided by kicks from the penalty mark, the procedure laid down in the *FIFA Futsal Laws of the Game* promulgated by the IFAB applies.
- 16.02 The referee decides which goal will be used for the kicks.
- For reasons of safety/security, state of the field of play, lighting or other similar reasons, the referee may choose which goal will be used without tossing a coin. In this case, he is not required to justify his decision, which is final.

- If he considers that either goal can be used for the kicks, then, in the presence of the two captains, he decides that the head side of the coin corresponds to one goal and the tail side to the other. He then tosses the coin to determine which goal will be used.
- 16.03 If the taking of kicks from the penalty mark cannot be completed because of reasons beyond control, the results will be decided by the drawing of lots by the referee in the presence of the UEFA match delegate and the two team captains.
- 16.04 If, through the fault of a team, the taking of kicks from the penalty mark cannot be completed, the provisions of paragraphs 9.01 to 9.05 apply.

## **XII Player Eligibility**

### **Article 17**

- 17.01 Each association must select its national representative team from players who hold the nationality of its country and who comply with the provisions of Annex 6 of the *FIFA Regulations for the Status and Transfer of Players*.

#### **Identification**

- 17.02 Each player taking part in the competition must be in possession of a valid player's registration licence issued by his national association and an official personal identity card/passport, containing a photograph and giving full particulars of his date of birth (day, month, year). Otherwise, he is not allowed to take part in the competition.

#### **Provisional list of 25 players for the qualifying phase**

- 17.03 For the purpose of pre-registration, each participating national association must provide the UEFA administration, by means of the official form, with a provisional list of no more than 25 players, including at least 3 goalkeepers, indicating the surname, first name, shirt name (if applicable), club and date of birth of each player. The name of the coach must also be indicated on the list. This list must be submitted to the UEFA administration by 12.00 CET on 20 December 2010 for the preliminary round and 12.00 CET on 24 January 2011 for the qualifying round.
- 17.04 Amendments to the provisional list of players are allowed until the final list of 14 players has been submitted to the UEFA match delegate (see paragraph 17.07 below).

#### **Final list of 14 players for the qualifying phase**

- 17.05 The UEFA administration will provide all participating teams with an official form before the start of the mini-tournament, which must be completed with the surname, first name, shirt name (if applicable), club, date of birth and shirt number of each of the 14 players selected for the mini-tournament.

- 17.06 Only the 14 players named on this official list are entitled to participate in the mini-tournament. No player can be replaced during the mini-tournament, with the exception of goalkeepers upon submission of medical evidence.
- 17.07 The final list of 14 players must be submitted with each player's identity card/passport to the UEFA representatives for age and identity verification one day prior to the start of the mini-tournament. A meeting with the UEFA representatives and the heads of delegation of the participating teams will be held for this purpose.
- 17.08 Only 12 of the 14 players may be selected for each match.

#### **Provisional list of 25 players for the final round**

- 17.09 Each participating national association must provide the UEFA administration, by means of the official form, with a provisional list of no more than 25 players, including at least 3 goalkeepers, indicating the surname, first name, shirt name, club and date of birth of each player. This list must be submitted to the UEFA administration no later than 7 December 2011. After this deadline, no changes to the list will be accepted. Upon receipt of the list, the UEFA administration will immediately forward one copy to each of the participating associations.

#### **Protests against the eligibility of players**

- 17.10 Protests against the eligibility of players who are included in this list of 25 players must be submitted to the UEFA administration eight full days before the first match of the tournament.

#### **Final list of 14 players for the final round**

- 17.11 Only 14 of the players on the provisional list of 25 players are allowed to take part in the final round. Once the final round has started, no player can be replaced with the exception of goalkeepers upon submission of medical evidence.
- 17.12 The UEFA administration will provide all participating teams with an official form before the start of the final round, which must be completed with the surname, first name, shirt name, club, date of birth and shirt number of each of the 14 players selected for the final round, as well as the surname and first name of the head coach and the names and functions of the officials seated on the substitutes' bench.
- 17.13 This final list of 14 players must be submitted with each player's identity card/passport to the UEFA representatives for identity verification one day prior to the team's first match. A meeting with the UEFA representatives and the heads of delegation of the participating teams will be held for this purpose.
- 17.14 In the event of serious injury to a registered player(s) before his team's first match in the final round, the player(s) in question may be substituted upon submission of medical evidence which confirms that the injury is sufficiently



serious to prevent the player(s) from taking part in the final round. In this case, the national association concerned is entitled to call upon an additional player(s) from the list of 25 players. Subject to final approval by the UEFA administration, the newly registered player(s) will be included in the updated list of 14 players registered for participation in the final round.

#### **New goalkeeper registration**

- 17.15 If an association cannot count on the services of at least two goalkeepers registered on the list of players because of long-term injury or illness, the association concerned may temporarily replace the goalkeeper concerned and register a new goalkeeper at any time during the competition, subject to paragraph 17.17. The new goalkeeper must be added to the official list of players. The national association must provide UEFA with the necessary medical evidence. UEFA may require further medical examination of the goalkeeper(s) by an expert appointed by the UEFA administration at the cost of the national association. Once the injured or ill goalkeeper is fit to be fielded again, he can resume his position in place of his nominated substitute. The change must be announced to the UEFA administration 24 hours before the next match in which the goalkeeper is due to play, by means of the official player list.
- 17.16 Upon receipt of the list, the UEFA administration will immediately forward one copy to each of the participating associations.

#### **Responsibility**

- 17.17 The national associations are responsible for ensuring that the aforementioned provisions concerning player eligibility and lists of players are respected.
- 17.18 The UEFA administration decides on questions of player eligibility. In the event of disputes, the decision of the Control and Disciplinary Body is final.

### **XIII Kit**

#### **Article 18**

##### **UEFA Kit Regulations**

- 18.01 The *UEFA Kit Regulations* (2008 edition) apply to all matches in the competition unless otherwise specified in these regulations.

##### **Numbers**

- 18.02 The players must be allocated fixed numbers from 1 to 20. The numbers on the back of the shirts must correspond with the numbers indicated on the official players' list. The number 1 must be worn by a goalkeeper. No number may be used by more than one player.

### **Second-choice kit**

- 18.03 In addition to the first-choice kit, each team must have a second-choice kit (shirt, shorts and socks) which must be noticeably different in contrast and colours from the first-choice kit. This second-choice kit must be taken to every match.

### **Flying goalkeeper**

- 18.04 Any outfield player replacing the goalkeeper and playing as a flying goalkeeper must wear the exact same goalkeeper's shirt, but with the outfield player's own number on the back.

### **Badges**

- 18.05 For the final round, the competition badge must appear on the free zone of the right shirt sleeve. UEFA provides the associations with a sufficient number of badges to cover their needs (as determined by UEFA). The competition badge may not be used for any other purpose, including commercial or promotional activities.
- 18.06 UEFA also provides UEFA Respect badges for the final round. This badge must be positioned horizontally and in the centre of the free zone on the left shirt sleeve. This badge may not be used for any other purpose, including commercial or promotional activities.

### **Responsibility**

- 18.07 The UEFA match delegate has the right and duty to check kit items at the match venue. He is also entitled to send such items to the UEFA administration for further checks after the match.

## **A. Qualifying phase**

### **Kit approval procedure**

- 18.08 The UEFA administration sends the national team kit approval form to each association in due time for confirmation that the kits listed for this competition are still valid. If they are no longer valid, new sample kits have to be sent to UEFA administration for approval at least two weeks before their intended use.

### **Colours**

- 18.09 As a rule, the home team should always wear the first-choice kit as announced to the UEFA administration on the kit approval form, unless the associations concerned agree otherwise in due time, in which case the details must be submitted to the UEFA administration in writing. If the associations are unable to agree on the colours to be worn by their teams, the UEFA administration will take a decision. If the referee notices on the spot that the colours of the two teams could lead to confusion, he will decide on the colours in consultation with the UEFA match delegate and/or the UEFA administration.

## **B. Final round**

### **Kit approval procedure**

18.10 Kit used by the associations that qualify for the final round (players, goalkeepers and flying goalkeepers playing attire, including shirt, shorts, socks and any other kit items used) must be sent as required to the UEFA administration by 4 November 2011. Then, the UEFA administration issues a written decision by 2 December 2011 regarding the approval of kit items. The kit colours agreement for each match will be sent by UEFA to all teams participating in the final round by 16 December 2011.

### **Player names**

18.11 Players' names are compulsory on the back of the shirts.

### **Colours**

18.12 The UEFA administration will issue a written decision regarding the playing colours for matches in the final round. In principle, each team must wear its first-choice kit as announced to the UEFA administration on the kit approval form. If, in the opinion of the referee or the UEFA administration, the colours of the two teams could lead to confusion, they will be modified. The decision of the UEFA administration and the referee is final.

### **Kit free of any sponsor advertising**

18.13 All kit items worn during the final round must be free of any sponsor advertising, in particular:

- a) for any event held at the hall, from arrival at the hall until departure from the hall;
- b) for any training session designated as official by the UEFA administration; and
- c) at any official UEFA press conference.

### **Special material**

18.14 Each association participating in the final round may be provided with special material (drinking bottles, medical bags, warm-up bibs, captain's armbands, etc.) which must be used at the final round, to the exclusion of any similar items.

### **Warm-up bibs**

18.15 Only warm-up bibs provided by UEFA may be used during official training sessions, pre-match warm-up held at a hall and the warm-up of substitute players during the match.

## **XIV Referees**

### **Article 19**

- 19.01 *The General Terms and Conditions for Referees* apply to the referee teams appointed for this competition. The Referees Committee's decisions with regard to the appointment of referees are final.

#### **Appointment of referees and timekeepers for the qualifying phase**

- 19.02 The Referees Committee, in cooperation with the UEFA administration, appoints the referees for each match. Only referees whose names appear on the official FIFA list of futsal referees are eligible. For each match, UEFA appoints a first, second and third referee. The host association must appoint an official timekeeper and must cover all the costs related to the timekeeper (e.g. daily allowances, travel costs, board and lodging). If deemed necessary, the UEFA match delegate is empowered to use a neutral referee to act as a timekeeper at any time during the competition.

#### **Appointment of referees and timekeepers for the final round**

- 19.03 The Referees Committee, in cooperation with the UEFA administration, appoints the referees and timekeepers for the final round.

#### **Arrival of referees and timekeepers for the qualifying phase**

- 19.04 The referees and timekeepers must arrange to arrive at the venue the day before the first match of a mini-tournament.
- 19.05 If the referees do not arrive at the match venue by the evening before the start of the mini-tournament, the UEFA administration and the teams must be informed immediately. The Referees Committee, in cooperation with the UEFA administration, takes the appropriate decisions. If it decides to replace any of the referees, its decision is final, and no protests against the person or nationality of the referees are allowed.

#### **Unfit referee**

- 19.06 If a first referee or a second referee becomes unfit before or during a match and is unable to continue to officiate, in principle the third referee will replace him. This will be decided on a case-by-case basis by the UEFA administration in cooperation with the Referees Committee. Such decisions are final.

#### **Referee's report**

- 19.07 Directly after the match, the referee completes the official report, signs it and has it sent to the UEFA administration, together with both match sheets. Whenever possible, such communication is done electronically in application of the UEFA procedure for data gathering and official data validation as set forth below.

- 19.08 For the purposes of live data gathering and official data validation, the UEFA administration appoints a UEFA venue data coordinator (VDC) for each match to register, during the match, all major events such as goals, bookings and substitutions. After the match, the referee liaises with the VDC, stating the reasons for each yellow and red card issued and electronically validating the match report. The UEFA match delegate is responsible for faxing the match sheets to UEFA directly after the match (and sending the originals to the UEFA administration by regular mail with his report). In case of red cards or any other major incidents, the referee writes an additional, detailed report and sends it to the UEFA administration by fax or email within 12 hours of the end of the match.
- 19.09 During the final round, the referee must hand his report and both match sheets to an official UEFA representative immediately after the match.

#### **Referee liaison officer**

- 19.10 During their stay at the match venue, the referees are taken care of in accordance with the specific directives issued in this regard by the UEFA administration by a referee liaison officer, who is an official representative of the host association.

## **XV Disciplinary Law and Procedures – Doping**

### **Article 20**

#### **UEFA Disciplinary Regulations**

- 20.01 The provisions of the *UEFA Disciplinary Regulations* apply for all disciplinary offences committed by associations, officials, members or other individuals exercising a function at a match on behalf of an association, unless the present regulations stipulate otherwise.
- 20.02 Participating players agree to comply with the *FIFA Futsal Laws of the Game*, *UEFA Statutes*, *UEFA Disciplinary Regulations*, *UEFA Anti-Doping Regulations*, *UEFA Kit Regulations* as well as the present regulations. They must notably:
- a) respect the spirit of fair play and non-violence, and behave accordingly;
  - b) refrain from any activities that endanger the integrity of the UEFA competitions or bring the sport of futsal into disrepute;
  - c) refrain from anti-doping rule violations as defined by the *UEFA Anti-Doping Regulations*.
- 20.03 Any team against which a match is awarded by default is deemed to have lost the match 5-0. If the actual result is less favourable to the association at fault, it will stand.

## **Article 21**

### **Yellow and red cards in the qualifying phase**

- 21.01 As a rule, a player who is sent off the pitch is suspended for the next match in a UEFA national-team competition. The Control and Disciplinary Body is entitled to increase this punishment. For serious offences the punishment can be extended to all UEFA competition categories.
- 21.02 A player is automatically suspended for the next competition match after two cautions in two different matches as well as after the fourth and any subsequent caution.
- 21.03 Single yellow cards and pending suspensions are carried forward from the preliminary round to the qualifying round.

### **Yellow and red cards in the final round**

- 21.04 Single yellow cards expire on completion of the qualifying phase. Pending yellow-card suspensions do not expire on completion of the qualifying phase and are carried forward to the final round of the competition.
- 21.05 In the case of repeated cautions in different matches, the offending player is suspended for one match in the final round as from the second caution.
- 21.06 Cautions and pending yellow-card suspensions from the final round expire at the end of the competition.
- 21.07 Red-card suspensions are always carried forward to the next match or to the next UEFA or FIFA futsal national-team competition.

## **Article 22**

### **Declaration of protests**

- 22.01 Member associations are entitled to protest. The party protested against and the disciplinary inspector have party status.
- 22.02 Protests must reach the Control and Disciplinary Body in writing, stating the reasons, within 24 hours of a match in the qualifying phase and within 12 hours of a match in the final round.
- 22.03 These time limits cannot be extended.
- 22.04 The protest fee is EUR 1,000. It must be paid at the same time as the protest is filed.

## **Article 23**

### **Reasons for protest**

- 23.01 A protest is directed against the validity of a match result. It is based on a player's eligibility to play, a decisive breach of the regulations by the referee, or other incidents influencing the match.
- 23.02 Protests concerning the state of the field of play must be submitted to the referee in writing by the relevant officials before the match. If the state of the

field of play becomes questionable in the course of the match, the team captain must inform the referee, in the presence of the captain of the opposing team, orally without delay.

- 23.03 Protests cannot be lodged against factual decisions taken by the referee.
- 23.04 A protest against a caution or expulsion from the field of play after two cautions is admissible only if the referee's error was to mistake the identity of the player.

## **Article 24**

### **Appeals**

- 24.01 The Appeals Body deals with appeals lodged against decisions of the Control and Disciplinary Body. The *UEFA Disciplinary Regulations* apply.

## **Article 25**

### **Doping**

- 25.01 Doping is defined as the occurrence of one or more of the anti-doping rule violations set out in the *UEFA Anti-Doping Regulations*.
- 25.02 Doping is forbidden and is a punishable offence. In case of anti-doping rule violations, UEFA will instigate disciplinary proceedings against the perpetrators and take the appropriate disciplinary measures in accordance with the *UEFA Disciplinary Regulations* and *UEFA Anti-Doping Regulations*. This may include the imposition of provisional measures.
- 25.03 UEFA may test any player at any time.
- 25.04 The associations undertake to ensure that the *Acknowledgment and Agreement* form (see Annex V) is duly completed and signed before the beginning of the competition for each minor participating. The forms must be kept by the associations and submitted to UEFA upon request.
- 25.05 The associations undertake to verify in accordance with their respective domestic laws who is considered a minor and what requirements the form has to fulfil to be legally binding.

## **XVI Financial Provisions**

### **Article 26**

- 26.01 No levy is paid to UEFA for matches in this competition.
- 26.02 The amounts paid by UEFA correspond to gross amounts. As such they cover any and all taxes, deductions and charges.
- 26.03 Any dispute regarding settlement of accounts will be decided by the UEFA administration.
- 26.04 For all matches in this competition, the host association, on behalf of UEFA, pays the cost of the board and lodging of the official UEFA representatives

(referees, UEFA match delegate, UEFA referee observer, and if applicable, tournament administrator, etc.) as well as their transport costs within the territory of the host association. The international travel expenses and daily allowances of these officials are paid by UEFA.

#### **A. Qualifying phase**

- 26.05 The host association retains its receipts and bears all organisational costs.
- 26.06 The host association pays the following costs for the visiting teams:
- a) The board and lodging in a high standard four-star hotel for a maximum of 21 persons per delegation.
  - b) Local transport.
  - c) Laundry service for the match kit of the participating teams and match officials.
- The host association's obligations commence one day before the first matchday and end one day after the last matchday.
- 26.07 The host association will appoint a timekeeper and is responsible for any travel expenses and daily allowances in this respect.
- 26.08 The UEFA administration will debit each travelling association a flat amount of EUR 10,000 which is credited to the organisers, to help cover all financial demands connected with the staging of the mini-tournament, in accordance with the present regulations.
- 26.09 The host association contributes EUR 10,000 to the mini-tournament budget based on the amount it saves by its national team not participating in a mini-tournament abroad.
- 26.10 The visiting associations must cover their own international travel expenses to and from the mini-tournament venue.
- 26.11 In addition, for matches in the qualifying phase, UEFA will credit the host association with an amount of EUR 10,000 to cover the costs of board and lodging of the official UEFA representatives, i.e. referees, UEFA match delegate, UEFA referees' observer and, if applicable, the tournament administrator, as well as any costs incurred due to a possible preliminary site visit (see 26.04).
- 26.12 Where applicable, the provisions of Annex I apply.



## **B. Final round**

### **Overall receipts**

- 26.13 The overall receipts consist of the following:
- a) revenue from ticket sales for all matches;
  - b) revenue generated by the exploitation of the commercial rights (see definition in Article 27);
  - c) other income.
- 26.14 The UEFA Executive Committee will decide upon the distribution of the overall receipts.

### **Participating associations**

- 26.15 The following costs will be covered by UEFA:
- a) cost of board and lodging for the 12 participating delegations (maximum of 21 persons per delegation);
  - b) local ground transport for the 12 participating delegations within the territory of the host country for a maximum of 21 persons.
  - c) laundry service for the match kit (i.e. shirts, shorts and socks, but not tracksuits).

These costs are covered as from two days before the start of the tournament until one day after a team has been eliminated, or one day after the end of the tournament for the semi-finalists. This rule is not applicable in case of unforeseen circumstances which arise as a result of transport difficulties and which are acknowledged by the UEFA administration.

- 26.16 Each association taking part in the tournament pays:
- a) the travel expenses of its delegation to and from the tournament venue or city;
  - b) any costs arising for additional members of the delegation;
  - c) any costs for early arrival or delayed departure;
  - d) expenses arising from the compulsory accident and travel insurance taken out for players and officials taking part in the final round;
  - e) additional costs arising from special board and lodging requests.

### **Host association**

- 26.17 The host association must submit a detailed budget, agreed by the UEFA administration, of all anticipated income and expenditure at least 12 months before the final round.
- 26.18 The host association then bears costs of its responsible areas within the agreed budget.

26.19 The host association must submit all financial claims to the UEFA administration at the latest one month after the last match in the final round.

26.20 The host association must submit detailed accounts for the entire final round to the UEFA administration at the latest ten weeks after the last match in the final round.

#### **Official UEFA representatives**

26.21 The following costs are covered by UEFA:

- a) International travel, board and lodging expenses (accommodation, meals and excursions), plus daily allowances for referees in accordance with the amounts decided by the Referees Committee on proposal of the UEFA administration.
- b) Travel, board and lodging expenses, plus daily allowances, for official UEFA representatives (members of the Executive Committee, Futsal and Beach Soccer Committee, Control and Disciplinary Body, Appeals Body, Referees Committee, Medical Committee, Technical Study Group) and UEFA administration representatives.

#### **Ticket quotas for participating associations**

26.22 Each association taking part in the final round is entitled to purchase tickets for its matches. The UEFA administration determines the number of tickets.

26.23 A number of complimentary tickets are provided to each participating association. The UEFA administration determines the number of tickets.

26.24 Terms and conditions for returning a certain quantity of tickets will be determined by the UEFA administration. These terms and conditions will be binding.

### **XVII Exploitation of the Commercial Rights**

#### **Article 27**

##### **Definitions**

27.01 For the purposes of these regulations, the following terms have the following meanings:

- a) “Commercial rights” means any and all commercial rights and opportunities on a worldwide basis in and in relation to the final round and/or the qualifying phase (as applicable) including, without limitation, the relevant media rights, marketing rights and data rights, as defined hereafter.
- b) “Media rights” means the right to distribute and transmit on a linear and/or demand basis for reception at any time anywhere in the world by any and all means and in any and all media whether now known or devised in the future (including, without limitation, all forms of television, radio, wireless

and internet distribution) audiovisual, visual and/or audio coverage of all relevant aspects of the competition and all associated and/or related rights, including fixed media and interactive rights.

- c) “Marketing rights” means the right to exploit by any and all means and in any and all media whether now known or devised in the future any types of advertising, promotion (including, without limitation, electronic and virtual promotion and ticket promotions), endorsement, public relations, marketing, merchandising, licensing, franchising, sponsorship, hospitality, concessions, travel and tourism, publishing, betting, gaming, retailing, music, and all other commercial association rights and opportunities in relation to the final round and/or the qualifying phase (as applicable) that are not media rights or data rights.
- d) “Data rights” means the right to compile and exploit statistics and other data in relation to the final round and/or the qualifying phase (as applicable).
- e) “Association imagery” means, in relation to any participating association, that association’s (and its team’s) name, nickname, symbols, emblems, logos, marks, designations, shirts and other kit colours and designs (with or without any references to the shirt manufacturers).
- f) “Sponsors” means the official sponsors of the final round, appointed by UEFA.

### **General**

- 27.02 Upon registration of an association for the competition, UEFA has the non-exclusive right to use and/or sub-license the right to use free of charge the association’s imagery for: (a) the staging and organising of the competition (and future editions of the competition), (b) promotional purposes related to the competition (and future editions of the competition), (c) editorial purposes (including on/for the UEFA digital services) and/or (d) other purposes reasonably designated by UEFA. Any such use may occur after the competition and may include references to and/or branding of third parties, including sponsors, provided that no such reference or branding implies an endorsement of any such third party or their products and/or services by the relevant association. This paragraph does not relate to the imagery of any association’s players.
- 27.03 Associations must obtain all necessary third party rights and consents that are required in order for them to comply with this chapter (chapter XVII) and, upon request, must supply UEFA free of charge with the necessary documentation (including, without limitation, any third party consents) required to allow UEFA to use and exploit its rights under these regulations.

## A. Qualifying phase

- 27.04 The host association of any mini-tournament in the qualifying phase is entitled to exploit the commercial rights in relation to all matches played in the respective mini-tournament. Such commercialisation requires the approval of UEFA and while it can focus on the individual host association, it should not create a mini-tournament (i.e. centralised) package of rights. In exploiting the commercial rights, a host association must observe the stipulations of Article 48 of the *UEFA Statutes*, as well as the regulations governing the implementation of that article and any other instructions or guidelines issued by UEFA from time to time.
- 27.05 Notwithstanding paragraph 27.02, UEFA owns and has the sole right, to the exclusion of the participating associations and any other party, to exploit the marketing rights to the qualifying phase generally or as a collective whole, including, by way of example, the right to nominate sponsors in relation to the qualifying phase or the competition (including qualifying phase) as collective wholes. No participating association may participate in or allow any third party to use any rights granted by the participating association in any aggregation of marketing rights in any way that would permit a third party to create an association with the qualifying phase, the competition or the final round generally or as collective wholes. As a result, any grant by a participating association of marketing rights relating to the qualifying phase must be conditional upon the grantee and other third parties not exploiting the relevant rights in such a manner. By way of example, no participating association may create, or permit a third party to use rights granted by it to create, a website that is promoted as an official or dedicated website of the qualifying phase as a whole.
- 27.06 All associations participating in the qualifying phase must take all legal and other measures that UEFA, in its sole discretion, deems appropriate to prohibit, prevent and stop any unauthorised exploitation of the commercial rights to the qualifying phase and to protect such rights.
- 27.07 All agreements relating to the exploitation of commercial rights to any match of the qualifying phase must include (as an integral part thereof), and be subject to, Article 48 of the *UEFA Statutes* and the regulations governing its implementation. Furthermore, any such agreement must stipulate that if any amendment is made to such article and/or regulations, then the agreement must be amended as necessary to conform with the relevant amendment within 30 days of the new regulations coming into force.
- 27.08 For the purpose of directly or indirectly promoting the competition, and in particular within programmes produced by or on behalf of UEFA, the host association of any match of the qualifying phase must ensure that any third party owning rights to images of such a match grants UEFA the right to use and exploit and authorise others to use and exploit on a perpetual worldwide basis, by any and all means and in any and all media whether now known or

invented in the future, throughout the world, for the full duration of such rights, up to 15 minutes of audio and/or visual material from each match, free of charge and without payment of any associated clearance costs. For any match of the qualifying phase where production of a signal is foreseen, the host association undertakes to provide UEFA free of charge and at least 60 minutes prior to the kick-off of each match with access to the transmission details for receiving the broadcast signal at a location of UEFA's choice. These broadcasts can be recorded by UEFA for purposes envisaged in this paragraph 27.08 and a copy of such recordings will be made available to the relevant host association upon request. If the signal is unavailable for whatever reason, the host association undertakes to provide UEFA free of charge with a recording of the entire match (in the best format available, the minimum being Beta SP) to be sent to a destination determined by UEFA within seven days of the relevant match.

- 27.09 For the purposes of live data gathering and official data validation, the host association of each match in the qualifying phase must also ensure that UEFA is granted free of charge access and accreditation for one UEFA venue data coordinator to the press box, together with working space and facilities (including desk, seating and dedicated broadband internet access). The UEFA venue data coordinator must also be provided with accreditation and access to the referee before and after the match in order to enable UEFA's live data gathering and official data validation programme to operate.
- 27.10 Participating associations may not use or authorise any third party to use any of the registered or unregistered UEFA European Futsal Championship trademarks or any graphic material or artistic forms developed in connection with the competition in programmes, promotions, publications or advertising or otherwise without the prior written consent of UEFA and may not develop, use, register, adopt or create any mark, logo, or symbol which refers to the qualifying phase, the competition or the final round or which is, in UEFA's reasonable opinion, confusingly similar to, is a colourable imitation of, is a derivation of, or which unfairly competes with such trademarks, materials or forms.

## **B. Final round**

- 27.11 UEFA owns and has the sole right, to the exclusion of the participating associations and any other party, to exploit all of the commercial rights to the final round including, without limitation, those arising at, and relating to, the official training hall. UEFA may exercise this right to exploit these commercial rights at its sole discretion and on a universal basis.
- 27.12 The commercial rights arising at, and relating to, the official training hall commence two days before the first match of the final round and terminate upon the conclusion of the final round.
- 27.13 All associations participating in the final round must provide all necessary assistance and cooperation to UEFA in taking any and all legal and other

measures that UEFA, in its sole discretion, deems appropriate to prohibit, prevent and stop any unauthorised exploitation of the commercial rights to the final round and to ensure that all commercial rights to the final round remain owned and exercised solely and exclusively by UEFA without restriction. In this regard, no association may use or exploit, directly or indirectly, any commercial rights to the final round without the express prior written agreement of UEFA and subject to such conditions as UEFA may require. Each association must ensure that its partners, commercial or otherwise, do not use or otherwise exploit directly or indirectly any commercial rights to the final round without UEFA's express prior agreement, which may be granted or withheld at its sole discretion.

27.14 A participating association may not display any third party commercial identification or branding in any hall of the final round or at any UEFA press conference other than:

- a) on the kit used at unofficial training sessions;
- b) in any press conference facility (except during any UEFA press conference held at such facility, see paragraphs 13.04 and 13.12), and
- c) manufacturer's identification on kit in accordance with the *UEFA Kit Regulations*.

This provision applies from the associations' arrival at the final round venue until the conclusion of the final round.

27.15 Associations participating in the final round may be permitted to make coaching films, which must not be used for any commercial purposes whatsoever other than solely for the instruction of players, referees and officials of the relevant associations. Permission to film and produce such "coaching" films must be obtained from the UEFA administration in writing. Such permission sets out any relevant financial and other conditions. Available space and locations for the relevant filming crews is limited and any such requests for permission must be submitted to UEFA at least 30 days before the start of the final round. All intellectual property rights for any material recorded for such purposes must be assigned to UEFA in writing and, if so requested by UEFA, a copy of all relevant materials filmed provided to UEFA within 24 hours of such request.

27.16 UEFA declines all responsibility or liability in the event of any conflict between any agreement entered into by a member association and any arrangement entered into by UEFA relating to the exploitation of the commercial rights to the final round.

## **XVIII Intellectual Property Rights**

### **Article 28**

- 28.01 UEFA is the exclusive owner of all intellectual property rights of the competition, including any current or future rights of UEFA's names, logos, brands, mascots, music, medals, plaques and trophies. Any use of the aforementioned rights requires the prior written consent of UEFA, and must comply with any conditions imposed by UEFA.
- 28.02 All rights to the fixture list, as well as any data and statistics in relation to the matches in the competition, are the sole and exclusive property of UEFA.

## **XIX Court of Arbitration for Sport (CAS)**

### **Article 29**

- 29.01 In case of litigation resulting from or in relation to these regulations, the provisions regarding the Court of Arbitration for Sport (CAS) laid down in the *UEFA Statutes* apply.

## **XX Unforeseen Circumstances**

### **Article 30**

- 30.01 Any matters not provided for in these regulations, such as cases of force majeure, will be settled by the UEFA General Secretary, whose decisions are final.

## **XXI Closing Provisions**

### **Article 31**

- 31.01 The UEFA administration is entrusted with the operational management of the competition and is therefore entitled to take the decisions and adopt the detailed provisions necessary for implementing the present regulations.
- 31.02 All annexes form an integral part of these regulations.
- 31.03 Any breach of these regulations may be penalised by UEFA in accordance with the *UEFA Disciplinary Regulations*.
- 31.04 If there is any discrepancy in the interpretation of the English, French or German versions of these regulations, the English version prevails.

31.05 These regulations were adopted by the UEFA Executive Committee at its meeting on 27 May 2010 and come into force on 1 September 2010.

For the UEFA Executive Committee:

Michel Platini  
President

Gianni Infantino  
General Secretary

Nyon, 27 May 2010



## **ANNEX I: Instructions for the Organisation and Staging of Mini-tournaments**

This annex sets out the requirements for hosting a mini-tournament in the UEFA European Futsal Championship.

For the sake of simplicity, the term host refers to the association hosting a mini-tournament.

### **1. CHOICE OF A MINI-TOURNAMENT HOST**

On the entry form, it is possible for an association to indicate its interest in hosting a mini-tournament in the qualifying phase. Some specific questions with regard to hosting have been included on the entry form to assist UEFA in its selection of hosts should more associations be interested in hosting a mini-tournament than there are mini-tournaments to allocate.

UEFA representatives may conduct site inspections. In principle, the UEFA administration will decide on the mini-tournament hosts before the draw.

- a) If there are more associations interested in hosting a mini-tournament than there are mini-tournaments to allocate, the UEFA administration will choose hosts according to the following criteria:
  - quality of the infrastructure (tournament hotel, halls, etc.)
  - travel distances
  - promotional concept
  - previous experience as a host
  - development of futsal
- b) If there are fewer associations interested than there are mini-tournaments to allocate, the UEFA administration will designate hosts, applying the same above-mentioned criteria.
- c) Should it not be possible to allocate the mini-tournament hosts before of the draw, the teams in a given group have to agree, by a set deadline following the draw, which of them will host the mini-tournament. If the associations cannot agree, the UEFA administration will conduct a draw to determine the host.

## **2. LOCAL ORGANISING COMMITTEE**

### **2.1. Local Organising Committee**

The host is responsible for setting up a Local Organising Committee (LOC) composed of at least:

- a) 1 Tournament Director (who should not have a leading role with his own team)
- b) 1 Manager for Accommodation
- c) 1 Manager for Transport
- d) 1 Manager Sports Facilities and Match Organisation
- e) 1 Manager for PR, Promotion and Ticketing
- f) 1 Manager for TV/Media, Sponsors, Concessions and VIP Hospitality
- g) 1 Referee Liaison Officer (RLO)
- h) 1 Team Liaison Officer for each visiting team
- i) 1 Medical Officer
- j) 1 Media Officer

The host must ensure that the members of the LOC are duly authorised to fulfil their various tasks.

### **2.2. Tournament office**

A tournament office must be installed in the hotel or one of the hotels where the teams are staying. This must serve as the tournament's centre point where any information can be obtained on the tournament itself, on other tournaments, etc. and where the UEFA representatives can carry out administrative work. Consequently, it should be centrally located and easily accessible.

This office should be equipped with a photocopier, fax machine and a telephone, both with international lines, and a high-speed internet connection.

## **3. TOURNAMENT SCHEDULE**

The host is considered as Team 1. Teams 2, 3 and 4 (for mini-tournaments of four teams) are ranked according to their coefficients. The host is responsible for notifying the other participating teams and the UEFA administration of all match details (dates, venues, kick-off times and hotel accommodation) by the set deadlines. In match halls without any proper warm-up area, and in the case of two consecutive matches, the organisers must leave at least 2 hours 15 minutes between each kick-off.

The host is requested to provide a sufficient number of training balls to all participating teams which must be the same type as the ones which will be used for the competition matches. All balls must be FIFA-approved balls.

### **3.1. Mini-tournament with four teams**

In principle, the four-team mini-tournament must be organised according to the following schedule.

#### **Day 1:**

Arrival of all the teams

Arrival of all referees

Arrival of the UEFA representatives

Tournament organisational meeting

#### **Day 2:**

First matchday: Team 2 v 4 and 1 v 3

#### **Day 3:**

Second matchday: Team 3 v 2 and 1 v 4

#### **Day 4:**

Rest day

#### **Day 5:**

Third matchday: Team 4 v 3 and 2 v 1

#### **Day 6:**

Departure of the all the teams

Departure of the referees

Departure of the UEFA representatives

### **3.2. Mini-tournament with three teams**

In case UEFA has to form a mini-tournament with three teams, it must be organised according to the following schedule.

#### **Day 1:**

Arrival of teams 1 and 3

Arrival of referees

Arrival of UEFA representatives

Organisational meeting

#### **Day 2:**

Team 1 v 3

Arrival of team 2

**Day 3:**

Team 3 v 2

**Day 4:**

Team 2 v 1

Departure of team 3

**Day 5:**

Departure of teams 1 and 2

Departure of referees

Departure of the UEFA representatives

#### **4. ACCOMMODATION**

All tournament participants must be accommodated in a high standard four-star hotels.

All hotel rooms must have en-suite bathroom and toilet facilities and adequate wardrobe space. Rooms must be cleaned daily.

##### **4.1. Rooms for the delegations**

The following facilities must be provided and be paid for by the host for a maximum of 21 persons per delegation:

- Twin rooms for the players (14 players = 7 rooms).
- Single rooms for the seven delegation officials (7 rooms) in the same place of accommodation as their team. If possible, each delegation should be accommodated on a different floor.
- One room for medical treatment equipped with a massage table.
- One room for equipment storage preferably located on the ground floor for ease of access from the car park (unless requested otherwise by the team concerned);
- As an alternative solution, a suite can be booked and used as a storage and massage room.
- One meeting room for a minimum of 20 persons, equipped with TV/DVD set, overhead projector and flip chart.
- A 24-hour laundry service for the match kit of the participating teams (kit which has been worn for matches, i.e. shirts, shorts and socks, but not tracksuits)

#### **4.2. Rooms for the referees and UEFA representatives**

The host is responsible for providing:

- Single rooms for the referees, the UEFA representatives and, if applicable, the Tournament Administrator, preferably all on the same floor, separate from the teams.
- A 24-hour laundry service for the match kits of the referees (i.e. shirts, shorts and socks but not tracksuits).

#### **5. MEALS**

The host must provide each delegation with three meals per day, served in buffet style.

The hotel restaurant must be flexible with regard to the meal times, with timings based on the match and training schedules of the teams in question.

The menus must follow sports nutritional guidelines and, in addition, must take into account the special dietary requests of the participating teams.

##### **5.1. Snacks or additional meals**

Snacks or meals in addition to the three meals provided by the host must be made available to the teams upon request and paid for by the team concerned.

##### **5.2. Drinks**

The host must ensure that a sufficient supply of still mineral water, juices, soft drinks and tea/coffee is available for the teams, free of charge at meals. In addition, the host must provide each team with a sufficient supply of still mineral water in their bedrooms, at all training sessions and at matches.

The participants themselves must pay for all other drinks.

##### **5.3. Mini-bar and pay TV in the players' rooms**

The mini-bar in the players' rooms should be emptied.

Pay TV should not be available in the players' rooms.

#### **6. HALLS**

Halls must be in good condition in terms of both their playing surface and facilities and fully comply with the *FIFA Futsal Laws of the Game*. They must conform to the safety and security directives of the competent civil authorities.

In addition to the provisions stipulated in the competition regulations (Article 11), the following requirements must be met:

### **6.1. General requirements**

- a) The halls must be located within a one-hour bus ride of the team accommodation.
- b) Pitches must measure at least 38 x 18m.
- c) The hall should provide a main stand with at least 500 individual seats.
- d) The halls must be equipped with two benches at pitch level. Each bench must provide seating room for 13 people in total. These benches must be positioned at least two meters from the touchline and must not pose a risk to the safety of the players. In addition, a table with two seats must be provided between the substitutes' benches.
- e) One replacement goal must be available in the hall.
- f) Each hall must provide adequate public first aid and fire-fighting equipment as well as sanitary facilities for both sexes, and must meet UEFA's requirements for the safety and security of spectators.
- g) Each hall should be equipped with a public address system including a tape recorder and/or CD player.
- h) At least one massage table must be provided in each dressing room.
- i) It should be possible to suspend a minimum of four flags in the interior of the hall.
- j) A doping control station meeting the requirements of the *UEFA Anti-Doping Regulations* must be provided at the hall.
- k) Halls have to be equipped with an electronic scoreboard (same functions as in paragraph 11.11)

The teams and the referees must be provided with the necessary facilities in order to enable them to take a hot shower after the match.

## **7. TRAINING SESSIONS**

One hall must be made available for the entire duration of the mini-tournament, to be shared by all four teams, which should have the same playing surface as in the match hall. The teams must be given the possibility to use this hall at any time and as often as requested. The training hall can be the same hall as the match hall. In this case, the host must arrange a training schedule, taking the visiting teams' wishes into account as far as possible.

The training hall must be located near the team accommodation. Travel time by bus from a team's accommodation to the training hall must not exceed 20 minutes.

The dressing rooms at the training hall should be of an adequate size, and bathroom and toilet facilities should correspond to normal standards of hygiene.

The host must provide a sufficient number of training balls to the team in question, if so requested. The same type of ball must be provided as for the matches.

The teams are entitled to hold a training session the day before the match in the hall in which the match will be played. The host, in cooperation with the referee and UEFA match delegate, will take the final decision in case of any uncertainty.

## **8. MATCH ORGANISATION**

The following principles apply.

### **8.1. Match organisation**

Please refer to the competition regulations (Article 12).

A minimum of four ball kids and two moppers should be provided for each match.

Ten FIFA-approved match balls should be made available per match.

In case of consecutive matches, and if there is no proper warming-up area, there must be a minimum of 2 hours 15 minutes between kick-off times.

### **8.2. Pre-match procedure**

The following principles apply.

*Day before the match:*

Training session for both teams.

*Matchday:*

**Arrival at the hall:**

- 75' Teams, referees, UEFA match delegate and/or referee observer

**Match sheet to be completed and signed by:**

- 60' Both teams

**Match timetable:**

- 50' to -15' Warm-up on the field of play (or in a dedicated area)

- 5' Teams enter the field of play and stand in line facing the VIP box (home team on referee team's right)

- 3' Hand-shaking procedure (visiting team starts) and team photos

- 1' Coin toss
- 0' Kick-off (no earlier than 11.00 hours and no later than 22.00 hours local time, unless an exception has been granted by the UEFA administration).

This timetable may be adapted to take account of the distance between the dressing rooms and the playing field.

**Half-time interval:**

Maximum 15'

**After the final whistle:**

Both teams and referees gather in the centre circle, say goodbye to each other, wave goodbye to the spectators and leave the pitch.

## **9. TRANSPORT**

The teams, international referees and UEFA representatives must be welcomed upon their arrival in the host country and transported from their point of arrival to the hotel. They must also be provided with transport from their accommodation to their point of departure on the day they leave.

The host is responsible for providing the following vehicles for each team:

- A modern, 30-seater air-conditioned bus with driver for the entire duration of the tournament.

The host is responsible for providing the following vehicles for the referees and UEFA representatives:

- Two people carriers (minibuses with 6 – 8 places) with drivers.

As a rule, the UEFA representatives will travel with the referees.



## **ANNEX II: Safety and Security Instructions**

These instructions apply to the organisers of, and to the associations participating in, futsal matches played in any of the UEFA competitions. They detail the precautionary measures to be taken to ensure safety and security in the venues and to prevent crowd disturbances.

These instructions cannot be regarded as an exhaustive list of the security measures to be taken by the match organisers and participating associations. The aim of these instructions is to make the match organisers, be they associations or other entities, aware of their duties and responsibilities before, during and after a match in order to safeguard the safety and security of everyone present, as well as of the hall and its installations.

These instructions do not affect the legal obligations arising from the applicable national legislation.

### **1. Cooperation with match organisers and public authorities**

In the interests of safety and security, associations and must cooperate in full with the match organisers, irrespective of whether the match is to be played at home or abroad, and with the public authorities concerned. Similarly, in their dealings with visiting associations, and all other authorities involved, the match organisers must do everything possible to ensure that the event passes off without disturbance.

All parties involved in a match must do everything within their power to enable the public authorities (especially the police), in all the countries involved, to carry out an effective exchange of appropriate cross-border information.

The match organisers must seek the cooperation of the local police well in advance, to ensure the safety of the visiting team and officials at their hotel and when travelling to and from training and matches.

### **2. Identification of persons responsible for safety and security**

The chief police officer or venue security officer with overall responsibility for safety and security relating to the match must be identified as must all other individuals responsible for safety and security, medical services and fire services.

### **3. Stewards**

Sufficient and properly trained stewards must be on duty within the venue to ensure that spectators are directed to their seats efficiently and smoothly, without delay or confusion.

### **4. Inspection of the venue**

The venue in question must have been thoroughly inspected by the competent local safety authorities, who must have issued a safety certificate

testifying to its suitability. Such a certificate must have been valid for no more than one year prior to the date of the match.

**5. Emergency services**

Adequate rooms and facilities within and around the venue must be provided for the police, medical service and fire service, in accordance with the requirements of the public authorities concerned.

**6. Segregation of spectators**

For matches where spectators are segregated, a segregation strategy must be drawn up by the match organisers in conjunction with the participating teams and the chief police officer in charge of the match.

**7. Information for spectators**

The match organisers must ensure that spectators are made aware before the match, by public address system announcements or any other appropriate means, of all prohibitive measures and controls related to the match.

Additionally, supporters must be reminded of the importance of not attempting to take prohibited items or substances into the venue, of the need to behave in a sporting and reasonably restrained manner, and of the potentially serious consequences any breach of these obligations could have for the players and teams they support, including disqualification from competitions.

**8. Distribution of alcohol**

No public sale or distribution of alcohol is permitted within the venue or its private environs. All alcohol-free drinks which are sold or distributed must be dispensed in paper or open plastic containers which could not be used in a dangerous manner.

**9. Public passageways**

All public passageways, corridors, stairs, doors, gates and emergency exit routes must be kept free of any obstructions, which could impede the free flow of spectators.

**10. Protection of the playing area**

Players and match officials must be protected against intrusion of spectators into the playing area. This may be accomplished in various ways, including, for example, the use of one or more of the following measures, depending on the individual circumstances:

- a) the presence of police and/or security personnel in or near the playing area;
- b) a seating configuration which situates front-row spectators at a height above the arena which would render intrusion into the playing area improbable, if not impossible.

Whichever form of protection against intrusion is used, it must incorporate adequate means for spectators to escape into the playing area in an emergency, unless, in the certified opinion of the local safety authorities, adequate means of emergency evacuation, backwards and/or sideways, out of the grandstands exist, which would be sufficient to render the use of the playing area unnecessary for such a purpose.

The type of protection adopted against intrusion must be approved by the competent local authorities and must not represent a danger to spectators in the event of panic or an emergency evacuation.

**11. Public address system**

Every venue must have a public address system which is capable of being heard clearly, both inside and outside the venue, above the crowd noise, even in the case of a sudden upsurge in spectator noise levels. The system must also be capable of addressing the various sectors of the venue individually. The police authorities and/or the venue security officer should be able to override the public address system to make emergency announcements.

**12. Announcements**

Announcements over the public address system must be of a strictly neutral character. The public address system must not be used for the dissemination of political messages, to support the home team, or for any form of discrimination against the visiting team.

**13. Provocative action and racism**

The match organisers, together with the security authorities, must prevent any provocative action from being taken by spectators inside or in the immediate vicinity of the venue (unacceptable levels of verbal provocation from spectators towards players or opposing fans, racist behaviour, provocative banners or flags, etc.). Should such action arise, the match organisers or security authorities must intervene over the public address system or remove any offensive material. Stewards must draw the attention of the police to serious acts of misconduct, including racist insults, so that offenders may be removed from the venue should the police so decide.

Associations and match organisers must implement and apply UEFA's 10-point plan on racism.

**14. Emergency power supply**

Each venue must be equipped with an independent emergency electrical power supply which could be used in the event of power failure, to ensure a degree of lighting which is sufficient to prevent any danger to the public. The competent local authorities must approve the public lighting system and the emergency back-up system.

## **15. Ticketing**

For all matches, ticket sales must be strictly controlled. A ticket should provide ticket-holders with all the relevant information they might need, i.e. the name of the competition, the names of the participating teams, the name of the venue, the date and kick-off time, and a clear seat location indication (sector, row, seat, number). In addition, the following details should be produced and distributed with the ticket: opening times of the gates, hall regulations, including prohibition of alcohol and offensive articles, procedure for searching spectators, etc.

## ANNEX III: UEFA European Futsal Championship Official Rankings 2011/12

Rank.	Association	Final Coefficient 2007	Final Coefficient 2008	Final Coefficient 2009/2010	Final Coefficient 2011/12
1	Spain	7.400	7.778	7.000	7.393
2	Italy	7.000	6.250	5.667	6.306
3	Portugal	6.000	5.750	6.067	5.939
4	Russia	5.500	5.750	5.000	5.417
5	Czech Republic	3.333	4.250	5.417	4.333
6	Ukraine	3.333	4.571	4.667	4.190
7	Serbia	4.000	1.000	5.000	3.333
8	Azerbaijan	2.333	1.333	5.917	3.194
9	Hungary	2.333	2.500	3.500	2.778
10	Romania	3.333	2.167	2.333	2.611
11	Belarus	2.333	1.917	3.333	2.528
12	Slovenia	2.333	2.167	2.833	2.444
13	Belgium	2.333	0.667	3.500	2.167
14	Slovakia	2.333	1.333	2.333	2.000
15	*Croatia	2.333	1.000	2.333	1.889
16	Netherlands	2.000	1.000	1.667	1.556
17	Poland	2.333	1.333	1.000	1.555
18	Kazakhstan	1.667	1.333	1.333	1.444
19	Bosnia-Herzegovina	1.000	1.667	1.333	1.333
20	Israel	1.667	1.333	1.000	1.333
21	Lithuania	1.667	1.333	1.000	1.333
22	FYR Macedonia	1.667	0.667	1.333	1.222
23	Greece	1.000	0.667	1.333	1.000
24	Moldova	1.000	0.667	1.333	1.000
25	Finland	0.833	0.667	1.333	0.944
26	Latvia	1.000	0.000	1.667	0.889
27	France	1.667	0.000	1.000	0.889
28	Andorra	1.000	0.000	1.333	0.778
29	Cyprus	0.667	0.667	0.333	0.556
30	Turkey	0.833	0.667	0.167	0.556
31	Georgia	0.333	0.000	1.333	0.555
32	Albania	0.000	1.333	0.333	0.555
33	Montenegro	0.000	0.000	1.333	0.444
34	Bulgaria	0.333	0.000	0.500	0.278
35	Armenia	0.333	0.000	0.500	0.278
36	England	0.000	0.000	0.333	0.111
37	Republic of Ireland	0.000	0.000	0.333	0.111
38	Malta	0.000	0.000	0.000	0.000
39	Estonia	0.000	0.000	0.000	0.000
40	Austria	0.000	0.000	0.000	0.000
41	Denmark	0.000	0.000	0.000	0.000
42	Faroe Islands	0.000	0.000	0.000	0.000
43	Germany	0.000	0.000	0.000	0.000
44	Iceland	0.000	0.000	0.000	0.000
45	Liechtenstein	0.000	0.000	0.000	0.000
46	Luxembourg	0.000	0.000	0.000	0.000
47	Northern Ireland	0.000	0.000	0.000	0.000
48	Norway	0.000	0.000	0.000	0.000
49	San Marino	0.000	0.000	0.000	0.000
50	Scotland	0.000	0.000	0.000	0.000
51	Sweden	0.000	0.000	0.000	0.000
52	Switzerland	0.000	0.000	0.000	0.000
53	Wales	0.000	0.000	0.000	0.000

**Coefficient Calculation in case of equal coefficient**

Coefficient 2007 1. Coefficient in the last competition  
+ Coefficient 2008 2. Goal difference in the last competition  
+ Coefficient 2009/10 3. Goals for in the last competition  
/ 3 (seasons) 4. Goals against in the last competition

Final Coefficient  : not participating

\*Croatia  
qualified as host of the  
Futsal Euro 2012

## **Coefficient Ranking System**

1. The associations are classified on the basis of their results in the qualifying and final rounds of the 2007 and 2009/10 UEFA European Futsal Championships, and qualifying rounds, playoffs and final round of the FIFA Futsal World Cup 2008.
  2. Associations with the lowest coefficients in the rankings have to take part in the preliminary round. In the case of an association which has not previously entered the competition, its coefficient is zero.
  3. Seeding for the draw will be made in accordance with the rankings covering the three previous major final rounds (i.e. UEFA Futsal EURO and FIFA Futsal World Cup). These rankings are compiled before the start of the competition.
  4. Points are awarded as follows:
    - 2 points for a win (1 point for preliminary-round matches)
    - 1 point for a draw (½ point for preliminary-round matches)
    - 0 points for a defeat.
  5. The table is compiled as follows:
    - a) In each of the qualifying competitions, the total number of points obtained is divided by the number of matches played.
    - b) The associations which reach final rounds of the UEFA European Futsal Championship are awarded with the following bonus point(s):
      - 1 point for reaching the final round
      - 3 points for reaching the quarter-finals,
      - 5 points for reaching the semi-finals
      - 7 points for reaching the final.
    - c) The associations which reach final round of the FIFA Futsal World Cup are awarded with the following bonus point(s):
      - 1 point for reaching the final round
      - 5 points for reaching the first and second group stage,
      - 7 points for reaching the semi-finals
      - 9 points for reaching the final.
- The result of the bronze-medal match in any of the final rounds is not taken into consideration in the calculation of the rankings.
6. The coefficients obtained each season by the associations are added, then divided by three to produce the rankings.

7. In the case of the association which qualifies automatically for the final round in question, the coefficient is calculated on the basis of the best possible coefficient in the qualifying competition in question.
8. Coefficients are calculated to the thousandth, and not rounded up.
9. In the case of equal coefficients, the UEFA administration will take a final decision, taking into consideration the following criteria:
  - Coefficient in the last competition
  - Goal difference in the last competition
  - Goals for in the last competition
  - Goals against in the last competition

If these criteria do not enable the administration to rank the teams in question, lots will be drawn.

10. Points are awarded only for matches which have actually been played, in accordance with the results ratified by UEFA. Kicks from the penalty mark to determine which team qualifies, or the winners, do not affect the result used to calculate the coefficient.
11. The UEFA administration has the final decision on any matters not covered by these provisions.

## **ANNEX IV: Respect Fair Play Assessment**

### **Introduction**

1. The fair play assessment forms part of the respect campaign. Conduct according to the spirit of fair play is essential for the successful promotion and development of and involvement in sport. The objective of activities in favour of fair play is to foster a sporting spirit, as well as the sporting behaviour of players, team officials and spectators, thereby increasing the enjoyment of all those involved in the game.

### **UEFA Respect fair play rankings**

2. In its efforts to promote fair play, UEFA establishes association fair play rankings for each season, based on all matches played in all UEFA competitions (national representative and club teams) between 1 May and 30 April. In establishing these rankings, only those associations whose teams have played at least the required number of matches (i.e. total number of matches assessed divided by the number of associations) are taken into account. For this purpose, fair play conduct is assessed by the appointed UEFA match delegate.

### **Criteria for an additional place in the UEFA Europa League**

3. In reward for the fair play example they set, the three best-ranked associations which attain an average of 8.0 points or more in the rankings each receive one additional place in the next season's UEFA Europa League. If associations are equal on points in the rankings, lots will be drawn by the UEFA administration to define the associations that receive an additional place. These additional places are reserved for the winners of the respective domestic top-division fair play competitions, provided that this national assessment is based at least on the following criteria: red and yellow cards, positive play, respect for the opponents as well as for the referee, and the behaviour of the team officials and of the crowd. If the winner of the domestic top-division fair play competition in question has already qualified for a UEFA club competition, the UEFA Europa League fair play place goes to the next-ranked team in the domestic top-division fair play rankings which has not already qualified for a UEFA competition.

### **Methods of assessment**

4. After the match, the match delegate is expected to complete a fair play assessment form in consultation with the referee and, where applicable, the referee observer. The referee confirms that fair play aspects have been duly discussed by signing the fair play assessment form.
5. The assessment form identifies six criteria (items) for the evaluation of the fair play performance of the teams. Assessment should be based on positive rather than negative aspects. As a general rule, maximum assessment marks



should not be awarded unless the respective teams have displayed positive attitudes.

### **The individual items on the assessment form**

#### **6. Red and yellow cards**

Deduction from a maximum of 10 points:

- yellow card      1 point
- red card          3 points

If a player who has been cautioned with a yellow card commits another offence which would normally be punishable with a yellow card, but who must be sent off for this second offence (combined yellow and red card), only the red card counts, i.e. total of 3 points to be deducted.

If, however, a player who has been cautioned with a yellow card commits another offence for which the punishment is dismissal, a total of 4 points (1+3) must be deducted.

Red and yellow cards is the only item which may take a negative value.

#### **7. Positive play**

- maximum 10 points
- minimum 1 point

The aim of this item is to reward positive play which is attractive for the spectators. In assessing positive play, the following aspects should be taken into consideration:

##### *Positive aspects:*

- attacking rather than defensive tactics
- acceleration of the game
- efforts to gain time, e.g. bringing the ball quickly back into play, even when in a winning position
- continued pursuit of goals, even if the desired result (e.g. qualification or an away draw) has already been achieved

##### *Negative aspects:*

- deceleration of the game
- time-wasting
- tactics based on foul play
- play-acting, etc.

In general terms, positive play correlates with the number of goal-scoring chances created and the number of goals scored.

## 8. Respect for the opponents

- maximum 5 points
- minimum 1 point

Players are expected to respect the Futsal *Laws of the Game*, the competition regulations, opponents, etc. They are also expected to ensure that fellow team members and everyone else involved in the team abide by the spirit of fair play as well.

In assessing the players' behaviour vis-à-vis the opposition, double counting against the item 'red and yellow cards' should be avoided. However, the UEFA match delegate may take into account the seriousness of the offences punished by cards, as well as offences overlooked by the referee.

Assessment should be based on positive attitudes (e.g. helping an injured opponent) rather than infringements. Blameless behaviour, but without any particularly positive attitude or gestures towards opponents, should be assessed with a mark of 4 rather than 5.

## 9. Respect for the referees

- maximum 5 points
- minimum 1 point

Players are expected to respect the referees (including assistant referees and fourth officials) as people, as well as for the decisions they take. Double counting against the item 'red and yellow cards' should be avoided. However, the UEFA match delegate may take into account the seriousness of the offences punished by cards.

A positive attitude towards the referees should be rewarded by high marks, including the acceptance of doubtful decisions without protest. Normal behaviour, but without any particularly positive attitude or gestures with respect to the referee team, should be assessed with a mark of 4 rather than 5.

## 10. Behaviour of the team officials

- maximum 5 points
- minimum 1 point

Team officials, including coaches, are expected to make every effort to develop the sporting, technical, tactical and moral level of their team through all permitted means. They are also expected to instruct their players to behave in a manner which is in accordance with the fair play principles.

Positive and negative aspects of the behaviour of team officials should be assessed; e.g. whether they calm or provoke angry players or fans, how they accept the referee's decisions, etc. Cooperation with the media should also be considered as a factor in the assessment. Blameless behaviour, but

without any particularly positive attitude or gestures, should be assessed with a mark of 4 rather than 5.

**11. Behaviour of the crowd**

- maximum 5 points
- minimum 1 point

The crowd is considered to be a natural component of a futsal game. The support of the fans may contribute to the success of their team. The crowd is not expected to watch the game in silence. Encouragement of teams by shouting, singing, etc. may have a positive influence on the atmosphere, in accordance with the spirit of fair play.

The spectators are, however, expected to respect the opposing team and the referee. They should appreciate the performance of the opposition, even if they emerge as the winners. They must in no way intimidate or frighten the opposing team, the referee or opposing supporters.

A maximum number of points (5) should not be awarded unless all these requirements are satisfied, especially with respect to the creation of a positive atmosphere.

This item is applicable only if a substantial number of fans of the team concerned are present. If the number of fans is negligible, 'N/A' (not applicable) should be recorded under this entry.

**Overall assessment**

- 12.** The overall assessment of a team is obtained by adding up the points given for the individual items, dividing this total by the maximum number of points and multiplying the result by 10.
- 13.** The maximum number of points per game generally equals 40. If, however, a given team is being supported by a negligible amount of fans, and the item "Behaviour of the crowd" is not being assessed as a result ('N/A' – see paragraph 11 above), the maximum number of points obtainable will be 35.

Example:

The various items for team 1 are assessed as 8+7+3+4+5+4, giving a total of 31. The general assessment will therefore be:

$$(31/40) \times 10 = \mathbf{7.75}$$

If team 2 had only a small number of fans, and the assessment for the other items was 7+8+2+5+2, with 24 as the total, the general assessment would be:

$$(24/35) \times 10 = \mathbf{6.857}$$

The general assessment should be calculated to three decimal points and not rounded up.

14. In addition to this assessment, the UEFA match delegate should also give brief written comments on the fair play performance of the teams, to explain the positive and negative aspects which formed the basis for his assessment. This written explanation may also include outstanding individual gestures of fair play by players, officials, referees or any other persons..

## ANNEX V: Doping controls - Acknowledgment and Agreement

The undersigned player agrees to comply with the *UEFA Anti-Doping Regulations* and the applicable UEFA competition regulations, which he has read and understood. In particular, he acknowledges that he must refrain from using substances and methods prohibited by the *UEFA Anti-Doping Regulations*.

The undersigned player recognises that failure to comply with the said regulations may result in investigation and imposition of sanctions by UEFA. He acknowledges and agrees that UEFA has the jurisdiction to impose sanctions as provided for in the *UEFA Disciplinary Regulations* and the *UEFA Anti-Doping Regulations*.

The undersigned player agrees to undergo doping controls at any time (in and out of competition).

The undersigned player agrees that any dispute that remains unresolved after the legal remedies established by UEFA have been exhausted shall be submitted exclusively to the Court of Arbitration for Sport (CAS) for final and binding arbitration in accordance with the relevant provisions of the *UEFA Statutes*.

The undersigned has/have read and understood the present Acknowledgment and Agreement.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of player  
(surname, first name)

\_\_\_\_\_  
Date of birth  
(day/month/year)

\_\_\_\_\_  
Signature of player

\_\_\_\_\_  
Name of parent/legal guardian  
(surname, first name)

\_\_\_\_\_  
Signature of parent/legal guardian

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