



COMPETITION REGULATIONS

Introduction

For many regional players, a Country Championship is the major volleyball event on the annual calendar, with participation limited to players registered in country associations and managed by Volleyball Victoria (VV).

The aim of the Championships is to bring the best players in country Victoria together to play highly competitive competition to not only to determine the best Association, but also the association with the strongest domestic competitions on an annual basis.

These regulations have been developed to encourage associations to better prepare for a Country Championship, and to provide an event that is enjoyable for all participants, both of which impact directly on the success of the event.

Unless otherwise specified in these regulations, the Rules of Play shall be those published by the FIVB at the time of a championship.

1. APPLICATION

- Volleyball Victoria Country Championships shall be contested in separate divisions for Men and Women, comprising of Division One, Division Two and Division Three.
- Each championship shall be contested annually with the hosting of each event supported by an affiliated country association with a venue and workforce support suitable for the demand and level of play.
- The Championship shall be played on as many consecutive days as necessary, using as many playing courts as required in no more than three venues.

2. ELIGIBILITY

Association Eligibility

- (i) Country Championships may only be contested by players registered in affiliated Associations

outside a radius of 40km of the Melbourne CBD.

- (ii) Only associations that comply fully with the affiliation requirements of Volleyball Victoria shall be eligible to enter a team in a Country Championship.
- (iii) One (1) team per association per gender is permitted to enter the Division One competition. Up to two (2) teams per association per gender is permitted to enter Division Two or Division Three competitions.
- (iv) Associations may nominate club or academy-based teams (if affiliated with Volleyball Victoria), but such teams shall compete in the name of the association and shall be treated in every respect as fully representative of their nominating association.
- (v) Participating teams must include the name of an eligible town or region in their team's name.

Player Eligibility

- (i) All players must appear on the RevSPORT registration database of Volleyball Victoria and hold at minimum a Recreational VV Registration before participating in the championships.
- (ii) Including all invited and marquee players, all players must be registered with the association they represent.
- (iii) Individual player registrations MUST be submitted to Volleyball Victoria Inc no later than the date set for the provision of the final Team List documentation. Non-compliance shall incur a penalty of 2 penalty units per listed unregistered player to be deducted from the team bond. NB: Every listed player must be registered by the close of player registrations.
- (iv) Players under suspension or without financial clearance, as advised to Volleyball Victoria prior to the event, are ineligible to compete.
- (v) Except for eligible invited and marquee players, all players must have played at least six (6) matches in their association's regular weekly competition, during the period commencing at the start of the year until the time final Team List documentation is due for submission.
- (vi) For Division One teams, the association key contact will be required to submit a declaration to Volleyball Victoria, verifying the above requirement, prior to playing their first match of the championships. Failure to submit the declaration will result in the forfeiture of every match until such time as the declaration is submitted.
- (vii) Any player found to be ineligible in accordance with these regulations shall cause their team to forfeit all matches in which that player took any part, 3 sets to nil, 25-0 each set, and in addition, the association shall forfeit their entire bond.

Invited Players

- (i) Subject to fulfilling the applicable requirements of Association eligibility (i) and (ii) above, players from an association not entered in a Championship may be eligible to be invited to play for a different association.

- (ii) Subject to fulfilling the applicable requirements of Association eligibility (i) and (ii) above, players not selected by an association to represent them in a Championship, may be eligible to be invited to play for a different association, provided the player obtains written permission from their association to play for another association.
- (iii) Invited players must have played at least six (6) matches in their primary affiliated country association's regular weekly competition, during the period commencing at the start of the year until the time final Team List documentation is due for submission.
- (iv) The player may be required to obtain written verification of this requirement prior to the Championship.
- (v) Participating teams shall be limited to a maximum of one invited player per team.
- (vi) Invited players is only confirmed by VV after receipt of the team list for each team, which must clearly indicate the invited player and their details.

Marquee Players

- (i) Teams entered Division One shall be permitted to include one (1) additional player to be known as a 'Marquee' player.
- (ii) A Marquee player shall be a player who:
 - commenced their playing career in that team's association at any level and has left that association for study or career development;
 - has represented that team's association at any level in a previous country championship; and
 - meets the requirements of Invited players (i), (iv) & (vi) only.

Coach Accreditation

- (i) All Head coaches of Division One teams shall be qualified to at least Volleyball Australia Level 2 Associate Coach Accreditation.
- (ii) All Head coaches of Division Two and Three teams shall be qualified to at least Volleyball Australia Level 1 Coach Accreditation.
- (iii) Teams without a suitably qualified Head Coach shall be required to compete without any coach on the team bench.

3. ENTRIES & REGISTRATION

Team Entries

- (i) All team entries, payments and team/player management will utilise the RevSPORT competition management system. As per affiliation with Volleyball Victoria, all associations shall have access to their Association portal to manage members, team, and player entries.
- (ii) Entries will be accepted on receipt of the required fees and bonds by the due date which shall be at

least two (2) weeks prior to the Championship.

- (iii) Having registered to participate and paid the required fees and bonds, an association acknowledges and accepts complete liability for full compliance with these regulations, agreeing to pay particular attention to the player eligibility criteria and provision of referees.
- (iv) Failure to pay the required fees and bonds by the due date may result in the entry being removed from the Championship.
- (v) Any team who withdraws after submission of their entry documentation, and after the team entry deadline, or who fails to present for the event, shall forfeit both their entry fee and bond in full.

Player Nominations and Team Lists

- (i) Associations must complete the Team List nominations through the RevSPORT Portal by the due date, which shall be at least seven (7) days prior to the event. Associations must nominate a minimum of seven (7) players.
- (ii) Failure to complete the Team List documentation by the due date may result in the Tournament Director rejecting the entry, in which case that team shall forfeit their entire bond. If the entry is to be accepted, a penalty of 5 penalty units per team shall be applied to the responsible association.
- (iii) If, for whatever reason, a listed player is unable to participate, the team may continue to play in the event provided at least seven (7) players are present to commence the first match of the event.
- (iv) Any team who requests to add one or more players after the registration deadline, may do so, if player fulfils the eligibility criteria.

Referee Nominations

- (i) Referees must be nominated in accordance with Section 8. Associations entering Division One must nominate their Division One referee no later than the date set by the host association for close of entries, whilst Associations entering other Divisions must nominate their referees by the date set by the host association for submission of final Team List documentation.

4. FIXTURE

- (i) The fixture shall be constructed to ensure all teams play throughout each day prior to finals. Where possible, a full round-robin format will be used for each division, including eight (8) team fixtures, with any variation, and the format of any such variation.
- (ii) Should pools be required in any division, quarter finals and semifinals shall be incorporated into the fixture and should be completed prior to the day on which medal matches are contested. The allocation of teams to divisions and/or pools shall at the sole discretion of VV.
- (iii) Time slots for matches shall be set at a minimum of 90-minute intervals unless a variation is required due to division size or limitations of venues.
- (iv) The fixture shall be prepared at least two (2) weeks prior to the Championship. In considering the proposed fixture, VVI shall pay attention to the principles of fairness, without restricting any

options to maximise local spectator interest and will take into consideration the burden on teams travelling over 500kms to the Competition location.

5. RESULTS

- (i) All matches shall be played best of five, no time limit.
- (ii) Championship points shall be allocated as follows:
 - Match won: 3 points.
 - Match lost: 1 point.
 - Match forfeit: 0 points
- (iii) Set percentage shall be determined based on sets won and sets lost.
- (iv) Point percentage shall be determined based on total match points won and lost.
- (v) The teams to contest the grand finals of each division shall be determined by total championship points, and if equal then on set percentage and if still equal then on point percentage.
- (vi) If a tie still exists, the result of the last match played between the tied teams shall be used to determine the final order of the teams.
- (vii) A progressive results table shall be maintained on the event results page on Exposure Events and displayed in a prominent location throughout the Championship.

6. DISPUTES & PROTESTS

- (i) Disputes relating to the eligibility of any participant shall be referred to the Tournament Supervisory Group (TSG) for determination and appropriate action.
- (ii) Protests formerly raised by the captain of a team relating to a refereeing decision in any championship match shall be immediately referred to the Country Championship Referee Delegate, or if not immediately available, the Tournament Director, for court-side resolution.
- (iii) The first referee shall relate the protest to the Referee Delegate/Tournament Director who may seek additional comment from other match officials (second referee, scorer and/or line judges), and with each captain. Subject to a decision being reached by the Referee Delegate/Tournament Director, their decision shall be final, and no further correspondence will be entered into.
- (iv) Should the protest not relate to a 'Rule of the Game' issue, the Referee Delegate/Tournament Director may choose to refer the matter to the TSG for further deliberation, in which case the match will continue, and the result will be subject to the deliberation of the TSG.
- (v) Other disputes shall be in writing, addressed to the Chair of the TSG, and be delivered to the Tournament Director or Chair of the TSG within two (2) hours of the completion of the match or incident relating to the dispute.

7. GENERAL REGULATIONS

- Nominated match start times shall be based on the GEST (Guaranteed Earliest Start Time) system.

- Teams will be guaranteed a minimum of 20 minutes on court warm-up (including spiking and serving).
- All teams shall be guaranteed a minimum of 60 minutes between playing commitments.
- Any team not ready to commence play within 10 minutes of the appointed time, being the later of the GEST time or 20 minutes after the conclusion of the previous match, shall forfeit the match, 3 sets to nil.

Uniforms

- Teams must ensure each player wears the uniform number nominated in the final Team List documentation, unless otherwise approved by VV. A minimum of 7 players and a maximum of 14 players may be nominated.
- Teams with players wearing numbers different to those listed in the Team List documentation shall incur a penalty of 2 penalty units per match per player.
- Teams presenting less than seven (7) players for a competition match, unless because of an injury sustained during a Championship match, shall incur a penalty of 2 penalty units for each match in which their team members are below the minimum. In accordance with FIVB rules, any team presenting less than six players shall be declared incomplete.
- For Division One competition, team uniforms must be strictly in accordance with the FIVB Rules of Play, except for player numbers.
- For all divisions, player numbers must be within the range of 1 to 99, provided each player has a unique number.
- Playing numbers or captains bar temporarily applied using strapping or other forms of adhesive tape will not be permitted.
- For Division One competition, playing uniforms (shirt and shorts) must be identical. Socks must be the same colour. Non-compliance shall incur a penalty of 2 penalty units per player per match to be deducted from the team bond.
- For all other divisions, the basic style and colour of playing uniforms must be the same.
- For all divisions, some/all of the playing uniforms may bear the first and/or surname of the player, but nicknames are not acceptable.
- Where uniforms are noticeably different, the TSG will be asked to rule on the acceptability of the uniform in question.

Scoresheets

- For all Country Championships, the twelve-substitution rules shall apply.
- Twelve-substitution scoresheets shall be used in all matches.

- Coaches requiring copies of scoresheets should advise the Tournament Manager who shall arrange for the appropriate copies to be made available.
- Teams may use one or two liberos. For teams using two liberos, 'Libero per match' shall apply as per FIVB rules. For teams using a single libero, 'Libero per set' may be used.
- Once a match is commenced, it must be completed. Where a match is deemed to have no bearing on the outcome of a division, either team may approach the Tournament Director for permission to not commence that match. Such a request must be made at least 20 minutes before the scheduled start time, with approval strictly subject to there being no advantage to any team that will participate in any medal match later in the championship.

8. OFFICIALS

Referee Delegate

- VVI will appoint a suitably qualified, independent Referee Delegate for the championship.
- The authority, responsibility and appointment conditions of the Referee Delegate is detailed in the position description available from the VV office.

Referee Panel

- A six (6) person VV appointed referee panel shall be formed for the duration of the Championship made up of fully qualified independent referees. In addition to this, referees nominated by Division One teams via the entry process may be invited onto that panel.
- Referees nominated by other than Division One teams are entitled to participate in all Referee Panel activities as an observer.
- Associations entering Division One will be required to nominate qualified referees at the rate of one referee for up to two Division One teams as part of the initial entry process. The association nominated referees will complement the up to six (6) VV appointed referees and will act as either 1st or 2nd referees.
- Should an Association entering Division One fail to nominate a referee, the Tournament Director and Referee Delegate shall negotiate with the Association regarding the provision of a Referee at the Association's cost, or the entry may be rejected.
- Associations entering divisions other than Division One shall be required to nominate referees at a minimum rate of one referee per team. Nomination of referees for divisions other than Division One shall form part of the Team List documentation.
- Failure to nominate appropriate referees shall incur a penalty of 5 penalty units.
- Nominated referees must as a minimum be qualified to at least Volleyball Australia Level 2 Associate Referee Accreditation.
- Division One referees must provide and wear an official Volleyball referee uniform of light blue shirt (navy blue jumper/jacket permitted during cold weather) and dark trousers (navy or black).

- All referees must supply their own whistle and yellow/red cards. Line judge flags to be provided.
- Members of the referee panel must be available to be rostered by the Referee Delegate for first and/or second referee duties on all Division One preliminary matches and as many other division preliminary matches as possible.
- Members of the referee panel must be available to be rostered by the Referee Delegate for first and second referee and scorer duties on all finals matches.
- Where possible, members of the referee panel and other Division One nominated referees may also be rostered to perform line judge duties for finals matches.
- All members of the referee panel, plus at least one of the nominated referees from each team in divisions other than Division One, shall attend the initial referee meeting as scheduled by the Referee Delegate.
- Members of the referee panel who make themselves unavailable for any match, particularly finals match, and referees who fail to attend the initial referee meeting, shall cause a penalty of 5 penalty units to be applied to the association they represent.
- Associations are encouraged to nominate additional referees (qualified or not) for experience.
- All refereeing officials shall be directly responsible to the Referee Delegate.
- Members of the TSG may speak with referees about their duties but shall not issue directions in relation to individual performance unless as a direct result of solving a formal protest in a specific match.
- VV appointed referees shall be entitled to a reasonable allowance to cover travel, accommodation, and meals. This will be outlined in the expression of interest for referees.

Duty Teams

- Participating teams in each division shall be rostered for duty within their own or a lower division throughout the competition draw.
- Duty teams shall supply a minimum of 4 members – scorer, scoreboard operator and two line judges. Scorer must be conversant with the 12-sub score sheet.
- Where referees are not supplied from the referee panel, an additional two members shall be provided to act as first and second referee.
- Duty teams unable to provide the requisite qualified referee shall incur a penalty of 4 penalty units per rostered duty, which shall be made available to any qualified referee able to undertake the required duty.
- Duty teams must be available to commence their duty at the GEST time, or within 15 minutes of the conclusion of an immediately preceding match, whichever is the later.
- Any duty team not ready to commence their duty at the appointed time, being the later of the

GEST time or 15 minutes after the conclusion of the previous match, shall incur a penalty of 4 penalty units.

- Duty teams are expected to always perform their responsibilities in a courteous and professional manner.
- TSG members observing a match where a duty team's performance is considered below acceptable levels shall request an improvement in performance via the first referee at the first available opportunity.
- Subsequent failure of a duty team to reach an acceptable standard shall be detailed in a match report by the TSG member for consideration by the TSG at its next meeting.

9. Fines and Penalties

- Fines and penalties (i.e.: penalty units) may only be applied by the Tournament Director in accordance with these regulations.
- The TSG is the only body authorised to determine and apply penalties not specifically stated in these regulations.
- Penalties applied by the TSG may be in any form, including but not limited to championship point penalties, bond deductions, monetary fines on associations, player suspension or team disqualification.
- Unless otherwise stated, any penalty involving a bond deduction on teams shall be taken first from the bond paid and any outstanding balance payable to Volleyball Victoria who may use such funds in any way they see fit.
- Penalty units shall equate to \$5.00 bond deduction per unit.

10. Code of Conduct

This Code of Conduct applies individually or collectively to all officials, players, coaches, managers, and team officials participating in events covered by these Regulations.

All participants have a duty to display, maintain and encourage the highest level of sportsmanship and are expected to set an example in their personal conduct and avoid all unsportsmanlike acts and practices, which may be detrimental to the sport.

Such acts and practices during the tournament include, but are not limited to:

- Swearing at a match official, opponent or spectator;
- Using obscene language or gestures;
- Showing persistent outward displays of temper, throwing, hitting, or kicking a volleyball deliberately in the direction of an official, opponent, or spectator;
- Persistently challenging the decisions of referees or tournament officials;

- Inciting others to challenge the decisions of referees or tournament officials;
- Refusing to comply with reasonable requests from referees or tournament officials;
- Behaving in a manner deemed detrimental to the sport.

11. Disciplinary Action

- All violations of the Code of Conduct occurring during a Championship shall be reported to the Tournament Director.
- Such reports shall be in writing, stating nature, time and place of the offence, the persons involved, their affiliation and position and the names of witnesses.
- Reports shall be dealt with as soon as practicable by the TSG, after they have been received.
- In considering the report, the TSG may call witnesses but will provide the opportunity for the defendant to present their case.
- The defendant is entitled to be accompanied by one other person and may themselves call witnesses. Legal representation shall not be permitted.
- A record of the hearing shall be maintained by a member of the TSG, a copy made available to the defendant and a copy kept on record by Volleyball Victoria.
- Volleyball Victoria, on recommendation from the TSG, shall have the power to suspend offenders for all or part of the tournament, and if warranted, recommend further action or sanction within Volleyball Victoria policies.

During the Volleyball Victoria Country Championships all players, event workforce, coaches & spectators are bound to comply with the policies set out under the [National Integrity Framework \(NIF\)](#).

- These policies cover (but are not limited to):
- Code of Conduct
- VA Improper Use of Drugs and Medicine Policy
- VA Member Protection Policy
- VA Safeguarding Children and Young People Policy
- VA Competition Manipulation and Sports Wagering Policy

Breaches of these policies are bound by the [VA Complaints, Disputes and Discipline Policy](#) process, unless otherwise stated above. These policies are available on the Volleyball Victoria website.

12. Child Safety and Member Protection Policies

- Volleyball Victoria and Volleyball Australia have adopted Child Safeguarding and Member Protection Policies which will be applied to all Victorian Country Championships.
- All persons over the age of eighteen years who are First Referees, Coaches (Head Coaches and

Assistant Coaches) and Team Managers, will be required to hold a current Victorian Working with Children's Check (WWCC).

- Any person over the age of eighteen years who is registered as a player in a Championship, and therefore is required to undertake team duty (second referee, scorer, or line judge), will NOT be required to hold a current WWCC.
- Any person over the age of eighteen years who is responsible for transporting those U18 who are not their immediate family should have a WWCC and the parent/guardian must complete the Approval to Transport Children document found on the Championship website.
- Any person who fails to have the requisite qualification as outlined above, is prohibited by law from performing the role they wish to. Refusal to comply with the law may result in their team being eliminated from the Championship.
- VVI will be responsible for verifying the eligibility of a person required to hold a current WWCC, who shall then advise the Tournament Manager, who shall rule on the eligibility of the team involved to continue participating in the Championship.

13. Awards & Trophies:

Description

- For each division of each championship, a perpetual trophy shall be awarded to the winner of that division. From 2013 and beyond, the Women's Division One trophy shall be known as the John Rosso Memorial Trophy.
- Each member of the 1st, 2nd and 3rd placed teams shall receive individual gold, silver or bronze medals respectively.
- Individual trophies shall be presented for the Referee of the Tournament and a Referee Encouragement Award.
- Each member of All-star Seven teams shall receive an individual trophy.
- A perpetual trophy, to be known as The Chairman's Trophy, shall be awarded to the association, with the highest accrued points, according to medals won, across all Championship Divisions.

All-star Seven Selection

- Seven players from each senior division contested, shall be selected throughout the course of the championship as the All-star Seven for that division.
- Each All-star Seven shall specify a Setter and a Libero, but the remaining five positions shall be based on 'most valuable player' criteria, WITHOUT consideration of playing positions.
- The selection panel shall comprise the Tournament Director (Chair), Referee Delegate and another appointed member. The first referee of each match, in consultation with the Duty Team shall allocate votes on a 3:2:1 basis to the three best players in the match, plus nominate the best setter in the match and the best libero (if applicable).
- The selection panel shall select the best setter and best libero (if applicable) from the referee nominations, followed by the next highest vote recipients to complete the All-star seven for each division.

- No justification or further correspondence shall be entered into in relation to the selections of any member of the selection panel.

Referee Awards

- Two referees shall be selected throughout the course of the championship to receive the awards of Referee of the Tournament and Referee Encouragement Award.
- Both referee awards shall be the responsibility of the Referee Delegate to determine.
- The Referee of the Tournament Award shall be selected from the nominated referees forming the Referee Panel.
- The Referee Encouragement Award shall be selected from the qualified referees officiating other senior division matches.
- The Referee Delegate shall submit his/her selections to the Presentation Manager prior to the appropriate presentation ceremony.
- No justification or further correspondence shall be entered into in relation to the selections for these awards.

Chairman's Trophy

The Chairman's Trophy shall be a perpetual trophy, awarded at the conclusion of each Championship.

Points shall be awarded in each division as follows:

- Gold medal: 3 points
- Silver medal: 2 points
- Bronze medal: 1 point

In the event of a tie in the calculations, tied Associations shall be separated using the following process:

- The Association which won the most Gold Medals. If still even, continue to...
- The Association which won the most Silver Medals. If still even, continue to...
- The Association which won the most Bronze Medals. If still even, continue to...
- The Association which won the most total matches in the Championship in Division One.

These processes are to be applied in the order listed, and as soon as the tied Associations are separated by one of the processes, no subsequent processes will be applied.

Trophies

- Perpetual trophies shall be supplied and maintained (engraving) by Volleyball Victoria and be retained by the recipient association until approximately one month prior to the following championship.
- Each recipient association shall be responsible for the safe keeping of their perpetual trophy, for the return of the trophy prior to the next championships and shall be liable for any repair or replacement costs in the event of damage or loss to the trophy.
- Individual gold, silver and bronze medals shall be engraved with the words 'Volleyball Victoria Country Volleyball Championships', the division, and the year.

- Individual awards for All-star Seven awards shall be engraved with the words 'Volleyball Victoria Country Volleyball Championships', 'All-star Seven', the division and the year.
- Individual trophies for the referee awards shall be supplied with the words 'Volleyball Victoria Country Volleyball Championships', 'Referee of the Tournament/Referee Encouragement Award' as appropriate, and the year.

Tournament Supervisory Group

The Tournament Supervisory Group (TSG) shall consist of a core of five persons:

- Tournament Director (Chair);
- Referee Delegate; and
- Three persons acting as venue supervisors or with high level of volleyball technical knowledge.

Meetings

The TSG shall conduct an initial meeting prior to the commencement of the tournament to review the tournament procedures and be made aware of any potential or ongoing incidents.

A meeting may be convened at the conclusion of each day's matches to review any incidents and decide on issues which may affect the remainder of the tournament. Other meetings shall be convened as soon as practicable by the Tournament Manager or on request of any three members.

Authority

The TSG shall be the highest disciplinary authority for the event and will be constituted only for the duration of the event.

Decisions of the TSG shall be final during the event, but recommendations may be made to Volleyball Victoria for additional action or sanctions should breaches to codes of conduct or integrity policy be found, to which appeal shall be available.

The TSG is responsible and authorized to:

Decide on any issue, including application of penalties in any form, relating to:

- the result of a tournament match;
- the eligibility of any participant;
- inadequate performance by a duty team;
- any report lodged against a participant by TSG member or first referee of a match for infringement of the Code of Conduct; or
- any other matter referred to it by a member of the TSG.

Endeavour to witness as many Division One senior matches and random matches in other divisions of the tournament to ensure:

- matches start on time;
- duty teams satisfactorily perform their duty;
- participants are in correct uniform;
- correct match protocols are observed throughout the match;
- participants abide by the Code of Behaviour;
- the playing area is maintained in a safe condition;
- the result of the match is correctly recorded and
- any disputes are resolved as they arise.

Finals Protocol and Presentation Ceremony Guidelines

Introduction

The presentation of the entire tournament is extremely important, but none more so than the grand finals of each division. However, the available time and facilities (courts, halls and personnel) will have a direct bearing on the extent of ceremonial presentation able to be included.

As a minimum, a combined medal presentation and closing ceremony should be scheduled immediately following the conclusion of the Men's and Women's Division One Gold medal matches. Unless the available facilities and personnel allow presentation of medals for all other finals matches may be made immediately following the conclusion of each final on the match court of that final.

The following presentation protocol is provided as a guide and host associations are urged to strive to achieve this standard for at least both Men's and Women's Division One Gold Medal matches.

The extent of the detailed planning and preparation given to this feature has a direct bearing on the success and professionalism of the result. The instruction given to the competing teams and officials, the content of the announcer's script and the selection of a suitable announcer, are critical factors in what can be a relatively small, but very impressive facet of the championship.

The Tournament Director must discuss the finals presentation and protocols during the pre-championship meeting and inspection.

Finals Protocol

The below describes the sequence of events for the Presentation Manager, officials (refs and Line Judge's), teams and announcer. The 1st Referee manages the specific activities during the protocol. It is crucial that all parties are fully aware of their part in the presentation, to ensure a smooth flowing and impressive spectacle.

Appendix 3

Finals Pre-Match Protocol					
Time	Description	Organisers' Action	Officials' Action	Teams' Action	Announcers' Action
T-30	Start preparations	* Check player lists with both teams – names, numbers & pronunciation if necessary. * Check names of officials – 1st Ref, 2nd Ref, Scorer			Start background music – NO announcements. Continue background music in between announcements
T-25	Deliver scoresheet & update announcer	* Deliver scoresheet to scorers bench. * Provide final player & officials list to announcer	* Arrive at court. * Check 4 x line judges, scorer, 6 ball retrievers & 4 x floor wipers available * Check paddles, refs stand & ball pressures	Coaches sign scoresheet. Teams commence stretching & warm-up on match court. Strictly no balls	"Ladies & Gentlemen, welcome to the grand final of the 200x Victorian Country Championships. Very shortly the teams in the XYZ final will commence their warm-up to decide who will take the title in this years competition"
T-22	Net check		Referees check the net	Teams line up on end lines in preparation to shake hands	
T-21:30	Coin Toss		Referees conduct coin toss	After coin toss, teams approach net and shake hands.	
T-21	Start warm-up with balls		* First referee signals start of unofficial warm-up – teams in playing uniform, * Brief Line Judges	Teams warm up with balls on match court, in full playing uniform	"Ladies & Gentlemen, the teams in today's grand final are ABC and DEF. Give them a big welcome. The players for ABC are: <i>Announce player numbers and names. Announce coach and assistant.</i> The players for DEF are: <i>Announce player numbers and names. Announce coach and assistant.</i>
T-13	Official warm-up		1st referee whistles to announce the start of the official court warm-up for both teams (10 minutes includes serving)	* Both teams commence their spiking/serving warm-up together (10 minutes total) * Coaches submit starting line-up to 2nd referee	Continue background music and any other announcements
T-10		Obtain starting line-ups from scorer and provide to announcer			Do not announce starting line-ups yet

T-3	End of official warm-up		* 1st referee whistles to announce end of official warm-up * 1st & 2nd referee move to centre court and face scorers table to be introduced * Following introduction, each move to their respective positions * 2nd referee distributes match balls to ball keepers	Players return to benches for final instructions	"Ladies & gentlemen, the first referee today is: <i>Announce 1st ref.</i> The second referee is: <i>Announce 2nd ref.</i> And the scorer is: <i>Announce scorer.</i>
T-2:30	Team introductions		*	* Team officials, starting 6 plus libero sit on team bench. Other players go to warm-up area. Players enter court as number and name called	"Ladies and gentlemen, please welcome the starting six players for team ABC: <i>Announce starting six player numbers and names and libero, plus head coach.</i> And for team DEF: <i>Announce starting six player numbers and names and libero, plus head coach.</i>
T-0:30	Team positions		* 2nd referee & scorer check rotations * 2nd referee delivers match ball to first server	* * Starting players take their positions	
T-0	Start match		* 1st referee blows whistle authorising the first service		Announcer periodically announces score, time- outs and substitutes as they occur.

End of Match Protocol					
T+0	End of match		1st referee asks team, including substitutes, to shake hands at the net, then stands down from the stand to shake player's hands. 2nd referee moves across court to join 1st referee		Announcer recaps result of match and congratulates teams
T+1	Players shake hands		Scoresheet formalities completed	Players shake hands then move to team benches	
		If another match follows, organisers encourage teams to clear benches as soon as possible	Ball retrievers collect balls, return them to scorers table	Players collect belongings and depart for change rooms	Announcer asks crowd to thank players again as they leave the court and mentions next match (if one follows)