



FUTSAL HANDBOOK

FISU WORLD UNIVERSITY CHAMPIONSHIPS

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TABLE OF CONTENT

| | |
|---|----|
| 1. THE HISTORY OF FUTSAL IN FISU..... | 2 |
| 2. STATISTICS..... | 3 |
| 3. SCHEDULE..... | 3 |
| 4. SPORT REGULATIONS (TECHNICAL REGULATIONS) | 3 |
| 5. SERVICES..... | 16 |
| 6. COMPETITION VENUE..... | 16 |
| 7. EQUIPMENT..... | 17 |
| 8. TRAINING SESSIONS..... | 18 |
| 9. COMPETITION PROGRAMME..... | 18 |
| 10. SPECIFIC MEDICAL AND ANTI DOPING CONTROL REQUIREMENTS | 18 |
| 11. SPORT PRESENTATION..... | 18 |
| 12. SPORT TIMELINE | 19 |

1. THE HISTORY OF FUTSAL IN FISU

In terms of FISU competitions, Futsal is today among those sports that draw the biggest number of teams and have a very high technical level. It was not always the case. During the first edition of the FISU World University Futsal Championship in Sao Paulo (Brasil) in 1984, “football en salle” or “football à cinq”, how it was then called, was considered as a difficult sport because of its particular structure, international situation, and also because of the lack of unification in its regulations. Despite these problems, the inaugural Championship was of great importance for the image of FISU, which was greatly enhanced. FISU was seen as a pioneer in the establishment of new sports traditions. FISU and the Brazilian University Sports Federation (CBDU) made significant progress in terms of overcoming the problems in unifying the regulations between FIFA and FIFUSA. Another benefit of this Championship was the promotion of University Sports in Latin America, thanks to the participation of Brazil, as well as of Bolivia and Uruguay.

Since that time, 13 other editions of this Championship have been organised. All of them have had splendid success. It is true that Futsal is a sport that is very practiced at universities. Most countries in the World University Futsal Championship present their best players, who also play a big role in their national team. In 2008, while the 11th Championship Men’s Futsal took place in Koper (Slovenia), the 1st Championship Women’s Futsal was hosted in Vitoria (Brazil).

It was so successful that from the Championship in Novi Sad, Serbia, in 2010, the women’s tournament was integrated into the Championship, which hosted 72 players. Edition after edition, this event set a new record of the participation, and the 2018 Championship Futsal in Almaty (KAZ) wasn’t an exception, with 335 athletes. The 2020 Championship Futsal was supposed to take place in Poznan, Poland and was unfortunately cancelled due to the Covid-19 pandemic.

The 2022 edition took place in Braga-Guimaraes (POR) and the 2024 FISU Championship will be held in Shanghai (CHN)..

2. STATISTICS

| EDITION | YEAR | COUNTRY | CITY | COUNTRIES | MEN | WOMEN | ATHLETES | OFFICIALS | TOTAL |
|---------|------|---------|-----------------|-----------|-----|-------|----------|-----------|-------|
| 1 | 1984 | BRA | Sao Paulo | 8 | 85 | 0 | 85 | 44 | 129 |
| 2 | 1990 | ITA | Parma | 8 | 83 | 0 | 83 | 26 | 109 |
| 3 | 1992 | ESP | Malaga | 10 | 104 | 0 | 104 | 40 | 144 |
| 4 | 1994 | CYP | Nicosia | 15 | 161 | 0 | 161 | 65 | 226 |
| 5 | 1996 | FIN | Jyvaskyla | 16 | 185 | 0 | 185 | 77 | 262 |
| 6 | 1998 | POR | Braga | 14 | 161 | 0 | 161 | 53 | 214 |
| 7 | 2000 | BRA | Joao Passoa | 11 | 126 | 0 | 126 | 69 | 195 |
| 8 | 2002 | HUN | Nyiregyhaza | 12 | 134 | 0 | 134 | 55 | 189 |
| 9 | 2004 | ESP | Palma | 16 | 186 | 0 | 186 | 59 | 245 |
| 10 | 2006 | POL | Poznan | 16 | 182 | 0 | 182 | 78 | 260 |
| 11 | 2008 | SLO | Koper | 16 | 182 | 0 | 182 | 70 | 252 |
| 12 | 2010 | SRB | Novi Sad | 16 | 187 | 72 | 259 | 99 | 358 |
| 13 | 2012 | POR | Braga | 14 | 165 | 59 | 224 | 97 | 321 |
| 14 | 2014 | ESP | Malaga | 19 | 203 | 104 | 307 | 120 | 427 |
| 15 | 2016 | BRA | Goiânia | 16 | 154 | 128 | 282 | 85 | 367 |
| 16 | 2018 | KAZ | Almaty | 17 | 215 | 120 | 335 | 120 | 455 |
| 17 | 2022 | POR | Braga-Guimaraes | 13 | 146 | 119 | 265 | 90 | 355 |

3. SCHEDULE

| ARRIVALS | ARRIVALS | OPENING DAY 0 | COMPETITION DAY 1 TO 6 | COMPETITION DAY 7, FINALS & CLOSING CEREMONY | DEPARTURES |
|----------|----------|---------------|------------------------|--|------------|
|----------|----------|---------------|------------------------|--|------------|

4. SPORT REGULATIONS (TECHNICAL REGULATIONS)

4.1. GENERAL TERMS

The Futsal tournaments shall be organised in accordance with FIFA Futsal Laws of the Game authorised by the Sub-Committee or IFAB. If any dispute, the English text shall be regarded as authoritative.

The programme and duration of competitions are fixed by the FISU in agreement with the Organising Committee and the CTI. The competitions shall last eight days and include:

- one men's tournament
- one women's tournament

The tournaments shall take place indoors.

Each country is authorised to enter a maximum of 19 persons: a maximum of 14 and a minimum of 10 players and 5 officials per tournament.

Each country may enter:

- one men's team of 14 players (5 effectives and 9 substitutes)
- one women's team of 14 players (5 effectives and 9 substitutes)

At the first General Technical Meeting, the Head of Delegation or his/her representative shall confirm and sign the official list of competitors accredited by the CIC.

Competition Format, Classification

The system of play used will be the league system, each team playing one match against each of the other teams in the same group, with three points for a win, one point for a draw, and none for a defeat.

The ranking of each team in each group will be determined as follows:

- a) Higher number of points obtained in all group matches;
- b) Goal difference in all group matches;
- c) Higher number of goals scored in all group matches.

If two or more teams are equal on the basis of the above three criteria, their rankings will be determined as

follows:

- d) Higher number of points obtained in the group matches between the teams concerned;
- e) Goal difference resulting from the group matches between the teams concerned;
- f) Higher number of goals scored in all group matches between the teams concerned;
- g) Drawing of lots by the local Organising Committee, in the presence of the team captains.

Depending on the format and number of teams, the top ranked ones in each group will advance to the knockout stage. The rest of the teams will play the lower ranking placing matches.

Disciplinary Sanction

In general, the following will apply: A red carded player or official will receive a minimum of one game suspension. An accumulation of two yellow cards will mean a one game suspension. Single yellow cards will be cancelled after the first phase and will not be carried forward into the second phase of the competition.

Protests and Appeals

Any protest of a sport or disciplinary nature must reach the CTI through the referee or match commissioner within one (1) hour after the completion of the game.

A Head of Delegation or his/her deputy may file a protest against the decision of the CTI. This protest must be submitted in writing to CISCA in accordance with the regulations of the FIFA or FISU technical regulations.

Such protest must be accompanied by the regulatory FISU deposit of 50 EUR, which will be returned if the protest is upheld.

4.2. PRE-COMPETITION PROCEDURE

Team deposit

The countries participating in the Futsal tournament shall pay a deposit (Art. 5.4.4) of 5000 EUR per team five months before the Championship. The deposit, which guarantees entry into the selection process, shall be directly collected by FISU. If a team is not selected their deposit will be reimbursed.

Team selection

Further to the confirmation of payment, FISU shall determine the teams who are to take part in the event, considering both the results achieved in the previous FISU Championship and the FIFA Futsal ranking. Continental distribution shall also be taken into account.

Team draw

The seeding procedure shall follow the same principle as the selection criteria (FISU and FIFA Futsal ranking). The top eight teams of the previous Championship edition shall be seeded; further to this ranking, the FIFA ranking shall be used, with special attention on the continental distribution of the groups.

4.3. FACILITIES, STAFF AND EQUIPMENT REQUIREMENTS

The OC must:

- Ensure that the key stakeholders are fully informed and committed to the event. The key stakeholders are:
 - National University Sports Federation (NUSF)
 - The National Futsal Federation (NFF)
 - The Local Futsal Association (LFA)
- Ensure that all technical staffing appointments are in place by confirming the members of the Organising Committee and Heads of all the Functional Areas.
- Provide name and status of the OC representative on the Technical Committee (TC) – info about this Committee composition and duties can be found in the General Handbook.
- Confirm that the competition venues and equipment are homologated by the NFF according to the IF standard.

4.3.1. VENUES/FACILITIES

The Organising Committee must provide full support facilities, for exclusive use, as approved by the FISU Technical Committee Chairs (TCCs). The FIFA Regulations and FISU Minimum Requirements must be followed.

Competition Venues Requirements

- According to FISU Futsal Minimum requirements.
- Ambulances/medical staff present since the start of the warm-up until teams leave the venue.

Training Venues Requirements

- According to FISU Futsal Minimum requirements.
- Ambulances/medical staff present since the start of the warm-up until teams leave the venue.
- ITOs must have access to training facilities/gym during the whole tournament.

4.3.2. TECHNICAL STAFF - ROLES AND RESPONSIBILITIES

| SUMMARY TABLE | | | |
|----------------------------------|-------------|--|--|
| POSITION | APPOINTMENT | NUMBER | CONDITIONS/OBSERVATIONS |
| LEADING TECHNICAL ROLES | | | |
| FISU TCC | FISU-FIFA | 2 | - Accommodation and full board - Private transportation - Assistant/attaché for each |
| OC Competition Manager | OC-NFF | 1 | - English speaker - Expert in the sport - Experience organising other events |
| REFEREE TEAM | | | |
| Head of referees | FISU-FIFA | 1 | - Accommodation and full board - Private transportation - Attaché |
| Referee supervisors | FISU-FIFA | 1-2, depending on the number of venues | - Accommodation and full board - Private transportation - FISU staff and TCCs in the event will carry out supervision tasks besides the other ones they usually hold |
| Coordinator of National Referees | OC-NFF | 1 | |
| Match commissioners | OC-NFF | 1 per venue | Recommended not more than 2 games in a day for each |
| Match commissioners | OC-NFF | 1 per venue | Recommended not more than 2 games in a day for each |
| OC Referee Liaison Officer | OC-NFF | 1 | - English speaker - Preferentially, a former ITO |
| ITOs | FISU-FIFA | 1 per registered team | |
| NTOs | OC-NFF | 1 per game minimum | |
| OC TECHNICAL OFFICE | | | |
| OC Technical office staff | OC-NFF/LFA | 2-3 minimum | |
| Venue managers | OC-LFA | 1 per venue | |
| Support staff | OC-LFA | Depending on the tasks | |
| Sport volunteers | OC-LFA | Depending on the tasks | |

4.3.3. LEADING TECHNICAL ROLES

FISU TCCs

- These 2 people are appointed by FISU in cooperation with FIFA;
- Both TCCs cooperate to deliver the whole event, assisting the OC and holding these responsibilities:
 - o Overview the whole competition (Competition system, draw, results, statistics, bulletins...).
 - o Amend and approve the competition and training schedules proposed by the OC Competition Manager.
 - o Give advice and have last word on all competition-related decisions.
 - o Supervise the pitch preparation.
 - o Oversees the competition countdown and matches preparation.
 - o Handles the team uniform colours allocation.
 - o Teams' complaint management.
 - o Liaises with the Head of Referees, supervises the referee appointment and carry out functions as referee assessors.
 - o Handle the disciplinary reports through the Disciplinary Committee, which is composed by the TCCs, the OC Competition manager and the FISU staff onsite, who acts as:
 - Extracting disciplinary records from the Referee Match Reports;
 - Collating all match disciplinary matters;
 - Presenting the discipline record and disciplinary recommendations to the ITC on each match day;
 - Maintaining an accumulated list of disciplinary cautions;
 - Maintaining a disciplinary record for each competing team;
 - Preparing notification letters of disciplinary action, suspensions etc.

Each TCC need the support of an attaché during the whole event in order to ease the communication with the OC staff as well as to assist in the delivery of some basic tasks.

TCCs needs as well as immediate access to private transportation to go to any of the event locations, particularly during the competition days.

OC Competition Manager

- Appointed by the OC in cooperation with the NFF.
- Maximum authority in the OC structure for technical matters. Coordinates the work of all the technical staff in the OC.
- Plans and delivers the full competition in compliance with the FISU and FIFA regulations and following the indications of the FISU TCC.

- Prepares and delivers all the technical information and is in contact with the T&S company to produce, correct and send the daily bulletins.

4.3.4. REFEREE TEAM

Head of Referees

- One person, appointed by FIFA
- Supervises all the referee work and take care of the daily referees' appointments (ITOs).

Referee Supervisors

- One/two persons (depending in the number of venues and teams) appointed by FIFA
- Supervises the referee performance and give advice on the appointments of the ITOs to the Head of Referees.
- FISU TCCs and staff can hold this position in addition to their other duties.

Coordinator of National Referees

- One NTO, appointed by the NFF in cooperation with the OC (could be one for each gender)
- English speaker
- Give support to the Head of Referees, specifically in the appointment of the NTOs.

Match commissioners

- Appointed by the NFF in cooperation with the OC. Minimum one person per Competition Venue (should not cover more than 2-3 games each day)
- English speaker.
- Responsibility for liaising with Venue Manager regarding any facilities issues.
- Overseeing the running of the game and everything happening outside the field of play and making sure that the pre-match rundown is taking place on time:
 - o Reporting at the venue 2 hours before the kick-off (KO) of the match
 - o Receiving teams and match officials pre match – 1.5hrs before KO
 - o Securing teams access to the changing rooms and to the warmup area in due time
 - o Receiving team lists – 1 hr before KO.
 - o Checking the players accreditations (see Timeline in Annex).
 - o Calling teams attention to be ready to enter the field of play and to start the game in due time

- Being responsible for all the game documentation completion and delivery (see Annex):
 - o Completing a Match Commissioners Report Form for each game
 - o Ensuring that the Match Summary Sheet is completed and signed by the referee team and both teams' coaches.
 - o Ensuring that the Match Forms (Match Commissioners Report, teams list and Match Summary Report) are delivered to the OC Technical Office within 1 hour of completion of the game.
- Reporting any protests or complaints to the OC Technical Office and ultimately to the OC Competition Manager.

OC Referee Liaison Officer

- One person, appointed by the NFF in cooperation with the OC. Normally a former international referee.
- English speaker.
- To be responsible for the welfare of the referees, both the ITOs and NTOs. In charge of all their services and logistics management (transfer, transportation, laundry, meals, etc.).
- Securing that the Head of Referees has quick access to the video recording of the games.

International Technical Officials (ITOs)

- Appointed by FIFA in cooperation with FISU
- The general rule followed to decide the number of ITOs is one per participating team.
- They act as Main Referees as third referee.

The OC will be responsible to manage ITOs trips to the place of the event, including the VISA arrangements and reimbursements.

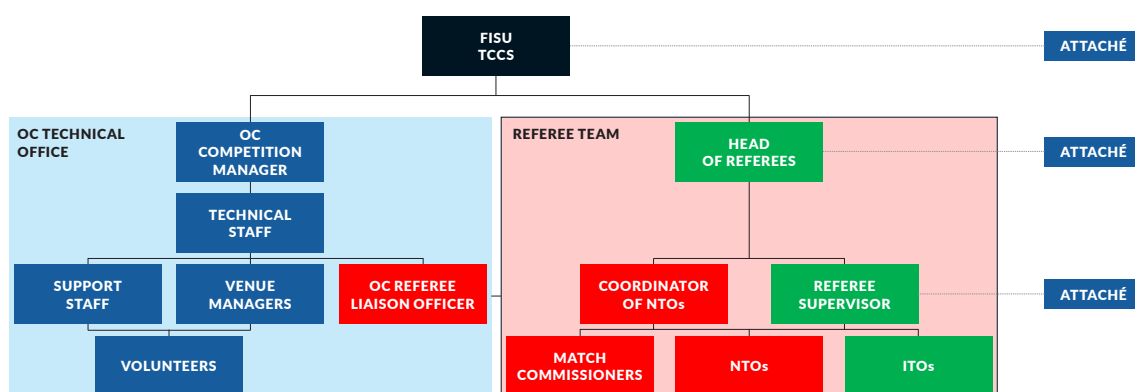
The OC will calculate the total amount resulting of this payment, together with the travel expenses mentioned above and, after providing documental proof to FISU, will have to charge a compensating fee to all participating teams.

The ITOs must receive a 50EUR daily allowance since departure from home to arrival. This is to be paid in cash by the OC before the first competition day.

National Technical Officials (NTOs)

- Appointed by the NFF in cooperation with the OC
- The NTOs hold the role of Timekeepers for all games. The number of them must be agreed by the NFF and the OC, with the approval of the FISU TCCs
- All NTOs must be able to speak and write in English.

All NTOs cost, including fees or allowances negotiated between the NFF and the OC are to be covered by the OC.



- FISU Staff
- FIFA Staff (appointed in cooperation with FISU)
- OC Staff (some of them can also be NFF/LBA staff)
- NFF Staff (appointed in cooperation with the OC)

4.3.5. OC TECHNICAL OFFICE

All the OC technical staff (the FIFA and FISU staff excluded), will be integrated in the OC Technical Office and working under the leadership of the OC Competition Manager. On the other hand, the International Technical Committee (ITC) will supervise the competition in the terms described in the FISU University World Cups General Handbook.

The OC Technical Office will operationally prepare and deliver the competition, being in charge of:

- Proposing the Competition Programme/Schedule, the technical documents and forms for the approval of the ITC.
- Coordinating the logistics of the competition (technical staff, equipment, etc.).
- Preparing official team lists of players and staff from the FISU OAS, once the FISU CIC has approved the registrations.
- Administration and recording of all the technical information.
- Liaison and co-operation with the official Result Management service.
- Secretary duties for the ITC Meetings.
- Preparing and distributing the daily technical information to the teams and named recipients and helping/providing the updated information for the production of the daily bulletins the relevant people within the OC.
- Dealing with participants technical enquiries and transmitting them to the ITC when necessary.

- Providing to the teams access to the video recordings.
- Making sure that the production/host broadcaster has updated information about the competition.

All the OC technical staff, included in this section (except the FIFA and FISU staff), will be integrated in the OC Competition Office and working under the leadership of the OC Competition Manager.

Venues' managers

- A dedicated person at each venue, including all the training venues, must be responsible for ensuring that the place meets all the requirements of the competition. This person in charge of all the venues' support staff, meaning that he/she will oversee that everything is ready for a match or training in terms of:
 - o Conditions, cleanliness and readiness of the changing rooms.
 - o Medical room, staff and ambulances readiness.
 - o Look of the venue, including protocol flags and branding.
 - o Security staff, restricted areas and access control.
 - o Reserved seats, press and VIP areas.

Support staff

- Assist the respective Venue Manager in delivering the training/game. Normally, they will be allocated to different functional areas and will have the support of volunteers. The usual minimum staff will be:
 - o Press/Media liaison
 - o Security staff
 - o Medical staff
 - o Interpreters to assist teams, referees, technical staff, media, etc.
 - o Match Ball boys/girls.
 - Recommend 4-6 per match depending on the venue dimensions.
 - To be provided with three sets of different coloured bibs.
 - To be situated outside the playing zone.

4.4. ANNEX

4.4.1. MATCH PROTOCOL AND TIMELINE

| TIMELINE | |
|-------------|---|
| TIME | ACTIVITY |
| -75' | Arrival of Teams FoP inspection by MC, referees and team representatives |
| -60' | Teams to confirm Match Sheets to MC |
| -50' | Teams warm up on pitch |
| -15' | Teams to return to dressing rooms Player ID Checks Ball kids take up positions around pitch |
| -6' | Teams join referees in players' tunnel Kit and jewelry check in tunnel |
| -5' | Referee entry, teams start entry , home team - referees right side – away team referees left side Futsal Championship official Music is played until team reach line-up position Teams presentation |
| -4' | Line-up completed; FISU anthem, hand-shake, then teams break for team photos |
| -1' | Exchange of pennants/gifts and toss of coin |
| KICK-OFF | |
| First half | |
| HALF-TIME | |
| HT | Teams exit pitch |
| HT + 14' | Teams and referees re-enter pitch |
| HT + 15' | Second Half Kick-Off |
| Second half | |
| FULL TIME | |
| FT | Teams and referees gather in centre circle, shake hands, wave to spectators and leave pitch together |

Venue inspection

Upon arrival at the venue, the Match Commissioner shall inspect it, at least 2 hours before kick-off. The following aspects shall be carefully assessed and looked after:

- Condition of the court;
- Completion of court (balls, markings, goals, benches, scoreboard and timing system, advertising boards, camera/media positions around the pitch area);
- Dressing rooms for the teams, the referees and assistant referees;
- First-aid medical services and ambulance;
- Circulation flow for the various groups (teams, referees, media, VIPs, general public).

Venue inspection

- The Match Commissioner must receive the Teams list signed by the coach 60 minutes before the start of the match.
- The process of checking the players accreditation cards is done after the warmup and prior to the teams re-entering the pitch.
- The Match Commissioner and the Referees check the player ID cards, remove them and the Match Commissioner retains them until after the game.
- They cards are normally kept on the Timekeepers table.

Pre-Match Announcements and Fair Play

- The teams are led on to the pitch and stand in line facing the main stand.
- The announcer names the players.
- The FISU anthem is played.
- The players then shake hands as per FIFA procedures (Away team walk towards the referees and the home team)
- The referee calls the captains and the toss the coin determines KO and direction of play.

Post-Match Procedures

- Players and officials shake hands after the game.
- Match Commissioner completes the Match Commissioner Report and signs it. He then obtains the Match Summary report and gets the agreement signatures of the two team coaches and the main referee.
- The Match Commissioner delivers the Match Forms (Match Commissioners Report, teams list and Match Summary Report) to the OC Technical Office.
- A copy of the Match Summary Report is given to the Team Coaches. No other Forms must be copied as they are confidential to the TC.
- If the Match Forms cannot be delivered to the OC Technical Office within one hour after the game, the forms must be sent by email and the originals delivered as soon as possible.

4.4.2. MATCH COMMISSIONER REPORTING

General considerations

- The Match Commissioner shall be aware of incidents occurring off the pitch, such as:
 - o racist or otherwise discriminatory and objectionable banners,
 - o chants as well as symbols and codes on clothes in the crowd,
 - o offences committed by players behind the referee's back,
 - o disorderly situations such as disturbances and discriminatory behaviour.

- The report shall contain an objective description of facts and not personal opinions such as e.g. “acted in bad faith”.
- Equally, the report shall primarily contain the personal observations of the match official in question. In cases in which an incident was witnessed by an assistant referee or the 3rd official, this situation shall be indicated in the report.
- Every incident shall be described in an accurate and complete manner. For example, the following information would be of particular relevance in the following cases:
 - o For incidents related to a red card shown to a player: if there was an injury; if the ball was in play; if the player immediately respected the order to leave the field of play;
 - o For incidents related to offensive, insulting or abusive language and/ or gestures: the exact words that were said and/or the exact gestures displayed as well as the addressee(s) of such;
 - o Spitting: against whom; indication of whether there was provocation beforehand;
 - o Political or racist banners, flags and other objects: the exact words/signs, etc. used on the banner; the time and duration during which the banners were shown; the place, size and visibility of the banners;
 - o Fireworks or missiles: number of objects; frequency; where the objects landed; from which sector they were thrown;
 - o Incidents caused by spectators: indication of followers of which team(s) involved; number of persons involved (from which sector).
- Furthermore, the information provided in the report shall, if possible, be substantiated by evidence such as photos of the incidents, banners, etc.
- After the match, the Match Commissioner shall remain seated until the referees, assistant referees and players have returned to their dressing rooms. Depending upon the atmosphere in the stadium, it may be advisable for him to watch the spectators leave the stadium for a while in order to be a witness to any disturbances.
- The match commissioner shall then go to the teams’ dressing rooms to ascertain whether any protests have been made.
- The match commissioner shall subsequently go to the referees’ dressing room to thank the referees and assistant referees.
- The match commissioner shall discuss any incidents that have occurred before, during or after the match with the referee and also check the details of players who were cautioned or sent off. He shall ensure that the referee has filled in his report correctly and objectively (without omitting any incidents). Any points that may seem unclear or irrelevant shall be clarified.
- If serious disturbances occur, the Match Commissioner must inform the head or Referees and the OC Event manager by telephone and then in a written report to be sent immediately by e-mail.
- After ensuring that all post-match reports have been duly sent to the OC Technical Office by e-mail, the Match Commissioner have to make sure that the originals match reports are delivered on time.
- The match commissioner shall keep a copy of all post-match reports to safeguard against loss or failed transmission.

Report content example

MATCH COMMISSIONER'S REPORT

| MATCH INFORMATION | |
|-------------------------|--|
| COMPETITION | |
| DATE | |
| VENUE | |
| GAME | |
| HOME TEAM | |
| AWAY TEAM | |
| KICK-OFF TIME | |
| MATCH COMMISSIONER NAME | |
| SPECTATORS | |

| RESULT-SCORE | |
|-----------------|--|
| HALF TIME SCORE | |
| FULL TIME SCORE | |
| PENALTIES ROUND | |

| INCIDENTS REPORTING | | |
|--|---|-----------------------------|
| Area | Examples/Considerations | Description of the incident |
| VENUE INFRASTRUCTURE | <ul style="list-style-type: none"> • Access issues/mixed circulation of client groups? • Changing rooms readiness/size/cleanliness? • Maintenance/hazards? | |
| PITCH | <ul style="list-style-type: none"> • Dimensions/marketing/limits/obstacles • Visibility/illumination • Flooring conditions/installation/performance • Benches/area/distance and security | |
| EQUIPMENT | <ul style="list-style-type: none"> • Problems with goals, balls? • Insufficient equipment, not homologated? • Scoreboard • Timing system | |
| KITS/UNIFORMS | <ul style="list-style-type: none"> • Issues with colour/design/other | |
| SPECTATORS | <ul style="list-style-type: none"> • Conflicts/ Dangerous attitudes • Dangerous situations/lack of security coverage • Display of inappropriate banners/chants/symbols/flags • Missiles/Fireworks | |
| TEAMS | <ul style="list-style-type: none"> • Abusive language/gestures • Provocation/Unsportsmanlike attitude • Incidents out of the field of play/ before and/or after the match | |
| REFEREES | <ul style="list-style-type: none"> • Misconduct • Missing occurrences linked to an important decision | |
| OTHER | <ul style="list-style-type: none"> • Other relevant incidents not related to the other areas | |
| Please, provide pictures and or footage if possible | | |

5. SERVICES

The Organising Committee shall inform the participating countries through the bulletins and its website about the possible and potential services and their costs.

Wi-Fi shall be available for all delegations for free.

Laundry services for teams' game kits shall be available at a low fee and taken care of by the Organising Committee.

Technical Officials

Technical Officials (TO) Services is complex and must not be underestimated. The Sport functional area must set up an efficient team early in advance.

In coordination with other relevant functional areas, the Technical Officials Services team is responsible for:

- NTOs recruitment in coordination with the Competition Manager and NSF;
- support services such as visa, invitation letters, flight tickets and accreditation;
- managing and delivering TO clothing / uniforms when requested;
- procuring suitable accommodation for the period required
(The accommodation for international Technical Officials must be in individual rooms);
- providing daily catering and transportation;
- ensuring that all TOs are properly qualified (in close cooperation with FISU);
- hosting Technical Officials' meetings;
- per diem and allowance payment.
- providing Match report and statistics

6. COMPETITION VENUE

The Organising Committee shall present during the inspection visit the layout of the competition venue(s). The complete layout must be sent to FISU Championships Department and FISU TCC for approval. This layout should include all competition and training areas as well as the different areas, accesses and services allocated for each client group taking part in the competition or involved in its delivery.

7. EQUIPMENT

Balls

The OC is responsible for providing the competition balls. It is recommended that ten new balls are required each day at competition venues hosting up to eight games per day. It is recommended that a minimum of eight balls are provided at each training pitch.

Approximately 100 FIFA-approved match balls are required.

Each team will receive training balls after the official draw as well as additional training balls upon arrival in the city comp. Only these balls delivered by The OC may be used for training and warm-up sessions in the official halls and at the official training sites.

Team equipment

Delegation Members and any other persons carrying out duties on the NUSF behalf are not allowed to display political, religious, commercial or personal messages in any language or form on their playing or team kits, equipment (including kit bags, beverage containers, medical bags, etc.) or body for the duration of their stay at the halls, training sites or any other areas where accreditation is required to gain access. Any violations shall be reported to the FISU Disciplinary Committee for the necessary sanctions to be imposed in accordance with the FISU regulations.

Each team shall inform FISU of two different and contrasting colours (one predominantly dark and one predominantly light) for its official and reserve team kits (shirt, shorts and socks). In addition, each team shall select two contrasting colours for its goalkeeper kits. These two goalkeeper kits must be distinctly different and contrasting from each other as well as different and contrasting from the official and reserve team kits.

Flying goalkeeper shirts must be the same exact model as the goalkeeper shirt. This information shall be sent to FISU on the team colour form. Only these colours may be worn during matches.

The Competition Manager will inform the teams of the colours that they shall wear for each match.

All the playing kits must be presented to the Competition Manager for verification of the colours and the preparation of the match allocation. This must happen during the General technical Meeting.

Throughout the Championship, each player shall wear the number assigned to him on the official players' list meaning that the same player must use the same number in all the different equipment, including the flying goalkeeper.

The player's last name or popular name (or abbreviation) shall be affixed above the number on the back of the shirt and shall be clearly legible in accordance with the FISU Equipment Regulations (optional).

The official and reserve team kits (including those of the goalkeepers and flying goalkeepers) shall be taken to every match.

8. TRAINING SESSIONS

The training sessions schedule should be drawn up by the FISU Technical Committee Chair together with the Organising Committee Competition Manager and provided to the participating teams as early as possible to make the planning as smooth as possible. The duration will be one hour on the court.

9. COMPETITION PROGRAMME

The competition programme shall be approved by the FISU Technical Committee Chair during the inspection visit and published on the website as soon as approved.

10. SPECIFIC MEDICAL AND ANTI DOPING CONTROL REQUIREMENTS

The venue medical plan shall be presented by the OC and approved by the FISU TCC during the inspection visit.

Doping Control

| TESTING DAY(S) | NUMBER OF TESTS | ESA | GHRF |
|----------------|-----------------|-----|------|
| 1 | 8 | 0 | 0 |

11. SPORT PRESENTATION

Sport presentation is the audio-visual presentation of a sport in each competition venue of a FISU World University Championship.

Sport presentation has become a vital instrument of major sport events and is key to delivering the Championships sports successfully. It aims to attract, educate, and entertain live audiences at the competition sites and elevates the sport experience for all client groups.

Sport presentation comprises elements such as video clips, sounds, announcements, Championship mascots, creation of fan teams, the involvement of cheerleaders and other innovative elements that increase the understanding of the sport and the attractiveness of the competitions.

It is complex and must be carefully planned to the second, as it can have a substantial impact on the operation of broadcasters and venue teams. Therefore, close collaboration and early communication with broadcasting, awarding ceremonies and the ICT is essential.

Sport presentation planning should ground on one common creative theme that fits with the specific the Championship concept. Nonetheless, as every sport has its own unique characteristics,

it is important that each sport presentation is tailored to the particular sport while still embracing the main theme.

Due to its complexity, FISU suggests the OC to consult expert advice for assisting the OC in developing their sport presentation strategy in an early stage of the event lifecycle.

Considering the importance of sport for the sport presentation planning, the OC is recommended to place sport presentation under the responsibility of the sport manager of the Organising Committee.

12. SPORT PRESENTATION

| DEADLINES | ACTIONS |
|------------------|---|
| Event -12 months | <ul style="list-style-type: none"> - Inspection Visit - Venue visit (FISU TCC) - Competition programme and venue medical plan approval (FISU TCC) |
| Event -6 months | <ul style="list-style-type: none"> - General entries (NUSFs) |
| Event -5 months | <ul style="list-style-type: none"> - Team Deposit (NUSF) - Team selection (FISU) |
| Event -3 months | <ul style="list-style-type: none"> - Quantitative entries (NUSFs) - ITO list (FISU - FIFA) - Competition draw (FISU) |
| Event -1 month | <ul style="list-style-type: none"> - Individual entries (NUSFs) - ITO cost (OC) - Event Handbook (OC - FISU TCC) |
| Event -1 day | <ul style="list-style-type: none"> - Accreditation & teams' confirmation (NUSFs) - Referee meeting (ITOs - NTOs - FISU TCC - OC) - General Technical Meeting (NUSFs - OC - FISU) |
| EVENT | |
| Event +1 month | <ul style="list-style-type: none"> - Final report to FISU |

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