



# **BALKAN VOLLEYBALL ASSOCIATION COMPETITIONS REGULATIONS**

**ADOPTED BY THE  
BVA GENERAL ASSEMBLY  
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# SECTION 1: BVA COMPETITIONS

## Chapter 1: Structure

### 1. BVA COMPETITION CATEGORIES

BVA competitions are composed of National Team competitions (indoor and beach volleyball) and Club competition.

BVA competitions are organized for both genders and in following categories:

- National team competitions:
  - o U20 Men
  - o U19 Women
  - o U19 Men
  - o U18 Women
  - o U17 Men
  - o U16 Women
  - o Senior beach volleyball
  - o U22 beach volleyball
  - o U20 beach volleyball
- Club competition:
  - o BVA Cup of clubs
- Festival:
  - o Balkan kids festival

The BVA Generals Assembly takes decisions related to age limits for the following competition season.

### 2. BVA COMPETITION GOVERNING RULES

Each match is played according to the Official Volleyball Rules, with balls prescribed by the BVA General Assembly, in a Competition hall approved by the BVA.

Each match is conducted according to the Official Volleyball Rules. Other documents may be also used with the Official Volleyball Rules.

Each match is organized in accordance with the FIVB Sports Regulations, CEV regulatory framework, this Regulations and FIVB decisions.

### 3. BVA COMPETITION CONTROL AND REFEREEING

#### *Competition control*

- The BVA is the governing body for all BVA competitions.
- The BVA sets the supervision and monitoring modalities regarding the organization of the BVA competitions.
- For each match or tournament, the BVA appoints a BVA Technical Delegate to supervise and monitor on the spot the organization and progress of such match or tournament. This person is the highest authority during such match or tournament.

- For a specific match or tournament of a BVA competition, the BVA may appoint additional person/s.

#### *Practical organization*

- For each tournament, the BVA appoints an Organizer as follows:
  - o During the BVA General Assembly (for national team competitions).
  - o Via a candidature set by the BVA (for the Cup competition).
- For each BVA competition, the National Federation of the Host country shall appoint a National Technical Delegate (person registered as a CEV or BVA Supervisor for that season) to support the organization of all matches in BVA National team competition and/or Club competition.
- National Federation appointed as Organizer, may grant its organization right to one of its members (regional volleyball associations and/or volleyball clubs). The National Federation remains responsible for the organization of such matches and/or tournament.

#### *Refereeing*

A match is conducted by the following referees:

- International referees for, International referee candidates and/or highest division National referees.
- Each National federation participating in BVA competitions (indoor competitions) will appoint one of later referee with its national team.
- For the Beach Volleyball competitions referees will be provided by the National Federation organizer of competition.

## 4. BVA CALENDAR AND CSCHEDULE

#### *General provisions*

BVA competitions should be organized each year during the periods defined by the BVA Technical Commission.

#### *Competition calendar*

For each BVA competition, the timetable of all matches of such competition - competition calendar - is set by the BVA Technical Commission and communicated via the Official Communications and/or Informational Bulletin.

All BVA competitions should be organized in the period may – august each year having in mind national team calendar of competitions organized by the CEV and FIVB.

#### *Match calendar and Daily match schedule*

For all BVA competition organized as a tournament, the match calendar and Daily match schedule are set in accordance with the Berger tables system.

The Organizer is bound to send match calendar and Daily match schedule to the BVA Office and BVA Technical Delegate for approval. BVA and/or BVA Technical Delegate either confirms the dates submitted and/or propose another schedule and starting times.

All matches of a BVA competition are organized according to the match calendar and Daily match schedule of such competition.

- A match starts as follows:
- Between 10:00 and 20:30 - Host city time.
- At least 5 hours after the end of a training session.
- At least 16 hours after the previous match of that team/s.
- At least 2 hours and a half after the previous match.

## 5. BVA COMPETITION SYSTEM

### *Competition method*

Each BVA competition is played according to the Round robin competition method.

The round robin competition method consists, for each Participant, of playing all other ones from the same pool. Each Participant plays 1 single-leg match (single round robin).

The standing of a Participant is based on the number of matches won during the pool.

In BVA competitions, points for won and lost matches are allocated as follows:

- 3 points for the winner 3:0 or 3:1 of a match.
- 2 points for the winner 3:2 of a match.
- 1 point for the loser 2:3 of a match.
- 0 point for the loser 0:3 or 1:3 of a match.

There is a tie between Participants when each Participant has the same number of matches won. In case of a tie, the standing of the Participants is established by using the following criteria in the following mentioned order, until the tie ends:

- In descending order by the number of allocated points for won and lost matches.
- In descending order by the set quotient resulting from the division of all sets won by all sets lost during the BVA competition.
- In descending order by the set points quotient resulting from the division of all set points scored by all sets points lost during the BVA competition.
- In descending order by the result/s of the match/es played between them.

### *Allocation of Participants*

A drawing of lots performed during the BVA Technical Commission annual meeting.

Each drawing of lots may be combined with a seeding of the Participants. Such seeding shall be performed according to one or more of the following items:

- The CEV National Federations ranking list.
- The determined standing in a previous BVA competition edition.
- The serpentine system.

In case of participation six or less national teams in BVA competition, only one pool is formed.

In case of participation seven or more national teams in BVA competition, two pools are formed. The champion of relevant BVA competition from previous year is seeded in one pool and organizer of the same competition in that year in second pool.

Allocation of the “visiting and “hosting” Participant status for a tournament is determined in accordance to the Berger tables system.

## Chapter 2: Organization, follow-up and control

### 1. PREPARATION – PRACTICAL ORGANISER

#### *Appointment of the Organizer*

A National Federation may be the Organizer of a match or tournament of a BVA competition. The National Federation may grant its organization right to one of its members (regional volleyball associations and/or volleyball clubs).

#### *Organizer of a tournament*

##### a. BVA Club competition

The organization of a BVA Cup tournament may be subject to a bid procedure set by the BVA in order to appoint the Organizer.

Any National Federation may apply in written to the BVA, using determined BVA Form, and shall provide the required information before the deadlines set by BVA Technical Commission.

The Organizer of the tournament appointed by the BVA is a National Federation which fulfilled all the requirements set in the bid.

##### b. BVA National Team competition

For the BVA national team competition the Organizer is appointed during the BVA General Assembly.

The interested National Federations applying for the organization of BVA national team competition on site during the BVA General Assembly.

If more than one National Federation is interested for organization of BVA national team competition, the Organizer will be appointed as follows:

- By mutual agreement by interested National Federations.
- By drawing of lots which will be performed immediately.

### 2. FOLLOW-UP AND CONTROL

#### *National Federation Responsible*

The National Federation Responsible verifies and supports the organization of all matches of the BVA competitions in the Host country.

A National Federation Responsible has the following profile:

- The person is a member of an institution of a National Federation,
- The person is able to communicate in English with people from different countries,
- The person is an expert in the CEV regulatory framework,
- The person is the main responsible from the National Federation for the Participants,
- The person is the main contact individual for the BVA.

### *BVA Technical Delegate*

The BVA Technical Delegate is the highest authority during the match and/or tournament such individual is appointed to.

A BVA Technical Delegate has the following profile:

- The person is a member, official, representative, employee, individual registered via a license or under the authority of a National Federation.
- The person is not a member of the CEV European Refereeing Commission, FIVB Referee Commission or FIVB Rules of the Games Commission.
- The person is not a BVA, CEV or FIVB Beach Volleyball Supervisor, active International referee or Candidate International referee.
- The person is able to communicate in English with people from different countries and the BVA about any topic related to the BVA competition.

A BVA Technical Delegate is appointed by the President and BVA Technical Commission.

Such BVA Technical Delegate is not a member, official, representative, employee, individual registered via a license or under the authority of a Participant to the match and/or tournament such individual is appointed to.

During all BVA competitions the BVA Technical Delegate is assisted by national Technical Delegate.

The duties of the BVA Technical Delegate are:

- To ensure that the match is played in accordance with the Official Volleyball Rules and organized according to the FIVB regulations, CEV regulatory framework and this Regulations.
- To conduct inspection visit of the site and all competition related facilities.
- To conduct Preliminary inquiry meeting and Technical meeting (if necessary) and fulfill all requirements related to them.
- To allow the entrance of a non-accredited individual in the Competition area.
- Those mentioned in the relevant BVA Guidelines for Technical Delegates.

In case of an absence of the BVA Technical Delegate, the national Technical Delegate or the appointed First referee for the relevant match shall fulfill the duties of the BVA Technical Delegate.



## Chapter 3: Participation

The provisions of this chapter apply for all BVA competitions. Depending of the BVA competition, such provisions are completed either by the provisions for National Team competitions or by the provisions for BVA Club competition.

### 1. GENERAL PROVISIONS

A Participant shall fulfill the requirements of these Regulations and comply with such regulations.

For all not covered by this Regulations CEV Volleyball Competition Regulations will apply.

A National Federation shall inform the BVA in case of any withdrawal from the tournament and/or other BVA official events.

### 2. TEAM ELIGIBILITY – REGISTRATION IN A BVA COMPETITION

A National Federation or a Club is eligible to participate to a BVA competition when it is registered to such competition and confirmed by the BVA.

The National Federation shall fulfill the required action and submit the relevant BVA form for each BVA competition it intends to register itself or a Club.

Registration by the BVA is confirmed by a written communication to the National Federation and/or Club.

For National Team competitions, a maximum number of Participants is not set.

For BVA Club competition, a maximum number of Participants is set to 8 clubs.

#### *Financial commitment*

- National Federations settled its commitments toward BVA and other National Federations.
- A National Federation agrees to comply with these Regulations, CEV regulatory framework and ensure that its members, officials, representatives, employees, individuals registered via a license or under its authority comply with them too.
- A National Federation investigates its Clubs' financial stability and guarantee the participation of the Clubs in BVA Cup competition.
- The Club settled its commitments toward BVA, National Federations and/or Clubs.

#### *Data*

A National Federation or Club provides the BVA with the complete, true and accurate data necessary to the organization of a BVA competition and promotion of Volleyball using relevant BVA official Forms.

A National Federation or Club authorizes the BVA to process its data for the purposes of media and marketing activities.

### *Anti-Doping Rules*

A National Federation or Club agrees to abide by the FIVB's Anti-Doping Rules and ensures that its members, Team delegation members, officials, representatives, employees, individuals registered via a license or under its authority agree to abide by such rules.

### 3. PLAYER ELIGIBILITY – REGISTRATION OF PLAYERS IN A BVA COMPETITION

A player is eligible to participate to a BVA competition when such player is registered to such competition and confirmed by the BVA.

The registration of the players (and team members) to a BVA competition are make using relevant BVA Forms.

Registration of a player in a BVA competition is denied in case such player is suspended by the FIVB and/or the CEV.

#### *Registration procedure*

The National Federation or Club (through its respective NF) shall apply for the collective license (players and team members) for each BVA competition it intends to register the player, by providing the relevant BVA forms.

The National Federation or Club (through its respective NF) shall apply for the registration of a minimum number of 10 players before the deadlines set in respective BVA forms.

A registration of the players (and team members) is free of charge.

#### *Validity of player license*

A player license is valid when the player is registered to a BVA competition.

A player license is only valid for the BVA competition the Participant applied for.

A player license ceases to be valid after the last match of the BVA competition.

#### *Anti-Doping rules*

The player agrees to abide by the FIVB's Anti-Doping Rules.

### 4. TEAM DELEGATION

#### *General provisions*

An individual is considered as a Team delegation member when such individual is mentioned in the relevant BVA form.

Only Team delegation members (the players and up to 5 Team delegation members, coach included) mentioned in the match scoresheet enter the Competition area during a match. The medical staff will have valid CEV, FIVB or IOC accreditation.

The coach shall select up to 4 of them and inform the BVA Technical Delegate at the Preliminary Inquiry. A Participant may change one or more of these persons no later than 1 hour before the start of the match, without any valid reason.

The Team manager and the Journalist are not allowed to sit on the team bench.

### *Composition of delegation*

For a BVA competition, a Team delegation is composed of following persons:

- a. National team competitions (indoor):
  - 10-12 players.
  - 6 team officials (coach, assistant coach, second assistant coach, team manager, medical doctor and therapist).
  - 3 extra persons.
- b. Beach volleyball competitions:
  - 2 players (per team).
  - 2 team officials (coach and team manager).
- c. BVA Cup competition:
  - 12-14 players.
  - 6 team officials (coach, assistant coach, second assistant coach, team manager, medical doctor and therapist).
  - 5 extra persons.

In case of absence of a Team delegation member, such individual may be replaced but only by another individual assuming the same duties of the same role. If not replaced, the number of the Team delegation members is reduced accordingly.

A Participant shall have the minimum number of players mentioned in previous text.

For each tournament, the Participant shall inform the BVA about its Team delegation composition, captain and appointed Liberos by providing the relevant BVA forms.

### *Selection procedure*

For each match, the Team delegation of a Participant is composed of members who fulfill the following requirements:

- Each Team delegation member is mentioned in the relevant BVA bis form.
- Each Team delegation member is confirmed during the Preliminary inquiry.

### *Players*

For each match of a National Team competition, a first selection of registered players is included in the first relevant BVA form. A second selection with a reduced number of players from the first BVA form is included in the relevant BVA bis form.

For each match of a BVA Cup competition, a first selection of registered players is included in the first relevant BVA form. A second selection with a reduced number of players is included in the relevant BVA bis form.

A player is considered to have played a match when such individual is mentioned in the scoresheet of such match.

The maximum number of players in each relevant BVA form is according to the following:

- Among the selected players, a number of specialist defensive players - Liberos - are designated according to the following:
  - o For a Team composed of 12 - 14 players, up to two Liberos.
  - o For a Team composed of 11 players or less: up to one Libero.

- The designation of one or more Liberos does not influence the maximum number of players mentioned.

#### *Change of players after the selection procedure*

A Participant may change a player under the following conditions:

- A maximum of 2 players may be changed.
- Change is justified by duly proven medical reasons or force majeure.
- Change is done before the preliminary inquiry.

Notwithstanding to later, a Participant may change one or more designated Liberos no later than 1 hour before the start of the match, without any valid reason.

#### *Medical doctor and Therapist*

A Therapist is a person certified as a physical therapist, athletic trainer, chiropractor or equivalent by the relevant health authorities. This person holds a degree certifying a minimum of 3 years of university level education.

The Medical doctor and Therapist may present an official IOC, FIVB or CEV accreditation. In the absence of such accreditation, the Medical doctor and Therapist are not granted access to the Competition area during a match.

Only upon request of the BVA Technical Delegate and in case of an injury, a non-accredited Medical doctor and Therapist may enter the Competition area during a match.

#### *Team manager*

A Team manager is able to communicate in English with people from different countries. He is experienced in team management at the international level.

The duties of a Team manager are:

- To be present during all matches of the Participant in a BVA competition.
- To ensure the presence of the Team delegation members at the relevant events.
- To attend, when organized, to the Preliminary inquiry and Technical meeting and fulfill the requirements related to them.
- All other duties mentioned in the relevant BVA Guidelines.

#### *Journalist*

A team in its delegation may have Journalist.

That person will be Volleyball expert, able to communicate in English with people from different countries and qualified enough to act like a professional journalist or media/public consultant.

#### *Observer*

Each Participant in a BVA competition may send observers to a match or tournament of such competition in which it does not play. Observation of a training session is prohibited.

An observer is not a Team delegation member.

The Participant shall provide the Organizer with a written request, at least 5 days before the concerned match. Such request includes a commitment to use the collected data for non-commercial purposes and to grant access to these data only to the Team delegation members, officials, representatives, employees of the Participant.

An observer may record a match.

## 5. EQUIPMENT

### *General provisions*

The Team delegation equipment is composed of the following:

- The player's equipment.
- The Team official equipment.
- The Team accessories.

### *Player's equipment*

The player's equipment is composed of the following:

- The Uniform, composed of the shirt, shorts and socks,
- The sport shoes.

### *Uniform*

The Uniform is according to the following:

- Have an athletic look, follow the bodyline and not be loose or baggy.
- Have all letters and numbers in Latin characters and in a contrasting color to the background on which they are displayed.
- Have the shirt and shorts numbered from 1 to 22.

For Women players, the Uniform may be in one piece.

Each national team and/or Club shall have a minimum of 2 sets of Uniforms, each one of a contrasting color.

### *Shirt*

The front side of the shirt is according to the following:

- The player number is centered and the distance between the lowest point of the collar and the front number is a maximum of 15 centimeters.

The back side of the shirt is according to the following:

- The player's name - family name or nick name - is centered.
- The player's name letters height is a minimum of 4 centimeters.
- The player's name letters width is a minimum of 0.5 centimeters.
- The distance between the lowest point of the collar and the player's name is between 3 and 6 centimeters.
- The player number is centered below the player's name and the distance between the player's name and the player number is a maximum of 15 centimeters.

The names of the players on the national team uniforms are not mandatory.

The sleeves of the shirt are according to the following:

- Short sleeves or absence of sleeves are authorized.
- Long sleeves are prohibited.
- Numbers are prohibited.

### *Shorts*

The short is according to the following:

- The player number height is between 4 and 6 centimeters.
- The player number stripe width is a minimum of 1 centimeter.
- The player number is on the right or left side of the short.

#### *Shoes*

Shoes and manufacturers may differ in design but the basic colors should be similar.

#### *Team official equipment*

All Team officials in the Competition hall shall be dressed in an identical manner, with the sole exception of the Therapist.

#### *Track suit*

The track suit or any other clothes worn by the players in the Training hall or in the Competition hall fulfill the requirements of the Uniform.

#### *Medical protective clothing*

Compression pads are approved, but are required to be of the same color design as the Uniform. No padding is allowed in the forearm compression pads, as it provides advantages to the players' performances. Neutral colors, black or white are acceptable. Teams using compression pads must be uniform in color /design for all players.

## 6. DEFAULT, WITHDRAWAL AND INCOMPLETE PARTICIPANT

A Participant, declared in default, forfeits the relevant match. Result of such match is 3-0, with 25-0 for each set, in favor of the non-defaulting Participant.

In a BVA Cup competition, a Participant withdrawal entails the loss of the right to participate during the next seasons of that competition.

A Participant, declared incomplete for a set of a match or for the match, loses the set or the match.

A late withdrawal of the National Federation of Volleyball Club from the Competition (i.e. withdrawal 30 (thirty) days before the Competition) will consequently lead to payment of one half of overall participation fee to the organizer of the match/tournament.

## **Chapter 4: BVA Cup of clubs**

The BVA Cup of clubs is the only Club competition running under the authority of BVA. The BVA Cup of clubs organized on annual basis in men and women category.

### *Formula*

Maximum 8 teams could be accepted to take part in BVA Cup.

Technical Commission may accept to organize a regional elimination upon request and upon the number of participants before the final four.

Team organizing the Final Four will qualify to the Final regardless their results at qualification round.

Organizers of a pool with three teams must arrange to have a day off for their team on the second day, enabling the visiting Teams, one to arrive later and one to leave earlier.

It is mandatory for BVA Cup Matches to start no earlier than 16.00 local time.

### *Confirmation of participation*

The confirmation of participation of the qualified teams should be done by 15 June each year through the respective national federation which will also be responsible for their participation.

### *Right of participation*

Each Federation may nominate one men and one women team. These teams must be the best ranking team which is not participating in CEV European Cups for the following season and must be interested to participate in the BVA Cup and must confirm that in case of being BVA Cup Winner, it will continue to compete in the CEV Volleyball Challenge Cup.

By confirming, the clubs will also accept to realize the financial obligations of taking part in CEV Volleyball challenge Cup.

All players having the right to participate with their team in the National championship of their country may be eligible to play in the BVA Cup provided that they are included in a form signed by the club and the respective National Federation and with the exception of the following.

Each player can participate only with one team in the BVA Cup per year, i.e. if he/she is included in the form of one club and then transfer to another club participating in the BVA Cup, he/she is not eligible to play with the new club.

### *Drawing of lots*

A drawing of lots for the composition of pools will be held after receiving the confirmations from the clubs wishing to take part in BVA Cup with the responsibility of the BVA Technical Commission President and the BVA General Secretary.

An ad-hoc Balkan Cup sub-Commission of the Technical Commission consisting of these two persons is authorized to take any decision required for the dates and places of the tournaments of BVA Cup as well as for the appointment of the Technical Delegates.

### *Officials*

In all BVA Cup pools a neutral Technical Delegate will be nominated and will receive 50 Euros per day by the organizing club. His/her travel costs will be covered by the club of his/her Federation of origin, while his/her accommodation will be covered by the organizer.

Each participating team must be accompanied by a referee appointed by the respective National Federation. His/Her travel costs and per diem (50EUR per day, including the days of travel) will be covered by the club they travel with, while his/her accommodation will be covered by the organizer.

### *Identification of BVA Cup*

In BVA Cup competitions the organizer must reassure the existence of at least one banner with the logo of BVA including the CEV and the FIVB corporate logo and one with the name of the competition (Competition Title in English Version) in order to increase the visibility of the competition and the corporate identity of the BVA.

All organizers must reassure the existence of the above banners in a central place of the Sports hall (preferably on the left or the right side behind the first referee). All other banners or advertising materials outside the sports hall can be printed in the mother language of the organizing club. The technical delegates will have the power to impose the application of this decision.



## Chapter 5: Information and BVA forms

### 1. INFORMATION PROVIDED BY THE PARTICIPANTS

Registration of a Club or National team in a BVA competition is done using the relevant BVA Form – BVA-05 Form (team registration) and BVA-05bis Form (final team registration).

The later forms are sending to the BVA Secretariat via e-mail.

Purposes of such a form are, for a Club or a National Federation is to provide the BVA and the Organizer with all necessary information related to participating team.

The deadline for sending the BVA-05 and BVA-05bis forms are mention on the forms.

### 2. INFORMATION PROVIDED BY THE ORGANISER

The National Federation organizer of the competition will send to BVA Secretariat, BVA Technical Commission President and BVA Technical Delegate the Information Bulletin No 1 30 (thirty) days before start of the relevant competition.

The Information Bulletin No 1 will consist of following information:

- Information related the organizer (including payment instruction).
- Information related to the participating teams and competition system.
- Information related competition venue, transportation, accommodation and training/competition hall.
- Information related to training, competition and match schedule.
- Information related to place and time of Preliminary inquiry and Technical meeting (if any).
- Information related to the composition of team delegation.
- All other information considering the organization and running of competition.

### 3. INFORMATION PROVIDED BY THE BVA TECHNICAL DELEGATE

#### *Match information*

The following documents are sent via e-mail or fax to the BVA Secretariat:

- BVA-12 Form – match result report (immediately after the each match).
- The minimum 20 high quality photos from the each match (immediately after the each match).
- BVA-12 T Form – team ranking per pool (after the last match of competition day).

#### *Post event report*

A post event report is sent via post office.

The post event report is composed by the BVA Technical Delegate.

Purpose of such documents is to receive feedback and specific items related to organized BVA competition.

Those documents are:

- BVA-03-T FORM - INSPECTION VISIT FORM OF BVA TECHNICAL DELEGATE.
- BVA-10 FORM - PRELIMINARY INQUIRY.

- BVA-11 FORM - CHOICE OF UNIFORM COLOURS.
- BVA-12 FORM - MATCH RESULT REPORT.
- BVA-13 FORM - REPORT OF THE BVA DELEGATE.
- SCORESHEET FROM EACH MATCH OF THE COMPETITION.

## SECTION 2: REFEREEING

### 1. MATCH OFFICIALS

#### *Referees*

A referee of a BVA competition matches has the following profile:

- He is a Highest division national referee, International referee candidate or an International referee.

A referee is appointed by his/her National Federation whose National team / Club participate in BVA competition.

Each National Federation is obligated to send one referee with its team participating in BVA competition.

A referee is appointed to the match / tournament according to the evaluation of such referee and the criteria such as the referee status, experience or medical examination.

#### *Duties*

The duties of a referee are:

- To conduct a match in accordance with Official Volleyball Rules.
- To attend, when organized, the following events and fulfill the requirements related to them:
  - o The Technical meeting.
  - o The daily refereeing meetings.

In case of an absence of the First referee, the appointed Second referee shall fulfill his duties and the Reserve referee shall fulfill the duties of the Second referee.

In case of an absence of the Second referee, the Reserve referee shall fulfill his duties.

### 2. NATIONAL TECHNICAL OFFICIALS

For each match, the National Federation organizer shall nominate a number of National Technical Officials as follows:

- One Statistician (if possible).
- One Scorer.
- Four Line judges.
- Five Ball retrievers.
- Four Quick moppers.

The National Federation organizer shall nominate one Reserve referee.

The National Federation organizer shall nominate other referees if participating team arrive without a referee.

The organizer shall nominate reserve individuals in order to replace, if necessary, an appointed National Technical Official.

#### *Duties*

The duties of a National Technical Official are:

- To fulfill his duties mentioned in the Official Volleyball Rules.
- To comply with the relevant documents.

- To attend the Refereeing clinic (if organized).
- To attend, when requested, the daily refereeing meetings.
- To follow the instructions of the BVA Technical Delegate and referees.

### 3. DOCUMENTS

In a match, the following documents may be used:

- CEV Match Protocols.
- CEV Guidelines for Line Judges.
- FIVB Refereeing Guidelines & Instructions.
- Refereeing Case Book.

The Official Volleyball Rules always prevail on such documents.

## SECTION 3: MEDICAL

### 1. ANTI-DOPING RULES

The FIVB is the Anti-Doping Organization responsible for adopting rules for initiating, implementing or enforcing any part of the Doping Control process in the sport of Volleyball.

The FIVB's Anti-Doping Rules, included in the FIVB Medical & Anti-Doping Regulations, apply for each, any and all doping related items in a BVA competition.

In particular, the FIVB's Anti-Doping Rules apply to the definition of Doping, the meaning of particular words related to Doping, the anti-doping rule violations, the Doping Control, the sanctions, the consequences for Participants, the amendment and the interpretation of the FIVB's Anti-Doping Rules.

A National Federation or Club, its members, Team delegation members, officials, representatives, employees, individuals registered via a license or under its authority shall agree to abide by the FIVB's Anti-Doping Rules in order to be registered and/or accredited in a BVA competition.

### 2. CERTIFICATES AND FORMS

#### *Team officials and Extra-Team officials*

Each Team official and Extra-Team official shall undertake the FIVB Anti-Doping education programme, available online: <http://playclean.fivb.com>.

After the successful completion of such programme, a certificate is issued. For each BVA competition, such certificate is presented during the Preliminary inquiry.

#### *Players*

Each player shall undertake the FIVB Anti-Doping education programme. After the successful completion of such programme, a certificate is issued.

#### *Health certificate*

The medical doctor, who performs the medical examination, shall complete the BVA health certificate - BVA M-4 form - and sign it.

Such certificate is valid when the following additional requirements are fulfilled:

- The Player and the medical doctor signed it,
- It is issued no earlier than one months before the first match of the player in a BVA competition,
- Its issue date is written on it.

Such certificate becomes null and void after one year from its date of issue.

In case of an injury or illness which prevents the participation in a BVA competition, the player shall present another BVA health certificate.

### *Facilities*

When needed, an ambulance is available at the entrance of the Competition hall within 10 minutes.

Such ambulance is equipped with resuscitation equipment and specialized medical staff.

### *Medical personnel on site*

During the matches one medical doctor and one medical technical will be present in the Competition hall.

These persons will be clearly marked and placed next to the playing area.

## 3. NUTRITION FOR PLAYERS DURING A BVA COMPETITION

During a BVA competition, nutrition for players is according to the FIVB Medical & Anti-Doping Regulations.

## 4. ACCREDITATION FOR MEDICAL DOCTOR AND THERAPIST

The accreditation concerns the Medical doctor and/or Therapist registered as a Team delegation member.

The accreditation grants the right to access the Competition area during a match. CEV, IOC and FIVB accreditations are accepted in a BVA competition.

## 5. INSURANCE

The National Federation whose team participate in BVA competition will provide insurance for its national team for the travel and the stay during the BVA competition.

## 6. RELATED DOCUMENTS

The following regulations should be used additionally:

- The FIVB Medical & Anti-Doping Regulations,
- The World Anti-Doping Code,
- The annual List of Prohibited Substances and Methods,
- The International Standards,
- The WADA Guidelines.

## **SECTION 4: ORGANIZER**

### **1. APPOINTMENT OF THE ORGANISER**

The organizer of the BVA Competition is appointed during the BVA General Assembly (for the national team competitions – volleyball and beach volleyball) and by the beading process (for the BVA Cup of clubs).

In case more than one national volleyball federation interested for organization of BVA competition, the organizer will be appointed by drawing of lots.

### **2. BVA VOLLEYBALL COMPETITIONS REGULATIONS**

An Organizer shall fulfil the requirements of these regulations and comply with them, according to the level of quality expected.

For anything which is not included in this Regulation the CEV Volleyball Competition Regulations will be used.

### **3. STAY PERIOD**

All participants in BVA competitions (volleyball and beach volleyball) will arrive to the competition venue one day before official start of the competition no later than 16,00 hours.

The BVA Technical delegate and appointed referees will arrive with its national team delegations.

The travel expenses for this persons are born by the national federations they represented.

### **4. FACILITIES**

The Organizer shall set the facilities mentioned in this chapter in accordance with the provisions of this chapter.

The Organizer shall ensure that all facilities required by these regulations are exclusively available for the hosting and staging of a matches of BVA competition from the day before the first official training session in the Competition hall to the day after such matches, according to these regulations and in particular the Competition calendar, Match calendar and Daily match schedule.

### **5. COMPETITION HALL**

The Organizer shall use a Competition hall approved by the BVA (if the Hall in not approved by CEV).

The BVA approves a Competition hall when such hall fulfils the required category for a BVA competition.

The BVA grants either a full, exceptional or temporary approval.

The Organizer shall provide pictures and an architectural plan of the Competition hall to the BVA in case such hall is not yet approved by the BVA.

### *Number of Competition halls*

A maximum of 4 matches per day is organized in a Competition hall.

The Organizer shall select an additional Competition hall in case the maximum number of matches per day is reached in the previous Competition hall.

### *Categories of Competition halls*

A Competition hall is classified according to the following table:

Competition hall category	Minimum height	Minimum surface of Competition hall	Minimum lightning	Minimum seating capacity
1	12,5 meters	37 x 26,5 meters	1.250 lux	5.000
2	10 meters	37 x 25 meters	1.000 lux	3.000
3	9 meters	37 x 25 meters	1.000 lux	2.000
4	8 meters	37 x 25 meters	1.000 lux	1.500
5	8 meters	37 x 23 meters	1.000 lux	1.000
6	7 meters	36 x 21 meters	800 lux	700
T	7 meters	31 x 19 meters	500 lux	-

The height is measured from the surface of the Playing area to either the lowest point of the roof or to any obstacle above the Playing area.

### *Official Volleyball Rules*

Requirements of a Competition hall mentioned in the Official Volleyball Rules are set according to such rules.

- The Free zone measures 5 meters from the side lines and 6.5 meters from the end lines.
- The playing surface is a wooden or synthetic surface with white colored lines. The Playing court and the Free zone should be colored differently from each other but not in white.
- The attack line is extended by the addition of a broken line from each side lines, composed of 5 short lines with a 15 centimeters length and 5 centimeters width; drawn 20 centimeters from each other to a total length of 175 centimeters.
- The coach's restriction line is a broken line parallel to the side line which marks the limit of the coach's area of operation. It is parallel to the side line, at 175 centimeters from it and starts from the attack line to the end line. It is composed of short lines with a 15 centimeters length, 5 centimeters width and drawn 20 centimeters from each other.
- One warm-up area is set in each corner of the bench side of the Competition area, outside the Free zone. A warm-up area is a 3 meters square.
- The posts supporting the net are placed at a distance of 1 meter outside the side lines.
- A 5 balls system is used.

### *Playing area*

A sports floor is either a wooden or synthetic one and covered with non-slip paint or absorbent material.



### *Lighting*

The lighting equipment is positioned according to the following requirements:

- The lighting intensity is identical across the Playing area.
- The lighting does not dazzle the players.
- There is no shadow on the Playing court.

The lighting intensity on the stands is half of the Playing area's one.

### *Temperature*

The temperature is from 16 to 25 degree Celsius.

Air conditioning may be required.

### *Flags*

The BVA flag and the flags of the countries of the Participants are displayed together inside the Competition hall. For National Team competitions, such flags are also displayed outside the Competition hall.

Other acceptable flags may be displayed in the Competition venue but not with the BVA flag and the countries flags.

Other requirements of a Competition hall

### *Power connection*

A power connection with an adequate number of power sockets is set into the Competition hall for all tables (e-scorer, BVA Technical delegate, statistician/if used, Medias, etc.) and the Team benches.

### *Internet connection,*

An Internet connection is set into the Competition hall via a physical and/or wireless network.

### *Mixed zone*

A Mixed zone is set in a corner of the Competition area, outside the Playing area, with a minimum dimension of 20 meters square.

The Mixed zone is equipped with the BVA backdrop.

### *Tables*

The following tables are set:

- One BVA official table.
- One scoresheet table.
- One Team statistics table.
- Media tables.

### *BVA identification markers*

The Organizer shall display the BVA flag.

## 6. TRAINING HALL

The Organizer shall use, when required, a Training hall which complies with the minimum requirements of category T.

The playing surface is a wooden or synthetic surface. Volleyball lines are clearly visible.

The posts supporting the net are placed at a distance of one meter outside the side lines.

The Playing area is set according to the Official Volleyball Rules.

## 7. CHANGING ROOM

There is one Changing room for each of the following group of individuals:

- The first Team delegation.
- The second Team delegation.
- The referees.
- The National technical officials.

In case of individuals from different gender in a group, an additional Changing room is provided for the other gender.

## 8. WORKFORCE

The Organizer shall nominate and/or appoint an adequate number of individuals.

The Organizer shall ensure that individuals, under its authority or it nominates or appoints according to these regulations, are skilled and trained enough to exercise and fulfil their assigned duties.

## 9. CLOTHING

Individuals with the same role are dressed identically. Individuals with duties to be fulfilled in the Competition/Control area are dressed in a uniform and in a professional manner.

The individuals of the following groups are dressed identically among these groups:

- Courtside assistants.
- Line judges and Scorer.

The Organizer shall provide the clothes.

## 10. ORGANISING COMMITTEE

The national federation will appoint person (Organizing director) for the contact with the BVA and BVA Technical delegate.

## 11. GUIDE

The Organizer shall appoint a Guide to each Team delegation for its entire stay in the Host country.

The person should speak the language of the Team delegation such person is appointed to and/or English language.

A Guide shall accompany the Team delegation during its transportation, training session, match and meals.

#### 12. ASSISTANT OF A BVA TECHNICAL DELGATE

The Organizer shall appoint the Assistant for the BVA Technical delegate (national Technical delegate) for all national team competitions with 8 and more participants.

A national Technical delegate shall fulfill the duties of the BVA Technical delegate when required. An Assistant may only replace the BVA Technical delegate for a maximum of one match per day.

#### 13. MATCH ANNOUNCER

A Match announcer is able to communicate in English and in the native language of the Organizer with people from different countries.

#### 14. LOCAL MEDICAL DOCTOR

A Local medical doctor is the individual responsible for all medical related topics of the Organizer.

The duties of a Local medical doctor is to coordinate all medical related items

#### 15. LOCAL PRESS OFFICER

A Local press officer is the individual responsible for all press related topics of the Organizer.

The duties of a Local press officer are:

- To collaborate with the BVA Press officer.
- To create and distribute information to the BVA and the media.
- To provide the BVA with the required information.
- To develop a professional, national, regional and local media campaign.
- To provide the media attending and not attending the match with information.
- To conduct operations in the Mixed zone.

#### 16. LOCAL PHOTOGRAPHER

The Organizer shall appoint a Local photographer.

A Local Photographer shall provide the BVA with high quality pictures (minimum 15 high quality pictures from any match).

## 17. TRANSPORTATION

The Organizer of BVA competition will provide transportation as follow:

- Local transportation between the arrival and departure venue, the Competition venue, the Training hall and the hotels.

### *Arrival and departure venue*

The Organizer shall use an arrival and departure venue according to the following requirements:

- The venue is either an international airport, a train station or a bus station.
- The venue hosts regular transport companies.
- The venue is the closest venue to the Host city.
- The distance between the venue and the Competition venue is 200 kilometers maximum and 3 hours transportation maximum by bus.

The Organizer will announce arrival and departure venue in the Official Bulletin provided to all participating teams one month before start of the competition.

### *Travel of the BVA Technical delegate and referees*

A BVA Technical delegate and referees shall arrive to the competition venue with the national teams of the country they are coming from.

The travel expenses of the BVA Technical delegate and referees born by the national volleyball federation of the country they are coming from.

### *Local transportation*

Local transportation is arranged as follows:

- For a Team delegation: by bus.
- For a BVA Technical delegate and referees: by car.

Local transportation for a training session or match is arranged as follows:

- The Team delegation arrives 15 minutes at the Training hall before the start of the training session.
- The Team delegation arrives 75 minutes at the Competition venue before the start of the match.

Local transportation of Team delegations takes place in separate busses but with the same standards of transportation.

## 18. ACCOMMODATION

The Organizer shall use hotels of good category (minimum 3 star) located within a radius of 30 kilometers and 30 minutes by car from the Competition venue.

A laundry service is provided when Participants play more than one match on consecutive days. The cleaned items are returned the next day, before departure for the next match.

An internet connection is available for the BVA Technical delegate, referees and Team delegations.

BVA officials and referees are accommodated in single rooms.

A Team delegation is accommodated in twin rooms and single rooms as follows:

- 8 twins and 4 singles for 14 players and Team officials (for the BVA Cup competition) as well as 2 twins and 1 single for 5 Extra-Team officials.
- 7 twins and 4 singles for 12 players and Team officials (for the national team competitions) as well as 1 twin and 1 single for 3 Extra-Team officials.

When the maximum number of players, Team Officials and Extra-Team officials is not reached, the number of rooms is reduced accordingly.

In a Team delegation hotel, the Organizer shall ensure that one room is made available and equipped to ensure the following during its stay:

- Such room is used for the meeting and video analysis of the Team delegation.
- Such room is set according to professional and high level standards.

When the Organizer shall accommodate more than 4 Team delegations, it shall use multiple hotels of similar standard and distribute the Team delegations evenly.

The Organizer shall inform each Participant about the maximum accepted number of additional persons which are not Team officials or Extra-team officials. The Organizer shall communicate the costs of the accommodation, meals and local transportation to the concerned Team delegation.

## 19. NUTRITION

The Organizer shall provide the following:

- 3 meals per day: breakfast, lunch and dinner.
- 2 warm meals per day.
- Adequate quantity of mineral water in closed bottles without gas and soft drinks; during and after a meal, match and training session.

Team delegations, BVA Technical delegate and referees are provided the meals available at their arrival and departure hours.

During the day of a match, before or after such match, the Organizer shall provide an additional light snack.

## 20. MEETINGS

Meetings are either arranged in the Competition venue or in one of the hotels used by the Organizer.

On the day before the start of each match or tournament of a BVA competition, the Organizer shall arrange the following meetings, according to the following descending order:

- Inspections.
- Preliminary inquiry.
- Technical Meeting (if needed).

The final inspection is held at the convenience of the BVA Technical delegate after the initial inspection, when no other activity takes place in the Competition hall.

#### *Inspections of the competition hall*

During the initial inspection, the Organizer shall present to the BVA Technical delegate a ID card of Competition hall.

After the initial inspection, the Organizer shall perform the requested instructions of the BVA Technical delegate no later than 3 hours before the start of a match or tournament. The BVA Technical delegate shall approve the performed action.

For the final inspection, the Organizer shall present the Competition hall under match conditions.

#### *Preliminary inquiry*

A preliminary inquiry is carried out by the BVA Technical delegate.

Purposes of such meeting are as follows:

- To confirm the final list of Team delegation members participating to a match.
- To allow the use of a camera.
- To verify the fulfilment of requirements mentioned in these regulations.

The following individuals, when appointed, shall attend this meeting:

- The BVA Technical delegate.
- The Organizing director.
- The Team manager.

The Team manager shall present to the BVA Technical delegate the following elements:

- The FIVB Anti-Doping education programmer certificate for each Team member.
- The health certificate.
- The passport or national identity card.
- For the Medical doctor and/or Therapist: the accreditation.
- The required number of Uniforms samples of the captain and Libero.
- The advertisement certificate for National Team competitions only.

#### *Technical meeting*

A Technical meeting is carried out by BVA Technical delegate and should start no later than 22:00.

The purpose of such meeting is to provide information concerning the match or tournament.

The following individuals, when appointed, shall attend this meeting:

- The BVA Technical delegate.
- The Organizing director.
- Other relevant representatives of the Organizer.
- All Team managers.
- All Coaches.
- All Referees.

### *Daily meeting*

A Daily meeting is held after the last match of a day or the next morning and carried out by the BVA Technical delegate.

The purpose of such meeting is to settle all issues stemming from the previous day.

The following individuals shall attend this meeting:

- The BVA Technical delegate.
- The Organizing director.
- Other relevant representatives of the Organizer.
- Referees.

## 21. ACCREDITATION AND SECURITY

### *Accreditation*

The Competition venue is divided into various areas which access is either open to the public or restricted.

For a restricted area, an accreditation is necessary to enter such area. The grant of an access to a restricted area is based on the duties of the individual mentioned in these regulations. An accreditation plan sets the various areas an individual may enter.

The Organizer will provide the accreditation cards for each participant of BVA Competition.

### *Security*

The Organizer shall set the adequate measures and provide the adequate means to ensure the following:

- The match and its side events run smoothly.
- The Organizer workforce is trained to face any disturbance or issue related to an international sport event in a Competition hall.
- The safety of any individual present in the Competition.

The Organizer shall inform well in advance the local authorities and collaborate with them regarding all the necessary measures to be taken.

## 22. CEREMONIES

The Organizer and Team delegations shall comply with the CEV Awarding and Closing Ceremony Manual.

### *Opening ceremony*

The opening ceremony should take place before the match of the team of the Organizer and should last approximately 10 minutes.

### *Awarding and closing ceremony*

The awarding and closing ceremony takes place within 10 minutes after the last match of a BVA competition.

The Awarding and closing ceremony manual will be provided by BVA.

### *Medals*

Each Team delegation member receives a medal after the last match of a BVA Competition according to the following:

- A gold, silver and bronze medal for a Participant placed first, second or third (for the national team competitions and club competition).
- A gold or silver medal for a Participant placed first or second with the last match played as a match not in a tournament.
- A gold medals for the all Participants of BVA Kids Festival.

The BVA provides a maximum number of 20 medals per Participant.

### *Individual awards*

Individual awards are granted to the best players of a BVA competition.

The following individual awards may be granted:

- Fair Play.
- Best Libero.
- Best Middle Blocker.
- Best Outside Spiker.
- Best Opposite.
- Best Setter.
- Most Valuable Player (MVP).

The Organizer of a BVA competition shall produce individual trophies.

## 23. ANTHEM

The national anthems of the teams will be used only during final matches of BVA national team competitions.

## 24. TRAINING SESSIONS

All training sessions shall take place between 8:00 and 21:00. The training session of any Participant ends at least 5 hours before the start of the match of such Participant.

The conditions of the training sessions are even for all Participants.

The training sessions are held under match conditions, unless it is held in a Training hall.

The training sessions per Participant are set as follows:

- On the day prior to the match or tournament: one training session of 90 minutes.
- On the day of the match or tournament: one training session of 60 minutes for National Team competitions and up to 90 minutes for Club competitions,



## SECTION 5: MARKETING

In order to increase visibility of the BVA and BVA competitions, the organizers of BVA competition will produce and use following advertising material on site:

1. Banners.
2. BVA backdrop.

The BVA will provide layouts of all banners and backdrop.

The layouts will be upload on the BVA website (<http://www.balkanvolleyball.org>) in section DOWNLOADS.

The layouts will be sent to all organizers of various BVA competitions each year 30 (thirty) days before start of relevant competition.

It is organizers obligation to produce all above mention advertising and promotional material.

### *Banners*

The following banners will be used during the organization of BVA competitions:

- BVA banner.
- Competition title banner.
- BVA sponsor banner (if any).
- CEV Fair Play banner.
- CEV Green Way banner.

The dimension of BVA banners will be 3 x 1 meter.

### *BVA backdrop*

The organizers of all BVA competitions will use BVA backdrop during the following events:

- Technical meeting.
- Press conferences.
- All official matches.

The dimension of BVA backdrop will be 3 x 1,8 meter (see Annex 1).

The organizers of BVA competition will comply with all provisions of this Section of BVA Competition regulations.

## SECTION 6: FINANCE

In order to be registered in a BVA competition, a Club or a National Federation shall settle its debts towards the BVA, other Clubs and National Federations before the annual BVA General Assembly in the year proceeding to BVA Competition.

In case of an absence of compliance by the National Federation of this obligation, such National Federation or the relevant Club is denied registration to the BVA competition until all debts are paid.

### *Contribution fee*

The contribution fee is a fee paid for each Team delegation member to the Organizer, in order to contribute to its Team delegation accommodation.

The contribution fee is calculated according to the period of the of a BVA competition.

Such period includes the arrival and departure days. Those days are counted together as one day. The actual Team delegation stay is irrelevant and is not taken into consideration in the calculation of this fee.

The contribution fees for the BVA Competitions will be as follow:

- 30 EURO per person per day for national team competitions.
- 40 EURO per person per day for BVA Cup competition.

If the one national federation participates in two BVA national team competitions, then BVA pays participation for one competition. If they participate in four competitions, BVA pays for two.

### *Uniform fee*

The fee for advertising on team's uniforms is not applying for BVA competitions.

Nevertheless, the application for approval of advertising on team's uniforms will be sent to BVA Secretariat, if the team already does not have approval from FIVB and / or CEV.

### *Organization costs*

Unless specified otherwise, the Organizer shall bear the costs related to the rights granted and obligations mentioned in these regulations.

### *Per Diem costs*

The per diem costs are composed of a daily amount paid to BVA Technical delegate. The per diem for the BVA Technical delegate is 50 EURO per day (arrival and departure day as counting as two days).

### *Visa costs*

The visa costs are only composed of the costs to be paid to the national authorities.

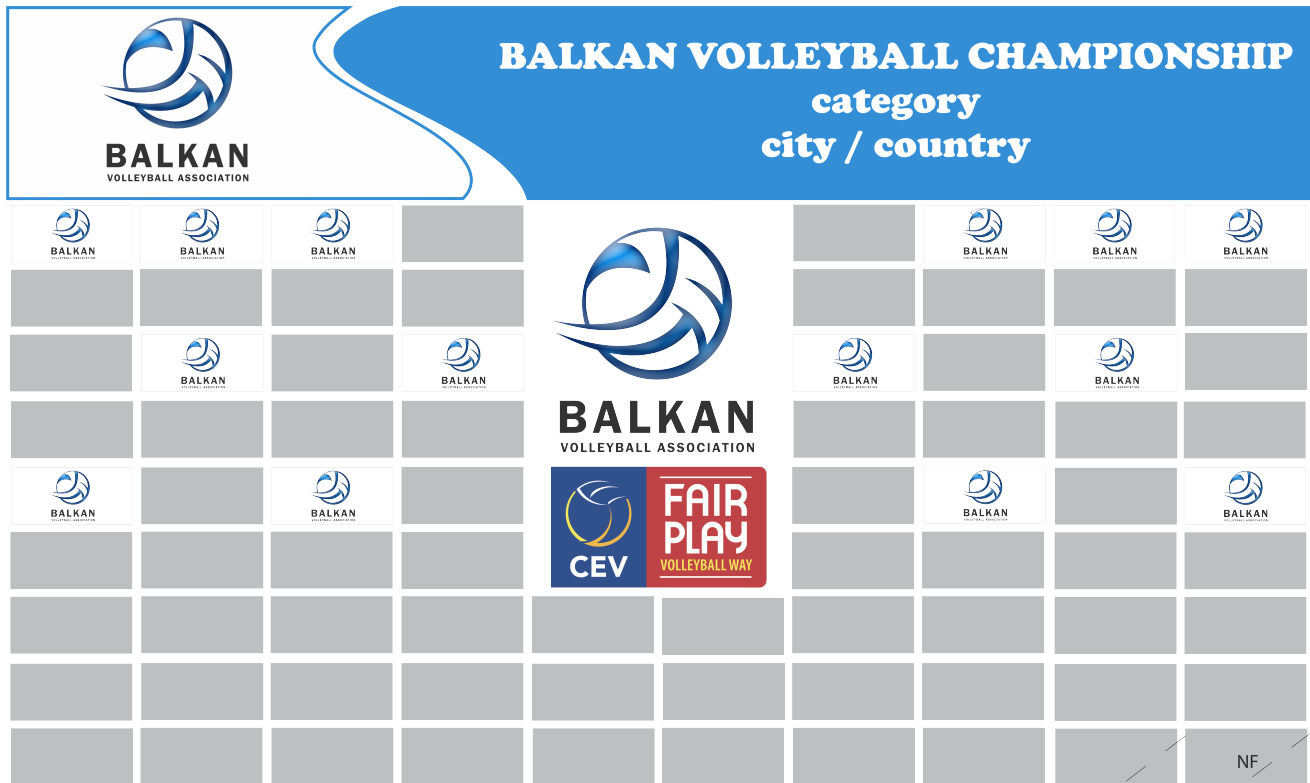
The person bearing the costs for the return ticket shall bear the visa costs.

The person requesting a visa shall bear other costs related to a visa.

### PROTEST

A deposit of 200 Euros shall be paid for any protest raised.

# ANNEX 1 BACKDROP



■ = National Federation

1. Panel Size: 300 x 180 cm
2. Title Sticker: 300 x 45 cm
3. The background of the title Sticker : R51 G142 B213

4. Sticker Size: 28 x 13 cm
5. Distance between Stickers: 2 cm each side



( BVA and BVA partners: 14, National Federation ( ■ ): 64 Stickers) - TOTAL 78 Stickers  
Layout of backdrop provided by BVA, Backdrop panel and stickers to be produced by NF

The backdrop material to be used must be a MATT (unpolished or non shiny) surface in order to avoid extreme reflecting in the TV cameras or on the pictures taken.