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**INTERTOTO  
CUP**

**Regulations of the  
UEFA Intertoto Cup**

**2003**

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## **Introduction**

The aim of the UEFA Intertoto Cup, which supersedes the International Football Cup (IFC), is to offer an attractive fixture list between mid-June and the end of August, thereby enabling the member companies of the European Football Pool (hereinafter EFP) to run football pools and lottery competitions.

### **I Representation – Entries – Duties and Obligations**

#### **Article 1**

##### **Representation**

- 1.01 Sixty-one clubs are entitled to take part in this competition. On the basis of the entries received, the UEFA Administration determines, in good time, the number of participants per member association and, therefore, the definitive field of participants for the first, second and third rounds. The UEFA Administration also determines admission criteria.
- 1.02 The exact number of participants per national association in the 2003 UEFA Intertoto Cup, as well as the stage at which they enter the competition (first, second or third round), will be determined on the basis of the coefficient rankings (see Annexe Ia). An association can have a maximum of one seed in the third round and one seed in the second round. In accordance with the competition format, a maximum of two clubs per association may take part. If any vacancies arise, an association may be entitled to a third place and an additional seed (see paragraph 1.03).
- 1.03 If, before the start of the competition, any places become vacant in the three different competition groupings (first, second or third round), they will be allocated to the best-placed associations in the coefficient rankings in order, thereby ensuring that each of the three aforementioned groups are complete.
- 1.04 Associations are entitled to enter only top-division clubs that, in principle, finish their domestic championship in a position immediately below those that qualify for the UEFA Cup, and that have indicated their willingness to take part in the UEFA Intertoto Cup. In principle, and where applicable, clubs may take part in the UEFA Intertoto Cup if they finish their domestic championship in the following positions:
  - a) Associations entitled to two participants:  
Clubs ranked 12th or higher
  - b) Associations entitled to one participant:  
Clubs ranked 8th or higher
- 1.05 The UEFA Administration is entitled to grant exceptions to the provisions of paragraph 1.02 and 1.04.

- 1.06 If two clubs from the same association do not enter the competition at the same stage, the club which finishes the domestic championship in the higher position will enter the competition at the later stage.
- 1.07 Associations in which the domestic championship and/or cup competition have not been completed by the entry deadline (23 May 2003) may only enter clubs for the UEFA Intertoto Cup that can no longer qualify at that point for either of the other two UEFA club competitions.

#### **Entries and entry fees**

- 1.08 Clubs must be entered by name by means of the official entry form, which must reach the UEFA Administration by 23 May 2003, together with all other required documents. The club may use the name under which it is officially registered; however, the UEFA Administration is empowered to use a different name, according to the principles set by the Club Competitions Committee. An entry fee of CHF 200 per club is charged. The UEFA Administration debits this fee directly from the account of the national association concerned.
- 1.09 If these conditions are not observed, the UEFA Administration may declare the entry invalid, thereby precluding participation, or accept the entry. Such decisions are final.

#### **Duties and obligations**

- 1.10 The home club must take out all necessary insurance including but not limited to third-party liability coverage with reputable insurance companies. The third-party liability policy must include an appropriate guaranteed sum for injury and damage to persons, objects and property, and correspond to the specific circumstances of the club concerned, fully covering all risks connected with the staging of the home matches of the club in question. If the clubs are not the owners of the stadium in which matches are played, they are also responsible for ensuring that an insurance contract is concluded by the stadium owner and/or tenant. Consequently, UEFA is exempt from any claims for liability that may arise from the staging of the matches in question.
- 1.11 The associations and clubs participating in the competition undertake to observe the present regulations, as well as the decisions taken by the competent UEFA authorities. The principles of fair play must be observed (see Fair Play Definition in Annexe V).
- 1.12 UEFA is entitled to use photographic, audio-visual and visual material of players and officials, as well as the club name, emblem and team shirt, for non-commercial purposes within the framework of the competition. On request, the clubs must supply UEFA – free of charge – with the appropriate material, as well as the necessary documentation. UEFA is entitled to make photographic, audio-visual and visual material available to the media for editorial purposes.

- 1.13 The clubs must arrange for their teams to arrive at the match venue no later than the evening before the match.
- 1.14 A participating team is not allowed to play a football match against another team the day before the match, on the match day itself, or the day after the match.
- 1.15 Participating teams undertake to stage all matches in accordance with these regulations and to field their strongest teams for all matches in the competition. In their capacity as the home club, they will make the appropriate arrangements for the staging of their matches, in conjunction with their national association and UEFA, and in accordance with the following stipulations.
- 1.16 The clubs undertake and are required to comply with the provisions concerning the Sporting Integrity of the UEFA Club Competitions. Consequently, clubs must provide the necessary information to the UEFA Administration fully and truthfully in writing by the deadline set out in paragraph 1.08. The UEFA Administration reserves the right to request further written evidence either from clubs or any interested third party, to ensure that these provisions are respected. Any changes during the season must be forwarded to the UEFA Administration.

## **II Trophies**

### **Article 2**

#### **Trophies**

- 2.01 The three winners of the final matches receive a UEFA Intertoto Cup trophy.

## **III Organisation – Responsibilities**

### **Article 3**

#### **Organisation**

- 3.01 The UEFA Chief Executive (hereinafter CEO) is the highest operational management organ. He is responsible for all decisions concerning the present regulations, except for matters concerning control and discipline. The CEO delegates some of his duties to the UEFA Administration or relevant committees, in accordance with paragraph 3.02.
- 3.02 Committees deal with matters assigned to them as follows:
  - a) The Club Competitions Committee (hereinafter the Committee) supports the CEO in an advisory capacity on all competition-related matters.
  - b) The Referees Committee deals with all refereeing-related matters (Article 17).

- c) The Medical Committee is responsible for all questions pertaining to medicine and dope testing (Article 23).
- d) The Fair Play and Ethics Panel deals with all matters concerning fair play (see Annexe V).
- e) The UEFA Administration is vested with the running of the competition and deals with matters according to these regulations.

3.03 The disciplinary bodies deal with matters concerning control and discipline.

### **Responsibilities**

3.04 The clubs are responsible for the behaviour of their players, officials, members, supporters and any person carrying out a function at a match on their behalf.

3.05 The clubs undertake to observe the provisions of the booklet *Safety and Security in the Stadium for all UEFA Competition Matches*. To this end, close co-operation with the civil authorities is imperative. Please refer to this booklet for the provisions regarding standing places and seats.

3.06 Matches should, in principle, be played in the stadium of the home club. However, if the home club wishes to play in another stadium for reasons that are well-founded, such a venue must be approved by the UEFA Administration. As a rule, the UEFA Administration will insist that matches be played in stadiums of either top or second-division clubs. For practical reasons, a maximum of two stadiums, one of which must be the home ground, may, in principle, be registered and used for the entire duration of this competition. A Stadium Questionnaire and Safety Certificate for each stadium, both duly completed, must be in the possession of the UEFA Administration at least three weeks before the match. In all cases, the club considered to be the home club must stage the match in co-operation with the national association concerned, the club being considered the competent organiser in the light of the provisions of paragraphs 3.05 and 3.07, unless UEFA's Organs for the Administration of Justice decide otherwise.

3.07 The home club or host association is solely responsible for order and security before, during and after the match. The home club or host association can be called to account for any kind of incidents, and may be disciplined in accordance with the provisions of Article 6 of the UEFA Disciplinary Regulations. The home club or host association must, in all cases, release and exempt UEFA from all claims for damages caused.

## **IV Competition System**

### **Article 4**

#### **Number of rounds**

- 4.01 The competition consists of five rounds. The 61 participating teams enter the competition at different stages. 42 teams participate in the first round. The 21 winners of the first round, together with 11 seeded teams, play the second round. The 16 winners of the second round, together with eight other seeds, take part in the third round. The 12 winners of the third round play in the semi-final matches. The six winners of the semi-final matches play the final matches. This competition will serve to determine three teams to qualify for the first round of the UEFA Cup.

#### **Cup System**

- 4.02 All matches in this competition are played according to the cup (knock-out) system, with each club playing the same opponent twice, in home and away matches. The club which scores the greater aggregate of goals in the two matches qualifies for the next round. Otherwise, the stipulations of Article 5 apply.

#### **Draws**

- 4.03 The first three rounds are drawn simultaneously.
- 4.04 The semi-final and final matches are drawn after the second-round matches.

#### **Ties**

- 4.05 The ties are determined by means of a draw. The club drawn first plays the first leg of the tie at home.

### **Article 5**

#### **Away goals, extra time**

- 5.01 If the two teams involved in a tie score the same number of goals over the two legs, the team which scores more away goals qualifies for the next stage. If this procedure does not produce a result, i.e. if the two teams score the same number of goals at home and away, extra time of a maximum of two periods of 15 minutes is played at the end of the second leg. If one of the teams scores more goals than the other during the first 15-minute period of extra time, that team shall be declared the winners. If the two teams are still equal after the first period of extra time, a second 15-minute period shall be played. If one of the teams scores more goals than the other during the second period of extra time, that team shall be declared the winners. If the two teams are still equal after the second period of extra time, the winners shall be determined by kicks from the penalty mark (Article 14). The away goal rule does not apply for extra time.

**Article 6**  
**Seeding of clubs**

- 6.01 The UEFA Administration seeds clubs in the first three rounds, in accordance with the access list for the 2003 UEFA Intertoto Cup (Annexe Ia).
- 6.02 For the clubs entering the competition in the first round, the 17 highest-ranked clubs are seeded. In the second round, the 11 clubs which enter the competition at that stage are seeded. In the third round, the eight clubs which enter the competition at that stage are seeded. The UEFA Administration takes the necessary measures to ensure that two clubs from the same association do not meet in any of the first three rounds.

**Article 7**  
**Refusal to play, matches abandoned or  
not played through the fault of a club**

- 7.01 If, after the draw has been carried out, an association is unable to enter by name the number of teams requested and confirmed by the UEFA Administration, the Control and Disciplinary Body can impose a fine of CHF 300,000 per missing entry, unless Article 30 is applicable.
- 7.02 The UEFA Administration is, in principle, entitled to allocate vacant places to teams from associations that have indicated their willingness to take part, if this is still possible at the relevant stage of the competition.
- 7.03 Clubs that have withdrawn or been disqualified lose all rights to financial contributions from UEFA. Moreover, the Control and Disciplinary Body will impose the following fines:
- |  |     |         |
|--|-----|---------|
| a) prior to or during the first round        | CHF | 300,000 |
| b) prior to or during the second round       | CHF | 300,000 |
| c) prior to or during the third round        | CHF | 300,000 |
| d) prior to or during the semi-final matches | CHF | 400,000 |
| e) prior to or during the final matches      | CHF | 500,000 |
- 7.04 The Control and Disciplinary Body can take further action if the circumstances of the refusal so justify.
- 7.05 If, through the fault of a club, a match cannot take place or cannot be played in full, the Control and Disciplinary Body shall declare the match forfeited and/or disqualify the club concerned from the competition.
- 7.06 Exceptionally, the Control and Disciplinary Body can validate the result as it stood at the moment when the match was abandoned if the match result was to the detriment of the team of the club responsible in accordance with paragraph 3.04 of the present regulations.
- 7.07 The Control and Disciplinary Body can impose other disciplinary measures.

- 7.08 Upon receipt of a justified and well-documented claim from the opposing club or clubs concerned, the UEFA Administration may set an amount of compensation due for financial loss.

## **V Fixtures**

### **Article 8**

#### **Match dates**

- 8.01 The match dates are fixed each year in agreement with EFP.

#### **Confirmation of venues, dates and kick-off times**

- 8.02 The venues, dates and kick-off times of all matches must be confirmed and communicated to the UEFA Administration in writing by the national associations of the clubs concerned by the deadline set by the UEFA Administration. The UEFA Administration is empowered to alter or to confirm these dates and kick-off times according to the principles set by the Committee. The non-respect of this provision may entail disciplinary measures.
- 8.03 The matches in the first three rounds are played during six weekends, on the following dates:

First round	First legs	21/22	June	2003
	Second legs	28/29	June	2003
Second round	First legs	5/6	July	2003
	Second legs	12/13	July	2003
Third round	First legs	19/20	July	2003
	Second legs	26	July	2003

Matches in the first three rounds may not kick-off before 15.00 hours (CET) on Saturdays, or after 18.00 hours (CET) on Sundays.

- 8.04 The semi-final and final matches will be played on the following dates:

Semi-final matches	First legs	30	July	2003
	Second legs	6	August	2003
Final matches	First legs	12	August	2003
	Second legs	26	August	2003

## **VI Fields of Play and Stadiums – Principles of Protocol and Organisation**

### **Article 9**

#### **Stadium conditions**

- 9.01 Matches can be played only in stadiums that have been approved by the UEFA Administration. In principle, all matches must be played in the home stadiums of the participating teams. For practical reasons, each participating team may use one additional stadium as an alternative venue (see paragraph 3.06).
- 9.02 The UEFA Administration may refuse to permit matches to be played at stadiums which do not measure up to international standards. Stadiums must be in good condition in terms of both their playing surface and facilities.
- 9.03 For all matches in the first two rounds of the UEFA Intertoto Cup, standing spectators are permitted in accordance with the certified capacity of the stadium.
- 9.04 For all matches as from and including the third round of the UEFA Intertoto Cup, the number of standing spectators admitted must not exceed 20% of the permitted total stadium capacity.
- 9.05 The chairmen of the UEFA Club Competitions Committee and UEFA Stadium and Security Committee may, however, decide that certain matches should be designated as "high-risk". Such matches must be played exclusively before seated spectators, with any sectors for standing spectators kept closed.

#### **Safety**

- 9.06 Clubs taking part in the UEFA club competitions must ensure that the stadiums they use undergo a periodic safety check, including a determination of the capacity, by the competent authorities or a body recognised by the latter. When submitting their competition entry forms to the UEFA Administration, the clubs must also enclose a copy of the relevant Safety Certificate, which must be renewed every season, together with confirmation from the competent civil authorities concerning the level of safety for spectators (*Confirmation form*).
- 9.07 In order to guarantee the safety of the players and match officials, participating clubs must provide access to the field of play that guarantees the safe entry and exit of these persons.

#### **Floodlights**

- 9.08 Matches may be played in daylight or under floodlights. For matches where floodlighting is required, the light average must correspond to Ev (lux) 800 towards the main camera(s) and Ev (lux) 500 towards areas of secondary interest. In addition, an emergency lighting system must be available,

ensuring that a match can be completed even in the event of a power failure. The club must provide UEFA with a current lighting certificate, issued within the previous 12 months. For further recommendations see also the booklet *Guidelines and Recommendations for Stadia Lighting for all UEFA Competitions*.

### **Clocks**

- 9.09 Clocks in the stadium showing the amount of time played may run during the match, provided they are stopped at the end of normal time in each half, i.e. after 45 and 90 minutes respectively. This stipulation also applies in the event of extra time being played (i.e. after 15 and 30 minutes).

### **Giant screens**

- 9.10 Simultaneous transmissions on giant viewing screens inside and outside the stadium are not allowed. Simultaneous transmissions and replays are authorised for press monitors and closed-circuit channels. In principle, replays on giant viewing screens inside the stadium may be authorised subject to a licence being granted by UEFA. On receipt of a justified request to this effect before the start of the competition, the UEFA Administration may grant such a licence to a participating club which may, however, be withdrawn at any time during the season for improper use. The results of other matches can be shown on the scoreboard and/or giant screen during the match.

### **Retractable roofs**

- 9.11 A decision regarding the closing of retractable stadium roofs is to be taken at the match day organisational meeting or two hours before the game at the latest. Normally, the roof will be open, but it may be closed in certain cases, for reasons of bad weather. If agreement cannot be reached, the UEFA delegate will have the final authority. Should the decision be taken to close the roof, it will remain closed throughout the match.

## **Article 10**

### **Unfit fields of play, bad weather**

- 10.01 If the national association concerned deems that a field of play will not be fit for play, the home club must notify the visiting club and the referee prior to their departure. Otherwise, the home club is responsible for their travel, board and lodging expenses. The UEFA Administration must be notified at the same time.
- 10.02 If any doubt arises as to the condition of the field of play after the visiting club's departure from home, the referee will decide on the field of play itself whether or not it is fit for play.
- 10.03 If the referee declares that the match cannot commence because the field is not fit for play, or because of the weather conditions, the match must in principle be played the following day and the kick-off time must be approved

by the UEFA Administration. The match can still be played on an alternative date set by the UEFA Administration if the two clubs and the respective associations concerned give their consent in writing within two hours of the referee's decision to postpone the match. In cases of controversy, the UEFA Administration fixes the date and kick-off time of the match. This decision is final.

#### **Match abandoned**

- 10.04 If the match is abandoned before the end of normal time or during any extra time because the field is not fit for play, or because of the weather conditions, a 90-minute replay must in principle be played the following day and the kick-off time must be approved by the UEFA Administration. The match can still be replayed on an alternative date set by the UEFA Administration if the two clubs and the respective associations concerned give their consent in writing within two hours of the referee's decision to abandon the match. In cases of controversy, the UEFA Administration fixes the date and kick-off time of the match. This decision is final.

#### **Reasons beyond control**

- 10.05 If the match cannot commence or is abandoned before the end of normal time or during any extra time for reasons beyond control, a 90-minute replay must in principle be played on a new date set by UEFA Administration. This decision is final.

#### **Expenses**

- 10.06 Except when the provisions of Article 10.01 apply, each club shall bear its own expenses. If the match cannot take place at all, the travel, board and lodging expenses of the visiting club, as well as the relevant hosting costs, are borne by the two clubs in equal parts.

### **Article 11**

#### **Principles of protocol and organisation**

- 11.01 The UEFA and Fair Play flags must be flown in the stadium at all matches in this competition. These two flags are available on loan from the national association, and must be returned on elimination from, or at the latest, at the end of the competition. No national anthems are played.
- 11.02 At all matches in this competition, the players are invited to shake hands with their opponents and the referees after the line-up procedure, as a gesture of fair play.
- 11.03 Only six team officials and seven substitute players are allowed to sit on the substitutes' bench, i.e. a total of 13 persons. The names of all these persons and their functions must be listed on the match sheet.
- 11.04 If space so permits, up to five additional technical seats are allowed for club staff providing technical support to the team during the match (kit manager,

assistant physiotherapist, etc.). Such seats shall be outside the technical area and positioned at least five metres behind the benches but with access to the dressing rooms. The names of all these persons and their functions must be listed on the match sheet.

- 11.05 An adequate number of ground staff and police must be present, to guarantee safety and security in the stadium.
- 11.06 No spectators are allowed in the area between the stands and the touch-line or goal-line.
- 11.07 All clubs in the UEFA club competitions must make at least 5% of the total capacity of their stadium available exclusively to visiting supporters, in a segregated, safe area. In addition, visiting clubs will be entitled to purchase up to 200 top- or second-category tickets, or a combination thereof, for their VIP supporters, sponsors, etc. (see paragraph 1.05 of the booklet *Safety and Security in the Stadium for all UEFA Competition Matches*). The price of tickets for supporters of the visiting club may not exceed the price of tickets of a comparable quality that are sold to supporters of the home club.
- 11.08 The official UEFA representatives and at least 20 representatives of the visiting club and its national association must be provided with top-category seats in the VIP sector.
- 11.09 Weather permitting, the visiting club will be allowed to train on the field where the match is to take place the day before the match. The visiting club will agree with the home club on the length of the training session, which shall not exceed one hour, unless agreed otherwise with the home club. In addition, the visiting club may hold private training sessions at a location to be agreed on with the home club, but not at the stadium where the match will be played.
- 11.10 The requirements and recommendations in terms of media arrangements are set out in Annexe III (Media Matters).

## **VII    Laws of the Game**

### **Article 12**

- 12.01 Matches are played in conformity with the *Laws of the Game* promulgated by the International Football Association Board (IFAB).

#### **Substitution of players**

- 12.02 The substitution of three players per team is permitted in the course of the match. The use of numbered panels to indicate the substitution of players is compulsory. For ease of information, the panels must be numbered on both sides.
- 12.03 During the game, substitute players are allowed to leave the technical area to warm up. At the pre-match organisational meeting, the referee will determine

exactly where they should warm up (behind the first assistant referee or behind the advertising boards behind the goal) and how many substitute players are allowed to warm up simultaneously. In principle, three substitutes per team shall be allowed to warm up at the same time; exceptionally, if space so permits, the referee can allow the seven substitutes of each team to warm up simultaneously in the determined area.

#### **Match sheet**

- 12.04 Before the match, each club will receive a match sheet on which the numbers, full names, dates of birth and, if applicable, the nicknames of the 18 players in the squad must be entered, together with the full names of the officials seated on the substitutes' bench and on the additional technical seats. The match sheet must be properly completed in block capitals, and signed by the captain and competent club official. The 11 first-named players must commence the match. The other seven are designated as substitutes. The numbers on the players' shirts must correspond with the numbers indicated on the match sheet. The goalkeepers and team captain must be identified. Both clubs must hand their match sheets to the referee at least 75 minutes before kick-off. The referee may ask to see the personal identity cards/passports of the players whose names are listed on the match sheet. Each player participating in a UEFA competition match must be in possession of a player's registration licence issued by his national association or an official personal identity card/passport, containing his photograph and date of birth.
- 12.05 If the match sheet is not completed and returned in time, the matter will be submitted to the Control and Disciplinary Body.
- 12.06 Only three of the substitutes listed on the match sheet may take part in the match. A player who has been substituted may take no further part in the match.
- 12.07 If there are fewer than seven players on either of the teams, the match will be abandoned. In this case, the Control and Disciplinary Body decides on the consequences.

#### **Replacement of players on the match sheet**

- 12.08 After the match sheets have been completed and signed by both teams and returned to the referee, and if the match has not yet kicked off, the following instructions apply:
- a) If any of the first 11 players listed on the match sheet are not able to start the match for any reason, they may be replaced by any of the seven substitutes. Such replacements will reduce the quota of substitute players accordingly. During the match, three players may still be replaced.

- b) If any of the seven substitutes listed on the match sheet are not able to be fielded for any reason, they may not be replaced, which means that the quota of substitute players will be reduced accordingly.
- c) If a goalkeeper listed on the match sheet is not able to be fielded for any reason, he may be replaced by another goalkeeper not previously listed on the match sheet.

### **Article 13**

#### **Half-time interval, break before extra time**

- 13.01 The half-time interval lasts 15 minutes. If extra time is required, there will be a five-minute break between the end of normal time and the start of extra time. As a rule, the players remain on the field of play during this five-minute break, at the discretion of the referee.

### **Article 14**

#### **Kicks from the penalty mark**

- 14.01 For matches played under the cup (knock-out) system (see 5.01), kicks from the penalty mark are taken in accordance with the procedure laid down in the *Laws of the Game* promulgated by the IFAB.
- 14.02 To ensure that the procedure is strictly observed, the referee is assisted by the assistant referees and the fourth official, who also note down the numbers of the players on each team who take kicks from the penalty mark. The assistant referees position themselves according to the diagram in the *Laws of the Game*.
- 14.03 If the taking of kicks from the penalty mark cannot be completed because of weather conditions or for other reasons beyond control, the results will be decided by the drawing of lots by the referee in the presence of the UEFA delegate and the two team captains.
- 14.04 If through the fault of a club, the taking of kicks from the penalty mark cannot be completed, paragraphs 7.05 to 7.07 of the present regulations shall apply.

## **VIII Player Eligibility**

### **Article 15**

- 15.01 A player is eligible to play in the UEFA Intertoto Cup provided he fulfils all the following conditions:
- a) He is duly registered by the national association concerned according to its own rules and those of FIFA (*FIFA Regulations for the Status and Transfers of Players*).
  - b) He is only eligible to play for a club affiliated to the national association concerned.

- c) He is duly registered with UEFA by the national association according to paragraph 15.07.
- 15.02 A player is eligible to play only for one single club in the course of a UEFA Intertoto Cup competition. However, provided he has only been listed on a match sheet and not actually fielded for the UEFA Intertoto Cup competition in question, he may play for another club taking part in the same competition.
- 15.03 Participation in any of UEFA's club competitions in the 2002/03 season does not count as far as the 2003 UEFA Intertoto Cup is concerned.
- 15.04 Participation in matches in the first three rounds of the 2003 UEFA Intertoto Cup does not affect a player's eligibility to take part in either the 2003/04 UEFA Champions League or UEFA Cup, or in the 2003 UEFA Intertoto Cup semi-finals and final matches, provided the transfer deadlines in force are respected:
- 10 July 2003 (12.00 hours CET):  
for all matches in the UEFA Champions League first qualifying round
  - 23 July 2003 (12.00 hours CET):  
for UEFA Intertoto Cup semi-finals and finals
  - 24 July 2003 (12.00 hours CET):  
for all matches in the UEFA Champions League second qualifying round
  - 31 July 2003 (12.00 hours CET):  
for all matches in the UEFA Cup qualifying round
  - 07 August 2003 (12.00 hours CET):  
for all matches in the UEFA Champions League third qualifying round
  - 1 September 2003 (12.00 hours CET):  
for matches from the UEFA Champions League group stage  
for all UEFA Cup matches, from the first round onwards
  - 2 February 2004 (12.00 hours CET):  
for all remaining 2003/04 UEFA Champions League matches  
for all remaining 2003/04 UEFA Cup matches

### **Deadlines**

- 15.05 Only players who are eligible to play for the club concerned on the following dates and who have been duly registered with the UEFA Administration by means of the player list, are eligible to play in the 2003 UEFA Intertoto Cup:
- a) 12 June 2003 (12.00 hours CET): for matches in the first three rounds. Any changes to the player list are to be faxed to the UEFA Administration at least 24 hours before each match (fax receipt date counts).
  - b) 23 July 2003 (12.00 hours CET): for the semi-finals and final matches. Players must be registered with the UEFA Administration by fax.

15.06 Matches in the first three rounds fall within the season ending 31 July. The semi-finals and final matches fall within the season commencing 1 August.

#### **Registration procedure**

15.07 Players are registered by means of the player list, which is to be signed by the club and national association, and completed as follows:

- a) The club submits the original list, duly completed and signed, to its national association for validation.
- b) The national association forwards this list to the UEFA Administration by the deadlines set and communicated by UEFA before the start of the season.
- c) Subsequently, the national association faxes (fax receipt date counts) any changes to the player list to the UEFA Administration as per the deadlines laid down in paragraph 15.05.

#### **Responsibility**

15.08 When submitting the player registration list, the national association and club concerned must vouch for the content, and are responsible for ensuring that the aforementioned provisions are respected.

15.09 The UEFA Administration decides on questions of player eligibility. In the event of disputes the Control and Disciplinary Body takes a final decision.

## **IX Kit**

### **Article 16**

#### **UEFA Kit Regulations**

16.01 The players' kit, team colours, sponsor advertising and manufacturer identification, etc. must comply with the provisions of the *UEFA Kit Regulations*.

#### **Manufacturer definition**

16.02 A manufacturer is a company that designs, produces (directly or through a non-branded licensee) and sells products bearing its own registered trademarks for use in the sports market. Distributors of such products are not considered as manufacturers.

#### **Colours**

16.03 The home club should always wear the official home colours announced to the UEFA Administration on the entry form, unless the clubs concerned agree otherwise in due time, in which case the details should be submitted to the UEFA Administration in writing. If the referee decides on the spot that the colours of the two teams could lead to confusion, the home club must wear other colours for practical reasons.

### **Kit approval procedure**

- 16.04 The clubs must submit the corresponding application form to the UEFA Administration, duly completed and signed before 6 June 2003. Samples of the first and second-choice playing strips (shirt, shorts and socks) do not, however, have to be submitted to the UEFA Administration for approval, except in the case of the six finalist clubs, which should submit their players' kits (shirts, shorts, socks) to the to the UEFA Administration for approval by 8 August 2003.

### **Shirt sponsor**

- 16.05 Further to Article 11, paragraph 2, of the *UEFA Kit Regulations*, clubs may choose one of three sponsorship options for the whole competition.

### **Choice of sponsor**

- 16.06 Subject to Article 11, paragraph 1, of the *UEFA Kit Regulations*, the choice of shirt sponsor is limited to one of those used simultaneously by the club in one of the domestic competitions organised under the auspices of its national association. Every change of a shirt sponsor during the season must be approved by the UEFA Administration beforehand. Only one change of sponsor (including a product of a sponsor) per club and season is allowed.

### **Clash of shirt sponsor**

- 16.07 If two clubs meeting in the competition have one and the same sponsor, the home team may wear their regular sponsor advertising. The visiting team may only wear advertising for a product of the said sponsor. No identical elements may appear in the shirt advertising of the two teams in question. The visiting club must send a sample of such new shirts to the UEFA Administration for approval.

### **Advertising on other kit items**

- 16.08 No restrictions apply regarding sponsor advertising and manufacturer identification on any garments worn by players and club officials in the stadium which do not form part of the playing strip (shirt, shorts, socks) and are not part of the items mentioned in Article 15, paragraphs 2 and 4, of the *UEFA Kit Regulations*.

### **Manufacturer identification on other kit items**

- 16.09 Concerning the forms, quantity and size of manufacturer identification, the same restrictions in principle apply as for player kits (Article 12 of the *UEFA Kit Regulations*) for all garments worn by players and club officials in the stadium which do not form part of the playing attire (shirt, shorts, socks). Regarding the positioning of accepted advertising forms, the manufacturers have freedom of choice, except for the collar, which must be free of any manufacturer identification on both sides and at the front.

## **Sanctions**

- 16.10 Any breach of the aforementioned provisions or of the *UEFA Kit Regulations* will be punished by the UEFA Control and Disciplinary Body. UEFA reserves its right to claim damages in this respect.

## **Responsibility**

- 16.11 The UEFA Administration takes final decisions regarding the approval of kits and other items mentioned in the *UEFA Kit Regulations*. UEFA declines all responsibility and authority in the event of conflicts arising from contracts between a club and its sponsor on account of the advertising provisions of the *UEFA Kit Regulations*.
- 16.12 The delegate has the right and duty to check kit items at the match venue. He is also entitled to send such items to the UEFA Administration for further control after the match.

## **X Referees**

### **Article 17**

#### **Appointments for the first three rounds**

- 17.01 The Referees Committee, in co-operation with the UEFA Administration, appoints the referees for all matches in the first three rounds. Only referees whose names appear on the official FIFA list of referees are appointed. The assistant referees, who must be specialists, are proposed by the national association of the referee, in accordance with the criteria established by the Referees Committee. The fourth official (reserve assistant referee), whose name must appear on the official FIFA list of assistant referees, or who must at least be a top-division assistant referee, is proposed by the national association of the home club.

#### **Appointments for the semi-final and final matches**

- 17.02 The Referees Committee, in co-operation with the UEFA Administration, appoints the referees for all semi-final and final matches. Only referees whose names appear on the official FIFA list of referees will be appointed. The assistant referees, who must be specialists, and the fourth official (reserve referee) are proposed by the national association of the referee, in accordance with the criteria established by the Referees Committee.

#### **Arrival**

- 17.03 The team of referees must arrange to arrive at the venue the day before the match.
- 17.04 The fourth official, if from the national association of the home club, must make contact with the team of referees prior to the match.

### **Late arrival of referees**

- 17.05 If the referee and/or assistant referees do not arrive at the match venue by the evening before the game, the UEFA Administration and both clubs must be informed immediately. The Referees Committee will take the appropriate decisions. If the Referees Committee decides to replace the referee and/or assistant referees and/or fourth official, such a decision is final, and no protests against the person or nationality of the referee and/or assistant referees and/or fourth official are allowed.

### **Unfit referee**

- 17.06 If a referee becomes unfit before or during a match in any of the first three rounds through illness, injury, etc., and is unable to continue to officiate, he is replaced by the first assistant referee (see paragraph 17.01), and the fourth official takes the place of the assistant referee.
- 17.07 If a referee becomes unfit before or during a semi-final or final match through illness, injury, etc., and is unable to continue to officiate, he is replaced by the fourth official (see paragraph 17.02)
- 17.08 If an assistant referee becomes unfit before or during a match through illness, injury, etc., and is unable to continue to officiate, he is replaced by the fourth official (see paragraph 17.01 and 17.02).

### **Referee's report**

- 17.09 After the match, the referee completes the official report form, signs it and faxes it to the UEFA Administration (+41 22 994 37 27) directly after the match, together with both match sheets. In addition, the originals must be sent by post within 24 hours of the end of the match. The referee must always keep a copy of his report form and both match sheets.
- 17.10 On his report form, the referee reports in as much detail as possible on any incidents before, during, or after the match, such as:
- a) Misconduct of players, leading to caution or expulsion.
  - b) Unsporting behaviour by officials, members, supporters, or anyone carrying out a function at a match on behalf of an association or club.
  - c) Any other incidents.

### **Referee liaison officer**

- 17.11 During their stay at the match venue, the referees are taken care of by a referee liaison officer, who is an official representative of the national association of the home club, in accordance with the guidelines issued by UEFA.
- 17.12 The *General Terms and Conditions for Referees* apply to match officials appointed for this competition.

## **XI Disciplinary Law and Procedures – Doping**

### **Article 18**

#### **UEFA Disciplinary Regulations**

- 18.01 The provisions of the UEFA Disciplinary Regulations apply for all disciplinary offences committed by clubs, officials, members or other individuals exercising a function at a match on behalf of an association or club, unless the present regulations stipulate otherwise.
- 18.02 The participating player agrees to comply with the *Laws of the Game*, *UEFA Statutes*, competition regulations, *Disciplinary Regulations*, *Regulations governing doping controls at UEFA competition matches and list of banned substances and methods* (UEFA doping regulations), as well as the *UEFA Kit Regulations*. He must notably:
- a) respect the spirit of fair play and non-violence, and behave accordingly;
  - b) refrain from using substances and procedures prohibited by the UEFA doping regulations.

### **Article 19**

#### **Yellow and red cards**

- 19.01 As a rule, a player who is sent off the field of play is suspended for the next match in a UEFA club competition. The Control and Disciplinary Body is entitled to augment this punishment. For serious offences the punishment can be extended to all UEFA competition categories.
- 19.02 In the case of repeated cautions in different matches, the offending player is suspended for one match in the same category of competition as from the third caution, as well as following any subsequent odd-numbered caution (fifth, seventh, ninth, etc.). The Control and Disciplinary Body will confirm any other cautions.
- 19.03 Single yellow cards and pending suspensions are always carried forward either to the next stage of the competition or to another club competition in the current season.

### **Article 20**

#### **Declaration of protests**

- 20.01 Member associations and their clubs are entitled to protest. The party protested against and the disciplinary inspector have party status.
- 20.02 Protests must reach the Control and Disciplinary Body in writing, stating the reasons, within 24 hours of a match.
- 20.03 This 24-hour time limit cannot be extended.
- 20.04 The protest fee is CHF 1,000. It must be paid at the same time as the protest is filed.

## **Article 21**

### **Reasons for protest**

- 21.01 A protest is directed against the validity of a match result. It is based on a player's eligibility to play, a decisive breach of the regulations by the referee, or other incidents influencing the match.
- 21.02 Protests concerning the state of the field of play must be submitted to the referee in writing by the relevant officials before the match. If the state of play of the pitch becomes questionable in the course of the match, the team captain must inform the referee, as well as the captain of the opposing team, orally without delay.
- 21.03 Protests cannot be lodged against factual decisions taken by the referee.
- 21.04 A protest against a caution or expulsion from the field of play after two cautions is admissible only if the referee's error was to mistake the identity of the player.

## **Article 22**

### **Appeals**

- 22.01 The Appeals Body deals with appeals lodged against decisions of the Control and Disciplinary Body. The *UEFA Disciplinary Regulations* apply.

## **Article 23**

### **Doping**

- 23.01 Doping is the use of prohibited substances and/or methods which are listed in the *Regulations governing doping controls at UEFA competition matches and list of banned substances and methods* (UEFA doping regulations).
- 23.02 Doping is forbidden. Any individual who administers illegal drugs or who encourages doping in any way will be referred to the Control and Disciplinary Body. The *UEFA Disciplinary Regulations* apply.
- 23.03 Any case of doping automatically leads to the disqualification of the player concerned from any UEFA competition, irrespective of any disciplinary sanction that might be applied.
- 23.04 The *UEFA Disciplinary Regulations* apply.
- 23.05 The CEO may order dope tests to be carried out at any time.
- 23.06 Dope tests are carried out according to the procedure laid down in the UEFA doping regulations.

## **XII Financial Provisions**

### **Article 24**

#### **Referee's costs**

- 24.01 For all matches in this competition, the national association of the home club, on behalf of UEFA, assumes the costs of the board and lodging of the referee, assistant referees and fourth official, as well as their transport costs within the territory of the national association concerned. The international travel expenses and daily allowances of these officials are borne by UEFA.
- 24.02 In the first three rounds, the travel costs and daily allowances of the local fourth official are borne by the national association of the home club.

#### **Receipts**

- 24.03 Each club retains its receipts and bears all its organisational expenses. The visiting club assumes its expenses for travel, board and lodging, unless the two clubs concerned agree otherwise. If necessary, the provisions of paragraph 10.06 must be observed. In the event of a match being moved for any reason whatsoever, the UEFA Administration decides who assumes any additional expenses incurred by the visiting club as a result.

#### **Levies due to UEFA**

- 24.04 The following levies are paid to UEFA by the national association of the club concerned:
- a) 4% of the gross receipts from the ticket sales for each match in the competition, but, in any case, a minimum of CHF 600. In addition, if season-ticket holders are given free or reduced-price access to matches in this competition, 0.1% of the total season-ticket receipts must be paid to UEFA for each match.
  - b) 10% of the income generated by the exploitation of the commercial rights (including, but not limited to, audio-visual and sound-broadcasting rights, advertising, merchandising and licensing rights).
- 24.05 These payments must be made within two months of the match concerned. The national association of the club in question must verify the receipt declaration form completed by the club, and forward it to the UEFA Administration within one month of the match.
- 24.06 Levies are based on gross receipts, from which neither taxes actually paid, nor charges for the hire of the ground, may be deducted.

#### **UEFA payments to clubs**

- 24.07 All payments to the clubs will always be transferred to the respective national association's bank account. It is the responsibility of the club to co-ordinate the transfer from the association's bank account to the club's bank account.

- 24.08 The club shall not, without the written consent of UEFA, assign the benefits of its participation in the UEFA Intertoto Cup to any third party.
- 24.09 The amounts paid by UEFA correspond to gross amounts. As such they cover any and all taxes, levies, charges, etc. (including, but not limited to, Value Added Tax).

### **XIII Exploitation of the Commercial Rights**

#### **Article 25**

- 25.01 Member associations and their affiliated organisations or clubs are authorised to exploit the audio-visual, sound-broadcasting and advertising rights to the matches which take place under their respective auspices. In doing so, they must observe the stipulations of Article 48 of the UEFA Statutes, as well as the regulations governing the implementation of the said article.
- 25.02 The commercial rights to matches may not be sold unless an appropriate fee is paid.
- 25.03 Contracts concluded for matches in this competition, or which include such matches, must be presented to the UEFA Administration on request. The withholding of such documents and/or the avoidance of the payment of levies as laid down in the regulations – if such levies are provided for – will be referred to the Control and Disciplinary Body and may entail measures which could ultimately lead to disqualification from the competition and/or the non-payment by UEFA of any bonuses which may otherwise be due.
- 25.04 All contracts regarding commercial rights must include Article 48 of the UEFA Statutes and the regulations governing its implementation as an integral part thereof. Furthermore, such contracts must contain a stipulation guaranteeing that if any amendments are made to the regulations, the said contracts can be adapted to the amended regulations within 30 days of their coming into force.
- 25.05 Member associations and their affiliated organisations or clubs undertake to provide UEFA with a recording of the entire match – free of charge and in Digibeta (or if not available, in Betacam) format – to be sent to the destination of UEFA's choice within seven days of the match. For the purpose of promoting the UEFA Intertoto Cup in any form of media, UEFA is entitled to use and authorise others to use up to 15 minutes of this material, free of charge and without requiring any clearance.

### **XIV Intellectual Property Rights**

#### **Article 26**

- 26.01 UEFA is the exclusive owner of all intellectual property rights to the competition, including any current or future rights to UEFA's names, logos,

brands and trophies. Any use of the aforementioned rights requires the prior written consent of UEFA, and must always conform to UEFA's instructions and guidelines on correct usage.

- 26.02 All rights to the fixture list, as well as the matches in the competition, are the sole and exclusive property of UEFA.

## **XV Court of Arbitration for Sport (CAS)**

### **Article 27**

#### **Ordinary Court of Arbitration**

- 27.01 CAS shall have exclusive jurisdiction to deal with all civil law disputes (of a pecuniary nature) relating to UEFA matters which arise between UEFA and Member Associations, clubs, players or officials, and between themselves.
- 27.02 There shall be no recourse to legal action in the ordinary courts of law in relation to such disputes.
- 27.03 Proceedings before CAS shall take place in accordance with the *Code of Sports-related Arbitration* of CAS.

### **Article 28**

#### **Legal Challenge to Decisions of the Organs for the Administration of Justice**

- 28.01 CAS shall have exclusive jurisdiction to deal with any challenge against a decision under civil law (of a pecuniary nature) of the Organs for the Administration of Justice. Any such challenge must be made at CAS within 10 days of the notification of the decision which is challenged.
- 28.02 A decision of the Organs for the Administration of Justice of a sporting nature, or any part or parts of a decision that is of a sporting nature, may not be challenged in civil law.
- 28.03 A civil law challenge through CAS may only be brought after UEFA's official internal procedures have been exhausted.
- 28.04 There shall be no recourse to legal action in the ordinary courts of law in relation to such matters.
- 28.05 A civil law challenge shall not have any suspensory effect as a stay of execution of a disciplinary sanction, subject to the power of the President of the Division or the President of the Panel appointed to deal with the matter after hearing the parties, to order that any disciplinary sanction be stayed pending the arbitration.
- 28.06 Proceedings before CAS shall take place in accordance with the *Code of Sports-related Arbitration* of CAS.

**Article 29**  
**CAS Arbitrators**

29.01 Only arbitrators who have their domicile in Europe shall be competent to deal with matters involving UEFA.

**XVI Unforeseen Circumstances**

**Article 30**

30.01 The CEO will decide on any matters not provided for in these regulations, as well as in cases of force majeure. Such decisions are final.

**XVII Closing Provisions**

**Article 31**

31.01 All annexes form an integral part of these regulations.

31.02 In the event of any discrepancy in interpretation between the official languages of UEFA in the wording of these regulations, the English version is the authoritative text.

31.03 These regulations come into force on their approval by the UEFA Executive Committee, and apply for the 2003 UEFA Intertoto Cup.

For the UEFA Executive Committee:

Lennart Johansson  
President

Gerhard Aigner  
Chief Executive

Nyon, April 2003

## ANNEXE Ia: Access list for the 2003 UEFA Intertoto Cup

Ranking Rang Rang	Association Association Verband	Entry 1st round Accès 1er tour Eintritt 1. Runde	Entry 2nd round Accès 2ème tour Eintritt 2. Runde	Entry 3rd round Accès 3ème tour Eintritt 3. Runde
1	Spain		X	X
2	Italy		X	X
3	England		X	X
4	Germany		X	X
5	France		X	X
6	Greece		X	X
7	Netherlands		X	X
8	Turkey		X	X
9	Portugal	X	X	
10	Russia	X	X	
11	Czech Republic	X	X	
12	Scotland	X X		
13	Ukraine	X		
14	Belgium	X		
15	Austria	X		
16	Switzerland	X		
17	Norway	X		
18	Israel	X		
19	Croatia	X		
20	Poland	X		
21	Denmark	X		
22	Sweden	X		
23	Serbia and Montenegro	X		
24	Slovakia	X		
25	Bulgaria	X		
26	Romania	X		
27	Hungary	X		
28	Slovenia	X		
29	Cyprus	X		
30	Finland	X		
31	Latvia	X		
32	Georgia	X		
33	Moldova	X		
34	Iceland	X		
35	Belarus	X		
36	Lithuania	X		
37	Republic of Ireland	X		
38	F.Y.R Macedonia	X		
39	Malta	X		
40	Wales	X		
41	Estonia	X		
42	Bosnia-Herzegovina	X		
43	Armenia	X		
44	Northern Ireland	X		
45	Albania	X		
46	Faroe Islands	X		
47	Azerbaijan	X		
48	Liechtenstein	NO		
49	Luxembourg	X		
50	Andorra	NO		
51	San Marino	NO		
52	Kazakhstan	X		

## ANNEXE Ib: UEFA Intertoto Cup competition system

Match Dates	21/22+28/29.6	5/6.7+12/13.7	19/20+26.7	30.7+6.8	12+26.08
<b>Number of Matches</b>	<b>total of 114 matches in the UIC competition</b>				
Match Day 1 + 2 (42 teams)	21 vs. 21 (home and away)				
Match Day 3 + 4 (32 teams)		21 winners + <b>11 seeds</b> (home and away)			
Match Day 5 + 6 (24 teams)			16 winners + <b>8 top-seeds</b> (home and away)		
Semi-Finals (12 teams)				6 vs. 6 (home and away)	
Finals (6 teams)					3 vs. 3 (home and away)

The 3 winners of the 2003 UEFA Intertoto Cup qualify for the first round of the 2003/04 UEFA Cup (24.09+15.10.2003)

# ANNEXE Ic: UEFA Match Calendar

June	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	UIC1	UIC1	
July	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	UIC3	UIC4+Q2
August	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	UIC3 + Q3	UIC3 + Q3
September	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	MD1	MD2	
October	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	IST	MD3
November	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	MD4	MD5	
December	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	MD6	MD5
January	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
February	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	3RD	1/8		
March	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1/8	1/4
April	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1/2	1/2	
May	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	F	F	
June	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			

START OF WEEK SAT SUN MON  
 UEFA CHAMPIONS LEAGUE MATCHES ON TUESDAYS AND WEDNESDAYS  
 UEFA CUP MATCHES ON WEDNESDAYS OR THURSDAYS  
 SOUP-AUG 29) & EURO (SEP 14)  
 INTERNATIONAL MATCHES OF NATIONAL TEAMS  
 DATES FOR FRIENDLY MATCHES OF NATIONAL TEAMS  
 U21 FINAL / OLYMPIC QUALIF

Q = UEFA Champions League / qualifying rounds  
 Q = UEFA Cup / qualifying rounds  
 UIC = UEFA Intertoto Cup

## **ANNEXE II: Coefficient rankings for the calculation of places in the UEFA Intertoto Cup**

1. The allocation of places per association for the UEFA Intertoto Cup will be made in accordance with a table of performances covering five UEFA club competition seasons (i.e. UEFA Champions League, UEFA Cup Winners' Cup and UEFA Cup). This table (UEFA association coefficient rankings) is compiled annually, with the oldest season dropped each time for the purpose of the calculation.
2. The table is compiled as follows:
  - a win to be worth 2 points (1 point for qualifying-round matches)
  - a draw 1 point ( $\frac{1}{2}$  point for qualifying-round matches)
  - a defeat 0 points

Qualifying-round results are taken into account only for the calculation of the association's coefficient.

Clubs which reach the quarter-finals, semi-finals or final of the UEFA Champions League or the UEFA Cup are awarded an extra point for each such round. In addition, one point is awarded for participation in the UEFA Champions League.

Results obtained in the UEFA Intertoto Cup do not count for the coefficient rankings determining the number of places in the UEFA club competitions.

3. The points obtained each season by the clubs representing a national association are added, then divided by the combined number of clubs from the said association having taken part in the three UEFA club competitions in question, to produce the coefficient value of the national association concerned. Points obtained in the UEFA Intertoto Cup are exempt from this stipulation, in accordance with point 2 above.
4. Coefficients are calculated to the thousandth, and not rounded up.
5. In the case of equal coefficients, the UEFA Administration will take a final decision, taking into consideration the individual coefficient of the most recent season.
6. Points are awarded only for matches which have actually been played, in accordance with the results ratified by UEFA. Kicks from the penalty mark to determine which club qualifies, or the winners, do not affect the result proper of the match.
7. Member associations are informed of the general classification after each UEFA club competition season, and this classification determines the number of participants from each association for the following season's UEFA club competitions.
8. The UEFA Administration will take final decisions on any matters not provided for by these provisions.

## **ANNEXE III: Media Matters REQUIREMENTS**

An adequate number of seats – under cover – must be made available to local and foreign media representatives (see UEFA Guidelines for Media Facilities in New Stadiums, 30 January 2002). At least half of the press seating should be with desks and should be equipped with power, telephone and modem connections.

Interviews are not permitted during the match on the field of play itself or in its immediate vicinity. Before and after the match, as well as at half-time, interviews may take place in a designated pitch-side area outside the technical zone. The press officer of the home club may designate an area between the substitutes' benches and dressing-rooms in which such "flash" interviews can take place at half-time and at the end of the match. A Flash Interview during the half-time interval may only be conducted in the designated area with the coaches or assistant coaches of the two teams involved in the match or non-playing players and club officials, subject to their prior consent. Interviews are also allowed with coaches and players upon their arrival at the stadium, on their way from the team bus to the dressing-room area.

No media representatives (including TV, radio, ENG crews, photographers or reporters) are allowed to go onto the field of play before, during or after the match, with the exception of the hand-held camera crew covering the team line-ups at the start of the match. The same applies to the tunnel and dressing-room area, with the exception of UEFA-approved "flash" interviews and the pre-match presentation. In terms of the mass media, only a limited number of photographers, TV cameramen and the personnel required to operate an electronic television camera of the host broadcaster – all equipped with special permits for the event – are allowed in the area between the boundaries of the field and the spectators, where they will carry out their work in the specific locations assigned to them (see Annexe IV).

### **RECOMMENDATIONS**

The following principles constitute UEFA's general guidelines on media matters but they will not be enforced for this competition.

#### **1. General**

Each club must appoint a press officer to co-ordinate co-operation between the club and the media in accordance with UEFA's regulations and guidelines. Where possible, the press officer will aim to assist UEFA in compiling editorial features in text or electronic format before and during the season, to help promote the competition. The press officer must travel with the team for away fixtures in order to co-ordinate all media arrangements.

The visiting team's press officer must send, by fax or by e-mail, a full list of accreditation requests by, at the latest, five days before the match. The press officer will also ensure that all accreditation requests come from bona fide football reporters.

Both clubs must hold a pre-match Press Conference the day before the match at the stadium, if possible. The two Press Conferences must be arranged so that a media reporter can attend both and take place early enough to allow written press deadlines to be met. Each Press Conference must be attended by at least the head coach of the team plus one or, preferably, two players. Unless a prior arrangement has been made with the visiting club, the home club is responsible for providing a qualified interpreter. (See UEFA Guidelines for Media Facilities in New Stadiums, 30 January 2002).

Interviews with players involved in the game (starters and substitutes) are not permitted during the course of the match. This includes players who have been substituted or dismissed from the field of play.

The post-match Press Conference at the venue must start no later than 15 minutes after the final whistle. The home club is responsible for the necessary infrastructure (interpreting and technical equipment). Both clubs are obliged to make their team manager/coach, as well as a player if possible, available for this Press Conference.

After the match, a Mixed Zone through which the players must exit must be set up for the media on the way from the dressing-rooms to the team transport area. This area – accessible only to coaches, players and representatives of the media, to offer reporters additional opportunities to conduct interviews – must be divided into three areas: one for TV crews, one for radio reporters and one for journalists from the written press. The home club must ensure that the area is safe for players and coaches to walk through. The team dressing-rooms are off limits to representatives of the media before, during and after the match.

## **2. Television & Radio**

Non-rights-holding TV and radio reporters may, if space permits, be allocated 'observer seats' (without desk) in the Press Box. Therefore, applications for such seats should be directed to the home club. Cameras and other technical equipment as appropriate must be deposited in the location indicated by the press officer of the home club on entering the stadium. Clubs competing against each other may also consider reciprocal agreements with regard to fees charged to radio stations.

TV and Radio reporters are not allowed to enter the field of play nor will they have access to the pitch, the tunnel, the dressing-rooms or the Flash Interview area. They may attend the post-match Press Conferences and will be granted access to the Mixed Zone.

Requests for radio accreditation and technical installations must be sent to the home club at least ten days before a match.

### **3. Internet**

In principle, the Internet has to be considered as a technological communication tool and, consequently, treated in the same way as TV and radio. Clubs should therefore accept accreditation applications from websites, on condition that they do not cover the game (for the sake of clarity, this includes press conferences and the Mixed Zone) live in sound and/or pictures. They may cover the game in text only. Therefore, subject to places being available in the Press Box, they should be accredited as written press, with access to the post-match press conference and to the Mixed Zone. Photographs taken by officially accredited photographers may be published on websites as long as they appear as stills and not as moving pictures or quasi-video streaming. Should such photographs be published on the unrestricted public Internet, they are to be limited to no more than 10 photographs per half of normal playing time, and five per extra time period, if applicable. There must be an interval of at least one minute between the posting of each photograph on the website.

### **4. Photographers**

A limited number of photographers may work in the areas behind the advertising boards behind the goals unless, in exceptional circumstances, special dispensation to work in other areas is given by the press officer of the home club. Photographers may only change ends at half-time or, when appropriate, during the interval before the start of extra-time.

Each photographer must obtain – and sign for – the appropriate photographer's bib before the match and must return it before leaving the stadium. The bib must be worn at all times with the number clearly visible on the back.

The host club is responsible for the production of photographers' bibs (as well as bibs for TV personnel and ENG crews).

The visiting team's press officer must provide the home club with a full list of photographers' accreditation requests by, at the latest, five days before the match.

### **5. Principles for the Broadcasters**

#### **a) Respect of the field of play:**

Broadcaster equipment and personnel must be placed in such a way that they do not present any danger for players or referees. Generally, cameras should be four metres from touch-lines, and behind advertising boards on goal-lines. The field of play itself must always be kept free of cameras/personnel.

b) Respect of officials:

Broadcaster equipment and personnel may not obstruct the view or movement of, or cause confusion for referees or players/coaches.

c) Respect of spectators:

Camera equipment and personnel should not obstruct the spectators' view of the field of play. Cameras should not record the crowd in a manner which could cause any dangerous activity.

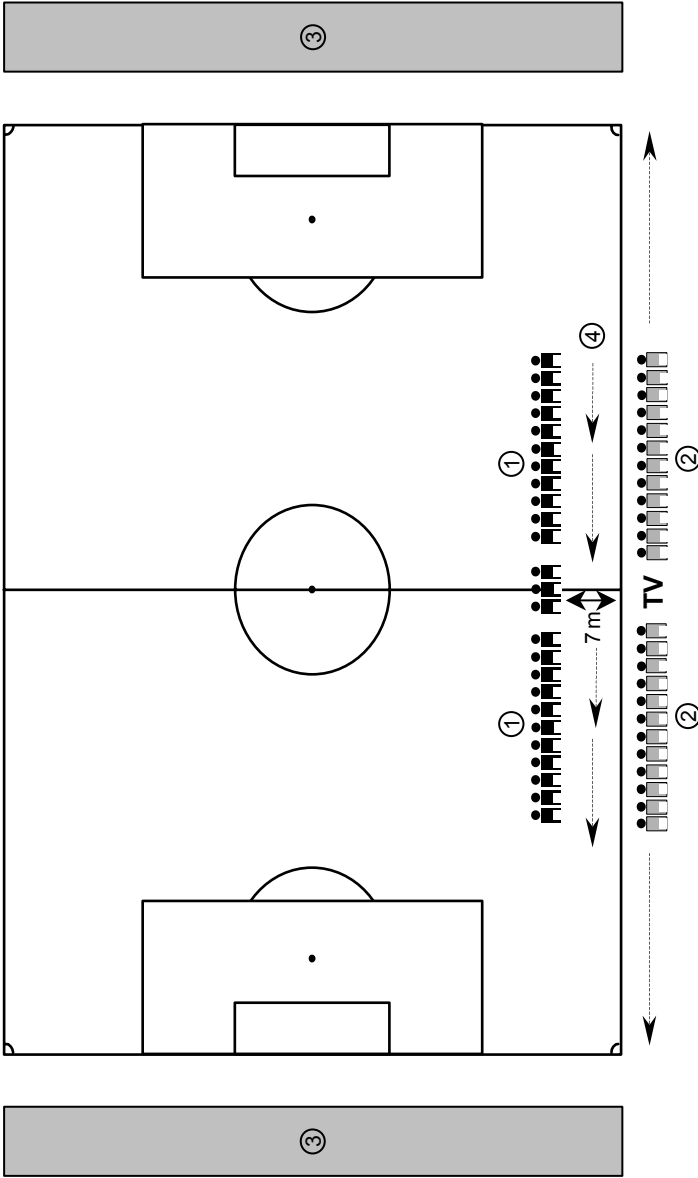
d) Respect of players/coaches:

Broadcasters must respect the needs of the players and coaches. Interviews may be arranged only outside the Technical Zone, in areas defined by the home club in accordance with UEFA's regulations and guidelines. Reporters must not approach players or coaches for interviews or comments during play.

e) Respect of other media:

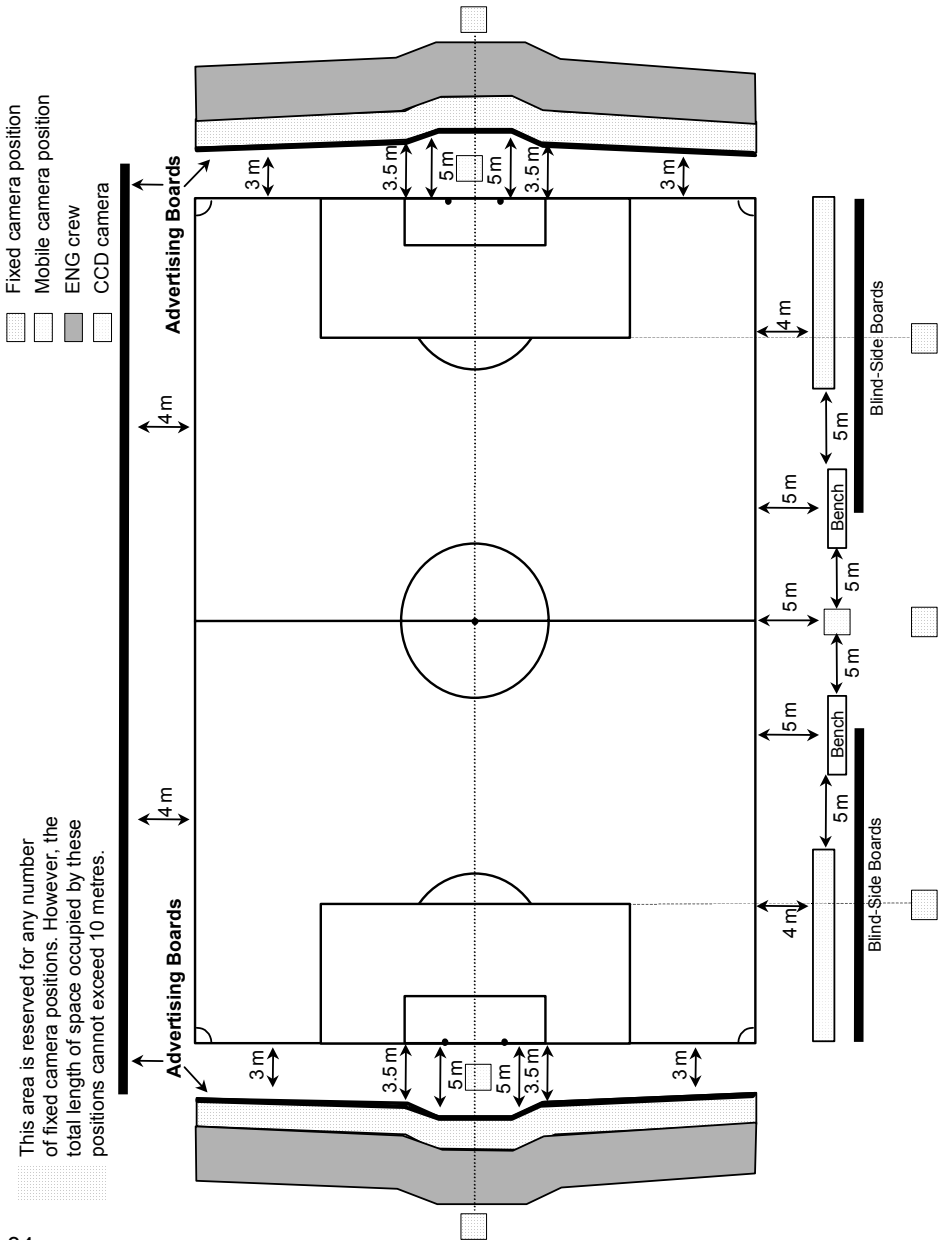
Broadcasters must respect the needs of other media, the written press, radio, and photographers. For example, adequate positions for photographers must be available alongside TV cameras behind the advertising boards, in principle behind each goal, and press working areas must not be disturbed during the match by broadcaster commentators or cameras.

## ANNEXE IVa: Media positioning at UEFA matches



- ① Teams before the game
  - ② Photographers and TV crews before and after the game
  - ③ Photographers and TV crews during the game
- Important:** Photographers and TV representatives must keep off the field of play at all times
- ④ Hand-held TV camera of host broadcaster (for individual close-ups during line-up)

## ANNEXE IVb: TV camera positions



## ANNEXE V: Fair Play



### Fair Play Definition

The idea of playing a game fairly and treating an opponent in a sporting manner is one of the finest elements to be found in any sport. In fact, it was sport that gave birth to the now widely used expression and concept of fair play. It remains as vital an ingredient of our sport today as it ever did, and most spectators would agree that only a fair match can be an entertaining one.

The concept of fair play can be broken down into the following principles, which apply as much to the players as to other individuals connected with the game:

- a) The *Laws of the Game* and the regulations of the various competitions must be respected.
- b) Every effort should be made to behave in a sporting manner towards opponents, referees and any other persons involved in matches, such as spectators, officials of other clubs and associations, and representatives of the media.
- c) Anyone else involved in matches should be encouraged to behave in the manner outlined above before, during and after a match, irrespective of the result of the match and the decisions taken by the match officials.

### Fair Play Assessment

#### Introduction

1. Conduct according to the spirit of fair play is essential for the successful promotion and development of and involvement in sport. The objective of activities in favour of fair play is to foster a sporting spirit, as well as the sporting behaviour of players, team officials and spectators, thereby increasing the enjoyment of all those involved in the game.

2. In its efforts to promote fair play, UEFA establishes association fair play rankings for each season, based on all matches played in all UEFA competitions (national representative and club teams) between 1 June and 31 May. In establishing these rankings, only those associations whose teams have played at least the required number of matches (total number of matches assessed divided by the number of associations) are taken into account. For this purpose, fair play conduct is assessed by the appointed UEFA match delegate. In reward for the fair play example they set, a maximum of three associations which attain a previously-defined standard (average of 8.0 points or more in the rankings) each receive one additional place in the UEFA Cup of the next season. These additional places are reserved for the winners of the respective domestic top-division fair play competition. If the winners of the domestic top-division fair play competition in question have already qualified for a UEFA club competition, the UEFA Cup fair play place goes to the highest team in the domestic top-division fair play rankings which has not already qualified for a UEFA competition.
3. Following the game which he or she has been appointed to observe, the delegate is expected to complete a Fair Play assessment form, in consultation with the referee and the referee observer (if such a delegate has been appointed for the match in question). The referee confirms with her signature that she has discussed fair play aspects with the delegate.

#### **Methods of Assessment**

4. The assessment form identifies six criteria (components) for the evaluation of the fair play performance of the teams. Assessment should be based on positive rather than negative aspects. As a general rule, maximum assessment marks should not be awarded unless the respective teams have displayed positive attitudes.

##### **a) The individual items on the assessment form**

5. **Red and yellow cards.** Deduction from a maximum of 10 points:

- yellow card      1 point
- red card          3 points

If a player who has been cautioned with a yellow card commits another offence which would normally be punishable with a yellow card, but who must be sent off for this second offence (combined yellow and red card), only the red card counts, i.e. total of 3 points to be deducted.

If, however, a player who has been cautioned with a yellow card commits another offence for which the punishment is dismissal, a total of 4 points (1+3) must be deducted.

Red and yellow cards is the only item which may take a negative value.

6. **Positive play**

- maximum 10 points
- minimum 1 point

The aim of this item is to reward positive play which is attractive for the spectators. In assessing positive play, the following aspects should be taken into consideration:

**Positive aspects:**

- attacking rather than defensive tactics
- acceleration of the game
- efforts to gain time, e.g. bringing the ball quickly back into play, even when in a winning position
- continued pursuit of goals, even if the desired result (e.g. qualification or an away draw) has already been achieved

**Negative aspects:**

- deceleration of the game
- time-wasting
- tactics based on foul play
- play-acting, etc.

In general terms, positive play correlates with the number of goal-scoring chances created and the number of goals scored.

7. **Respect of the opponent**

- maximum 5 points
- minimum 1 point

Players are expected to respect the *Laws of the Game*, the competition regulations, opponents, etc. They are also expected to ensure that fellow team members and everyone else involved in the team abide by the spirit of fair play as well.

In assessing the players' behaviour vis-à-vis the opposition, double counting against the item 'red and yellow cards' should be avoided. However, the delegate may take into account the seriousness of the offences punished by cards, as well as offences overlooked by the referee.

Assessment should be based on positive attitudes (e.g. helping an injured opponent) rather than infringements. Blameless behaviour, but without any particularly positive attitude or gestures towards opponents, should be assessed with a mark of 4 rather than 5.

8. **Respect of the referee**

- maximum 5 points
- minimum 1 point

Players are expected to respect the referees (including assistant referees and fourth officials) as people, as well as for the decisions they take. Double counting against the item 'red and yellow cards' should be avoided. However, the delegate may take into account the seriousness of the offences punished by cards.

A positive attitude towards the referee should be rewarded by high marks, including the acceptance of doubtful decisions without protest. Normal behaviour, but without any particularly positive attitude or gestures with respect to the match officials, should be assessed with a mark of 4 rather than 5.

9. **Behaviour of team officials**

- maximum 5 points
- minimum 1 point

Team officials, including coaches, are expected to make every effort to develop the sporting, technical, tactical and moral level of their team through all permitted means. They are also expected to instruct their players to behave in a manner which is in accordance with the fair play principles.

Positive and negative aspects of the behaviour of team officials should be assessed; e.g. whether they calm or provoke angry players or fans, how they accept the referee's decisions, etc. Co-operation with the media should also be considered as a factor in the assessment. Blameless behaviour, but without any particularly positive attitude or gestures, should be assessed with a mark of 4 rather than 5.

10. **Behaviour of the crowd**

- maximum 5 points
- minimum 1 point

The crowd is considered to be a natural component of a football game. The support of the fans may contribute to the success of their team. The crowd is not expected to watch the game in silence. Encouragement of teams by shouting, singing, etc. may have a positive influence on the atmosphere, in accordance with the spirit of fair play.

The spectators are, however, expected to respect the opposing team and the referee. They should appreciate the performance of the opposition, even if they emerge as the winners. They must in no way intimidate or frighten the opposing team, the referee or opposing supporters.

A maximum number of points (5) should not be awarded unless all these requirements are satisfied, especially with respect to the creation of a positive atmosphere.

This item is applicable only if a substantial number of fans of the team concerned are present. If the number of fans is negligible, 'N/A' (not applicable) should be recorded under this entry.

### **b) Overall assessment**

11. The overall assessment of a team is obtained by adding up the points given for the individual components, dividing this total by the maximum number of points and multiplying the result by 10.
12. The maximum number of points per game generally equals 40. If, however, a given team is being supported by a negligible amount of fans, and the item "Behaviour of the crowd" is not being assessed as a result ('N/A' – see paragraph 10 above), the maximum number of points obtainable will be 35.

*Example:*

The various items for team 1 are assessed as 8+7+3+4+5+4, giving a total of 31. The general assessment will therefore be:

$$(31/40) \times 10 = \mathbf{7.75}$$

If team 2 had only a small number of fans, and the assessment for the other items was 7+8+2+5+2, with 24 as the total, the general assessment would be:

$$(24/35) \times 10 = \mathbf{6.857}$$

The general assessment should be calculated to three decimal points and not rounded up.

13. In addition to this assessment, the delegate should also give brief written comments on the fair play performance of the teams, to explain the positive and negative aspects which formed the basis for his assessment. This written explanation may also include outstanding individual gestures of fair play by players, officials, referees or any other persons.

**ANNEXE VI: Regulations concerning the Integrity  
of the UEFA Club Competitions  
- Independence of Clubs**

**A. General principle**

It is of fundamental importance that the sporting integrity of the UEFA club competitions be protected. To that end, UEFA reserves the right to intervene and to take appropriate action in any situation in which it transpires that the same individual or legal entity is in a position to influence the management, administration and/or sporting performance of more than one club participating in the same UEFA club competition. Admission criteria are set by the UEFA Administration and are issued with the entry form.

**B. Independence of clubs**

Regarding admission to the UEFA Intertoto Cup, the following criteria apply:

1. No club participating in a UEFA club competition may, either directly or indirectly:
  - a) hold or deal in the securities or shares of any other club, or
  - b) be a member of any other club, or
  - c) be involved in any capacity whatsoever in the management, administration and/or sporting performance of any other club, or
  - d) have any power whatsoever in the management, administration and/or sporting performance of any other club participating in the same UEFA club competition.
  
2. No person may simultaneously be involved, either directly or indirectly, in any capacity whatsoever in the management, administration and/or sporting performance of more than one club participating in the same UEFA club competition.
  
3. In the case of two or more clubs under common control, only one may participate in the same UEFA club competition. In this connection, an individual or legal entity has control of a club where he/she/it:
  - a) holds a majority of the shareholders' voting rights, or
  - b) has the right to appoint or remove a majority of the members of the administrative, management or supervisory body, or
  - c) is a shareholder and alone controls a majority of the shareholders' voting rights pursuant to an agreement entered into with other shareholders of the club in question.
  
4. The UEFA Administration takes a final decision regarding the admission of clubs to this competition. It also reserves the right to take action against any

clubs which cease to meet the above criteria in the course of an ongoing competition.

5. Especially in the case of paragraph 4.01 of the *UEFA Intertoto Cup Regulations*, when a club qualifies for the first round of the UEFA Cup of the same season on account of its sporting results, the UEFA Administration reserves the right to deny such a club admission to the UEFA Cup on the basis of the aforementioned provisions.

### **C. Admission criteria**

If two or more clubs are affected by this regulations to safeguard the integrity of the UEFA club competitions, the UEFA Administration will apply the following criteria in sequence, to determine which club is admitted to the competition in question:

#### **For the start of the UEFA Intertoto Cup**

##### **Determining which club will participate**

1. The club with the highest UEFA club coefficient (cumulative coefficient of the last five seasons) is admitted.
2. If two or more clubs have the same club coefficient, the current UEFA coefficient (cumulative coefficient of the last five seasons) of the respective national associations will be taken into consideration. The club whose association has the highest coefficient will be admitted.
3. If two or more clubs have the same club and national association coefficient, the club with the highest previous season's (annual) coefficient will be admitted. If this procedure still does not produce a result, the clubs' coefficients for the last season but one will count, and so on.

##### **Determining the replacement club**

4. The national association of a club which is not admitted to the UEFA Intertoto Cup under the above criteria may fill the place thereby rendered vacant with another of its clubs. As a rule, this vacant place should go to the club which finished the domestic championship immediately below the club that is not admitted, provided the club fulfils the aforementioned regulations of integrity.
5. If not, the vacant place may go to the next club in the final domestic championship rankings, provided such a club fulfils all admission criteria, including the aforementioned conditions of integrity, failing which the next club in the domestic championship rankings may be considered, and so on. However, no relegated teams will be accepted. No comparison of coefficients will be made.

##### **Further provisions**

6. The UEFA Administration confirms the admission of the replacement club.

### **For continuing in the UEFA Cup**

7. If a club qualifies for the UEFA Cup via the UEFA Intertoto Cup, such a club must fulfil the *UEFA Cup regulations*.
8. A club qualified from the UEFA Intertoto Cup will not be admitted to the UEFA Cup if it is in breach of the aforementioned regulations concerning the integrity of the UEFA club competitions.
9. Such a club will be replaced by a club from among those eliminated in the final matches of the current UEFA Intertoto Cup, provided it fulfils all the admission criteria, including the regulations concerning the integrity of the UEFA club competitions. The following criteria will be applied to determine the replacement club:
  - a) Higher number of points obtained in the final matches.
  - b) Superior goal difference from the final matches.
  - c) Higher number of goals scored away from home in the final matches.
  - d) Higher number of goals scored in the final matches.
  - e) Coefficient points accumulated by the club's association over the previous five seasons.
  - f) Coefficient points accumulated by the club over the previous five seasons.

### **Any other cases**

10. The CEO shall be responsible for resolving any other issues relating to the admission of clubs in accordance with the principles of sporting fairness. Any decision by the CEO shall be final.



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