



CIRCULAR PA Nº. 28 14/15

01/07/2015

DISTRIBUIÇÃO: Associações, Clubes P.A.

ASSUNTO:	1 – PO 1 – Campeonato Nacional 1ª Divisão Masculinos – 2015/16 2 – LEN - Provas Europeias de Clubes
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1 – PO 1 – CAMPEONATO NACIONAL 1ª DIVISÃO MASCULINOS – 2015/16

No próximo dia **5 de Julho**, com início às **14h15**, irá decorrer nas **Piscinas Municipais de Paços de Ferreira**, o sorteio correspondente ao Campeonato Nacional 1ª Divisão Masculinos da época 2015/16.

Esta ação irá ocorrer antes do início das finais dos Campeonatos Nacionais S15 (M&F), pelo que todos os interessados estão convidados a assistir.

2 – LEN – PROVAS EUROPEIAS DE CLUBES

Em anexo poderão ser encontradas as informações provenientes da LEN no que respeita às participações em provas europeias de clubes.

Lembramos que até ao **dia 15 de Julho**, devem os clubes que conquistaram o direito a participar, comunicar a esta Federação a intenção de participação ou renuncia nas referidas provas.

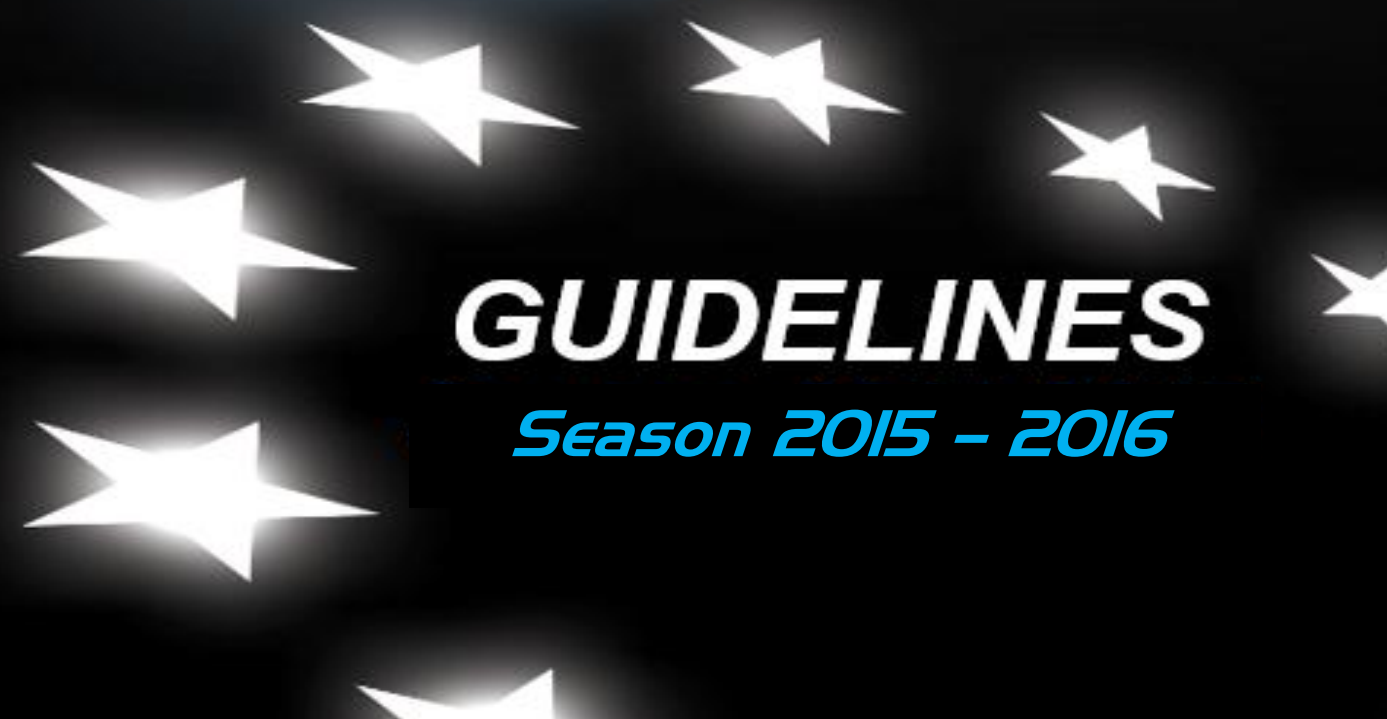
Pela Direção da FPN

Gonçalo Rodrigues
Vice-Presidente





LEN CHAMPIONS LEAGUE



GUIDELINES

Season 2015 - 2016



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1. THE COMPETITION AND GUIDELINES

The whole competition is entitled: **LEN Water Polo Champions League 2015 - 2016** (“The competition”) and, except if notified by LEN, shall be used as such whatever the communication, decoration, or advertising support. **The present competition guidelines are not valid for the Final Six, fully organized and managed by LEN.** Not any right can therefore be allocated by organising clubs towards Final Six games they would potentially get qualified for.

The LEN Water Polo Champions League is an **European club competition** controlled by LEN. Marketing and TV environments of each game being played within the frame of the competition are monitored by LEN.

Considering the important involvement of the organising clubs within the organisation of the competition, each organising club (“ORG” = the organising club) benefit from a major part of the marketing and TV rights linked to the game it is managing, in accordance with the competition guidelines detailed further.

1.1. Objectives of the competition

The key objectives are:

- To promote Water Polo throughout Europe and outside Europe,
- To provide the best playing conditions to major European clubs and players,
- To ensure Water Polo and clubs benefit from a maximum of promotion and media, coverage, which would give clubs opportunities of development,
- To ensure games benefit from a maximum of spectators and TV audience.

1.2. Dates and assignment

The competition starts in September, and ends the following year in May or June with the Final Six.

1.3. Duties and roles of each involved party (LEN and ORG)

The global organisation and promotion of the competition is controlled by LEN.

On its side, ORG shall cover the following expenses:

- Accommodation of the appointed LEN Officials. In that regards, before the start of each season, clubs should provide LEN with an estimation of the financial amount planned to cover the whole season,



- A daily allowance of 100 Euros (including arrival and departure dates) to be allocated to the appointed Referees and Delegates. The overall amount should be handed over to the LEN Delegate,
- Local transportation for teams, LEN Delegates, Referees, from the date of their arrival to the day of their departure (details p. 9 paragraph 4.1, 4.2).
- VISA costs (if applicable)
- All expenses related to doping controls (if applicable).

ORG is not responsible of travel expenses of any team competitor, team Official, media or any member of the LEN Bureau and Water Polo Committee that has not been appointed by LEN.

1.4. Organising club's incomes

Financial incomes are generated by ORG from:

- Government and public institutions' subventions,
- Partnerships with private companies acquiring marketing and TV rights towards ORG,
- Ticket sales.

2. THE VENUE

Facilities shall be commensurate with the status of the competition, and in accordance with the relevant FINA/LEN Rules.

At its own expenses, ORG shall provide all necessary facilities for the full running (logistic and sporting aspects) of the game and, after it, guarantee LEN the availability (format to be agreed upon with LEN) of the complete statistics linked to it.

2.1. The pool

The specificities of the playing pool must respect FINA/LEN Water Polo Rules.

2.2. The jury table

A 7-chair (minimum) jury table for judges and a 1-chair separate table for the LEN delegate shall be positioned on the pool deck. Sufficient power for electrical and computer equipment should be made available.



2.3. Team benches

2 team benches (one on each side of the catwalk opposite to the jury table) shall be positioned on the pool deck. A maximum of 10 seats per bench can be considered.

2.4. Statistics table

The statistics table should be close to the jury table, with a clear view on the playing field, and shall be equipped with all the necessary technical material.

2.5. Timing, scoring and data processing equipment

To be in accordance with LEN/FINA Rules.

2.6. Security

ORG should make sure sufficient safety measures are taken to guarantee the safe running of the game, the security of the players, ORG'S staff, the LEN staff and any other person being present at the game (volunteers, journalists, etc).

Below an example of text that regularly features at the back of tickets sold to spectators of LEN events (It could also obviously be displayed wherever judged necessary):

Access to facilities is forbidden to:

- A. People introducing alcoholic drinks, weapons, and all objects that can be used as such, sparklers, fireworks or similar objects.*
- B. People introducing banners, symbols, emblems or letterings that imply violence in direct or indirect ways.*
- C. People being currently suspended from any other sport facility.*
- D. People under alcoholic or similar substance (narcotics or psycho tropics) effects.*

The organiser reserves itself the final right of admission. Smoking within the facilities of the venue strictly forbidden. All rights related to the image and intellectual property of the Game are reserved. Filming or recording is forbidden, except for people having received a written authorization from the organiser. Changing or giving back tickets is not permitted, except in case of the Game being cancelled. The organising club is not responsible of the tickets that are not acquired through the Official sale areas. The organising club is allowed to refuse the access to the venue to people being in possession of tickets amended, broken or with forged signs. Conserving the ticket until



the end of the Game is obligatory. The dates and the schedule of the Game could be modified by the organiser if judged necessary.

2.7. Changing rooms

2.7.1. Team changing rooms

A minimum of 2 fully equipped changing rooms (with same standards and dimensions each) accommodating a minimum of 15 pax should be made available to playing clubs. An easy, short and safe access from changing rooms to the playing field should be considered.

Changing rooms shall meet the following requirements:

- Showers and toilets,
- Door with keys, given to the responsible of teams,
- Benches and chairs,
- Rubbish bins,
- Bottles of water,
- Mirrors,
- Rolls of toilet paper.

2.7.2. Referees' changing rooms

A minimum of 2 fully equipped changing rooms (with same standards and dimensions each) should be made available to referees. An easy, short and safe access from changing rooms to the playing field should be considered.

Changing rooms shall meet the following requirements:

- Separate shower and toilets,
- Door with a key,
- Benches or chairs,
- 1 table,
- 1 rubbish bin,
- Bottles of water,
- 1 mirror,



- Rolls of toilet paper.

2.7.3. Delegates' room

1 fully equipped changing room should be made available to delegates. An easy, short and safe access from the changing room to the playing field should be considered.

The room shall meet the same requirements than the referees changing rooms.

2.8. First aid room

The room shall enable first aid as well as normal preventive medical consultations, and should easily be accessible from any area of the venue (and above all from the emergency exit).

The room shall be fully equipped and meet the following requirements:

- A bed for medical examinations,
- A desk,
- A wardrobe,
- The relevant equipment for intensive care,
- Ambulance standby area.

2.9. Doping control room (upon request)

The Doping Control room shall be equipped according to FINA/LEN regulations.

2.10. Office

Preferably close to the pool and ORG's office.

- Door with key,
- 1 table,
- 2 chairs,
- Phone line,
- Computer with Internet access,



- Laser printer,
- Waste bins.

2.11. *VIP lounge*

The VIP lounge should be located nearby the VIP seating. A security control (/accreditation) should be planned to avoid any non-authorized person to enter the VIP lounge.

2.12. *Service equipment*

A minimum of 1000 Lux shall be made available for the lighting of the playing field. In case of TV HD transmission a minimum of 1300 Lux are requested.

ORG must:

- Before the game, check all lights, repairing the potential broken ones,
- Have an alternative energy source to ensure the continuity of the game in case of an eventual failure of the normal system.

Besides, a sound and announcing system must be provided. If there is no system in place, then a temporary system would have to be set up.

2.13. *Stands*

The minimum seating capacity of the stands should be 1000 seats. Within the seating areas, dedicated and separated zones must be planned for accredited persons: LEN members, VIPs, Officials.

Some reserved seats should also be considered for teams' supporters (these areas should be opposite from one another, protected and secured).

Guiding signs should indicate the dedicated areas/zones and security controls should be planned accordingly.

ORG shall offer a certain number of tickets at charge to the visiting club. Before the game, the proposed costs of tickets will have to be submitted to LEN for approval.

3. LOGISTICS

All travel arrangements for the appointed referees and delegates will be taken care by LEN, through a dedicated travel agency appointed by LEN. Costs related to such travel are covered by the payment of 4500€ corresponding to the Cup Competition entry fee.



First class full board hotel accommodation for the appointed referees and delegates will be taken care of by ORG.

Correspondences and contacts with the respective Officials and Clubs will only be done through the tour operator appointed by LEN.

Each and every Club will receive well ahead of time from the tour operator the exact travel schedule of the Officials in charge of the game.

A representative member of the ORG should assist the appointed LEN delegate for the duration of his staying.

4. TRANSPORTATION

4.1. Teams

A specific bus with a driver shall be assigned to the guest team, and meet the following requirements:

- Minimum capacity of 30 seats,
- Air conditioned,
- The Championship League logo, so as the name and logo of the team being transported should feature in a visible spot (wind screen, on the side, etc).

The team transportation shall include transfers from and to the airport, and between the hotel and the game's venue.

4.2. LEN officials (Delegates and referees)

Cars with drivers should be made available by ORG. The following requirements should be met:

- Air conditioned (if necessary),
- English speaking drivers,
- For safety and ethical reasons, no one may travel in these vehicles.

The Officials transportation includes transfers from and to the airport, and between the hotel and the game's venue.

4.3. Insurance

ORG shall ensure that all various types of transportation meet the necessary insurance coverage.



5. ACCREDITATION AND TICKET ALLOCATIONS

5.1. Accreditation system

ORG shall be in charge of this service, at its own costs.

The layout (visual) of such accreditations shall be simple, convenient, and reliable. The accreditation categories shall be designated with colours. Besides, at the entrances of each area, the authorized categories shall be specified.

5.2. Accreditations to teams

A maximum of 20 accreditations shall be given to each team.

5.3. Accreditations to LEN staff, representatives and officials

Each LEN Official shall receive one accreditation, and get access to all areas of the venue. ORG will have to provide each Official the appropriate accreditation card upon arrival.

5.4. Accreditations to media

Media representatives (journalists, technicians, etc) shall receive appropriate accesses on their accreditation in order for them to work in the best possible conditions (Press conference room, mixed zones, media stand, etc).

5.5. Tickets

A certain number of tickets should be provided at cost to the visiting club.

6. HOSPITALITY AND SOCIAL EVENTS

6.1. Hospitality

A VIP lounge (with warm and cold snacks, and a wide variety of drinks) close to the VIP seating and fitting a minimum of 30 persons should be planned. People with the appropriate access only will be able to enter the VIP lounge (security must therefore be programmed accordingly).

6.2. Social events



An Official dinner should be planned by ORG. Number of guests and categories of guests invited (by LEN and ORG) should be discussed between the parties.

7. PROMOTION

7.1. Communication tools

The following communication tools should be considered for each game:

- Poster (Graphic structure to be provided by LEN, and produced by ORG),
- Leaflets,
- Website (or game dedicated area on the website of ORG),
- Official programme (or information made accessible throughout the website),
- Tickets,
- Accreditations,
- Event directional signage,
- Post event statistics / records,
- Any other editions / communication tools.

The Official logo of the competition must feature on those above-mentioned tools, to be produced by ORG.

Aside the Official logo of the competition, the logo of the Title Partner (to be communicated shortly by LEN) also has to feature on all tools.

No later than a week before the deadline ORG has to respect towards his supplier (company in charge of creating and producing the different materials for ORG), the **layouts of the different elements shall be** provided by LEN and produced by the ORG accordingly. A non-respect of this procedure may result in the necessity of reprinting the documents, at ORG's cost.

7.2. Promotion

Latest one week before the start of the game, ORG shall implement promotional supports (flags, banners, posters) outside the sport complex, within the city, at airports, railway stations, etc.

Aside the above promotional operations, media Partnerships also have to be planned, in order to get additional promotions through the local/regional media (TV, Press, Radio) networks, but also through press conferences organised.

7.3. LEN flags



LEN will provide (upon request) LEN flags to be displayed inside/outside the venue. If interested, ORG has to make LEN aware of the exact number needed 2 weeks before the start of the game.

7.4. Entertainment

ORG shall propose entertainment at half-times and/or in-between Games (i.e. Cheerleaders, Music show, etc) to be in any case approved by LEN.

8. MARKETING

Qualification Round 1, 2, 3

LEN as the owner of all the Marketing and broadcasting Rights anywhere in the World reserves the right to grant to third parties Marketing and Broadcasting Rights in whole or in part worldwide.

For qualification round 1, 2, 3 LEN shall grant to ORG the right to exploit all marketing and broadcasting rights except for the textile category that remains the property of LEN. Clubs shall send to LEN a list of their commercial partners and broadcast partners along with broadcasting intentions prior to the start of each season.

Preliminary round

All commercial and marketing rights are exclusively owned by LEN (including broadcasting rights) LEN is willing to release some marketing rights on the following basis.

- Clubs will be allowed to commercialize for their own profit 20% of the marketing rights.
- LEN will commercialize 80% of the marketing rights. Profits coming from the sales of the 80% of the marketing rights will be shared on the following basis:
 - 20 % for LEN
 - 80 % for clubs

Clubs will have to respect certain blocked categories (textile, pool equipment, water polo balls)

All TV rights remain the property of LEN, and only LEN is entitled to commercialize such rights except stated differently by LEN with LEN's prior approval.

Clubs are required to guarantee an host broadcaster providing an international live TV signal for all home games during the preliminary round.(minimum standards to be precised end of August)

A revenue sharing system will be implemented on the following basis for the TV rights: 30 % for LEN and 70 % for clubs (exact details will be provided to clubs playing the preliminary round)

The conditions to grant these rights are stipulated in the contract signed between LEN and Clubs granted a wild card. Clubs qualifying for the Preliminary round shall comply with the rules that apply to clubs benefitting from wild cards.



As mentioned in “p. 3 paragraph 1”, LEN, as the European governing body of Aquatics, controls the competition and monitors the marketing rights linked to games being played within the frame of the competition.

Considering the important involvement of the clubs in the organisation of the competition, LEN grants each club the marketing rights linked to games it is managing, in accordance with the competition marketing environment guidelines (ORG’s allocations/LEN requirements) detailed below:

8.1. Rights granted to Official Partners of ORG

LEN grants ORG the right to involve Official Partners on an exclusive product/service category basis, and to allocate to such Partners the following identified marketing rights considered for each Game of the competition:

- Event Perimeter advertising boards and/or advertising LED wall, on the pool’s length opposite TV cameras and widths. Regulations:
 - ✓ Board system: a maximum of one name/logo per board should be considered.
 - ✓ LED wall system: one name/logo/animation maximum on the full length.

Scheme emphasizing the location of the advertising boards around the playing field and dimensions of boards shall be submitted to LEN for acknowledgement one week prior each game.

Parties acknowledge that the use of rotating or other non fixed boards (i.e. LED wall) with respect to part or whole of the game perimeter advertising boards can be used. In such case, the time exposure to be gained during the game from advertising boards mentioned above shall be distributed accordingly to the original percentage of visibility allocated to each Official Partner.

Besides, ORG guarantees that the venue to be used to stage each game, including without limit training and competition sites, will be cleared of all commercial advertising except that which has been provided or prior-approved in writing by LEN in connection with the game, for the entire duration of the game, including a reasonable lead-up time for preparation which shall not be less than 4 (four) hours prior to the date of the game.

- Right to have their logo on the mixed zone and press conference backdrops
- Right to have their logo on advertising Sponsors’ totems = roll-ups positioned in front of the main entrance, at the media centre, within the VIP area, ...
- Right to have their logo / video spot on the giant screen(s) (if any),
- Exclusivity in their product/service category,



- Right to use any of the game's Marks within their communication tools. Any intended usage of one or several of the game's Marks must however be first submitted to LEN for prior approval, such approval not to be unreasonably withheld,
- Right to have their logo on all game related communication tools / printed materials (detailed "p. 11, paragraph 7.1"),
- Right to receive 1 (one) advertising page in the Official programme (if any),
- Right to insert communication tools in press and VIP welcome kits (if any),

- Right to set up 1 (one) stand in media, VIP or public hospitality areas for information and sales purposes,
- Right to use the VIP hospitality area for social function(s),
- Right to receive VIP passes,
- Right to receive complimentary tickets,
- Right to implement product placement activities (to be however agreed by LEN).

8.2. Rights granted to Official Suppliers of ORG

LEN grants to ORG the right to involve Official Sponsors/Suppliers on an exclusive product/service category basis and allocate to such Sponsors/Suppliers the following marketing rights connected with the game:

- Exclusivity in their product/service category,
- Right to have their logo on some of the Event related communication tools,
- - ✓ Event Official web site: Event Partners page (if any)
 - ✓ Event Official programme: Event Partners page (if any)
 - ✓ Other Event related communication tools: Event Partners page (if any)

- Right to receive 1/2 (one half) advertising page in the Official programme (if any),
- Right to insert communication tools in press and VIP welcome kits (if any),
- Right to set up 1 (one) stand in media, VIP or public hospitality areas for information and sales purposes,
- Right to use the VIP hospitality area for social function(s),
- Right to receive VIP passes,
- Right to receive complimentary tickets,
- Right to implement product placement activities (to be however agreed by LEN).

8.3. Rights granted to the Title Partner of the competition

ORG must consider and implement for LEN the following marketing rights, being granted to the Title Partner of the competition:

- ✓ **If a board system is being used on the pool's length opposite TV cameras: 1 advertising board**



ORG acknowledges that LEN, without liability to any party, retains the right to or to require ORG to remove or cease to use/exercise any signage at the Event venue or otherwise which does not comply with the advertising Regulations of LEN or the terms mentioned previously.

8.4. Summary of the rights allocations, in function of the status

	Official Partner	Official Sponsor - Supplier
Exclusivity	Within its field of activity	Within its field of activity
TV visibility	Advertising boards on the pool's length and widths (floating boards)	Potentially through some product placement (e.g. Coca-Cola fridge around the pool)
	Logo on the advertising common marketing signage (Victory Podium, Press Conference, Mixed Zone backdrops)	
	Logo on some decoration items	
Outside TV visibility	Logo on the advertising totems placed within the sporting complex (VIP area, media center ...)	Logo on all Event related communication tools (<u>only within the partners' page</u> of the printed materials, event's website)
	Logo on all the Event related communication tools (printed materials, event's website) and some decoration items	
	Video spot broadcast on a video wall	
Public and Press relations opportunities	VIP passes and tickets	VIP passes and tickets
	Right to insert information and/or gifts in Press and VIP welcome gifts	Right to insert information and/or gifts in Press and VIP welcome gifts
	Stand / Information and or sales purposes	Stand / Information and or sales purposes
Product placement	yes, proposals to be submitted to LEN for approval	yes, proposals to be submitted to LEN for approval

8.5 Ownership of the Champions league

- The Champions League is owned and controlled by LEN.
- All TV rights remain the property of LEN, and only LEN is entitled to commercialize such rights except stated differently by LEN with LEN's prior approval.
- Clubs are required to guarantee an host broadcaster providing an international live TV signal for all home games during the preliminary round .(minimum standards to be precised end of August)
- A revenue sharing system will be implemented on the following basis for the TV rights: 30 % for LEN and 70 % for clubs.
- LEN will closely work and exchange in good faith with clubs that already have privileged relations with local and national TVs
- All commercial and marketing rights are exclusively owned by LEN
- LEN is willing to release some marketing rights on the following basis.



- Clubs will be allowed to commercialize for their own profit 20% of the marketing rights.
- LEN will commercialize 80% of the marketing rights. Profits coming from the sales of the 80% of the marketing rights will be shared on the following basis:
 - 20 % for LEN
 - 80 % for clubs

9. MEDIA

9.1. General

In order to guarantee a functional and efficient working environment to journalists, ORG shall provide journalists with the best possible facilities and technical equipment needed.

9.2. Facilities

9.2.1. Press stand and technical requirements

- , Location of the Press stand: close to the playing field (ideally opposite the team benches, nearby the commentary positions, detailed p. 20-21), with a clear view on the playing field, and an easy access to the mixed zone.
- , Working desks (100cm length x 60cm width per working position, 75 cm height) and seating to be planned for a maximum of 10 media representatives, with electric points for portable computers.

In general, the press seats should give sufficient working space and be easily accessible even during the game when other seats are occupied. Tables should be large enough to accommodate notebook computers, mobile phones and television or statistics monitors (where applicable).

Each press seat should be marked with the name of the organisation and journalist to whom it is assigned. It should furthermore be equipped with a power point indicating the voltage.

Its size and capacity should obviously be in correlation with the total number of accredited media.

9.2.2. Media centre

In order for the journalists to write their reports/articles straight after the game and in a comfortable environment, they should benefit from a media centre, close to or within the sport complex. This area should include a wireless connection. Its size and capacity should be in correlation with the total number of accredited media.



9.2.3. Press conference Room

The press conference room should be large enough to accommodate at least 15 persons, excluding television camera crews and photographers. Usually, the capacity of the room equals 30% of the total number of accredited journalists.

It should be close to the other media areas and easily accessible from the press stand and the teams changing rooms.

The press conference room should be equipped with a stage with sufficient space to include a table and chairs for a minimum of six persons. Journalists should get a seating area in front of the stage.

It should be separated from the media centre and other areas of the venue which could create disturbing noises.

It should be equipped with an adequate sound system consisting in fixed microphones on the main table and wireless microphone(s) for the audience. Loudspeakers would also have to be positioned. Besides, an audio plug-in for television and radio stations should be provided. The entire room should be perfectly well enlightened (spotlights), in order for the photographers and the cameramen to get clear images.

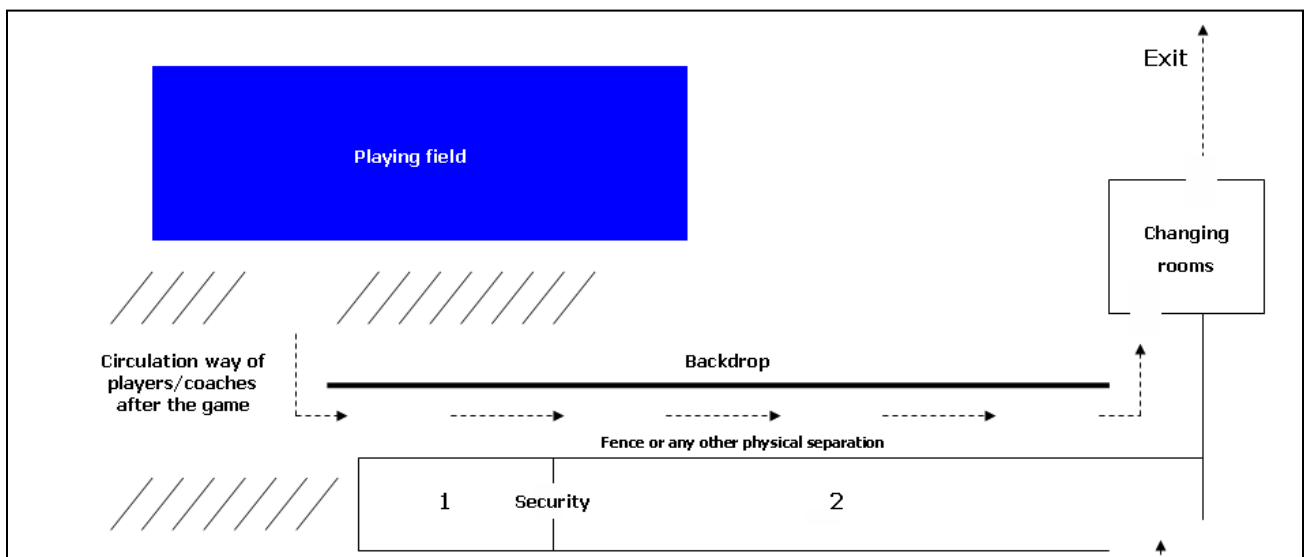
Along the stage's length (back of the stage), an advertising backdrop should be positioned first bullet point).

Soft drinks should be made available on the main table.

Coaches and players shall receive the game statistics. Nametags for the participating coaches and players, and the LEN Champions League logo shall be placed on the table.

9.2.4. The mixed zone

In order for journalists to interview players/coaches they are interested in and to leverage the advertising opportunity (and therefore the sources of incomes for ORG) given to Official Partners, an advertising backdrop should be settled all length of the mixed zone, and positioned opposite the media reserved area within the mixed zone. Below the theoretical structuring of such area:





Whatever the sporting complex in which the game is being held, the above mixed zone principles should be considered: obligation for players/coaches to pass through the mixed zone, ways of circulation, priority

9.2.5. Security

ORG's press officer(s) must provide an appropriate security system, in order to ensure that only accredited media can get access to all media areas.

9.2.6. Broadcast equipment and related workforces

Broadcast equipment and related workforces shall not be placed in a way that can endanger players and officials. All cameras shall be placed a minimum of 3 metres from the pool and, where advertising signage is in position, they must be located behind such signage.

9.2.7. Photographers zone

A dedicated zone for photographers should be planned around the playing field. It should be able to host approximately 10 photographers.

A tight security system should be planned by the ORG's press officer(s), in order to ensure that only accredited photographers can access such zone. In order to simplify the security system and to clearly identify the professional photographers, ORG shall provide photographers with bibs or any other distinctive signage that will have to be continuously worn by the approved photographers.

9.3. *ORG's press office*

In order to ensure that a top level service is provided to all media covering the event, it is essential that there is a full co-operation, communication and co-ordination between LEN (and/or any of its representatives) and the ORG's press office.

Before the game, it is therefore required that ORG appoints a media manager responsible of all media issues.



ORG's media manager should be a full time professional, hired by ORG. He/She should be familiar to work in media environments on major sporting events. It is absolutely essential that the ORG's media manager is capable to communicate in English and in the host-country language.

10. TELEVISION

10.1. Regulations

Each ORG must appoint, under certain conditions specified hereafter, a host-broadcaster producing the games when organized by ORG.

Each Org must inform LEN when TV broadcast of any type (live, delayed and highlights) is planned and due.

Conditions:

10.1.1. The appointed host-broadcaster will have to provide throughout an international signal (= basic feed: international video, sound, and graphics such as the presentation of the competition, teams and players with the teams' logos, time, quarters, score, faults, exclusions, 30 seconds clock, ...) the images of the games it is producing.

10.1.2. The appointed host-broadcaster shall implement the following TV production standards for each game it will be responsible of (any different production shall be submitted to LEN for approval):

VIDEO: 16/9 (graphics 4/3 safe)

- , 4 cameras
- , 1 Super Slow Motion
- , Optical: 2 long lens + 3 R 22 + 1 wide angle
- , 2 mini cameras positioned in goals
- , 1 Handheld camera
- , 1 Remote camera
- , 1 Video Mixer with DVE integrated + Ram corder
- , 1 LSM EVS: 6 channels
- , 1 S-LSM XT

AUDIO:



- , Digital Mixer
- , Coder & decoder Dolby E with metadata inserter
- , Natural sound captation
- , ITW equipment
- , Intercom network

LIGHTNING:

- , At least 1000 lux (SD production)
- , Graphics system with operator

10.1.3. The appointed host-broadcaster shall use the 15 seconds LEN Champions League trailer before and after each broadcast (such trailer to be also integrated within the international signal provided), and the LEN wipe for slow motions. Both the LEN trailer and wipe will be provided by LEN.

10.1.4. Within the working week following each game, the appointed host-broadcaster shall communicate to LEN information on all broadcasts made (lives, delayed, short programmes, news, ...), the related broadcasting times (number of hours, minutes), audiences, and market shares.

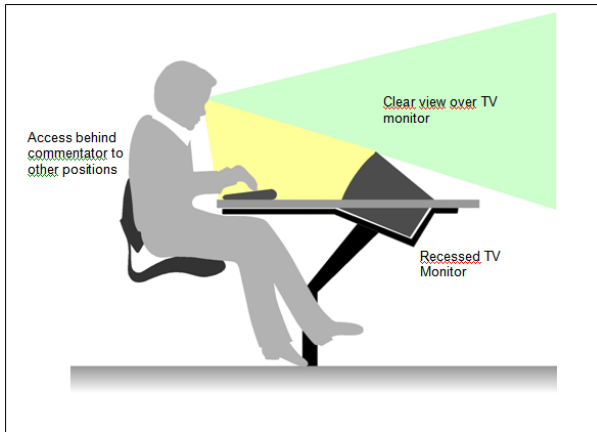
10.2. TV Commentary position(s)

In case the game is being covered by media (TV, Radio) and their journalists wish to comment on site, ORG should make all necessary efforts to provide such media with the best possible working conditions, ideally benefiting from a strong collaboration of the national/local host-broadcaster.

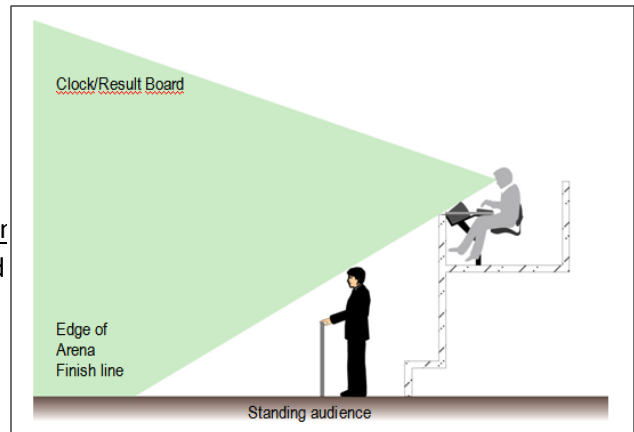
Commentary positions should:

- Be located in an appropriate seating area as close as possible to the area of competition, opposite the team benches,
- Be located in places that provide complete and unhindered views of the competitions,
- Be separated from the general public and other media (press journalists for instance, that also benefit from a private working area with a clear view on the competition field, but with less logistic and technical supply coming from ORG),
- Be covered (if the game is being played outdoor) so as to give protection from the weather conditions (such as sun, rain, heat or cold),
- Include:
 - ✓ 4 electricity outlet points, including cabling thereto,
 - ✓ connection to an ISDN data transmission line, including cabling thereto,
 - ✓ a data information system (statistics: score, faults, etc), including cabling thereto,

✓ a TV monitor,



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11. INTERNET AND STATISTICS

11.1. Website

Apart from each game's dedicated area on ORG' website, www.len.eu is the Official internet website of the competition. In order for LEN to assure a qualitative follow-up of the games, ORG shall provide LEN with the best and most up-to-date information possible.

11.2. Scoring and statistics

The results, including statistical data presented in a way commensurate to the status of the competition, shall be delivered to each media representative, LEN officials, and teams, within 15 minutes following the conclusion of the game.

Such information shall also be sent to the LEN office.



**TO: ALL LEN AFFILIATED MEMBER FEDERATIONS
ALL LEN REGISTERED WATER POLO FEDERATIONS**

29th June, 2015

Dear Friends,

We have the pleasure to send you the calendar, the regulation and the registration procedure for the European Water Polo Club Cup Competitions, season 2015/2016.

In order to assist your entry procedures, herewith some significant clarifications.

MEN

- For the **European Water Polo Champions League**, Federations may submit entries maximum for:
 - a. The 2 teams having finished first and second in the National Championships,
 - b. The 3 teams having finished 1st, 2nd and 3rd in the National Championships of those eight (8) Federations with a wild card team (wild card included).
- For the **LEN Euro Cup** each Federation may submit entries maximum for two (2) teams but not qualified for the Champions League.

WOMEN

- For the **Euro League Women** Federations may submit entries for:
 - a. The National Champion of the current year
 - b. two (2) additional team per each Federation

Please note that the Entry Form generated by the system must be returned latest until Monday, **3rd August 2015**. Please be aware that your Federations must proceed with steps 1 to 4 of the attached document "WP Clubs-Federations" by latest **10th July 2015**.

You may also be aware that for the next season the entry fee has been confirmed to **4.500 - € (four thousand five hundred Euro)** with the exclusion of the wild card teams that is fixed to be **30.000 - € (thirty thousand Euro)**.

Amount including the travel arrangements of the LEN Officials appointed at the games.

Please pay outstanding attention to the fact that entries of Clubs that have pending administrative and/or financial matters will not be accepted.



In addition we have also to remind those **clubs participating in the Champions League** on the **mandatory criteria** as stated in the specific guideline regarding organisational and marketing aspects to be fulfilled by all participants playing this competition.

Please note that you will find the European Water Polo Club Competition Calendar season 2015/2016 on the LEN web site: www.len.eu clicking on Water Polo >Competition for clubs> LEN Water Polo Club Cup Competition Program season 2015/2016.

We trust these information will be of assistance to you, though should any further clarification be required, please feel free to contact the LEN Office (fax: +41225529989, e-mail: lenoffice@len.eu)

With kind regards,

LEN Office

c.c. PB, DS, TG, AS, FC (LEN internal)

EUROPEAN WATER POLO CUPS FOR CLUB TEAMS

(UPDATED 7 March 2015)

In addition to the LEN General Event Rules the following

REGULATIONS

shall apply:

CLUB 1 **LEN CLUB EVENTS**

Club 1.1 The Events of the European Water Polo Cups for Club Teams are:

a) Men:

- **European Water Polo Champions League Men (Champions League);**
- **LEN Euro Cup for Water Polo Men (Euro Cup);**
- **LEN European Water Polo Super Cup Men.**

b) Women:

- **European Water Polo Cup for Women (Euro League);**
- **LEN European Water Polo Super Cup Women.**

Club 1.2 Each of these Events shall be organised every year.

Club 1.3 Dates and venues of all LEN Club Competitions (matches played on a home and away basis or in a tournament at the same venue) shall be decided by the LEN Technical Water Polo Committee (TWPC) with the approval of the LEN Bureau Executive. They shall be announced by the Secretary of the TWPC and circulated by the LEN Office.

Clarification:

All Club Competitions are LEN Events (E 1.1. d). Federations are to meet financial liabilities of clubs (C 6.2.2.6, E 10.1 and E 16.4).

Club 1.4 Time and place of any draw shall be announced by the Secretary of the LEN TWPC and circulated by the LEN Office.

Club 1.5 Delegates appointed by the LEN Bureau and/or the LEN TWPC shall be responsible for and supervise the correct conduct of the competitions according to LEN Rules and Regulations.

The Delegate(s) shall decide on all matters arising on site at the competitions which require an immediate decision.

CLUB 2 **CHAMPIONS LEAGUE**

Club 2.1 **System of Competition**

The Event shall be held in five (5) phases:

- Phase I: Qualification Round I;
- Phase II: Qualification Round II;
- Phase III: Qualification Round III;
- Phase IV: Preliminary Round;
- Phase V: Final Six.

Club 2.2 **Participation**

Club 2.2.1 Federations may submit entries for two (2) teams

having finished 1st and 2nd in the National Championships.

Federations having a wild card team may submit entry for three (3) teams (wild card included) having finished 1st, 2nd and 3rd in the National Championships

Entries shall include the ranking of the respective teams in the National Championships.

Club 2.2.2 The 8 wild card teams (7+ the organiser of Final 6), are directly qualified to the Champions League Preliminary Round.

The Team organising the Final 6 is directly qualified to Champions League Final 6

Club 2.2.3 The best ranked team in the National Championship of those eight (8) Federations with a wild card team is qualified to the Qualification Round II

Club 2.2.4 All the other teams entered shall play in the Qualification Round I (Phase I).

Club 2.3 Qualification Round I (Phase I)

Club 2.3.1 The teams participating in Qualification Round I shall be drawn into four (4) groups, each to be held in a tournament at different venues. If there are less than 12 teams, the TWPC may change this system.

Club 2.3.2 Previous classification shall be taken into consideration when seeding teams and as much as possible also geographical positioning will be considered.

Club 2.3.3 In each group each team shall play against each of the other teams.

Each team shall play only one match per day. Exceptions may be accepted.

Club 2.3.4 All matches shall be played to the normal time.

Club 2.3.5 Classification shall be according to Club 9.1 and 9.3.

Club 2.3.6 The teams ranked 1st and 2nd in each group shall qualify for the Qualification Round II

Club 2.4 Qualification Round II (Phase II)

Club 2.4.1 The Qualification Round II shall be held with sixteen **(16)** teams:
a) The eight (8) teams directly qualified according to Club 2.2.3;
b) The eight (8) teams qualified according to Club 2.3.6

Club 2.4.2 The teams shall be drawn into four (4) groups each to be held in a tournament at different venues.

Club 2.4.3 The seeding shall be by draw according to the following system:
a) First batch: the best ranked teams of those 8 Federations with a wild card team and having ranked 1st to 4th in the previous year.
b) Second batch: the best ranked teams of those 8 Federations with a wild card team and having ranked 5th to 8th in the previous year.
c) Third batch: the teams ranked 1st in each of the

- four groups of the Qualification Round I.
- d) Fourth batch: the teams ranked 2nd in each of the four groups of the Qualification Round I.

Club 2.4.4 In each group each team shall play against each of the other teams.

Each team shall play only one match per day.
Exceptions may be accepted.

Club 2.4.5 All matches shall end after the normal time.

Club 2.4.6 Classification shall be according to Club 9.1 and 9.3.

Club 2.4.7 The teams ranked 1st and 2nd in each group of the Qualification Round II shall qualify for the Qualification Round III.

Club 2.5 Qualification Round III (phase III)

Club 2.5.1 The eight (8) teams qualified according to Club 2.4.7. shall play the Qualification Round III. The eight (8) teams ranking 1st in the Qualification Round II shall play against a team ranking 2nd from a different group on a home and away basis.

Club 2.5.2 The teams to play against each other and the teams to play first at home shall be decided by draw.

Club 2.5.3 All matches shall end after the normal time.

If, after the two matches, there is equality in the added scores, the second match shall be played to a final result (see Club 9.2).

Club 2.5.4 The four (4) winning teams shall qualify for the Preliminary Round
The four (4) losing teams shall qualify to the quarter final of the Euro Cup.

Club 2.6 Preliminary Round (Phase IV)

Club 2.6.1 The Preliminary Round shall be held with **twelve (12)** teams:
a) The eight (8) wild card teams directly qualified according to Club 2.2.2;
b) The four (4) teams qualified according to Club 2.5.4

Club 2.6.2 The teams shall be drawn into two (2) groups.

Club 2.6.3 The seeding shall be by draw according to the following system:

- a) First batch: the 8 wild card teams
b) Second batch: the four (4) teams according to Club 2.2.1 b.

Club 2.6.4 In each group each team shall play against each of the other teams on a home and away basis.
The schedule of matches shall be decided by draw.

Club 2.6.5 All matches shall end after the normal time.

Club 2.6.6 Classification shall be according to Club 9.1 and 9.3.

Club 2.6.7 The teams ranked 1st, 2nd, 3rd in each group of the Preliminary Round shall qualify for the Final Six. If the organiser of the Final 6 is not among those teams qualified from a group, 2 teams plus the organiser will be qualified from that group.

Club 2.7 Final Six (Phase V)

- Club 2.7.1 The Final Six shall be held with the six (6) teams qualified according to Club 2.6.7, to be played on three days at one venue.
- Club 2.7.2 On the 1st day the ranking matches shall be played.
The team ranked 2nd in group A of the Preliminary Round to play against the teams ranked 3rd in Group B of the Preliminary Round (RM1)
The team ranked 2nd in Group B of the preliminary Round to play against the teams ranked 3rd in Group A of the Preliminary Round (RM2)
- Club 2.7.3 On the 2nd day the losers of the ranking matches shall play for the fifth and sixth place.
The winner of the RM 1 to play against the team ranked 1st in Group B of the Preliminary Round (SF1)
The winner of the RM 2 to play against the team ranked 1st in the Group A of the Preliminary Round (SF2)
- Club 2.7.4 On the 3rd day the losers of the Semi Finals shall play for the third and fourth place.
The winners of the Semi Finals shall play for the first place
- Club 2.7.5. The winning team shall be declared the «European Club Champion Men».
It shall be awarded a Trophy, engraved accordingly.

CLUB 3 EURO CUP FOR WATER POLO MEN

Club 3.1 System of Competition

The Event shall be held in five (5) phases:

- Phase I: Qualification Round I;
- Phase II: Qualification Round II;
- Phase III: Quarter Finals;
- Phase IV: Semi Finals;
- Phase V: Final.

Club 3.2 Participation

Participating teams are:

- a) Up to two (2) teams to be entered by the Federations which shall play in the Qualification Round I (Phase I);
- b) The four teams qualified from the Champions League (see Club 2.5.4) which are directly qualified for the Quarter final round (Phase III).

Club 3.3 Qualification Round I (Phase I)

- Club 3.3.1 The teams participating in Qualification Round I shall be drawn into eight (8) groups, each to be held in a tournament at different venues.

If there are less than 24 teams, the LEN TWPC may change this system.

- Club 3.3.2 Previous classification shall be taken into consideration when seeding teams. As far as possible teams from the same Federation shall not be drawn into the same group.

Club 3.3.3 In each group each team shall play against each of the other teams.

Each team shall play only one match per day.
Exceptions may be accepted.

Club 3.3.4 All matches shall be played to the normal time.

Club 3.3.5 Classification shall be according to Club 9.1 and 9.3.

Club 3.3.6 The teams ranked 1st and 2nd in each group shall qualify for the Qualification Round II.

Club 3.4 Qualification Round II (Phase II)

Club 3.4.1 The Qualification Round II shall be held with **sixteen (16)** teams qualified according to Club 3.3.6.

Club 3.4.2 The teams shall be drawn into four (4) groups, each to be held in a tournament at different venues.

Club 3.4.3 Seeding shall be according to previous classification.

As far as possible teams from the same Federation shall not be drawn into the same group.

Club 3.4.4 In each group each team shall play against each of the other teams.

Each team shall play only one match per day.
Exceptions may be accepted.

Club 3.4.5 All matches shall be played to the normal time.

Club 3.4.6 Classification shall be according to Club 9.1 and 9.3.

Club 3.4.7 The team ranked 1st in each group shall qualify for the Quarter Finals.

Club 3.5 Quarter Finals (Phase III)

Club 3.5.1 The four (4) teams qualified according to Club 3.4.7.
The four (4) teams directly qualified according to Club 2.5.4 shall play the Quarter Finals on a home and away basis.

Club 3.5.2 The teams to play against each other and the teams to play first at home shall be decided by draw.

Club 3.5.3 All matches shall end after the normal time.

If, after the two matches, there is equality in the added scores, the second match shall be played to a final result (see Club 9.2).

Club 3.5.4 The four winning teams shall qualify for the Semi Finals.

Club 3.6 Semi Finals (Phase IV)

Club 3.6.1 The four (4) teams qualified according to Club 3.5.4 shall play the Semi Finals on a home and away basis.

Club 3.6.2 The teams to play against each other and the teams to play first at home shall be decided by draw

Club 3.6.3 All matches shall end after the normal time.

If, after the two matches, there is equality in

the added scores, the second match shall be played to a final result (see Club 9.2).

Club 3.6.4 The winners of the Semi Finals shall qualify for the Final.

Club 3.7 Final (Phase V)

Club 3.7.1 The Final shall be played on a home and away basis.

Club 3.7.2 The team to play first at home shall be decided by draw.

Club 3.7.3 Both matches shall end after the normal time.

If, after the two matches, there is equality in the added scores, the second match shall be played to a final result (see Club 9.2).

Club 3.7.4 The winning team shall be awarded a Trophy, engraved «LEN Euro Cup for Water Polo Men».

CLUB 3.8 LEN EUROPEAN SUPER CUP

Club 3.8.1 Participation

The Winning Teams of the Champions League and Euro Cup of the previous year of the Club Cup Competitions.

Club 3.8.2 System of Competition

The match shall be played to a final result (see Club 9.2).

Club 3.8.3 Organiser

The date and the site of the match is to be fixed and agreed on by the two teams and approved by LEN.

CLUB 4 EUROPEAN WATER POLO LEAGUE WOMEN

Club 4.1 System of Competition

Club 4.1.1 The Event shall be held in four (4) phases:

- Phase I: Qualification Round;
- Phase II: Preliminary Round;
- Phase III: Quarter Final Round;
- Phase IV: Final Four.

Club 4.1.2 All matches shall be played the normal time.

Club 4.1.3 Classification shall be according to Club 9.1 and 9.3.

Club 4.2 Participation

Club 4.2.1 Federations may submit entries for the three (3) teams having finished 1st, 2nd and 3rd in the National Championships;

Club 4.2.2 Directly qualified for the Preliminary Round are the National Champions of those Federations with a team having ranked 1st to 4th in the previous Euro League.

Club 4.2.3 All the other teams entered shall play in the Qualification Round.

Club 4.3 Qualification Round (Phase I)

Club 4.3.1 The teams playing the Qualification Round shall be drawn into eight (8) groups each to be held in a tournament at different venues.
If there are less than 24 teams LEN TWPC may change the system.

Club 4.3.2 In each group each team shall play against each of the other teams.

Club 4.3.3 Each team shall play only one match per day.
Exceptions may be decided.

Club 4.3.4 a) The teams ranked 1st, 2nd in each group shall Qualify for the Preliminary Round (Phase II);

Club 4.4 Preliminary Round (Phase II)

Club 4.4.1 The Preliminary Round shall be held with **twenty (20)** teams:

- a) The teams directly qualified according to Club 4.2.2;
If there are less than four (4) teams the LEN TWPC may decide on the qualification system;
- b) The teams qualified according to Club 4.3.4 a.

Club 4.4.2 The teams shall be seeded into four (4) groups, each to be held in a tournament at different venues.
The groups shall then be drawn according to the following system:
1st Batch: The teams of Federations with a team having ranked 1st to 4th in the previous year.
2nd Batch: The teams ranked 1st in each group of the Qualification Round.
3rd Batch: The teams ranked 2nd in each group of the Qualification Round.

Teams which were in the same group in the Qualification Round shall not be in the same group again.

Club 4.4.3 In each group each team shall play against each of the other teams.

Club 4.4.4 Each team shall play only one match per day.
Exceptions may be decided.

Club 4.4.5 The teams ranked 1st and 2nd in each group shall qualify for the Quarter Finals.

Club 4.5 Quarter Finals (Phase III)

Club 4.5.1 The Quarter Finals shall be held with the **eight (8)** teams qualified according to Club 4.4.5.

Club 4.5.2 The teams shall play on a home and away basis.

Club 4.5.3 The teams to play against each other and the teams to play first at home shall be decided by draw.

Club 4.5.4 All matches shall end after the normal time. If after the two matches there is equality in the added scores the second match shall be played to a final result (see Club 9.2).

Club 4.5.5 The four winning teams shall qualify for the Euro League Final Four.

Club 4.5.6 The four losing teams shall play the LEN Trophy Final Four

Club 4.6 Final Four (Phase IV)

Club 4.6.1 The Euro League final four shall be held with the four (4) teams qualified according to Club 4.5.5 to be played on two days in one venue.

“ The LEN Trophy final four shall be held with the four (4) teams qualified according to Club 4.5.6 to be played on two days in one venue.

Club 4.6.2 On the 1st day the semi finals shall be played. The teams to play against each other and the sequence of matches shall be decided by draw.

Club 4.6.3 On the 2nd day the losers of the semi finals shall play for the third place and the winners for the first place.

Club 4.6.4 The winning team of the Euro League Final Four shall be declared «European Club Champion Women». It shall be awarded a Trophy engraved accordingly.

The winning team of the LEN Trophy Final Four shall be awarded a Trophy, engraved «LEN Trophy for Water Polo Women»

CLUB 5 LEN EUROPEAN SUPER CUP FOR WATER POLO WOMEN

Club 5.1 Participation

The Winning Teams of the Euro League Women and LEN Trophy of the previous year of the Club Cup Competitions.

Club 5.2 System of Competition

The match shall be played to a final result (see Club 9.2).

Club 5.3 Organiser

The date and the site of the match is to be fixed and agreed on by the two teams and approved by LEN.

CLUB 6 ENTRIES

Club 6.1 Preliminary Entries

Club 6.1.1 Preliminary Entries shall be sent to the Secretary of the LEN TWPC, with copy to the LEN Office, no later than the date decided by the LEN TWPC and circulated by the LEN Office.

Club 6.1.2 The Preliminary entries shall be signed by the President or Secretary of the club and certified by the President or Secretary of the Federation to which the team is affiliated.

Club 6.2 Entry Fee

Club 6.2.1 The entry fee for each team entered shall:
a. be decided by the LEN Bureau and circulated by the LEN Office;
b. be paid to LEN no later than the date for submission of preliminary entries.

Club 6.2.2 No entry shall be accepted if payment is not received in time or the preliminary entry is not accompanied by a certified bank order.

Club 6.3 Named Entries

- Club 6.3.1 Named entries of players shall be sent to the Secretary of the LEN TWPC, with copy to the LEN Office, no later than the date announced and circulated.
- Up to **twenty five** (25) players shall be listed on the official form comprising their name, surname and passport number.
- The list shall be signed by the President or Secretary of the Club and certified by the President or Secretary of the Federation to which the club is affiliated.
- The list of entered players may not be changed after the time limit for its submission.
- Clarification:
The list may not be changed during the whole LEN Club Water Polo Season which means the whole period from the Qualifications up to the Finals in the respective LEN Club Competitions.
- Club 6.3.2 Players entered shall be affiliated to the Club they are represented thus eligible to play in International and domestic events when named entries are submitted.
- Such players shall not be allowed to play for another club in any National Competition before the Finals of the respective LEN Water Polo Club Competition or before one month after the date their club was eliminated in the respective LEN Water Polo Club Competition, whichever date is the earliest.
- Club 6.3.3 At the Technical Meeting before the first match in each stage of the LEN Club Competitions, as well as before the matches to be played on home and away basis, **thirteen (13)** players of those listed on the official form shall be nominated for participation in the competitions. Each team shall consist of eleven field players and two goalkeepers.
- Club 6.3.4 Nominated players shall be numbered one (1) to thirteen (13) and wear a cap with the number under which he/she has been nominated.
The goalkeeper shall wear a red cap numbered 1 and the substitute goalkeeper shall wear a red cap numbered 13. A player shall not be allowed to change his cap number for the duration of each stage of the competition.
- Club 6.3.5 The names of the 13 players and the names of the coach and the officials to sit on the bench shall be submitted to the LEN Technical Delegate no later than one hour before the match.
- A player suspended for one or more matches due to brutality cannot be substituted.
- Club 6.3.6 The LEN Technical Delegate shall check the players personal identification documents and ensure that the names of the players are in accordance with the list of entered players.
- Players who cannot prove identity corresponding to the list of entered players or which are not listed shall not be eligible to play.

CLUB 7 OBLIGATIONS OF ORGANISERS

Club 7.1 Pool Requirements

Club 7.1.1 All matches shall be played in indoor pools between 1st October and 30th April of the season. Exceptions may be approved by the LEN TWPC for the time before and after this period.

Club 7.1.2 Specifications of the Pools are to be as follows:

- a) Field of play:
The field of play, water depth, temperature and light intensity shall be as set forth in FINA Rules (FR 7.1, FR 7.2, FR 7.3, FR 7.4);
- b) Pool Deck:
The pool deck shall be of a minimum space of two (2) metres to allow referees, players and team staff members a free way around the pool at any time 60 min before, during and 30 min after the match;
- c) Stands / Public:
There shall be a minimum distance of two (2) meters from the first row of the stands to the area which is defined above as Pool Deck, guaranteeing referees to act without any undue physical interference.
If necessary the first row(s) shall be kept free of any public, in order to achieve this minimum distance;
- d) Dressing Room:
Dressing Rooms for referees and for the teams shall preferably be located in different sections of the pool and shall have separate access;
- e) Automatic Officiating Equipment / Scoreboard:
The main scoreboard showing the time, period, goals and, preferably, the time left for excluded players shall be clearly visible for teams, officials and public;
- f) 30 seconds clocks:
There shall be four 30 seconds clocks placed at each corner of the field of play;
- g) Board displaying the personal fouls:
A board displaying the personal fouls of each player shall be placed in a prominent position, either combined with the main scoreboard or adjacent to it. This may be manually operated;
- h) Other equipment:
 - (i) Lighting as per FINA-Rules (FR 7.4);
 - (ii) preferably catwalk for Referees and podium for table of delegates and jury;
 - (iii) spare caps;
 - (iv) time clock for the time outs and two (2) manual clocks in case of a breakdown of the main scoreboard;
 - (v) whistles and flags for jury table.

Club 7.1.3 Any organiser who fails to rig the field of play according to the rules and to have all the necessary equipment including the electronic equipment in working condition and located in a suitable place to be controlled by all concerned including the delegate, may be fined up to five hundred (500) EURO for any omission.

Club 7.2 Competence for Appointments

Club 7.2.1 The organisers of all matches with the exception of the «Final Six» and «Final Four» shall be appointed by the LEN TWPC with the approval of the LEN Bureau Executive.

Club 7.2.2 If the number of applicants to organise a round is less than required, the organisers shall be drawn from the participating teams.

CLUB 8 REFEREES

Club 8.1 In all stages of the LEN Club Competitions from the Qualification Round to the Finals referees shall be appointed by the LEN TWPC.

Club 8.2 The LEN Technical Delegate shall nominate for each match the referees and the other officials.

Club 8.3 Referees may be evaluated.

CLUB 9 CLASSIFICATION

Club 9.1 Scores and Points

Club 9.1.1 Each victory shall count three (3) points for the winning team, each draw one (1) point per team and zero (0) points for the losing team.

Club 9.1.2 The final classification within a group shall be established according to the points gained by each team in all matches of its group.

Club 9.1.3 For each match in which a team is disqualified a goal score of 10:0 shall be awarded to the opposing team.

Club 9.2 Matches to be played to a final result

Club 9.2.1 If a match ends with a tie after the normal time, there shall be a penalty shoot out to determine the result.
If a penalty shoot out is necessary, this shall be in accordance with the FINA rules.

Club 9.3 Equality of Points

Club 9.3.1 In case of equality of points in groups in which teams are playing **in a tournament at the same venue**, the following shall apply:

- a) If equality of points is between **two teams**, precedence shall be given to the team winning the match in which the two teams played against each other.
 - i) If this has been a tie, precedence shall be given to the team with the largest difference between goals scored for and against.
 - ii) If there is still a tie precedence shall be given to the team having scored the higher number of goals.
 - iii) If there is still a tie precedence shall be given to the team having won the largest number of matches
 - iv) If there is still equality, the classification of the teams shall be decided by lot.
- b) If equality of points is between **more than two teams** the classification shall be

established as follows:

- i) Only the points gained in those matches played among the teams with equal points shall be decisive.
- ii) If there is still equality the classification shall be established according to the goal difference from only those matches played among the teams with equal points.
- iii) If there is still equality the classification shall be established according to the highest number of goals scored in the matches played among the teams with equal points.
- iv) If there is still equality the classification shall be established according to the goal difference from all matches played in the group.
- v) If there is still equality the classification shall be established according to the highest number of goals scored in all matches of the group.
- vi) If there is still equality precedence shall be given to the team having won the largest number of matches.
- vii) If there is still equality the classification shall be decided by lot.

Club 9.3.2

In case of equality of points in groups where each team is playing on a **home and away basis** against each of the other teams, the following shall apply:

- a) If equality of points is between **two teams** the classification shall be established as follows:**
 - i) Only the points gained in the matches played among the two teams with equal points shall be decisive.
 - ii) If there is still equality the classification shall be established according to the goal difference in the two matches played only among the two teams with equal points.
 - iii) If there is still equality the classification shall be established according to the goal difference from all matches played in the group.
 - iv) If there is still equality precedence shall be given to the team having scored more goals in all matches played in the group.
 - v) If there is still equality precedence shall be given to the team having won the largest number of matches.
 - vi) If there is still equality the classification shall be decided by lot.
- b) If equality of points is between **more than two teams** the classification shall be established as follows:**
 - i) Only the points gained in those matches played among the teams with equal points shall be decisive.
 - ii) If there is still equality the classification shall be established according to the goal difference from only those matches played among the teams with equal points.
 - iii) If there is still equality the classification shall be established according to the highest number of goals scored in the

matches played among the teams with equal points.

- iv) If there is still equality the classification shall be established according to the goal difference from all matches played in the group.
- v) If there is still equality the classification shall be established according to the highest number of goals scored in all matches of the group.
- vi) If there is still equality precedence shall be given to the team having won the largest number of matches.
- vii) If there is still equality the classification shall be decided by lot.

Club 9.4 Exclusion and Suspension of Teams

- Club 9.4.1 A team/club not complying with the Rules, the Regulations and/or the instructions issued to all participating clubs may be excluded. It may also be excluded from the next LEN Club Competition for which this team/club shall qualify.
- Club 9.4.2 The LEN Delegate(s) shall suspend a team from a LEN Club Competition in case of forfeiting a ranking match. Exception may be made.
- Club 9.4.3 The LEN Bureau may suspend a team from a LEN Club Competition in case of not complying with the financial liabilities it is responsible for.
- Club 9.4.4 All results achieved so far by the team excluded or suspended shall be expunged.

CLUB 10 FINANCIAL REGULATIONS

- Club 10.1 Each Federation entering a club shall be responsible that the club is fulfilling any financial obligations in connection with the Cup Competitions.
- Club 10.2 Any organiser of a LEN Club Competition shall provide:
 - a) Transport from the nearest airport to the official hotel and back for participating teams, Delegate(s) and Referee(s);
 - b) transport from official hotels to the pool and back for training and competitions for participating teams, Delegate(s) and Referee(s);
 - c) sessions of minimum one (1) hour per day for training in the competition pool beginning preferably one day before the first match;
 - d) places for journalists and sufficient telephone lines for them.
- Club 10.3 Expenses of **LEN Delegate(s) and Referees** shall be borne by the organising club according to the Regulations «Reimbursement of Expenses for LEN Representatives and Referees at Water Polo matches included in the LEN Calendar».



LEN CLUB COMPETITION PROGRAMME SEASON 2015 – 2016

CHAMPIONS LEAGUE (C.L.)

QUALIFICATION ROUND I:

4 to 6 September 2015*

QUALIFICATION ROUND II:

18 to 20 September 2015*

QUALIFICATION ROUND III:

3 October 2015

1st match

17 October 2015

2nd match

PRELIMINARY ROUNDS:

28 October 2015

1st match

11 November 2015

2nd match

28 November 2015

3rd match

16 December 2015

4th match

3 February 2016

5th match

10 February 2016

6th match

12 March 2016

7th match

16 April 2016

8th match

30 April 2016

9th match

18 May 2016

10th match

Champions League "FINAL Six":

2 – 4 June 2016

EURO CUP (E.C.)

QUALIFICATION ROUND I:

2 to 4 October 2015*

QUALIFICATION ROUND II:

16 to 18 October 2015*

QUARTER FINALS:

11 November 2015

1st match

16 December 2015

2nd match

SEMI FINALS:

3 February 2016

1st match

10 February 2016

2nd match

FINALS:

16 April 2016

1st match

30 April 2016

2nd match



EURO LEAGUE WOMEN (EL W.)

QUALIFICATION ROUND:

4 to 6 December 2015 *

QUALIFICATION ROUND II:

5 to 7 February 2016 *

QUARTER FINALS:

17 February 2016

1st match

27 February 2016

2nd match

WOMEN LEN TROPHY “FINAL FOUR”

15 – 16 April 2016

WOMEN EURO LEAGUE “FINAL FOUR”

22 – 23 April 2016

*Note: In the event of more than four teams playing in one and the same Group, these Groups will have to start earlier.



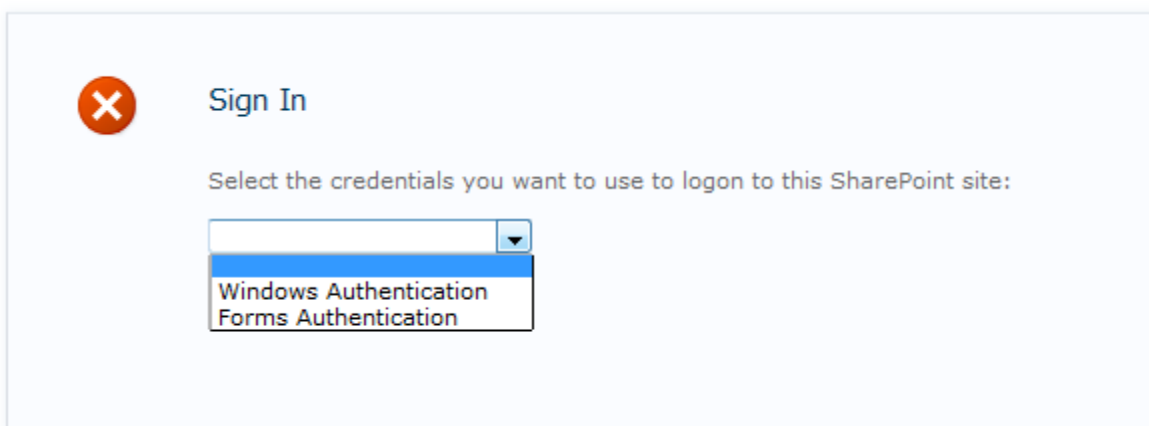
**TO: ALL LEN AFFILIATED MEMBER FEDERATIONS
ALL LEN WATER POLO FEDERATIONS**

Nyon, 29th June 2015

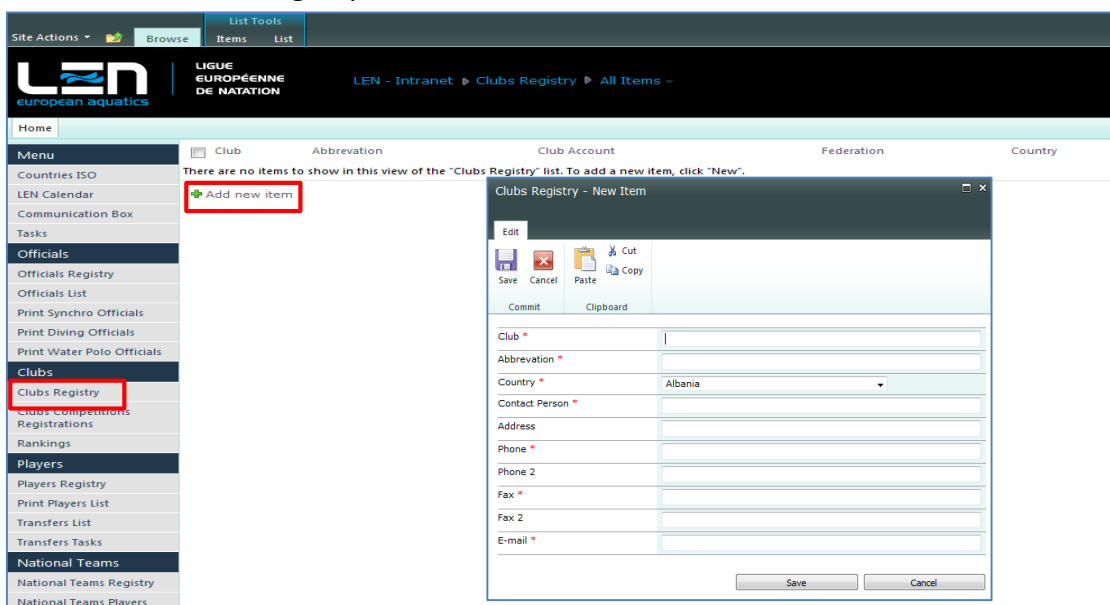
Dear Friends,

This is to officially inform that the system for the application to the European Club Cup Competitions is now open. Please note that the Username / Password communicated to you previously on September 18th 2012 are also valid for the process explained below and will still be valid for all future procedures on the reserved section of the LEN web-site.

1. Please connect to the following link: <http://lenintranet.jumbograndieventi.it> and choose "Forms Authentication" in the scrolling menu.



2. Insert your Username and Password.
3. Click on "Clubs Registry" and on "Add new Item"



Ligue Européenne de Natation
9, Rue de la Morache - CH 1260 Nyon - Switzerland
Phone: +41 225529999
Fax: +41 225529989
E-mail: lenoffice@len.eu



Please fill in all the mandatory fields marked with *, as it will create a profile for the club. It is necessary to repeat this step for each team who played in the first division of your National Championship.

4. Click on “Rankings” and on “Add new item”.

Please fill in all the mandatory fields marked with *. This step needs to be repeated for all teams of the first division of your National Championship as it will create the ranking.

In “Year”, please insert “2015”.

For teams who have the right to enter a European Club Cup Competition, please tick the box “Participation” and indicate which competition in the “Event” scroll down menu.

Please tick the “Confirmed” box if the team is using its right to enter the competition.

Please send an email to the LEN Office to inform that you have done this process by latest 10th July 2015. The LEN Office will then create the login data for clubs to go through the online procedure.

Clubs will fill in the Entry Form online and send it to you by mail or fax, they will also have the possibility to attach the documents to their “registry”.

As a federation, you will be able to access all attached items and will be able as well to attach documents.

Procedure for clubs explained in a separate document.



You can access the attached documents of your clubs by clicking on “Club Competitions Registrations”, then clicking on “Details” of the club. The attachments will be accessible at the bottom of the pop-up window summarising all data.

The screenshot displays the LEN Intranet interface. At the top, there is a navigation bar with 'List Tools' and 'List' tabs. Below this is a toolbar with various actions like 'New Item', 'New Folder', 'View Item', 'Edit Item', 'Delete Item', 'Attach File', 'Workflows', and 'Approve/Reject'. The main content area shows a table with columns for 'Title', 'Competition', 'Year', 'Club', and 'Contact Person'. The table is filtered by 'Status : Confirmed (4)'. A row is selected, and a 'Details' pop-up window is open. The 'Details' window shows a 'Print Request Entry Form' with fields for 'Title', 'Competition', 'Year', 'Club', 'Country', 'Status', 'Payed', 'Contact Person', 'Address', 'Phone', 'Phone 2', 'Fax', 'Fax 2', 'E-mail', and 'Abbreviation'. At the bottom of the 'Details' window, there is an 'Attachments' section with a file named 'Invoice Brescia.docx payment-confirmation.txt' highlighted. The interface also includes a sidebar menu with categories like 'Menu', 'Officials', 'Clubs', 'Players', and 'National Teams'. The 'Clubs Registry' item is highlighted in the sidebar.

Title	Competition	Year	Club	Contact Person
Details	Champions League	2013		
Details	Champions League	2013		
Details	Champions League	2013		

Club Competitions Registrations - Details

View

Version History | Alert Me
Manage Permissions | Workflows
Edit Item | Delete Item
Manage | Actions

Print Request Entry Form

Title: Details
Competition: Champions League
Year: 2013
Club: Rijeka
Country: Italy
Status: Confirmed
Payed: Yes
Contact Person: David
Address: Ulica etc
Phone: 003551222222
Phone 2: 003551222222
Fax: 003551222222
Fax 2: 003551222222
E-mail: david@testrijeka.com
Abbreviation: RJK
Note:
Rule Club 6.2.1
LEN Rule E 16.4
Competition Guidelines

Attachments: Invoice Brescia.docx payment-confirmation.txt

Created at 11/01/2013 17:21 by DEMO Rijeka
Last modified at 15/01/2013 15:38 by System Account

Close

Once you have signed and stamped the documents (Entry Form, Players Lists), you can send them by mail or fax to the LEN Office but also attached them to the club’s profile. To upload a file related to a club in the LEN Intranet, select the club by ticking the little box of the club, and click on “Attach File” on the top menu.



**Forms must be signed and stamped by the General Secretary / President of the Federation
before posting to the LEN Office:**

<u>Entry Form</u>	By 3rd August 2015
<u>Players List</u>	By 14th August 2015 (MEN CL)
	By 22nd September 2015 (MEN EC)
	By 24th November 2015 (WOMEN)

Email: lenoffice@len.eu - Fax: +41 225 529 989

Hope all these details are for some assistance and we stay at your disposal in case of any further clarification or query you may have.

Best regards,

LEN Office