**Technical Delegate Report BVB/13**

(for Star-1 & Star-2 events in Europe managed by CEV)

**This form must be signed by the parties concerned and sent to the CEV (****beach@cev.lu****) with a copy to FIVB (****worldtour@fivb.org****) upon conclusion of the tournament.**

|  |  |
| --- | --- |
| **Event Category**  |  |
| **Event City** |  |
| **Event Date** |  |
| **Technical Delegate**  |  |

**Venue**

|  |  |
| --- | --- |
| **Subject** | **Remark** |
| Location  |  |
| Centre court capacity |  |
| Venue facilities such as Delegates’ offices, referees lounge, players’ lounge, showers and toilets |  |
| Centre court equipment: net, rotating LED, court banners, electronic scoreboard |  |
| Side court equipment: net, scoreboard, court banners, spectators’ area |  |
| Sand quality and depth in all competition and warm up courts |  |
| Look of the venue: public area, field of play |  |
| Facilities in the Delegates’ offices such as printer, scanner, internet connection, paper, desk and chairs |  |
| Internet connection in different areas of the venue (lounges, offices, public area)  |  |
| Accessible area for disabled |  |
| Lighting (if used) |  |
| Areas to improve |  |

**Competition**

|  |  |
| --- | --- |
| **Topic** | **Remark** |
| Preliminary Inquiry and Technical Meeting (if any): organization, information distribution, location, schedule |  |
| Competition schedule and any eventual changes to the approved competition schedule |  |
| Daily spectator participation |  |
| Awarding ceremony |  |
| Competition Management |  |
| Tournament Director and Competition Director performance |  |
| Court Manager(s) performance |  |
| Areas to improve |  |

**Refereeing**

|  |  |
| --- | --- |
| **Topic** | **Remark** |
| Performance of Referee Manager, local referees and court personnel |  |
| Referee clinic: organization, location, schedule |  |

**TV/Streaming**

|  |  |
| --- | --- |
| **Topic** | **Remark** |
| TV/Live Streaming matches as per the schedule |  |
| Number of TV broadcast matches as per the agreement |  |
| Required area for TV Compound and position of TV Commentary  |  |
| TV office (if any as per the event category) |  |
| Local TV coverage |  |
| UNAS Media |  |
| Areas to improve |  |

**Marketing**

|  |  |
| --- | --- |
| **Topic** | **Remark** |
| Marketing items as per the Masterplan and Branding Guidelines, any missing items |  |
| Any items not complying with the Marketing and Branding guidelines |  |
| Areas to improve |  |

**Media and Promotion**

|  |  |
| --- | --- |
| **Topic** | **Remark** |
| Local media attention to and coverage of the tournament |  |
| Correct use of the tournament title |  |
| Press Conferences |  |
| Media office equipment |  |
| Local media staff |  |
| Mixed zone location |  |
| Area for the photographer |  |
| Areas to improve |  |

**Sponsorship**

|  |  |
| --- | --- |
| **Topic** | **Remark** |
| Presence of FIVB/CEV sponsors and suppliers in line with FIVB Handbook and Branding Guidelines |  |
| Mikasa and other FIVB/CEV sponsors and partners POS positioning (if applicable) |  |
| List of organizer’s sponsors |  |
| Areas to improve |  |

**Board and Lodging**

|  |  |
| --- | --- |
| **Topic** | **Remark** |
| Hotel’s quality for the players (if applicable) and officials  |  |
| Quality and quantity of food and snacks in the hotel and venue for players (if applicable), officials and volunteers |  |
| Areas to improve |  |

**Transportation**

|  |  |
| --- | --- |
| **Topic** | **Remark** |
| Organisation of airport transportation  |  |
| Organisation of transport between the hotel and venue for players (if applicable) and officials |  |
| Areas to improve |  |

**Security, Accreditation and Safety Plan**

|  |  |
| --- | --- |
| **Topic** | **Remark** |
| Implementation of the security plan, number of staff, number of check points, etc.  |  |
| Implementation of the accreditation plan, level of accessibility for different groups, etc. |  |
| Areas to improve |  |

**Medical Area**

|  |  |
| --- | --- |
| **Topic** | **Remark** |
| Medical facilities: medical room, physiotherapy, first aid, ambulance |  |
| Medical staff, number of doctors, assistants, physiotherapists, medical team on the courts |  |
| Anti-Doping facilities |  |
| Areas to improve |  |

**Technology**

|  |  |
| --- | --- |
| **Topic** | **Remark** |
| VIS operator performance, working space, internet connection |  |
| Areas to improve |  |

**Side Event Activities**

|  |  |
| --- | --- |
| **Topic** | **Remark** |
| Organization of side events such as activities for kids, families, and fans, sponsor village,  |  |
| VIP and Hospitality: VIP package, VIP area and catering |  |

**Summary of positive points and any issues to be reported to the CEV/FIVB**

|  |  |
| --- | --- |
| **Topic** | **Explanation** |
|  |  |

**Signature of the attendants**

|  |  |  |
| --- | --- | --- |
| Technical DelegateName:Date: | NF Representative(s)Name:Date: | Tournament DirectorName:Date: |