

FIHB - Horse-Ball

Organisation Rules – ver.5.3

All the requests for the organisation of an international competition shall be addressed to FIHB.

AS WELL AS COMPLYING WITH THE RULES, THE ORGANISERS MUST COMPLY WITH THESE ORGANISATIONS RULES.

The President of the Ground Jury or the supervisor, in charge of the international competition, will verify the compliance with these rules.

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Any International Horse-Ball Event shall apply the following FIHB rules:

- FIHB General Rules (GR) Ver.2.0;
- FIHB Sport Rules (SR) Ver.6.3;
- FIHB Organisation Rules (OR) Ver.5.3.

1 – The Pitch

The Organiser should provide the pitch according to the following specifications. The pitch dimensions must comply with the rules. It can be indoor or outdoor. It is rectangular and should have the following dimensions:

- Length: Maximum: 75 m / Minimum: 60 m
- Width: Maximum: 30 m / Minimum: 20 m

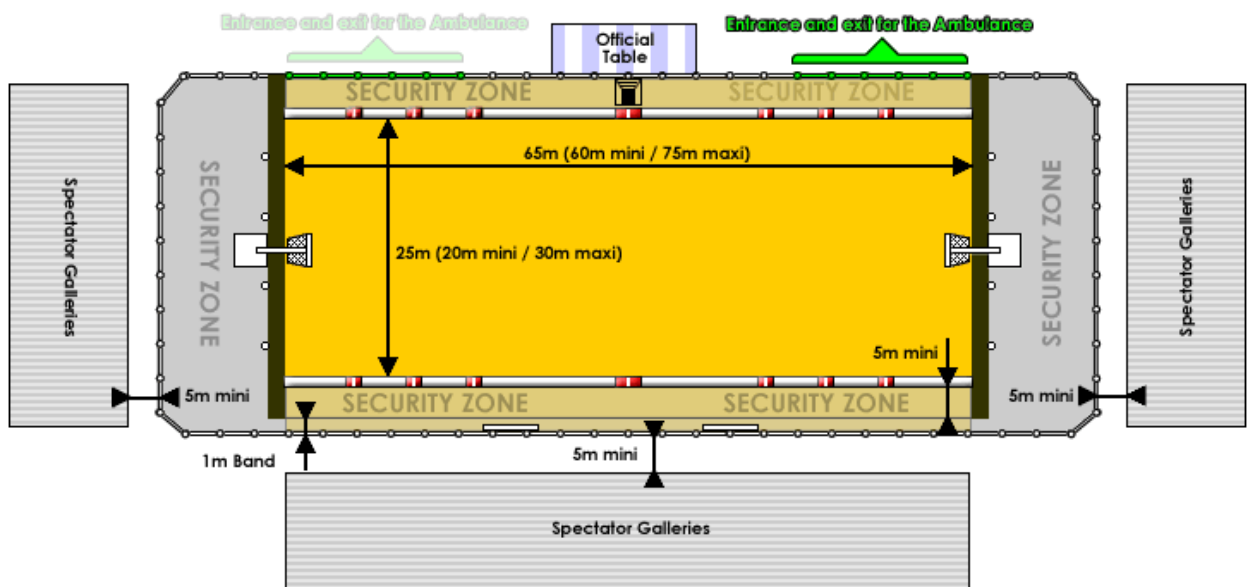
The ideal dimensions are 65 m x 25 m. There is to be a security area 5 m wide along each long side.

The surface must be firm and not slippery (in sand or other light, not too deep material) suitable for horses and their riders. Grass pitches can be used, weather permitting, so long as the teams are notified at least 2 months in advance that the tournament will be played on grass.

The Organiser must provide material to maintain the pitch including a tractor, roller and watering equipment.

The pitch must be capable of being used whatever the weather.

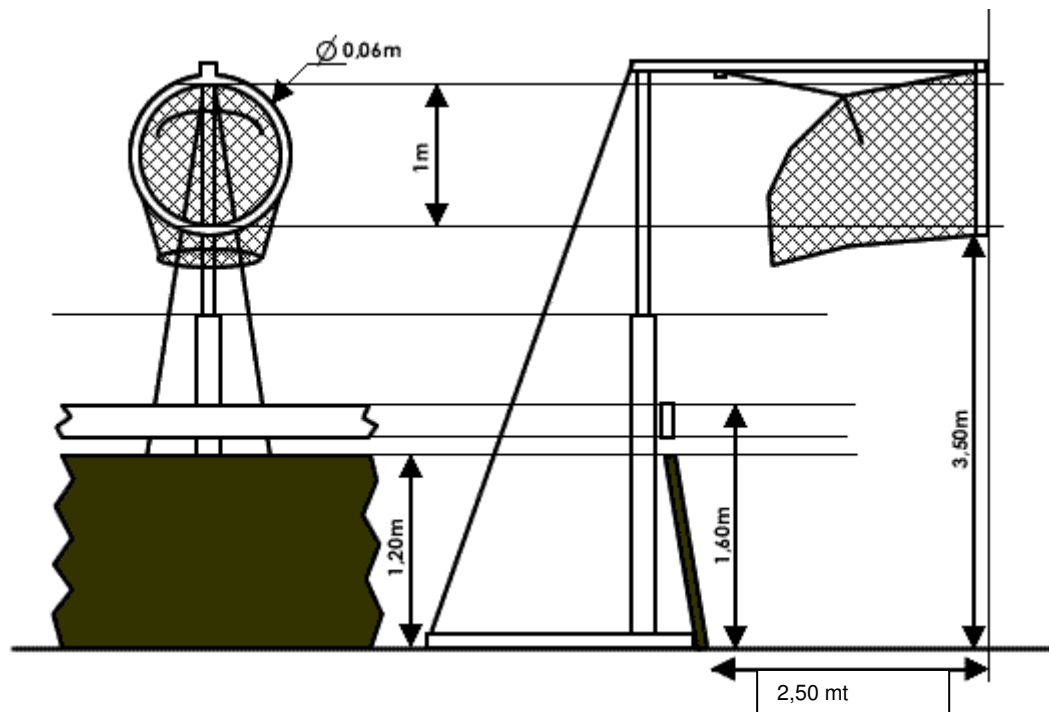
Typical Outdoors Horseball Pitch



Short Side:

- the short sides must be made of inflatables labelled “FIHB” for safety purposes and be at least 20 meters long;
- due to sponsorship contract for inflatables, the OC must take contact with FIHB to check which inflatables to use. For further information please take contact with FIHB Bureau in case of doubt;

- the total width of the pitch varies from 35 to 40 mt;
- the goals have to be put up at the centre of each of the two short sides and the feet of the goals must be outside the pitch. The Organisers must provide two weights of 50 Kg each;
- the goals and the nets must both be white;
- two 4.5 m high posts must be fixed to the end barriers, 7 m (min 5 m) from the goal on each side. A net is fixed to the posts and to the top of the goal and goes to ground level.



Long Side:

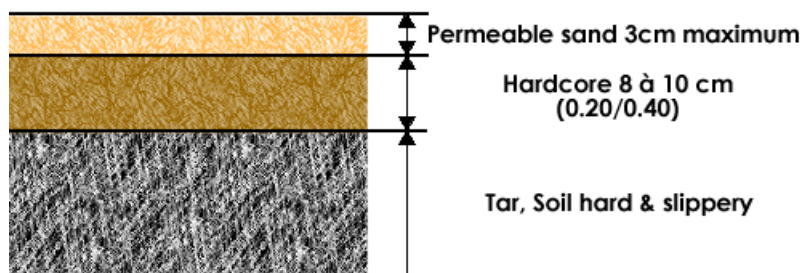
- Inflatable barriers define the long side of the pitch. They must be 30/35 cm diameter along its length;
- markers at 5, 10 and 15 m and also at the centre line are to be provided;
- on both sides of the pitch there is to be a 5 m security zone for players etc plus a 1 m sq area reserved exclusively for the Chair Referee;
- the security zones must be barred from the public and at the end of the pitch there must be metal or wooden barriers.

NOTE: everything must be checked from time to time and replaced if necessary.

2 – Paddock

The Organiser should provide a warm-up area close to the pitch. The surface is to be the same as the pitch and the size is to be 40 m x 30 m. At least one goal (better two goals) should be provided and put at the centre of the short side(s) and the feet of the goal(s) must be outside the pitch.

Soil type : **sandy without foreign bodies.**



3 – Stabling

According to the type of international competition the Organiser must provide stables for each national delegation:

- European or Worldwide Championship: total 9 stables for each national team (8 stables for 8 horses plus an extra stable to be used as a tack room);
- All other international competitions: total 7...9 stables for each national team according to the number of admitted horses (from 6 to 8 stables for 6 to 8 horses plus an extra stable to be used as a tack room). The number of admitted horses shall be defined by the Organiser.

Stables must be provided near to the pitch. Horses have to have stables or covered stalls. In addition provision should be made for extra stables (number of boxes should be specified by the Referee Commission) for the Referees horses.

For every 25 boxes there must be a water tap.

The area of the stables must be lit, accessible to water and be good enough to work in.

If portable stables are used, they must be solidly built, and be strong enough to withstand wind.

The stables must be available for the teams throughout the event starting from two days before.

The first bedding and hay must be given **free of charge**.

4 – Players

According to the type of international competition the Organiser must take into account, the expenses (accommodation and food) for each national delegation:

- European or Worldwide Championship: each national delegation is composed of 12 persons as follows:
 - 8 players;
 - 1 coach;
 - 3 other members (team leader, groom, driver, etc.).
- All other international competitions: each national delegation is composed of 9...12 persons as follows:
 - 6...8 players;
 - 1 coach;
 - 2...3 other members (team leader, groom, driver, etc.).

When matches take place over more than one day the players lodging must not be further than ½ hours drive away from the horses.

Lodging must be of average quality, 2 or 3 stars.

5 – National flags and hymn

A national flag and relevant hymn for each participating country must be provided by the Organiser. National flags and hymns will be used during team presentation and reward ceremony.

6 – Officials

According to the type of international competition the Organiser must take into account the expenses (travel, accommodation and food) for the following Officials. The main roles and liabilities are stated in the GR.

- European, intercontinental or Worldwide Championship (CIO) as stated in GR:
 - Ground Jury: 3 members. The President is the Supervisor and is chosen by the FIHB. The other members are chosen by the Supervisor among the referees present.
 - Appeal Committee: 3 members. The members are chosen by the Organiser; three different countries should be represented and at least one of them must be chosen among the members of the FIHB Bureau or IRC (see Annex 2);
 - Referees: the number of referees must be established according to the number of matches to be played daily. The Referees are chosen by the FIHB International Referee Commission;
 - Secretary: 1 member. The secretary must be provided by the Organiser;
 - Timekeeper: 1 member. The timekeeper must be provided by the Organiser;
 - Commentator: 1 member. The commentator must be provided by the Organiser;

It is strictly forbidden to assign the task (role) of secretary, timekeeper and commentator to only one or two people at the same time.

- All other international competitions:
 - Supervisor: 1 member. The member is chosen by the Organiser within a list edited by FIHB and available on the web site www.fihb-horseball.org. It is suggested that he comes from the organizing country;
 - Appeal Committee: 3 members. The members are chosen by the Organiser; three different countries should be represented (see Annex 2);
 - Referees: the number of referees must be according to the number of matches to be played daily. The Referees are chosen by the FIHB Referee Commission;
 - Secretary: 1 member. The secretary must be provided by the Organiser;
 - Timekeeper: 1 member. The timekeeper must be provided by the Organiser;
 - Commentator: 1 member. The commentator must be provided by the Organiser;
 - Member of the Referee Commission: it is suggested that one member of the Referee Commission should be part of the Officials.

It is strictly forbidden to assign the task (role) of secretary, timekeeper and commentator to only one person at the same time.

The Organiser must provide a separate podium or stand for:

- the Supervisor Committee: Timekeeper, Arena Party, Commentator and Secretaries;
- Press, photographers and cameras.

7 – Notice Board

A Notice Board should be provided by the Organiser to inform the players and all others of the timing of matches, meeting places, Referees and all other such information.

8 – Sound System

The Organiser should provide a Sound System comprising:

- a microphone, a hands free microphone, a cassette player, CD and amplifier;
- output total of 2 KW minimum;
- the commentator must be able to see the entire pitch from his position without being disturbed by the spectators;
- a stereo system capable of providing music during the match, the entrance of the teams and the national anthems.

9 – Power Supply

Plugs, sockets, wiring, connectors and appropriate electric equipment should be provided by the Organiser:

- 4 sockets of 220v / 15 amp for the blowers for long sides and inflatable's of short sides; The sockets provided by the OC must be compatible with the plugs used by the blowers shown in the picture:



- 4 plugs for the officials table, sound system, laptop for the Secretaries and the Supervisor Committee . Power supply for time clock;
- 2 sockets to be supplied for video cameras.

10 – Referees' Materials

- Official table: time-clock, horn, score board, team names should be provided by the Organiser; all visible from 100 m, must be placed near the chair referee, visible by the spectators. The score board should be close to the Commentator, so it can be used by the secretary;
- an observation stand for the Chair Referee should be provided by the Organiser, height 1.5 m;
- radios should be provided by the Referees to enable them to speak to each other. Charging equipment for the radios must be provided at the Official Table;
- red flag, whistle and uniform shall be provided by the Referees.

11 – Spectator Stands

The Organiser should provide the spectator stands. The spectators should be along the two widths of the pitch and one of the lengths. The other length is used by the jury (Commentator, secretary, referees, supervisor, score holder, substitute players (maximum 2 per team) and the grooms of each team.

It is important to have a 5 m strip separating the Official areas from the first row of seats.

12 – First Aid

A First Aid post is to be provided by the Organiser. This is to comprise, a Doctor (being a specialist in Emergency Medicine) with appropriate equipment, an Ambulance, a Vet and a blacksmith. There must be in place suitable equipment to remove a horse if necessary.

Provide a place away from the public but not far from the pitch to deal with an injured horse.

13 – Flood Lighting

If play is to take place in the evening Flood Lights of sufficient quality (600 lux maximum) must be provided by the Organiser.

14 – Referees' Horses

The Organisers should provide horses for Referees and a groom to take care of them. If a Referee wants to use a different horse than that provided by the Organiser he must tell the Organiser. The cost providing the horse will be on the Organiser. If a Referee wants to use his own horse the Organiser shall provide an additional stable for him.

The number of horses will depend upon the number of matches and the competition.

All referees horses must pass the first veterinary inspection for passport and vaccinations as stated in GR.

The Referees horses must be protected in the same way as the Player's horses. All the tack must have the logo of the FIHB and the Referees should be in uniform.

The horses must be available to the Referees at least half an hour before the match. A groom must look after the horse at half time and after each match.

In every case a groom must be responsible for looking after the horse throughout the entire competition.

15 – Commentator

The Organiser must provide a commentator.

16 – Anti Doping Policy

The Organiser must provide:

- **For the Players:**
 - a room reserved for the provision of specimens;
 - liquid refreshment.
- **For the Horses:**
 - a stable in a calm place with access to a fridge.

17 – Veterinary Inspections

The Organiser should provide a Vet for every 15 teams.

The Vet provided should be a FEI recognized Vet and must be the same throughout the entire competition.

An area 30 m x 5 m minimum must be provided with a good sound surface to enable horses to trot a sufficient distance.

10 minutes is to be allowed for each team.

The order of inspection is to correspond with the order of playing matches. There must be a timed interval of at least 2 hours between the vetting and the start of the match.

18 – Information

The Organiser will provide:

- a co-ordinator responsible for supplying information to all interested parties;
- a person to communicate the details of the event at national and international level;
- a person to report to the FIHB.

19 – Time Schedule

T-6: a proposal of principle from the OC should be sent through their NF's to FIHB.

T-5: a formal answer from FIHB to OC, through their NF's will confirmed the agreement to proceed.

T-4: OC should provide an "avant-programme" with details listed in art. 20.

T-3: all participants team must return their participation on principle form to the OC, copy their NF's and FIHB.

T-2: all participants team must return their nominative entry form to the OC, copy their NF's and FIHB.

T-1: all participants team must return their definitive entry form to the OC, copy their NF's and FIHB.

20 - Programme

The Organiser should provide 6 months before the start of the event a programme that will be sent to each team and to those responsible in the FIHB stating:

- the time and place of the Team Leader Meeting, at least 3 hours before the first match of each day;
- the time and place of the vets inspection and the order of the inspection;
- the time of each meeting;
- to supply when known details of other activities, eg. prize giving, cocktails, etc.;
- all details of how Lorries will access the site, where the competitors will stay, ground plans, paddock plans, stable plans, will also be supplied.

21 – Prizes

Prizes (medals), cups and rosettes for the horses, the players and the referees must be provided by the Organisers.

The medals, when necessary, will be provided by FIHB.

22 – Entry Passes

The Organiser should provide a minimum of:

- 12 entry passes per team;
- sufficient number of passes for the officials;
- 3 vehicles passes per team;
- 1 lorry pass per team.

23 – Team leaders meeting

The Team Leaders meeting **must** be foreseen by the Organiser before the start of the competition and at the beginning of each day in which matches are played. The participants of those meetings are:

- all the Team Leaders;
- the Organiser;
- all the Officials (Supervisor Committee, Appeal Committee, Referees, secretary(ies), timekeeper, commentator).

In Annex 1 are described the fundamentals of the Team Leader meeting.

24 – Compliance

The Organiser must confirm the respect of the current specifications by filling the form “Check List” (see Annex 4) and by sending it to the FIHB Secretary 15 (fifteen) days prior to the competition.

These standards are to be complied with at all international competitions under the supervision of the FIHB. The FIHB may need to validate compliance.

At the OC request FIHB will be able to quote a global cost for the whole organisation including a pre-visit to check the compliance with these standards.

25 – Commercial rights

As specified in the GR, FIHB own the competition title and the OC shall take contact with FIHB in order to set out the commercial rights linked to the Event in a reasonable time frame before the Event.

26 – Financial aspects

In the following table are listed the main costs and FIHB rights in charge of the OC.

Item	Unit price	Senior Champions League	Senior European Cup	World Cup
Number of competition days		2 or 3	4 or 5	5 or 6
FIHB rights from OC		1.500€	3.000€	5.000€
Number of officials	see note 1	4	8	10
Travel expenses for officials	see note 2			
Meals for officials	30...40 €/day			
Accommodation for officials	50...70 €/day			
Number of referee's horses (rent and transportation)	rent: 100 € transp.: 1,5 €/Km	3	4	5
Rental of official field	500€			
Technician(s) for official field (optional)	70€/day plus accomod./meals			
Stable are free of charge and includes first bedding				
Ambulance and doctor must be provided	acc.to local costs			

Note 1:

Number of officials		
Senior Champions League	Senior European Cup	World Cup
1 supervisor 3 referees	1 supervisor 4 referees 3 appeal comm.	1 supervisor 6 referees 3 appeal comm.

Note 2:

Travel expenses for officials		
National	Continental	Intercontinental
0.3 €/Km	Max 350 €	Max 700 €

In the Preliminary Program, the FIHB fees due by participating teams and players have to be mentioned in the document and has to be paid directly on FIHB account and are the following:

- team fee of 150 €/team;
- player fee of 50 €/senior player or 25 €/Under 18 player: this fee gives the right to participate for the entire year and doesn't include any insurance. Each player is covered by its national insurance and it is his FN responsibility to check if their insurance covers athlete in the country where they are sent to play.

Annex 1 – Team Leaders meeting

A1.1 - Definition

The Team leader's meeting is the starting point of the competition. It's the first formal moment in which the three main bodies of a Horse-Ball competition meet:

- the teams;
- the Organiser;
- the Officials.

A1.2 - Objectives

During the meeting some important decisions will be taken which will enable the participants to organise the rest of the day better. There has rarely been a weekend competition without unexpected events and this is unlikely to happen. One of the golden rules for the success of a Horse-Ball competition is the attention to detail in regards to the organisation.

A1.3 - Main items

Below you will find a list of subjects should be addressed during a team meeting:

- depending on the possible lateness in arrival of teams, timetables can be reviewed;
- if necessary the draw of the teams is made;
- the time and place of the veterinary visit is then defined;
- a check is made on the team colours of the teams that will play each other, to avoid that same colour shirts are worn during a match;
- the safety points on the playing pitch, on the warm-up pitch and near the stables are highlighted and in general all the directions of the organising committee are noted;
- the teams are informed about where the horses' showers, hay and bedding are kept and their cost;
- the entrance onto the pitch and team presentation to the public is defined together with the referee and the organising committee (with or without rug, with flags, accompanied by pom-pom girls, by girls on ponies, particular wishes if TV is there, entry with particular music, national hymn or not, etc.);
- time, place and organisation of meals are defined, both for teams and for the Officials and if applicable meal coupons are given out;
- where and how the prize-giving will take place is determined, as well as the entrance and position of the teams on the pitch, on the horse or on foot;
- the referees are assigned to each match;
- the supervisor or a referee inform the teams on possible refereeing issues (how they intend to referee or possible clarifications regarding the rules etc.);
- instructions are given as to who the team sheets need to be given to and when;
- the team leaders are introduced to the necessary people who are part of the organisation: secretary, referees, pitch official, etc.;
- finally a check is made that there is no other business to be addressed and the meeting is closed.

In total the meeting should not be longer than half an hour, max one hour if the draw needs to be made. Ideally a document should be written summarising the meeting and any decisions taken.

PLEASE REMEMBER THE TEAM LEADER'S MEETING SHOULD TAKE PLACE EVERY DAY. In the following days other announcements might need to be made, and any of the above points might need to be amended during the days of the competition.

Annex 2 – Appeal Committee

A2.1 - Objectives

- to adjudicate and to give a ruling on disputes & disagreements arising at an International Horse-Ball Event in circumstances that the Supervisor Committee cannot determine;
- to arbitrate on disputes if a decision of the Supervisor Committee is challenged or not accepted by the complainant;
- the type of dispute might very well determine the constitution of the Appeal Committee:
 - venue/organisation of the event - so some one from the event organisation;
 - Refereeing / Rules - so a senior referee, Supervisor Committee member;
 - Horse Welfare - so a Vet;
 - Health & Safety - health & safety expert;
 - child welfare if under 18's are involved - so a Child Protection Office;
 - etc.
- must have delegated powers from FIHB to make decisions and rulings and the FIHB Member Countries must accept the decisions;
- appeal only to the FIHB Disciplinary Committee;
- distinct from FIHB Disciplinary Committee;
- the majority must be from the Horse-Ball world so that the Appeal Committee can be seen to be and to be actually the Controlling body for dealing with problems at the event.

Annex 3 – Ground Jury

Ground Jury role and liabilities are described in the GR Art. 35. The Ground Jury is responsible of the respect of these organisations rules during any International Event officially recognised by the FIHB. During the competition the main Ground Jury responsibility will be to focus on safety aspects..

Among them at least the local language and English should be covered.

In particular they will:

- supervise the veterinary visit and have the final decision on the approval of the horse to the competition;
- control the identity, of the player, nationality and age accordingly with the type of competition;
- they are in charge of leading the team leaders meeting and lead the good relationship between, OC, officials and teams;
- they will have to take decision with the official doctor on the attitude to have and decision to take regarding the competition in case of injury of a player;
- the same will be applied with the veterinary in case of horse injured;
- the president of the Ground Jury will have to report any safety problem encountered during the competition. He will also ensure that the FEI Veterinary report is sent to FIHB and FEI;
- keep record of yellow and red cards and especially for those that might have a suspension effect for a next international competition or category;
- any other matter related to safety aspects for horses or players during the entire competition.

In case of contestation only the appeal committee might arbitrate on decision to be taken. See Annex 2.

Annex 4 – Check List

CHECK LIST				
Par	TITLE	ITEM	OK/KO	Notes
1	PITCH	Dimensions		Indicate Dimensions
		Surface		Indicate Type
		Tractor		
		Roller		
		Sprinkler System		
		Short Side Inflatables		
		White Goals		
		White Nets on the goals		
		Nets at the end of the Pitch (if not integrated with Inflatbles)		
		Security Zone		
		Barriers		
		5, 10, 15 m and middle field markers		
		Chair/platform for Referees		
External measurements				
Repair Kit				
2	PADDOCK	Surface		Indicate Type
		Goals		Indicate number
3	STABLES	Stables for horses		Indicate number
		Tack box		
		Referee's stables		Indicate number
		Access to water		
		Lighting		
		First bedding		
4	PLAYERS	Hay		
		Delegation		Indicate number
		Hotel Meals		Provide place & conditions
5	NATIONAL FLAGS & HYMNS	National flags		
		Hymns		
6	OFFICIALS	Supervisor		Indicate number, name and nationality
		Appeal Committee		Indicate number, names and nationality
		Referees		Indicate number, names and nationality
		Secretary		Indicate name
		Timekeeper		Indicate name
		Commentator		Indicate name
		Area for Jury, Timekeeper/Scorer, Commentator and Secretaries		
Press area				
7	NOTICE BOARD	Notice Board		
8	SOUND SYSTEM	Microphone		
		Wireless Microphone		
		CD/cassette player		
		Amplifier		
9	POWER SUPPLY	4 x power points for the blowers on the short side.		
		4 x power points for the Official's table, Commentator, Laptop and the jury.		
		2 x power points for the press.		
10	REFEREES' MATERIALS	Electronic Scoreboard		
		Horn		
		Red flag		Supplied by the referee
		Whistle		Supplied by the referee
		Uniform		Supplied by the referee
11	SPECTATOR STAND	2way radios		Supplied by the referee
		Stands		Indicate where
12	FIRST AID	First Aid Post		
		Ambulance and Doctor		Provide phone number to Supervisor
		Vet		Provide phone number to Supervisor
		Blacksmith		Provide phone number to Supervisor
		Equipment necessary to remove an injured horse. Space away from the public for treatment of injured horse		
13	FLOOD LIGHTING	Floodlighting		
14	REFEREES' HORSES	Horses for Referees		Indicate number
15	COMMENTATOR	Groom		Provide phone number to Supervisor
		Commentator		
16	ANTI DOPING POLICY	For the players – access to a room with refreshments		
		For the players – liquid refreshment		
		For the horses – a stable in a quiet place near a refrigerator.		
17	VETERINARY INSPECTIONS	An area set aside at least 30 x 5 m minimum		
18	INFORMATION	Liaison Officer		
		Liaison with Regional, National and International Levels		
20	PROGRAMME	Programme		
21	PRIZES	Prizes		
22	ENTRY PASSES	12 entry passes per team		
		Entry passes for the Officials		
		2 vehicle passes per team		
		1 lorry pass per team		
23	TEAM LEADER'S MEETING	Meeting		Indicate where, day and time

History

Document history		
Ver.1.0	May 2003	First edition available in French language.
Ver.1.1	June 2003	Document updated after FIHB meeting in Lamotte Beuvron on June 6 th 2003 and available in French language: <ul style="list-style-type: none"> • addition of advanced advice if the pitch is on grass; • addition of saddle pad of the referee's horse with FIHB logo; • addition of protection of the referee horses the version of the document.
Ver.2.0	July 2003	Document translate into English language.
Ver.2.1	January 2004	Document updated after FIHB meeting in Abano Terme on September 14 th 2003 and available in English and French language: <ul style="list-style-type: none"> • availability of the boxes two day before the competition.
Ver.3.0	June 2004	Document presented to the FIHB meeting in Vigo on June 27 th 2004 and available in French and English language: <ul style="list-style-type: none"> • better specification of what the Organizer or other parties should provide; • mandatory availability of 1 or better 2 goals in the warm up pitch; • better specifications of the number of stables according to the type of competition; • better specification of the number of the national delegation's component according to the type of competition; • added paragraph related to national flags and hymns; • better specification of the number of Officials according to the type of competition; • restrictions on the tasks assigned to the secretary, timekeeper and speaker; • added material to be provided by the Referees; • added paragraph related to the Team leader meeting; • improved compliance paragraph; • added Annex 1 about fundamentals on Team leader meeting; • improved check list.
Ver.3.1	July 2004	Document approved at the FIHB meeting in Vigo on June 27 th 2004 and available in French and English language: <ul style="list-style-type: none"> • addition that a member of the Supervisor Committee should come from the organising country; • addition that it is suggested that one or two members of the Referee Commission should be part of the Officials; • addition that it is suggested that the travel expenses of the Officials should be paid by the Organizer; • addition that the veterinary should be a FEI recognised veterinary; • referee draw cancelled in Annex 1; • number for stable for referee's horse cancelled.
Ver.4.0	August 2007	Document approved at the FIHB meeting in Saint Lô on August 13 th 2007 and available in English language: <ul style="list-style-type: none"> • use of inflatables on the short sides; • addition of the mandatory travel expenses of the Officials paid by the Organizer; • change of Supervisor Committee into Groun Jury for the European, Intercontinental and World and that one member comes from the organising country; • addition of intercontinental competitions; • change of the FIHB web site into www.fihb-horseball.org; • addition of paragraph "Time Schedule"; • decrease of the number of passes per team to 12 units; • addition of a global quote for the whole competition under request of the OC to FIHB; • addition of Annex 3 "Ground Jury".
Ver.5.0	July 2008	Document approved at the FIHB meeting in Ponte de Lima on July 31 st 2008 and available in English language: <ul style="list-style-type: none"> • addition of the FIHB reference rules; • change into facultative payment of food and accommodation of all national delegations; • for international competition more than one person for the role of secretary, timekeeper and commentator; • addition of the paragraph "Commercial Rights"; • addition of some subject to the team leader meeting; • reviewed check list.

Ver.5.2	November 2011	<p>Document approved after the FIHB meeting in Montpellier on November 2011 and available in English language:</p> <ul style="list-style-type: none"> • updated version number of the FIHB reference rules; • modification of the distance of the goal from the short side; • added specification of the plugs for inflatables; • modification of the timing for the three steps of the time schedule; • added paragraph "Financial aspects"; • revised check list; • added history.
Ver.5.3	December 2011	<p>Document modified on December 13th 2011 and available in English language:</p> <ul style="list-style-type: none"> • addition of FIHB fee in "Financial aspects" paragraph.