

**EHF**

# EUROPEAN WHEELCHAIR HANDBALL EVENTS REGULATIONS





# European Wheelchair Handball Events Regulations

# CONTENT

<b>1. PREAMBLE</b>	<b>3</b>
<b>2. BASICS FOR PARTICIPATING IN THE EVENT</b>	<b>3</b>
2.1. Overall information	3
2.2. Responsibilities of the participating Member Federations:	3
<b>3. TIME FRAME</b>	<b>5</b>
<b>4. PARTICIPATING TEAMS</b>	<b>5</b>
4.1. Rights of registration	5
4.2. Duties of the participating Member Federations	6
4.3. Withdrawal, failure to play and similar cases	6
4.4. Basis for participation	8
<b>5. PLAYING SYSTEM, PLAYING SCHEDULE, PARTICIPATION IN THE MATCH</b>	<b>8</b>
5.1. General information:	8
5.2. Match system for the preliminary round	9
5.3. K.O. Matches	10
5.4. Semi-Finals	10
5.5. Bronze final (Places 3 to 4)	10
5.6. Final (Places 1 to 2)	10
5.7. Trophy	11
5.8. Playing Periods	11
5.9. Nationality	11
5.10. Registration / Official Squad: Official Delegation, Start List	11
<b>6. PROTESTS &amp; APPEALS</b>	<b>12</b>
6.1. Protests	12
6.2. Appeals	13
6.3. EHF Regulations Infringements / Disciplinary Cases	13
<b>7. ANTI-DOPING CONTROLS</b>	<b>14</b>
<b>8. FINANCIAL CONDITIONS</b>	<b>15</b>
Costs to be borne by the participants	15
<b>9. AUDIOVISION RIGHTS</b>	<b>15</b>
Video Recordings	15
<b>10. CEREMONIES</b>	<b>15</b>

## 1. PREAMBLE

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The EHF together with the host countries shall consequently undertake the utmost to present the European Wheelchair Handball Event in an attractive way. All details relating to the competition shall be arranged on mutual consent basis.

The principles of fair play must be observed by the Member Federations, their delegations and their teams in all matches. Every member of the delegations participating in the European Wheelchair Handball Event shall

- Observe the IHF Rules of the Game and the Wheelchair Handball Regulations governing the competition
- Respect all participants (players, officials, spectators, media representatives, etc.)
- Promote the spirit of sportsmanship and pursue the cultural mission

The EHF is entitled to change and/or adapt the format of EHF competitions (including but not limited to the playing system, playing periods, throw-off times etc.) also during ongoing seasons. The EHF will especially make use of such right in case of exceptional circumstances (such as acts, events, omissions or accidents beyond the reasonable control of a party including, without limitation, a labour dispute, pandemic, accident, fire, flood, riot or civil commotion, act of public enemy, legal enactment, government act etc).

## 2. BASICS FOR PARTICIPATING IN THE EVENT

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### 2.1. Overall information

The participation in the events is based on rules and regulations as follows:

- EHF Statutes
- EHF Wheelchair Handball Regulations
- EHF Wheelchair Handball Classification Manual
- EHF Rules on Safety and Security
- EHF Legal Regulations, List of Penalties, Catalogue of Administrative Sanctions
- EHF Rules and Procedures for Wheelchair Handball
- EHF EURO Set-up Manual
- IHF Rules of the Game
- EHF Regulations for Anti-doping/WADA Code

### 2.2. Responsibilities of the participating Member Federations:

- The Member Federations are legally and financially accountable towards the EHF in respect of their delegation and team participating in the European Wheelchair Handball Event. In particular, the Member Federations are accountable for the conduct of their players, officials,

other delegation members, supporters and of any person having a function in the Member Federation, and/or carrying out a function at a match on behalf of the Member Federation, respectively on behalf of the delegation. They may be sanctioned accordingly.

- The EHF Office informs the Member Federations, respectively the delegations participating in the European Wheelchair Handball Event about any further guidelines, directives or decisions related to the European Wheelchair Handball Event to be respected and provides them with all relevant documents in due time.

### 3. TIME FRAME

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The present time frames are not definitive and are subject to further changes to be decided by the EHF after consultation with the awarded organiser.

#### Time frame for the European Wheelchair Handball Event (depending on number of teams)

##### Dates of the Event

Day of arrival EHF Office	November (3 days prior match day 1)
Day of arrival teams (Noon at the latest)	November (2 days prior match day 1)
Day of arrival classifiers	November (3 days prior match day 1)
Day of arrival EHF Officials (referees & delegates)	November (2 days prior match day 1)
Classification (during training)	November (1 + 2 das prior match day 1)
Referees' and Delegates' education	November (1 day prior match day 1)
Technical Meeting	November ( 1 day prior match day 1)
Match day 1 and Opening Ceremony	November
Match day 2 and Closing Ceremony	November
Day of departure of EHF Officials and teams	November

### 4. PARTICIPATING TEAMS

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A team can consist of max. 20 persons (min. 12 players and max 16 players, male and female). However, only the costs (accommodation, full board, transport, etc.) for 15 persons (12 players and 3 officials) shall be covered by the Organiser.

All arising costs for additional persons (exceeding 15 persons) have to be paid by the team delegation, respectively by their national federation. A respective daily rate has to be announced by the organizer prior to the “calling for participants”.

#### 4.1. Rights of registration

Single registration, admission criteria and fees, registration documents, entry fee, deposit payment, solidarity contribution

- For its team to be eligible to participate in the Competition, a Member Federation must fulfil the following criteria:
  - a) It must confirm in writing that the Member Federation itself, its players and team officials and each and every delegation member agree to respect the statutes, regulations, code of conduct and decisions of the EHF (pledge of commitment/code of conduct – official form).
  - b) It must confirm in writing that the Member Federation itself, its players and team officials and



each and every delegation member agree to recognize the jurisdiction of the EHF legal bodies and the EHF Court of Arbitration in Vienna as defined in the relevant provisions of the Statutes of the EHF (arbitration agreement – official form).

## 4.2. Duties of the participating Member Federations

- On entering the Competition, Member Federations and each and every delegation member agrees:
- To play the tournament following the IHF Rules of the Game – Wheelchair Handball.
- To participate in all matches of the Competition in accordance with the present Regulations and any other applicable regulations and guidelines
- To comply with all decisions regarding the Competition taken by the EHF Executive Committee, the EHF Office or any other competent body and communicated appropriately (by official letter, fax or email)
- To observe the EHF Rules on Safety and Security Procedure for all matches in the Competition
- To indemnify, defend and hold the EHF free and harmless against any and all liabilities, obligations, losses, damages, penalties, claims, actions, fines and expenses of whatsoever kind or nature resulting from, arising out of, or attributable to any non-compliance by the participating Member Federation or any of its players, officials, employees, representatives or agents with these Regulations.
- Delegation members (including players and team officials) shall participate in the preparatory and accompanying activities (e.g.) organised by the EHF within the framework of this Event.

## 4.3. *Withdrawal, failure to play and similar cases*

All cases regarding misconduct of teams as late arrival at the venue or failure to play or any of the cases mentioned below will be handled following the respective points of the EHF List of Penalties.

- Team withdrawing from the European Wheelchair Handball Event or failing to play a European Wheelchair Handball Event match is immediately excluded from the Competition.
- The Member Federation must moreover be fined with up to € 5.000,- in case of a withdrawal from the participants.
- Failure to play a match or late arrival at the venue of a match through a team's provable fault must, in addition to the basic punishment, render the Federation of the defaulting team liable for damages and payment of all costs arising thereof to the Host Federation, the participants, the EHF and in particular their contractual partners.
- If a team withdraws, refuses to play or is disqualified during the European Wheelchair Handball Event, the results of all of its matches are declared null and void and the points awarded are forfeited.
- If a team that has registered for the European Wheelchair Handball Event withdraws or is disqualified, the EHF may replace it and if so, decides which team is to take its place. No draw has to take place.



- A team which withdraws, refuses to play or is responsible for a match not taking place or not being played in full loses all rights to payments from the EHF.



#### 4.4. Basis for participation

- The basic requirement to participate in European Wheelchair Handball Event is to register in due time in compliance with the registration process conditions set forth by the EHF, taking into consideration the system of promotion and relegation defined below.
- The number of participating teams is in relation with the total number of registrations.

##### Food and Beverages:

The general rule is that four meals a day - breakfast, lunch, snack and dinner - which satisfy the requirements of a competitive sport including fresh fruits and vegetables shall be offered. Drinks shall be provided with the meals (non-alcoholic beverages). A minimum of one litre of water per person and per meal shall be offered.

In addition refreshments (water) shall be provided for teams (training and match) and officials in the dressing rooms, minimum 1 litre per person, preferred in small bottles (1/2 litre). Beverage and snacks shall be available in the EHF Office for the EHF Officials in the hotel and hall during the complete event.

## 5. PLAYING SYSTEM, PLAYING SCHEDULE, PARTICIPATION IN THE MATCH

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The European Wheelchair Handball Event will be played in the format of a tournament with 6 teams as a maximum with two groups of 3 teams. If the number of participating teams in a tournament is different than six, adaptations are necessary in various areas. It shall consist of a preliminary round, placement matches, semi-finals and finals according to the time table.

The EHF reserves the right to enlarge the field of participating teams. A respective option shall be kept in mind when choosing the infrastructure.

### 5.1. General information:

- Matches will be played with two halves of 20 minutes each. The half-time break will be 5 minutes but can be extended to 10 minutes if necessary. Each team has the right to receive one 1-minute team time-out in each half of the regular playing time. Two team time-outs (one team time-out in each half) are granted.
- If the teams are still equal after the end of a K.O match (i.e. preliminary round matches excluded), the winners are determined by penalty throws directly after the official match time. No period of extra-time shall take place.
- If penalty throws are needed to decide the match, the procedure is as follows:
  - Only players (incl. goalkeepers) who are listed on the match report and are not suspended or disqualified at the end of the playing time are entitled to participate at the penalty throws.

- Prior to the penalty throws, each team shall name five players by handing the referees a list of numbers. These players shall then take one throw each until a decision (a winner) is reached, alternating with their opponents. Each team is free to determine the sequence in which throwers will take their throws.
  - The max number of points (classification points) for each team (5 throwers + 1 goalkeeper) is 17 points.
  - The goalkeepers may be freely selected from the match report and exchanged in accordance with the Rules of the Game. Goalkeepers may take throws and throwers may perform as goalkeepers.
  - At the Technical Meeting the teams will be informed at which goal the penalty throws will be taken. The team taking the first penalty throw shall be determined by the referees by drawing lots. The team winning the draw may choose whether it wishes to throw first or last.
  - If the scores are equal after the first round of penalty throws, it shall be continued until a decision is reached. In the second round, the other team shall start. Again five players shall be named who are eligible to play (the players named before may be named once again).
  - In the second round, a decision is reached when a goal difference arises after both teams have taken one throw each.
  - Serious infractions committed during penalty throws shall be sanctioned by disqualification. If a thrower is disqualified or suffers an injury, an eligible substitute player shall be supplementary named.
  - While the throws are being taken, only the player taking the throw, the current goalkeeper and the referees may enter the respective half of the playing court.
  - If the number of eligible players falls below five, players may be named to take a second throw in the same round.
- The max number of points (classification points) for each team (5 throwers + 1 goalkeeper) is 17 points.

## 5.2. Match system for the preliminary round

- The matches of the preliminary round are played in groups with each team playing all opponents in its group (round robin system). The basic playing schedules are to be found in enclosure 1.
- Two points are awarded for a win, one point for a draw and no point for a defeat.
- Teams' ranking in a group is obtained by adding up the number of points won by each team in each group match.

### Equality of points during the preliminary round matches:

If two or more teams are equal on points in the preliminary round, their ranking is determined as follows:

During the preliminary round matches:

- a) Higher goal difference in all matches
- b) Greater number of plus goals in all matches

After the completion of the preliminary round matches:

- a) Higher number of points obtained in the group matches played amongst the teams in question.
  - b) Superior goal difference from the group matches played amongst the teams in question.
  - c) Higher number of goals scored in the group matches played amongst the teams in question.
  - d) Superior goal difference from all group matches (achieved by subtraction).
  - e) Higher number of goals scored in all group matches.
- If the ranking of one of these teams is determined, the criteria are consecutively followed until the ranking of all teams is determined.
  - If this procedure does not lead to a decision after completion of all preliminary round matches, a draw must decide the ranking. The draw must be carried out by the EHF, if possible in the presence of at least one (1) team official per delegation concerned.

### 5.3. K.O. Matches

Two matches will be played for the placement 5/6. If both teams are equal on points their ranking is determined as follows:

- a) Superior goal difference from the matches played amongst the teams in question
- b) Penalty throws (see point 5.1. for procedure)

### 5.4. Semi-Finals

- The teams ranked first (1st) and second (2nd) in each group after completion of the preliminary round matches play in the semi-finals.
- The teams ranked first (1st) in the preliminary round groups play against the teams ranked second (2nd) in the other preliminary round group.

### 5.5. Bronze final (Places 3 to 4)

The losers of the semi-finals play a bronze final match to define places three (3) and four (4) in the respective European Wheelchair Handball Event ranking.

### 5.6. Final (Places 1 to 2)

The winners of the semi-finals play in the final.

## 5.7. Trophy

Medals/prizes for the teams ranked one, two and three. Commemorative medals for all participants (delegation members and EHF officials) shall be organised and provided by the organiser.

## 5.8. Playing Periods

Match dates / Throw-off times; Training Times; Teams arrival dates:

- The playing period of the European Wheelchair Handball Event is fixed by the EHF. It is notified to the Member Federations with the announcement of the respective European Wheelchair Handball Event.
- The exact dates and throw-off times of each European Wheelchair Handball Event match are subject to coordination between the EHF and the Host Federation.
- The final decision regarding dates and throw-off times of the final tournament matches lies with the EHF.
- There must be at least 2 hours interval between the throw-offs of successive matches of a team.
- The exact dates and throw-off times of the European Wheelchair Handball Event matches are communicated to the participating Member Federations by the EHF in due time before the European Wheelchair Handball Event.

## 5.9. Nationality

- European Wheelchair Handball Event matches are carried out as international matches. Players of a team participating in a European Wheelchair Handball Event must be in possession of the citizenship of the respective country. Proof of nationality (valid passport or national identity card) is required to take part in the European Wheelchair Handball Event. A player who cannot present either a valid passport or national identity card from the country concerned is not eligible to participate in any match of a European Wheelchair Handball Event.
- In addition, every player participating in a European Wheelchair Handball Event must be eligible to play for that country in accordance with the applicable IHF Regulations (IHF Players' Eligibility Code).

## 5.10. Registration / Official Squad: Official Delegation, Start List

- The submission of the Official Squad will be done in 2 steps:
  - Step 1: Announcement of the **“Preliminary Official Squad”** prior to the tournament. The “Preliminary Official Squad” shall contain a maximum of 24 persons.
  - Step 2: Announcement of the **“Final Official Squad”** on the occasion of the Technical

Meeting. The “Final Official Squad” shall contain a maximum of 20 persons (including a max. of 16 players) out of the “Preliminary Official Squad”.

- Member Federations must submit the list of the players and team officials (“Preliminary Official Squad”) who will form the basic group of their team during the European Wheelchair Handball Event in writing to the Host Federation and the EHF Office within the deadline set by the latter and communicated in due course to the participating Member Federations.
- Only players of the “Final Official Squad” are eligible to participate in the respective European Wheelchair Handball Event. Changes/insertions of players in the Official Squad List at a later stage are not permitted.
- The following information must be submitted with the Official Squad List:
  - a) Number of each of the players appearing on the List (from 1 to 99) Players’ first names, surnames, dates of birth, clubs/nations, number of international matches, passport/national identity card numbers, medical check form.
  - b) Colours of the first and second full team kit (dark colours kit/light colours kit), clearly stating colours of shirts and shorts and colours of the first and second kit for the goalkeepers.
  - c) Team officials’ names, surnames, date of birth, function, nation and assigned letter.
- At the first technical meeting, one day before the start of the European Wheelchair Handball Event, the “Final Official Squad” has to be announced. The valid passports or national identity cards of each of the 16 players of the Official Delegation must be presented to the EHF delegates (two at least) at the technical meeting for verification.
- The Match Report shall only contain the names and numbers of max. 16 players and max. 4 teams’ officials of the Official Delegation. Therefore the 4 team officials eligible to be in the substitution area during all matches of the announced playing day have to be communicated to the EHF Office at the beginning of the respective match day (as of the 2<sup>nd</sup> playing day). The announcement of the 4 team officials eligible to be in the substitution are on the first match day have to be announced on the occasion of the technical meeting. The exact time and procedure will be announced on the occasion of the technical meeting.
- The Match Report is prepared and handed over to the team officials in charge in due course before the throw-off of a European Wheelchair Handball Event match. One (1) hour before the throw-off of the match the team officials in charge must check the preprepared Match Report, confirm the participating players and officials.

## 6. PROTESTS & APPEALS

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### 6.1. Protests

- The EHF delegate has the right and the obligation to act as juridical body of first instance with regard to any protest related to matches of the European Wheelchair Handball Event.
- Any protest regarding any of the European Wheelchair Event matches shall be submitted in writing to the responsible EHF delegate within one (1) hour after the end of the relevant match.
- Moreover a protest fee of € 1,000 shall be paid by the claimant to the EHF. Such amount shall be

paid directly to the EHF delegate or shall be transferred to the EHF bank account at the same time the protest is submitted. A written proof of payment of the protest fee provided within the aforementioned deadline shall be deemed sufficient.

- If the protest is fully granted, the protest fee is refunded to the claimant; otherwise it is forfeited to the credit of the EHF.
- The reasons for the protest as well as any relevant statement and document shall be submitted in writing to the responsible EHF delegate by the claimant in one of the three official EHF languages no later than 9.00 am local time the day after the relevant match.
- The EHF delegate takes a decision on the protest which may include inter alia disqualification of players or teams no later than 12.00 pm (noon) local time the day after the relevant match. Such a decision is announced to the relevant parties.

## 6.2. Appeals

- Any decision taken by an EHF delegate according to the aforementioned provisions may be appealed to the EHF Court of Appeal, acting through an Ad Hoc Commission.
- An appeal against a decision of an EHF delegate shall be filed with the EHF Office and shall be requested to the EHF delegate in writing no later than 8.00 pm local time the same day the EHF delegate decision is announced to the relevant parties.
- Moreover an appeal fee of € 1,000 shall be paid by the appellant to the EHF. Such amount shall be paid directly to the EHF delegate or shall be transferred to the EHF bank account at the same time the appeal is filed/requested. A written proof of payment of the appeal fee provided within the aforementioned deadline shall be deemed sufficient.
- If the appeal is fully granted, the appeal fee is refunded to the appellant; otherwise it is forfeited to the credit of the EHF.
- The appeal request is transferred to the EHF Court of Appeal Ad Hoc Commission. The Ad Hoc Commission takes a decision by simple majority following an express written procedure no later than 12.00 pm (noon) local time the day following the filing of the appeal. Such decision is communicated in writing to the relevant parties.
- The EHF Court of Appeal Ad Hoc Commission consists of three (3) members of the EHF Court of Appeal nominated by the President of the EHF Court of Appeal before the beginning of the respective tournaments.
- They may be challenged in accordance with the EHF Legal Regulations.
- The EHF delegate having decided on the protest at first instance shall not be part of the Ad Hoc Commission examining the protest in appeal.
- The Ad Hoc Commission members are not present at the relevant venues.

## 6.3. EHF Regulations Infringements / Disciplinary Cases

- If deemed appropriate by the EHF, to ensure the proper running of the European Wheelchair Handball Event and/or respect of the applicable regulations during the European Wheelchair

Handball Event, violations of the present regulations and/or other EHF regulations applicable to European Wheelchair Handball Event by any team, delegation, individual and/or EHF Officials as well as direct disqualification cases are examined, decided upon and sanctioned by the EHF delegate and the EHF Court of Appeal Ad Hoc Commission (in appeal) following an express procedure.

- In those cases, the deadlines defined here above are not applicable.
- The provisions of the EHF Legal Regulations, the EHF List of Penalties and the Catalogue of Administrative Sanctions apply for all administrative, legal and disciplinary offences committed by the teams, individuals and/or EHF Officials, unless the present regulations stipulate otherwise.

## **7. ANTI-DOPING CONTROLS**

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Anti-doping controls shall be executed during the entire Event period in accordance with the EHF Regulations for Anti-Doping and the WADA Anti-Doping Code.

All facility costs (organizing of the Anti-Doping rooms, availability of chaperons) related to the Anti-Doping controls made during the Event shall be borne by the Organiser.



## 8. FINANCIAL CONDITIONS

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An overall concept on the event budget by using the form sheet in enclosure 2 shall be provided to the EHF

### Costs to be borne by the participants

- International travel to venue (including VISA costs)
- Travel costs in home country (e.g. to airport, etc.)
- All costs concerning the internal organisation and administration of the teams.
- Health insurance, etc. for players, etc.
- Accommodation, full board, costs for side events for members of the team delegation exceeding 15 persons (max. delegation size 20)
- Accommodation, full board, costs for side events and local transports costs for accompanying persons

## 9. AUDIOVISION RIGHTS

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### Video Recordings

In each match, one delegation member of each participating team has the right to make video recordings for teaching and training purposes using one single camera.

Such video recordings are permitted only for the team's internal purposes and game tactics and shall not be exploited commercially.

## 10. CEREMONIES

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The opening ceremony shall be carried out before the first match; the medal ceremonies shall be carried out immediately after the last match of the tournament. The concept of the opening and medal ceremony shall be commonly decided by the EHF and the organiser. A final banquet shall be organised after the closing ceremony. For details please see EHF Procedures and Guidelines for Wheelchair Handball.