

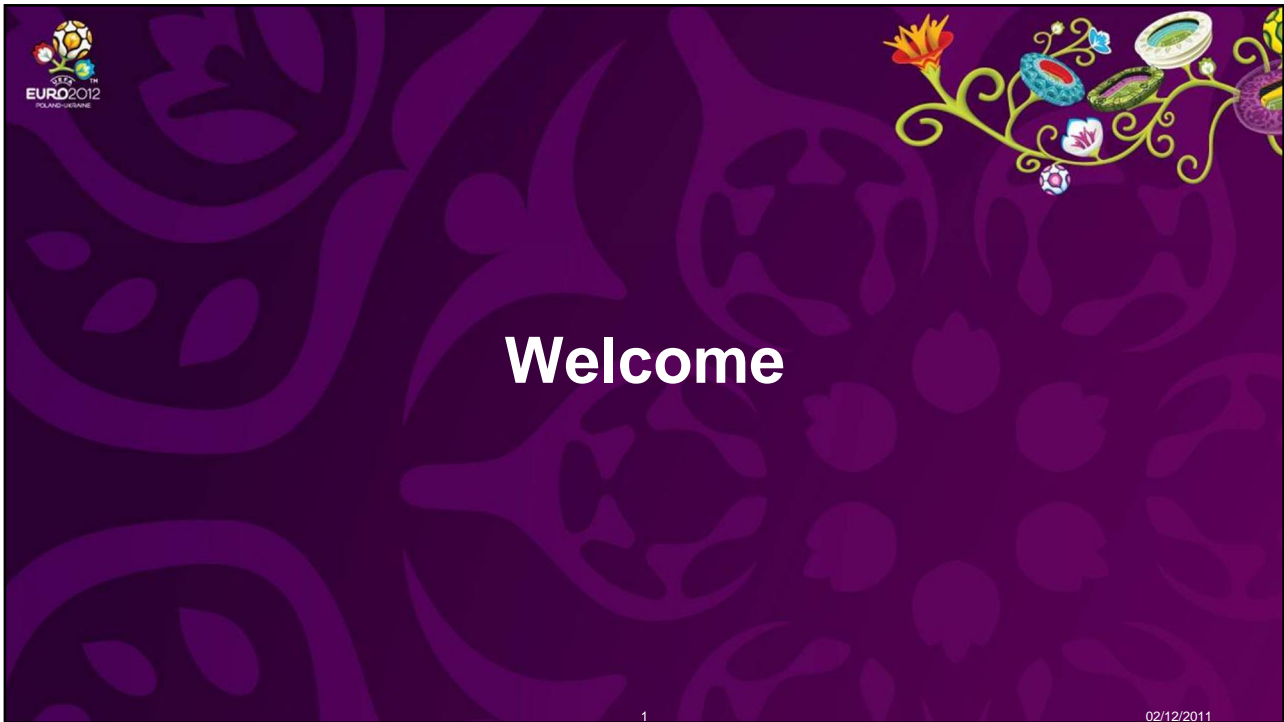


Finalists Information Session

Plenary Presentation Hand-out

Kyiv, Hyatt Regency Hotel
2 December 2011





Finalists Information Session

Kick-off Meeting

- ⊕ Plenary presentation of 90 minutes
 - 📌 Organisation & Infrastructure
 - 📌 Competition matters
 - 📌 Operational matters
- ⊕ Communication channels
 - 📌 Questionnaire
 - 📌 Team Manual
 - 📌 Finalists Workshop March 2012





Facts about UEFA EURO 2012

- ⊕ 14th UEFA European Football Championship
 - 🏆 16 teams, 8 stadiums, 31 matches
 - 🏆 Defending champion Spain
 - 🏆 All 9 former winners represented



Timeline of winners:

- 1960 USSR
- 1964 Spain
- 1968 Italy
- 1972 Germany
- 1976 Czechoslovakia
- 1980 Germany
- 1984 France
- 1988 Netherlands
- 1992 Denmark
- 1996 Germany
- 2000 France
- 2004 Greece
- 2008 Spain
- 2012 ?



1960-1976: 4 teams

1980-1992: 8 teams

1996-2012: 16 teams



Facts about UEFA EURO 2012

- ⊕ UEFA's most prestigious tournament
- ⊕ Largest European sports event and world's 3rd
- ⊕ Largest sports event ever in Poland and Ukraine



CREATING HISTORY TOGETHER™



Structure of organisation

Organisation

- ⊕ Event Owner: UEFA
- ⊕ Event Organiser: Host Associations, LOCs and UEFA Events SA
- ⊕ Public authorities at national, regional and host city level

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graph TD; UEFA((UEFA)) <--> Poland((Poland)); UEFA <--> Ukraine((Ukraine)); Poland <--> Ukraine;
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Structure of organisation

Football side

- ⊗ Organisation of matches
- ⊗ Competition & football matters
- ⊗ Rights & commercialisation

LOC Poland LOC Ukraine

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Structure of organisation

Governmental side

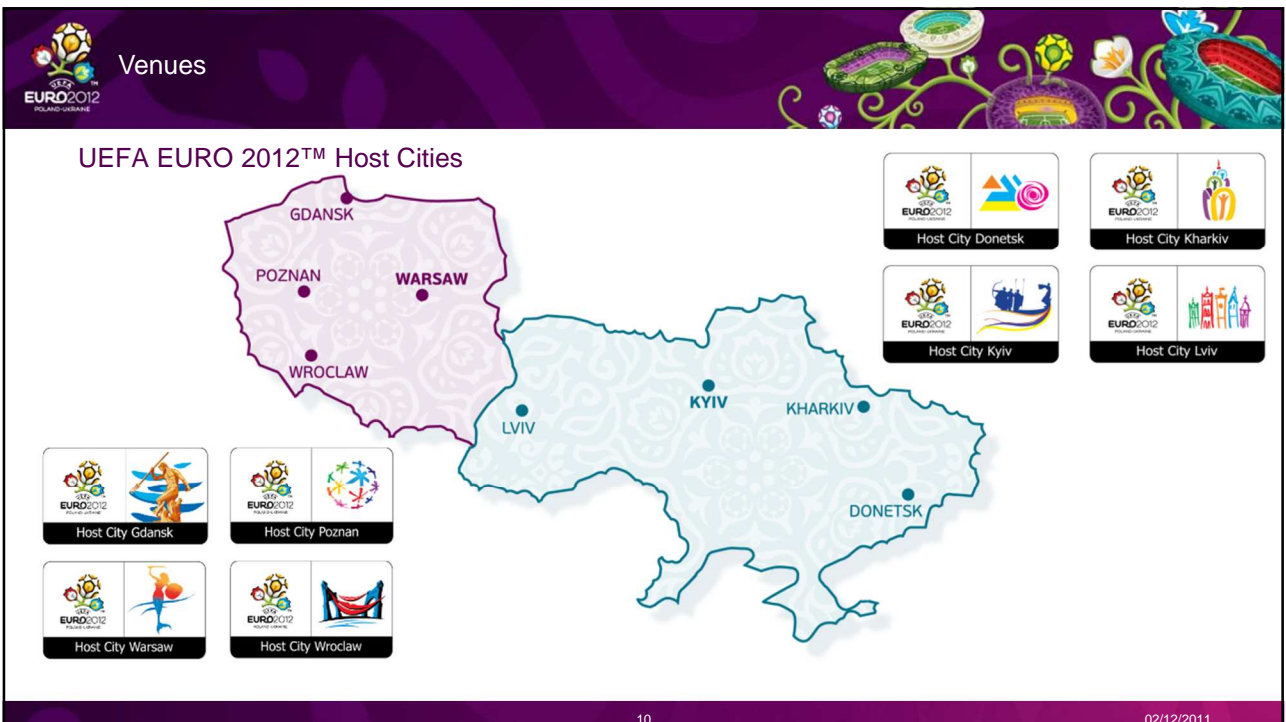
- ⊗ Infrastructure & Transport
- ⊗ Public Safety & Security
- ⊗ Promotion of Host Country & Host City
- ⊗ Public Services
- ⊗ Implementation of guarantees

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Venues




Arena Gdansk

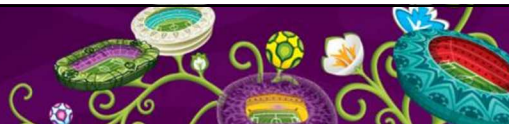
Stadium EURO Capacity	40,000
Stadium Specifics	Football only facility, no athletic track
Distance - Stadium to Airport	13 km
Distance – Stadium to City Centre	5 km
Football Club	KS Lechia Gdańsk
UEFA EURO 2012 Matches	Matches 5, 14, 21, 26(QF)



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Venues




Municipal Stadium Poznan


Stadium EURO Capacity	40,000
Stadium Specifics	Football only facility, no athletic track
Distance - Stadium to Airport	4 km
Distance – Stadium to City Centre	5 km
Football Club	KKS Lech Poznań
UEFA EURO 2012 Matches	Matches 6, 13, 22



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Venues



Municipal Stadium Wroclaw

Stadium EURO Capacity	40,000
Stadium Specifics	Football only facility, no athletic track
Distance - Stadium to Airport	7 km
Distance – Stadium to City Centre	7 km
Football Club	WKS Slask Wroclaw
UEFA EURO 2012 Matches	Matches 2, 9, 17



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Venues




National Stadium Warsaw


Stadium EURO Capacity	50,000
Stadium Specifics	Football only facility, no athletic track
Distance - Stadium to Airport	11.7 km
Distance – Stadium to City Centre	3.7 km
Football Club	-
UEFA EURO 2012 Matches	Matches 1, 10, 18, 25(QF), 30(SF)



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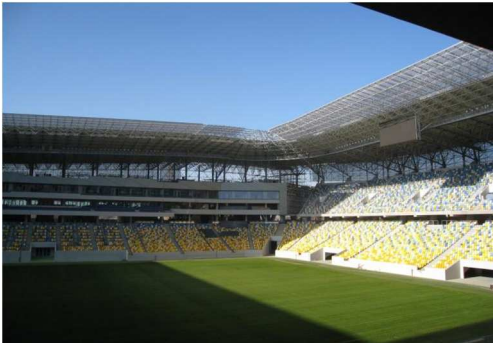


Venues




Arena Lviv


Stadium Capacity	30,000
Stadium Specifics	Football only facility, no athletic track
Distance - Stadium to Airport	9 km
Distance – Stadium to City Centre	10 km
Football Club	FC Karpaty Lviv
UEFA EURO 2012 Matches	Matches 4, 11, 20



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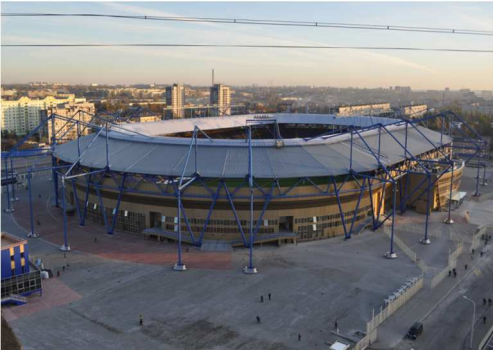


Venues




Metalist Stadium (Kharkiv)

Stadium Capacity	35,000
Stadium Specifics	Football and other sports, athletic track
Distance - Stadium to Airport	7 km
Distance – Stadium to City Centre	5.5 km
Football Club	Fc Metalist Kharkiv
UEFA EURO 2012 Matches	Matches 3, 12, 19



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Venues




Donbass Arena (Donetsk)

Stadium Capacity	50,000
Stadium Specifics	Football only facility, no athletic track
Distance - Stadium to Airport	12 km
Distance – Stadium to City Centre	3 km
Football Club	FC Shakhtar Donetsk
UEFA EURO 2012 Matches	Matches 7, 16, 23, 27(QF), 29(SF)

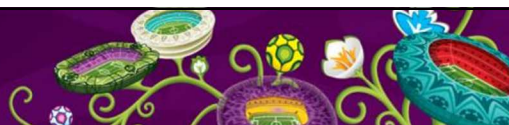


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Venues



Olympic Stadium (Kyiv)

Stadium Capacity	60,000
Stadium Specifics	Football and other sports, athletic track
Distance - Stadium to Airport	35 km
Distance – Stadium to City Centre	1.5 km
Football Club	-
UEFA EURO 2012 Matches	Matches 8, 15, 24, 28(QF), 31(Final)



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Airport Infrastructure

- ⊕ Main Host City airports Poland
 - ✦ Warsaw (WAW)
 - ✦ Gdansk (GDA)
 - ✦ Wroclaw (WRO)
 - ✦ Poznan (POZ)
- ⊕ Main Host City airports Ukraine
 - ✦ Kyiv Boryspil (KBP)
 - ✦ Kyiv Zhuliany (IEV)
 - ✦ Donetsk (DOK)
 - ✦ Kharkiv (HRK)
 - ✦ Lviv (LWO)
- ⊕ Supporting airports are being identified depending on final selection of team base camps



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 Airport Infrastructure - Poland

Warsaw



Wroclaw



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 Airport Infrastructure - Poland


Gdansk






Poznan






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 Airport Infrastructure - Ukraine


Donetsk





Kharkiv





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 Airport Infrastructure - Ukraine

Kyiv



Lviv



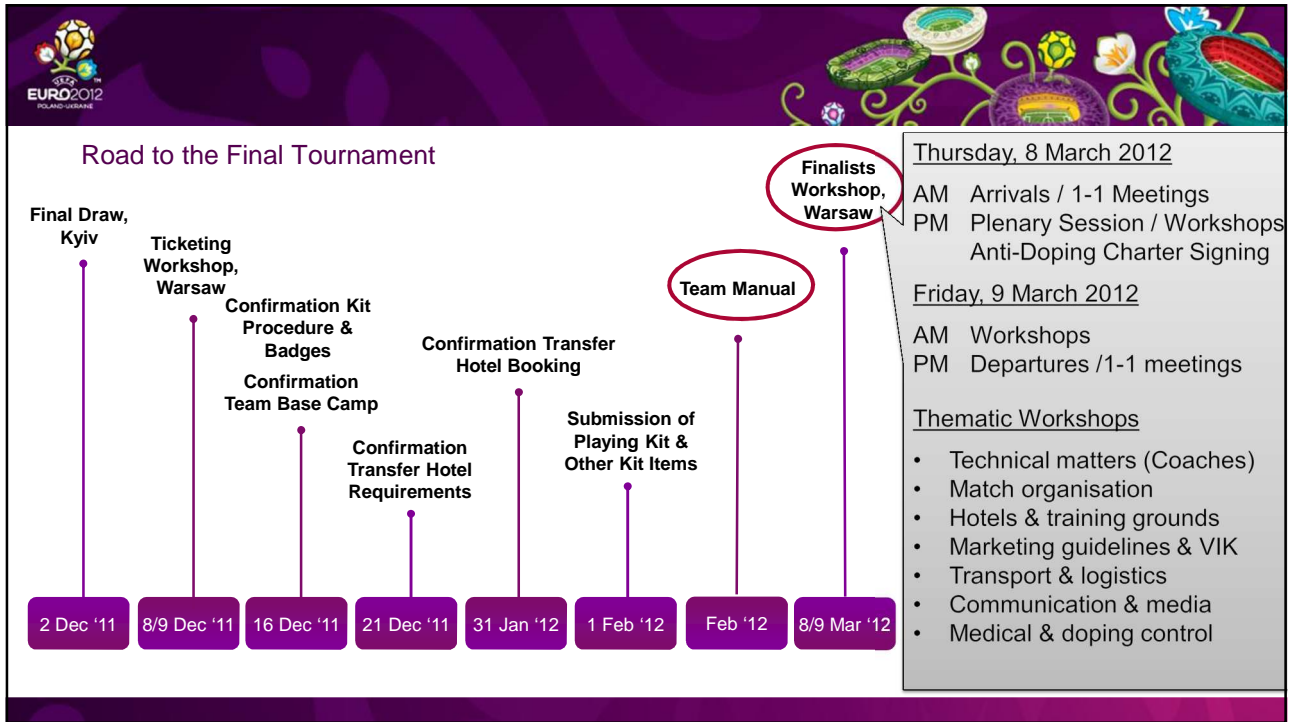
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Facts about UEFA EURO 2012

- ⊕ UEFA RESPECT campaign
 - 📌 Launched by the UEFA President at UEFA EURO 2008
 - 📌 Present at all UEFA competitions, including UEFA EURO 2012 Qualifiers
 - 📌 Extensive social responsibility programme
 - ♥ RESPECT Diversity
 - ♥ RESPECT Fan Culture
 - ♥ RESPECT Inclusion
 - ♥ RESPECT your Health
- ⊕ Tobacco-free event
 - 📌 Complete ban on use, sale or promotion of tobacco
 - 📌 Within stadium perimeter, indoors and outdoors





Match Schedule – Kick-off Times

⊕ Group matches MD1 and MD2

POLAND (CET)	UKRAINE (CET+1)
18:00	19:00
20:45	21:45

⊕ Group matches MD3 and Knock-out stage matches (QF, SF, Final)

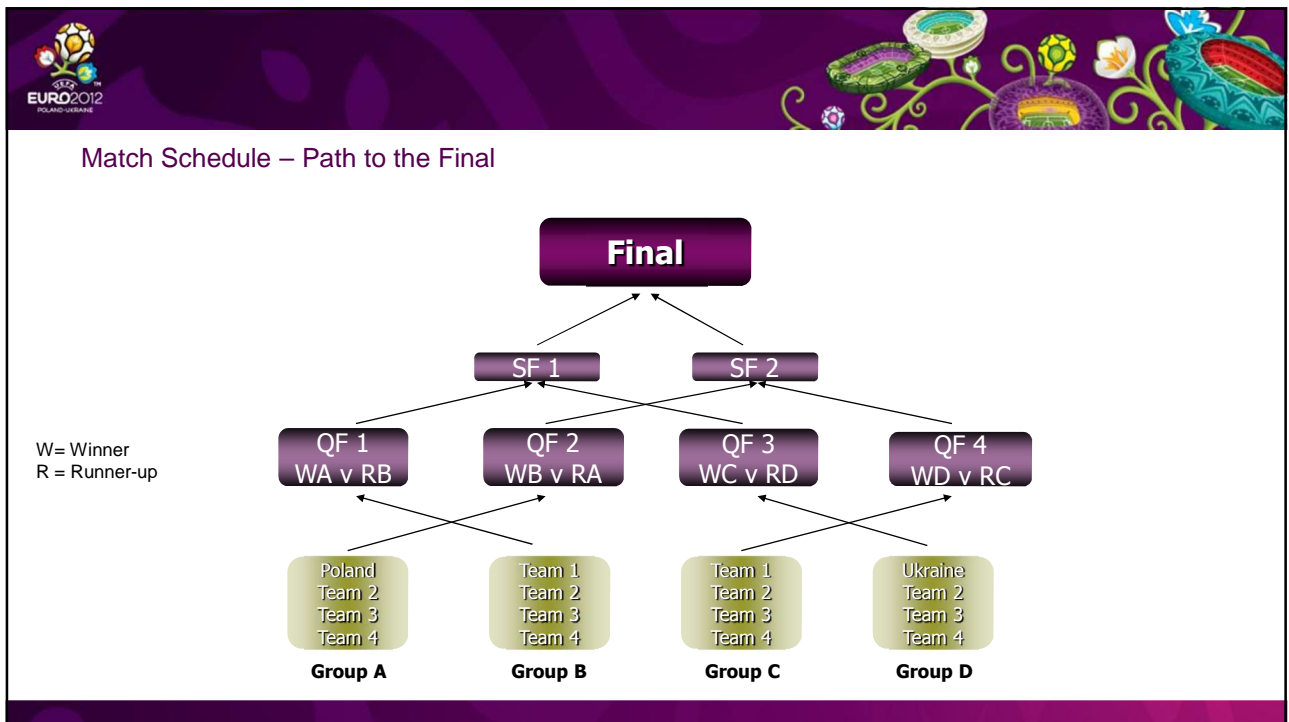
- Last group matches at same time


POLAND (CET)	UKRAINE (CET+1)
20:45	21:45

⊕ Final match schedule will be confirmed after final draw

- KO time swap between #15 and #16

All kick-off times are CET. Local kick-off times in Ukraine are 19:00 and 21:45. UEFA will publish the final match schedule after the final draw on 2 December 2011.






Competition Regulations – Extracts

- ⊗ Regulations and Amendments approved by UEFA Executive Committee (see *FAME*)
 - ⌚ Match abandoned: proposal to be submitted

- ⊗ List of 23 Players
 - ⌚ Deadline: Tuesday, 29 May 2012, i.e. at least 10 days before the opening match
 - ⌚ Each player must undergo a medical examination, incl. cardiovascular screening, within one year of the start of the tournament

- ⊗ Yellow cards
 - ⌚ Cautions and pending yellow-card suspensions expire on completion of the qualifying competition
 - ⌚ Single cautions expire on completion of the quarter-finals
 - ⌚ Cautions and pending yellow-card suspensions expire at the end of the final tournament



Competition Regulations – Extracts

- ⊗ Friendly Matches (paragraphs 2.07- 2.08)
 - ⌚ To avoid unauthorised 3rd party association
 - ⌚ “Friendly matches” are defined as **matches between national representative teams** (of any level or composition)
 - ⌚ Matches against any kind of club sides would be considered as “training matches”

NO FRIENDLY MATCHES

Not in the host countries


From 3 months before until one month after the tournament
i.e. from 8 March 2012 to 1 August 2012


Does not apply to the teams of the two host countries

Not between finalist teams

From 1 month before until the tournament start
i.e. from 8 May to 8 June 2012

Applies also to the teams of the two host countries






Kit Rules


- ⊗ UEFA Competition Regulations, article 18
- ⊗ UEFA Kit Regulations 2012
 - ‡ To be published in January 2012
- ⊗ Kit rules apply to
 - ‡ Playing kits, consisting of
 - ♥ all choice of players' kits (shirt / shorts / socks)
 - ♥ all choices of goalkeepers' kits (shirt / shorts / socks)
 - ‡ Any other kit items (clothing and equipment) used during the tournament by members of the team, including players and officials
 - ♥ Press conference, match, training session, pre-match warm up, etc.
 - ♥ Track suits, jackets, t-shirts, undershirts, undershorts, gloves, caps, bags etc.
 - ‡ See *checklists provided on FAME*


Republic of Ireland


Player



Goalkeeper









Kit Approval & Badge Order Procedure

16 Dec 2011	1 Feb 2012	Early March 2012	End of March 2012
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- Return form (see *FAME*)



<ul style="list-style-type: none"> 1. Badge order 2. Choice of approval procedure <ul style="list-style-type: none"> A. Send kit items to UEFA by post B. Organise meeting at UEFA HQ, possibly with a representative of kit manufacturer; recommended for newcomers 	<ul style="list-style-type: none"> • Deadline for submission of kit items to UEFA for approval 	<ul style="list-style-type: none"> • Shipment of badges to PNAs / manufacturer • Communication of UEFA decisions 	<ul style="list-style-type: none"> • UEFA proposals for kit colours in group matches
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Financial Distribution

- ⊕ UEFA Competition Regulations, article 26
- ⊕ UEFA contribution to travel costs (paragraph 26.08)
 - ⌞ UEFA contribution to international travel (economy-class air ticket) for up to 40 persons per delegation
 - ⌞ UEFA will provide and pay for local ground transport (team bus)
 - ⌞ **New 26.08c** (see UEFA CL n°43 / 2011 dated 01.07.2011)

A lump sum of € 40'000 per match is credited to the participating associations for each match-related transfer requiring a flight from the team base camp to the match venue.









Financial Distribution

- ⊕ UEFA contribution to cover additional expenses
 - ⌞ Fixed participation contribution and performance bonus
- ⊕ UEFA Executive Committee decision of 17 June 2011
 - ⌞ Participation fee increased from 7.5m EUR to 8m EUR
 - ⌞ New performance bonus of 1m EUR to 3rd-placed teams in each group

	UEFA EURO 2004	UEFA EURO 2008	UEFA EURO 2012
Minimum / Team	4.8m €	7.5m €	8m €
Maximum / Team	17.7m €	23m €	23.5m €
Total distribution	132m €	184m €	196m €



Financial Distribution		Number of teams to benefit	Per Round	Totals
Group stage	Participation fee	16	8m €	128m €
	Match bonus	16 <i>(depending on their results)</i>	0.5m € / draw 1m € / win	24m €
	3rd-placed teams	4	1m €	4m €
Knock-out stage	Quarter-finals	8	2m €	16m €
	Semi-finals	4	3m €	12m €
	Finalists	2	7.5m € / winner 4.5m € / runner-up	12m €
			Grand Total	196m €



Financial Distribution – Payments

- ⊕ Transactions with credits/debits via national association's tournament account at UEFA
- ⊕ As a rule, UEFA will pay out the participation fees and match bonuses in three steps
 - ⊕ UEFA payments may include deductions for amounts due to UEFA (tickets, etc.)

1st Installment
Spring 2012


2nd Installment
June 2012

Closing of accounts
Autumn 2012

EURO 2012
POLAND-UKRAINE

EURO Players release distribution



- ⊗ Distribution amount
 - ❖ According to the Memorandum of Understanding between UEFA and ECA (similar amounts as for 2008)
 - ❖ To be distributed to the clubs via the National Associations
 - ❖ Based on the number of players per club participating in final tournament
 - ❖ Covers all costs of the club for release of the players (incl. insurance cover)




EURO 2012
POLAND-UKRAINE

Doping Control Programme

- ⊗ Extensive doping control programme, consisting of:
 - ❖ Pre-tournament out-of-competition controls
 - ❖ In-competition controls at all matches
- ⊗ Tests collected by trained UEFA Doping Control Officers and UEFA Blood Collection Officers
- ⊗ Analysis conducted at WADA-accredited laboratory according to the most advanced analytical menu
- ⊗ Fast, tournament-dedicated results processing and communication to the teams
- ⊗ UEFA Doping Control Regulations will apply pre-tournament and during tournament



Match Organisation – UEFA Match Officials and UEFA Match Officers

- ⊗ **UEFA Delegate**
 - 📌 One delegate to be appointed for each match
 - 📌 Warsaw-based, will travel to the venue and be present on-site MD-1 and MD
- ⊗ **UEFA Security Officers**
 - 📌 One security officer to be appointed for each match
 - 📌 Venue-based
- ⊗ **UEFA Referees and UEFA Referee Observers**
 - 📌 7 referees to be appointed for each match
 - 📌 Warsaw-based
- ⊗ **UEFA Match Directors**
 - 📌 Similar to UEFA Venue Director in UEFA club competitions
 - 📌 Venue-based

- 1 Referee
- 2 Assistant Referees
- 2 Additional Assistant Referees
- 1 4th Official
- 1 Reserve Assistant Referee



Match Organisation – MD-1 and MD Activities at the Match Stadium






MD-1

- Security Meeting, 15h30
- Official Press Conference
- Official Training Session





MD

- Organisational Meeting, 10h30
- Countdown to the match, starting from 90 minutes before kick-off

Match Organisation – Match Material

- ⊕ UEFA will provide a number of match items (see *FAME*)
- ⊕ Catering at match stadium
 - ❖ Teams will be able to order MD-1 and MD catering
 - ❖ Standard package offered by UEFA; additions possible at PNA's costs
- ⊕ Official Match Ball
 - ❖ 30 Training balls delivered to each PNA week of 5 December
 - ❖ 30 Training balls delivered to each PNA's team base camp at the tournament start
 - ❖ PNA responsible for balls used at stadium MD-1 training and pre-match warm-up
- ⊕ Match recordings
 - ❖ Own matches: "world feed" and "tactical feed" ➡ DVD delivery at stadium post-match
 - ❖ Other matches: "world feed" ➡ download from UEFA database in FAME

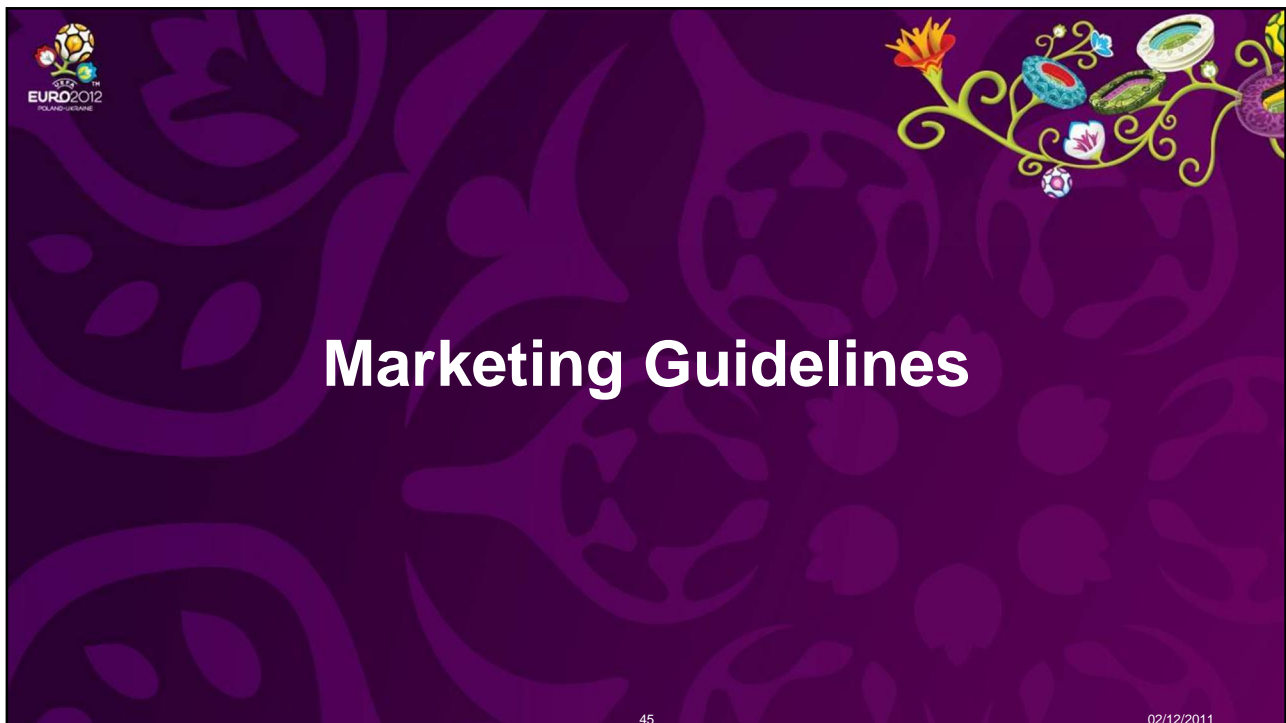






Venue Operations – Sports Facilities

- ⊕ Field of play
 - ❖ Highest quality at all venues
 - ❖ Continuous monitoring in co-operation with experts
- ⊕ Sports equipment
 - ❖ Uniform, high quality sports equipment at all venues
 - ❖ Provision and installation co-ordinated by UEFA
 - ❖ Goals, goal nets, corner flags
 - ❖ Benches
 - ♥ 12 players, 6 officials, 5 additional officials = 23 in one bench (if stadium configuration allows)
 - ♥ *Reminder (competition regulations, paragraph 13.14): one team doctor on the bench*



Marketing Guidelines

UEFA EURO 2012 Commercial Programme

General Principle

- ⊗ *UEFA Competition Regulations, Article 28.14*
- ⊗ *UEFA holds and manages all commercial rights relating to the final tournament*
 - ⌚ *For all matches*
 - ⌚ *The Official Training Grounds, i.e. team base camp training grounds and transfer training grounds.*
 - ⌚ *This includes, without limitation, the television, marketing, internet, mobile phone, licensing, and hospitality rights for the final tournament.*

Marketing Guidelines

UEFA EURO 2012 Commercial Programme



10 GLOBAL SPONSORS



4 NATIONAL SPONSORS per country

Marketing Guidelines

Sponsor Product and Services

- ⊗ Product supply
 - ⌄ Coca-Cola beverages and additional equipment (Powerade bottles and fridges)
 - ⌄ adidas match balls
 - ⌄ Hyundai/Kia buses and cars
- ⊗ Awards
 - ⌄ “Carlsberg Man of the Match” award presented at post-match press conference
 - ⌄ “adidas Golden/Silver/Bronze Boot” (top scorers of the tournament)
- ⊗ Youth Programmes, at each match:
 - ⌄ Ball kids (adidas)
 - ⌄ Player Escorts (McDonald’s)
 - ⌄ National Team Flag Bearers (Coca-Cola)
 - ⌄ Official Match Ball Carrier (Hyundai/Kia)

Marketing Guidelines

Coca-Cola Beverages for the teams

- ⊕ Product supply
 - ⌄ Available for free as of your first match -5 days
 - ⌄ Products provided for Delegation of 40 people
 - ⌄ 6 drinks (0.5L) per person per day (i.e. 240 drinks per delegation per day)
 - ⌄ Teams will be able to choose from Coca-Cola product range
 - ⌄ Order to be submitted by end of February (order form to be provided in January 2012)
 - ⌄ Additional orders, at cost, possible directly at Coca-Cola

- ⊕ Drinks delivered at
 - ⌄ Team Base Camp Hotel
 - ⌄ Official stadium for
 - ⌄ MD-1 Training
 - ⌄ Match
 - ⌄ Not covered, transfer hotel/training grounds or training grounds

- ⊕ Equipment provided
 - ⌄ Fridges at stadium and hotel
 - ⌄ Drink bottles and holders

Marketing Guidelines

Participating Associations – Marketing Guidelines – Summary

Team Hotel

Official Training Ground










UEFA Press Conference










Tournament Stadium




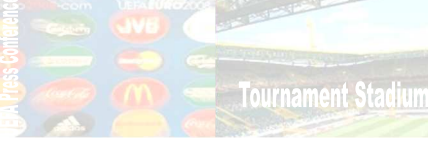




Off site (General)

3 levels of restriction










- ⊕ Not allowed
- ⊕ Allowed with conditions
- ⊕ Allowed with no restrictions

					
		<ul style="list-style-type: none"> No PNA sponsor display on or around pitch Perimeter boards: UEFA partners only adidas match balls only 	<ul style="list-style-type: none"> No PNA sponsor presence other than kit manufacturer No PNA sponsor products on display No distribution of PNA publications No mention of brands 	<ul style="list-style-type: none"> No PNA sponsor presence other than kit manufacturer Bench: use of UEFA provided / approved material No sponsor branded equipment allowed adidas official match ball only 	<ul style="list-style-type: none"> No direct association between PNA sponsor and UEFA EURO 2012 No 3rd party association to UEFA EURO 2012
	<ul style="list-style-type: none"> Use of UEFA marks as per guidelines 	<ul style="list-style-type: none"> Use of UEFA marks as per guidelines 	<ul style="list-style-type: none"> UEFA approved kit only UEFA backdrops only Only UEFA media activities and UEFA accredited media UEFA beverages in original packaging (displayed on top table) 	<ul style="list-style-type: none"> UEFA approved kit only UEFA interview backdrop Only UEFA media activities and UEFA accredited media Distribution of PNA publications allowed at SMC only, as approved by UEFA UEFA provided beverages in original packaging or poured into UEFA container Other beverages allowed if poured into UEFA drinking container 	<ul style="list-style-type: none"> Use of UEFA marks as per guidelines PNA Websites relating to UEFA EURO 2012 : no 3rd party association by PNA sponsors UEFA EURO 2012 related publications: no 3rd party association by PNA sponsors Premiums as gifts: allowed if sourced through official licensee
	<ul style="list-style-type: none"> Any kit or clothing allowed PNA Press Conferences allowed with no restrictions PNA sponsor allowed (without UEFA marks) All media activities allowed UEFA provided beverages to be used in original packaging, or poured into UEFA containers Other brands of beverages can be used 	<ul style="list-style-type: none"> No restriction on kit worn for regular training sessions PNA press conference allowed only in separate room non visible from exterior, PNA sponsors allowed in that room All media activities allowed, but commercial display restrictions apply UEFA provided beverages to be used in original packaging, or poured into UEFA containers 			<ul style="list-style-type: none"> Any commercial activities linked only to PNA (with no association with UEFA EURO 2012)

					
					
	<ul style="list-style-type: none"> Use of UEFA marks as per guidelines 				
	<ul style="list-style-type: none"> Any kit or clothing allowed PNA Press Conferences allowed with no restrictions PNA sponsor allowed (without UEFA marks) All media activities allowed UEFA provided beverages to be used in original packaging, or poured into UEFA bottles Other brands of beverages can be used 				

				
	<ul style="list-style-type: none"> •No PNA sponsor display on or around pitch •Perimeter boards: UEFA partners only •Adidas match balls only 			
	<ul style="list-style-type: none"> •Use of UEFA marks as per guidelines 			
	<ul style="list-style-type: none"> •No restriction on kit worn for team training sessions •PNA press conference allowed only in separate room non visible from exterior. PNA sponsors allowed in that room •All media activities allowed, but commercial display restrictions apply •UEFA provided beverages to be used in original packaging, or poured into UEFA bottles 			

				
	<ul style="list-style-type: none"> •No PNA sponsor presence other than kit manufacturer •No PNA sponsor products on display •No distribution of PNA publications •No mention of brands 			
	<ul style="list-style-type: none"> •UEFA approved kit only •UEFA backdrops only •Only UEFA media activities and UEFA accredited media •UEFA beverages in original packaging (displayed on top table) 			
				

					
	<ul style="list-style-type: none"> • No PNA sponsor presence other than kit manufacturer • Bench: use of UEFA provided / approved material • No sponsor branded equipment allowed • Adidas official match ball only 				
	<ul style="list-style-type: none"> • UEFA approved kit only • UEFA interview backdrop • Only UEFA media activities and UEFA accredited media • Distribution of PNA publications allowed at SMC only, as approved by UEFA • UEFA provided beverages in original packaging or poured into UEFA bottles • Other beverages allowed if poured into UEFA drinking container 				
					

					
	<ul style="list-style-type: none"> • No direct association between PNA sponsor and UEFA EURO 2012 • No 3rd party association to UEFA EURO 2012 				
	<ul style="list-style-type: none"> • Use of UEFA marks as per guidelines • PNA Websites relating to UEFA EURO 2012 : no 3rd party association by PNA sponsors • UEFA EURO 2012 related publications: no 3rd party association by PNA sponsors • Premiums as gifts: allowed if sourced through official licensee 				
	<ul style="list-style-type: none"> • Any commercial activities linked only to PNA (with no association with UEFA EURO 2012) 				

Marketing Guidelines

Use of Event Marks

- ⊗ PNA shall support the event promotion by using the correct UEFA marks
 - ⚡ Only in editorial context
 - ⚡ No commercial association with UEFA or UEFA EURO 2012
 - ⚡ Must be used without modifications/alterations
 - ⚡ No merchandising

Marketing Guidelines

Marks Approval & Request Form

- See form in handout and on USB key
- @ Anneli.Eriksson@uefa.ch and Marcello.Alleca@uefa.ch


Standard logos provided by UEFA	Special logo required from UEFA
1) PNA to submit artwork for approval	1) PNA to submit request for new logo: format, size, etc. attach visual illustration, explain context
explain context: media channel, frequency, text / translation if necessary	2) UEFA approval (or rejection) and delivery of required logo allow 48 hours for reply
2) UEFA approval (or rejection)	3) PNA to submit final artwork for approval confirm context: media, frequency, text / translation
allow 48 hours for reply	4) UEFA approval (or rejection) allow 48 hours for reply




Team Services

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Team Services



Mission

To ensure the best possible conditions for PNA and provide them with a top level of service required for all team operations



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02/12/2011

Team Services

Communication

- Team Services is main point of contact for PNAs regarding tournament operational matters

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Team Services

Official Team Delegation

- Delegation consists of 40 pax
 - Players & Officials
- Financial provisions for 40 delegates
- 50 Tournament Accreditations
- Other PNA groups (sponsors, F&F)

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Team Base Camp

Team Base Camps

- ⊕ Selection procedure
 - 📄 Team Base Camp Catalogue distributed September 2010
 - 📄 First come, first serve basis
 - 📄 Provisional booking overview
 - 📄 1 preferred option and 2 waitlisted options per host country
- ⊕ Reservation procedure
 - 📄 Contract with Accommodation Agency for guest rooms and function rooms
 - 📄 Most hotels have favourable release policies for knock-out stage







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Team Base Camp

Training Equipment

- ⊕ UEFA will provide each PNA with basic training equipment; adidas balls, warm-up cones, etc. (detailed list in team manual)



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Team Base Camp

Confirmation Dates




Confirmation of preferred options
9 Dec 2011

Confirmation of waitlisted options
16 Dec 2011

Confirmation of all team base camps
Jan 2012

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Team Base Camp

UEFA/LOC Accompanying Staff

- ⊗ Team Liaison Officer (TLO)
 - ‡ TLO is a key person for the UEFA/LOC organisation. TLO will be your main point of contact and helping hand for on-site operations. Selection process will be done in conjunction with PNA
- ⊗ Team Security Liaison Officer (TSLO)
- ⊗ Team bus driver (1x)
- ⊗ Team fleet drivers (5x)
- ⊗ UEFA Media Officer (UMO)

⊗ In principle to stay in same hotel as PNA delegation (costs borne by UEFA)
 ⊗ Alternative solutions to be found by UEFA in case of limited capacity
 ⊗ TLO & TSLO travel with PNA:

- ‡ Seats in team bus (or team fleet vehicle)
- ‡ Flights for TLO & TSLO to be booked by PNA




TLO is key person in organisation!

TSLO is a police officer

Trained drivers


UMO embedded with team after QF

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 Team Transfer Hotel

Use of Transfer Hotels

- ⊗ PNA needs to be at match venue 24 hours before match (in accordance with competition regulations art. 11.11)
- ⊗ When team base camp is further than 60km away from match venue a transfer hotel is to be used
- ⊗ Reservation made for MD-1 & MD
- ⊗ Transfer Hotel Brochure & Guidelines



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 Team Transfer Hotel

Rooms & Facilities

- ⊗ Standard package:
 - ⊕ 60x Guest Rooms
 - ⊕ Meeting Room
 - ⊕ Dining Room
- ⊗ Other function rooms
- ⊗ Meals



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Team Transfer Hotel




Reservation process & Costs

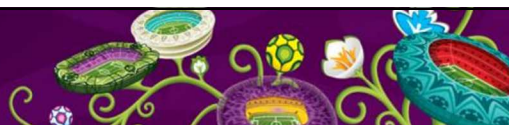
- ⊕ Confirmation of use before 20 December 2011 (form in hand-out)
- ⊕ Knock-out stage: PNA financially responsible for standard package
 - ⌄ Even when not used by team
 - ⌄ Rooms can be used for team followers (conditions from Accommodation Agency apply)
- ⊕ Contract with Accommodation Agency for:
 - ⌄ Guest rooms
 - ⌄ Function rooms
 - ⌄ Meals



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Transfer Training Grounds



Use of Transfer Training Grounds

- ⊕ In principle one (1) transfer training ground per match venue
- ⊕ Use on MD-1 & MD
- ⊕ Replacement venue for Official Training
- ⊕ Basic equipment available
- ⊕ Reservation process & costs
 - ⌄ Request for use to be submitted to UEFA Team Services
 - ⌄ UEFA to decide on time slots
 - ⌄ Provided by UEFA free of charge
 - ⌄ Guidelines apply
- ⊕ Transfer Hotel Brochure & Guidelines



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 Public Training Sessions 

Principles

- ⊗ One (1) mandatory public training session according to competition regulations (art. 13.15)
- ⊗ PNA encouraged to organise additional public training sessions
- ⊗ Organisation responsibility of LOC and mandated to training ground owners



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 Public Training Sessions 

Principles (continued)

- ⊗ UEFA to cover costs for organisation of mandatory session and up to a maximum of two (2) additional sessions
- ⊗ Over and above the two (2) additional sessions, PNA must bear the costs but organisational responsibilities remain with LOC
- ⊗ PNA Guidelines (January 2012)



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Airport Operations



Flight booking and slot coordination

- ⊗ Host City Airports and Supporting Airports
 - ⚡ Some team base camps are in vicinity of supporting airports. Such airports could have limitations in operating hours and accepting big aircrafts.
- ⊗ PNA is responsible for the organisation and payment for all flight bookings during the final tournament. Heavy air traffic and a high demand for aircraft slots is expected during UEFA EURO 2012™
- ⊗ Team required slots will be prioritized where possible
- ⊗ PNAs making charter arrangements must ensure that their Airline has applied for slots for the group stage of the final tournament **by 30 March 2012.**
 - ⚡ Requests for slot bookings in Ukraine shall be made through the following website; <http://www.avia.gov.ua>.
 - ⚡ Requests for slot bookings in Poland shall be made through the appointed slot coordinator; details will be provided before the end of December 2011.
 - ⚡ Early booking to guarantee the preferred slot option
 - ⚡ UEFA/LOC are not booking or reserving slots
- ⊗ Slot requests for knock-out stage upon qualification



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Airport Operations

- ⊗ PNA's official delegation
 - ⌄ PNA's official delegation consists of 50 accredited delegates; players and officials
 - ⌄ Extended level of service for PNA charter flights
 - ⌄ Pick-up on apron upon arrival
 - ⌄ Pre-check-in and luggage registration in advance

- ⊗ PNA followers
 - ⌄ Not included into official delegation: family, friends, team sponsors
 - ⌄ Not provided with special pick-up services by UEFA EURO 2012
 - ⌄ Must follow normal airport procedures for immigration and customs




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Airport Operations

Arrival Procedure


- ⊗ Meet and greet on tarmac by EURO 2012 official delegation
- ⊗ Immigration and customs control of Official Delegation will take place on tarmac upon arrival (only for international arrival)
- ⊗ Official delegation proceeds from aircraft directly into the Team Bus
- ⊗ Luggage and equipment is overloaded from plane to logistics truck and team bus (special luggage tags are being provided by UEFA)
- ⊗ List of items to be declared (medicine & food) must be provided in advance (only for international arrival)
- ⊗ Team followers follow normal airport procedures; apron bus to terminal for immigration and customs check



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Airport Operations





Departure Procedure

- ⊗ Official Delegation is dropped-off at dedicated team lounge
 - ⌄ Security check
 - ⌄ Customs (only for international departures)
 - ⌄ Immigration (only for international departures)
- ⊗ Group check-in will be done in advance (passenger list to be provided in advance)
- ⊗ Delegation transferred from team lounge to aircraft, passengers board aircraft with hand luggage only
- ⊗ Luggage will be delivered to an exclusive holding area for check-in (dedicated security checks) and loaded into aircraft
- ⊗ Team Followers go through standard airport procedures

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Legal

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Legal

Tax Matters

- ⊕ No taxation for players or officials in Poland and Ukraine
- ⊕ VAT

	
23%	20%
- ⊕ VAT reclaim
 - ⚡ **Poland** → Standard EU procedures
 - ⚡ **Ukraine** → No VAT reclaim for foreigners



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Legal

PNA Insurance

Competition Regulations:

Article 5.01

- ⊕ Everyone involved in the competition (qualifying competition and final tournament) is responsible for its own insurance cover.


Article 5.02

- ⊕ The participating associations are responsible for and undertake to conclude all necessary and adequate insurance cover for their delegations, including players and officials, at their own expense for the whole duration of the competition.

Article 5.04


- ⊕ All insurances must cover the full period of the competition, including the preparation and the post-competition phase.

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 Legal

Recommended insurances

- ⊕ Health and Accident for the entire delegation (incl. players)
- ⊕ Travel and Transport
- ⊕ Damage and Theft
- ⊕ Third Party Liability
- ⊕ Legal Expenses




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 Legal

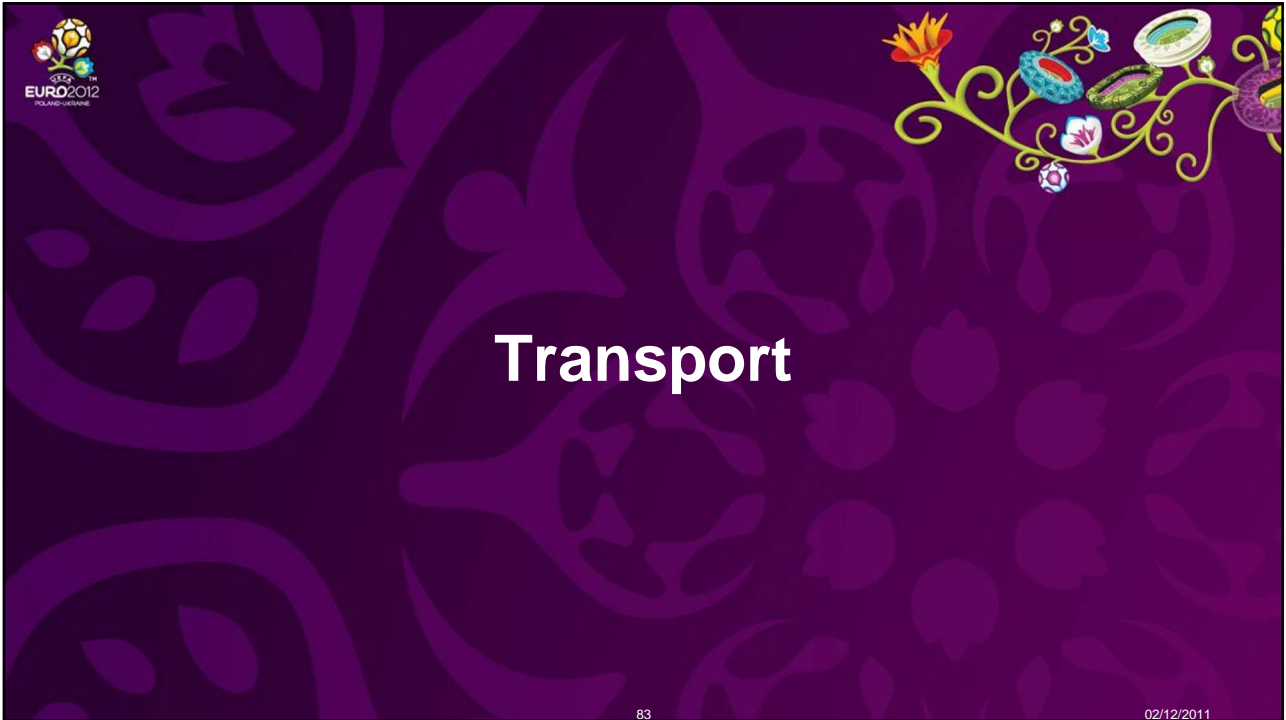
Visa

- ⊕ Poland
 - 📍 Visa required for citizens from Russia and Ukraine
- ⊕ Ukraine
 - 📍 Visa required for citizens from Croatia
- ⊕ Simplified EURO 2012 procedures at Polish and Ukrainian Embassies (list of Visa requirement on UEFA FAME)

UEFA is doing its best to bring your delegation and equipment smoothly into Poland & Ukraine



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The slide is titled "Transport" and features the same purple floral background as the title slide. It displays four photographs of vehicles in a 2x2 grid, each with a caption below it:

- Team Bus (1):** A white and orange Hyundai bus with "POLAND" and "HYUNDAI" branding.
- SUV (2):** A black SUV with "KIA MOTORS" branding.
- Equipment Van (1):** A white Hyundai van with "HYUNDAI" branding.
- People Carrier (2):** A dark grey Hyundai van with "HYUNDAI" branding.


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 Transport 

Vehicles and Drivers

- ⊗ Vehicles available to PNA as of 5 days before the PNAs first match
- ⊗ Vehicles cannot cross the border
- ⊗ Mix of professional and volunteer drivers
- ⊗ Additional requests communicated to Team Services
 - ⚡ Additional request to be dealt with on a case by case basis
 - ⚡ Information will be provided upon receipt of request




Costs for additional cars to be borne by PNA

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Logistics


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Logistics




Logistical situation in host countries



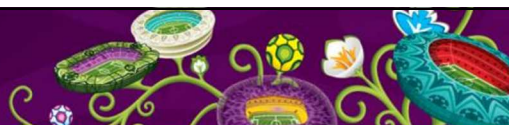
* No direct scheduled flights available between Gdansk and Kyiv.
 ** Routes are regular direct ones. Disruptions in winter due to low temperatures are possible.
 *** Some flights are cancelled or reduced.

- ⊗ Road infrastructure in the host countries is in general not in a good condition and consequently travel times can be considerable.
- ⊗ UEFA does not recommend using ground transport for distances exceeding 350 km one way. It is recommended to use air transport instead.
- ⊗ If, despite of UEFA's recommendations, you decide to use ground transport services provided, for journeys exceeding 350km (one way), UEFA will not be able to guarantee the expected arrival time at destination.

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Logistics




Customs

Poland




- ⊗ EU Country
- ⊗ Customs legislation follow EU standards
- ⊗ Customs clearance for all goods from non-EU countries (incl. UKR)
- ⊗ Custom regulations apply to road and air transport


Ukraine



- ⊗ Non-EU Country
- ⊗ Different customs legislation
- ⊗ Customs clearance for all goods at border checkpoints and airport terminals
- ⊗ Custom regulations apply to road and air transport
- ⊗ Recommended to appoint a broker


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Logistics




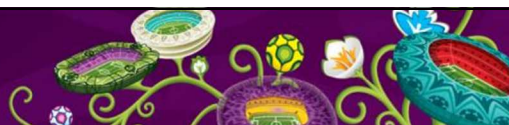
Customs

- ⊗ LOC collaborates with local Customs Authorities to simplify the customs procedures for teams participating in UEFA EURO 2012™
- ⊗ Special customs arrangement between Poland and Ukraine
- ⊗ Different customs regulations in both Host Countries
- ⊗ Further information will be provided during the Finalists Workshop in March 2012



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Logistics




Team Logistics


UEFA will provide each PNA with:

- ⊗ 7.5-ton truck on first arrival and last departure (between team base camp and airport)
- ⊗ 3.5-ton truck for transfers within host country (no border crossing)
- ⊗ Equipment Van (cargo type, part of team fleet) for local transfers
- ⊗ Ground transportation between the Host countries is not provided and PNAs are advised to use air transportation






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Logistics




Team Logistics

Each PNA is responsible for:


- ⊗ Ground transport from and to home country and between host countries
- ⊗ Airfreight transportation during the tournament (domestic and between host countries)
- ⊗ Insurance of transported goods/cargo and charges for customs clearance
- ⊗ All truck movements must be planned at least 24 hours in advance through TLO and can only be used to transport team's equipment. Last minute requests cannot be guaranteed.
- ⊗ Further information will be provided in Team Manual

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Logistics



Additional Requests


- ⊗ Any request for additional logistics vehicles can be made directly to the logistics providers recommended by UEFA.
- ⊗ Any additional services requested, are to be paid by the respective team directly to the logistics provider
- ⊗ Logistics providers recommended by UEFA:

For Team Base Camps located in Ukraine:




I.T.S. Ltd.
International transport & shipping
Massimo Bianco
Mail mbianco@its-transport.ch
Phone +41 61 577 27 20
Mobile +41 79 394 84 55

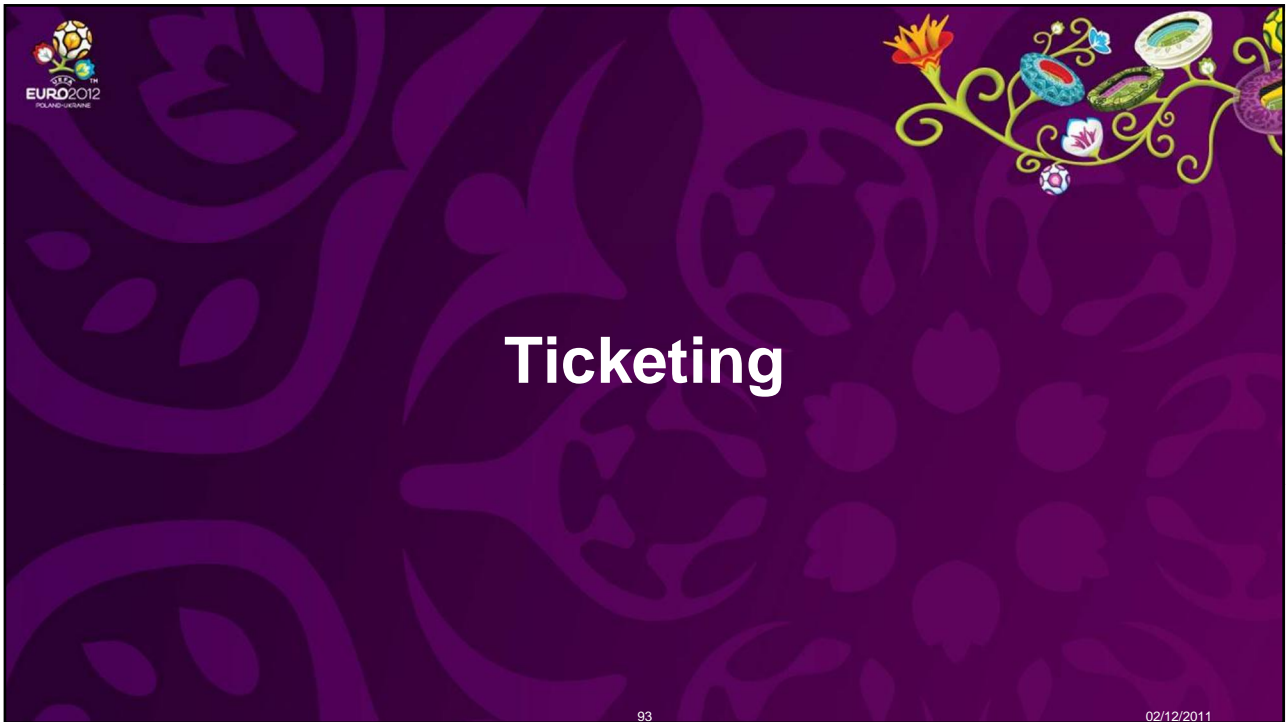
For Team Base Camps located in Poland:




Panopa Logistik GmbH
Mag. Andreas S. Grad
Mail grad@panopa.com
Phone +43 1729 5055 17
Mobile +43 664 2133




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A presentation slide with a dark purple background and a repeating pattern of stylized leaves and flowers. In the top left corner is the UEFA EURO 2012 logo. In the top right corner is a decorative illustration of various colorful flowers and leaves. The word "Ticketing" is written in white in the top left. The main content is on a white background. It starts with the section header "Complimentary Tickets" in purple. Below it is a paragraph: "According to Article 27 of the Regulations of the European Football Championship, UEFA has decided on the following allocations of complimentary tickets:". This is followed by a list of five items, each with a number in a purple box and a description: "30 Tickets for all own matches", "5 Tickets for other matches played in your group", "2 Tickets for matches played in other groups", "2 Tickets for the quarter finals*", and "2 Tickets for the semi final*". At the bottom left, there is a footnote: "* Conditional upon the National Association's participation in the respective stage and only for the match/es in which the team does not participate". At the bottom center, the number "94" is visible. At the bottom right, the date "02/12/2011" is displayed.



Ticketing



Purchasable Tickets

- ⊕ Ticketing workshop 8/9 December 2011 in Warsaw
- ⊕ New sales & distribution process


	Fixed Total Quota / match	-	Internal Quota	=	PNA Fan Sales
Group Matches	16%, min. 6,000	-	Max. 3,000	=	Min. 3,000
Quarter Final	5,000 *	-	Max. 1,500	=	Min. 3,500
Semi Final	5,000 *	-	Max. 1,500	=	Min. 3,500
Final	9,000 *	-	Max. 3,000	=	Min. 6,000

Ordered by PNA for internal use, distribution by PNA


Sold and fulfilled to PNA fans by UEFA on dedicated Fan Sales Portals

* Conditional upon the National Association's participation in the respective stage

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VIP Services



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VIP Services

VIP Invitations

Each team will receive a VIP invitation entitlement quota per match of:

- ❖ 20 VIP invitations for Group matches
- ❖ 25 VIP invitations for a Quarter final match
- ❖ 30 VIP invitations for a Semi final match
- ❖ 40 VIP invitations for the Final




The above allocation is only applicable for the matches in which you are a participating team

A VIP invitation (VIP Pass) includes:

- ❖ A seat in the VIP tribune
- ❖ Access to the VIP Hospitality lounge
- ❖ VIP Car park passes are available on request and availability

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VIP Services

VIP Invitation management

- ⊗ Initial Guest lists for group match stage are required by 1st March 2012
- ⊗ Submission of final completed guest list for group stage is required by 1st May 2012
- ⊗ VIP passes will be distributed to each team upon arrival at team base camp
- ⊗ Knock-out stage VIP passes will be given to each PNA at the team transfer hotel or at the stadium around the official training session day before the relevant match
- ⊗ *VIP passes will be only be distributed upon arrival if the final guest list has been received by VIP Services on or before the deadline*

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VIP Services


Heads of State and Senior Government officials

- ⊕ In addition to your VIP Quota - UEFA will invite
 - 10 Royal/Government Principals from each participating country

The above invitations are only applicable to the matches in which you are a participating team

- ⊕ Please complete the Presidential document with the names and contact details of the 10 nominated Heads of State & Senior Government officials, to VIP Services, on or before the 31st January 2012 (in hand-out)

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VIP Services

Contact details

- ⊕ We require a contact person from each PNA who will be responsible for Protocol and VIP services. Please complete the contact form for the respective contacts (see hand-out) and kindly return the form to:
 - Margarida Mendes
margarida.mendes@uefa.ch
- ⊕ Should you have any further questions regarding VIP Services, please contact:
 - Pedro Correia: Head of Planning, Ticketing & Admissions
pedro.correia@uefa.ch
 - Karen Frawley: VIP Services Manager
karen.frawley@uefa.ch

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Accreditation

TYPES AND NUMBERS OF PASSES

Tournament Passes:

Each PNA is entitled to 50 Tournament Passes:

- 23 for players
- 27 for officials (including team press officers and any interpreters if required by the delegations)*

*Officials not sitting on the bench will be allocated in the team area in the main stand.

Sample accreditation pass details:
- Match: POL - UKR
- Category: TM1
- Holder: Max Sweden, Svenska fotbollslandslaget (SWE)
- Ticket numbers: 1 2 3 6 8
- Includes QR codes and a 'PLEASE' watermark.

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Accreditation


TYPES AND NUMBERS OF PASSES

Day Passes:

Each PNA is entitled to a maximum of 17 Day Passes per Match Day:

- ⊕ 2 for team ticketing managers
- ⊕ 10 for Fan Choreography*
- ⊕ 5 for flexible use of PNA

*These Day Passes need to be returned to the Accreditation Centre immediately after finishing the task. If they are not returned or not returned in the full amount, the PNA will only be able to request for the next match 10 Day Passes minus the amount of not returned passes.



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Accreditation

TYPES AND NUMBERS OF PASSES

Supplementary Access Devices (SADs):

Each PNA is entitled to:

- ⊕ 11 Pitch cards
- ⊕ 50 Competition cards
- ⊕ 5 All Areas cards (1 for the Press Officer, 1 for the Team Liaison Officer, 1 for the Team Security Liaison Officer, 2 for general delegation) – this SAD card grants an access to all the areas where any SAD is required).

⚡ Players which are not playing will be required to wear a bib when warming up during the match.



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Accreditation

TYPES AND NUMBERS OF PASSES

Team Event Passes:

Each PNA is entitled to:

- ⊗ 100 Team Event Passes - they may choose to use them at the team base camp hotel and/or team base camp training ground. They are not valid in any of the official stadiums.

TEAM EVENT PASS
TEAM NAME

Validity Dates:

First Name(s):

Surname:

Organisation:

Access Rights: A B C D

EURO2012™
POLAND-UKRAINE

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Accreditation

DEFAULT ZONING

Tournament Passes:

Players

- ⊗ Access to all stadiums and the International Broadcast Centre
- ⊗ Access to zones **1, 2, 3, 6 and 8** (Pitch, Competitions Area, Public Area, Media Area and Broadcast Area, respectively)

Officials

- ⊗ Same as the players, but additional access to zone **4 and 7** (Operations Area and Media Centre, respectively)

Day Passes:


Team Ticketing Managers

- ⊗ Access to relevant stadiums
- ⊗ Access to zones **3 and 4** (PNA Fans Area in Public Area and Operations Area, respectively)

Fan Choreography

- ⊗ Access to relevant stadiums
- ⊗ Access to zone **3** (Public Area, PNA Fans Area)

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Accreditation

APPLICATION PROCEDURE


Tournament Passes:

- ⊕ A Tournament Pass has to be requested in the UEFA's database (F.A.M.E) which can be accessed via the Internet.
- ⊕ Each PNA will need to indicate an Accreditation Supervisor who will be responsible for the timely and accurate input of all necessary data of all delegation members.
- ⊕ The UEFA EURO Accreditation Project will provide accreditation guidelines to each PNA's Accreditation Supervisor by the end of December 2011 to help them with the registration and requesting process.

Category	Registration/ Request start	1 st Deadline	Final Deadline
Team Officials	1 April 2012	20 April 2012: 45% of total quota	20 May 2012 remaining 55%
Players	1 April 2012	N/A	29 May 2012 100% of quota

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Accreditation


APPLICATION PROCEDURE

Day Passes:

- ⊕ A Day Pass is valid for **one Match Day** and **one venue only**.
- ⊕ In general, the process of applying for the Day Passes is the same as for the Tournament Passes except from the timeline for the registration.
- ⊕ The Day Passes can be requested minimum of 48 hours before the Match Day for which it is requested.

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Accreditation

APPLICATION PROCEDURE

Team Event Passes:

- Team Event Passes will be handed over by the Team Liaison Officer to the PNA at the Team Base Camp.
- The application and arbitration process is the responsibility of the PNA.


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EURO2012
POLAND-UKRAINE

TV & Media Services Operations

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TV & Media Services Operations


UEFA Media Officers


- ⊕ 16 UEFA Media Officers
 - 📌 UEFA Media Officers are the link from media to the team press officer
 - 📌 All international interview requests at the venue are coordinated by the MO
 - 📌 All training ground media activities should be communicated to the international media through the MO

- ⊕ Hybrid setup to support both venues and teams
 - 📌 During Group stage:
 - ♥ 8 fixed MOs at each stadium
 - ♥ 8 travelling MD-1 to opposite paired venues
 - 📌 During Knockout stage:
 - ♥ Fixed MOs reallocated from Group stage venues to create 2 fixed MOs at each Knockout stage venue
 - ♥ 8 travelling MOs assigned to the remaining 8 teams, embed after quarter-final



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TV & Media Services Operations

Media activities on non-Match day

- ⊕ Team Base Camps
 - 📌 All teams are required to establish a media centre in the vicinity of their base camp
 - 📌 All media activities open to all accredited media
 - 📌 Teams are encouraged to stage a media activity each day of the tournament
 - 📌 Each team to have dedicated UEFA HB crew located near team basecamp or training ground
 - 📌 NAs are entitled to use their own commercial branding within confines of team media centre
 - 📌 All team media activities should be communicated to UEFA by assigned MO
 - 📌 UEFA HB crew consists of 1 ENG and uefa.com reporter. ENG will remain near team base camp and reporter will follow team to venue on MD-1.





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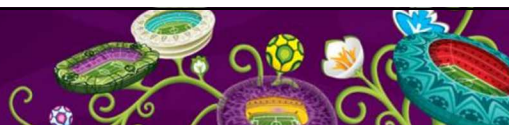

TV & Media Services Operations


Media activities on non-Match day (continued)

- ⊕ **Team Base Camps**
 - 📷 Filming and photos of coach and full squad of players ahead of their first match
 - 📷 Sit-down interview with coach and captain ahead of each team's first match.
 - 📷 One player and coach interview ahead of each game
 - 📷 Filming of UEFA Football Social Responsibility message.
 - 📷 Access to press conference, mixed zone or interview opportunities per day.
 - 📷 UEFA HB to be granted access to any community or PR activities
 - 📷 Idea to fix one studio within team hotel to create flexibility for teams on HB requests for non-MD material
 - 📷 UEFA HB would be permitted to access studio for interview and would leave premises upon its completion





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TV & Media Services Operations


Media activities on Match day -1

- ⊕ **Official Training Session**
 - 📷 Must be open to all accredited media, including NRHs for at least 15 mins
 - 📷 MO responsibility to clear pitch and ensure cameras are turned off and to their side following the open training session
 - 📷 All pitch side positions/areas will be approved by UEFA before tournament
 - 📷 Commentary permitted to those who have booked positions on MD
 - 📷 Written press will observe from desk and observer seat positions
 - 📷 Main camera platform will be permitted for UBPs with booked positions on MD



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TV & Media Services Operations


Media activities on Match day -1 (continued)

- ⊗ **Official UEFA Press Conference**
 - ⌄ Each day before the match team must hold press conference from venue
 - ⌄ Attended by head coach and one, or preferably two players
 - ⌄ PC organised and led by UEFA MO
 - ⌄ Open to all accredited media representatives, including NRHs
 - ⌄ Remote interpretation as used in FIFA WC 2010
- ⊗ **Mixed Zone**
 - ⌄ Mixed zone will be open after training session and open to all accredited media



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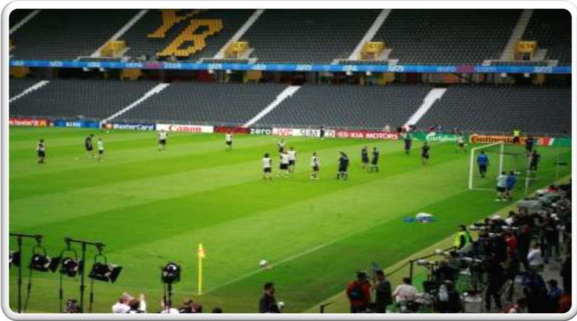




TV & Media Services Operations

Media activities on Match day -1 (continued)

- ⊗ **Pre, and post-training interviews**
 - ⌄ Two UBPs may conduct interviews with coaches/players with prior agreement of interviewee and in coordination with the MO
 - ⌄ Pre, and post-training interviews will be conducted in either the Flash Interview Area or the Indoor TV Studio





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TV & Media Services Operations

Media activities on Match day

- ⊕ Pre-match
 - 📷 Team dressing room filming
 - 📷 Team arrival filming and flash interview
 - 📷 Stud control
 - 📷 Pre-match ceremony
 - 📷 Pitch-side presentations



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TV & Media Services Operations

Media activities on Match day (continued)

- ⊕ Match
 - 📷 Pitch reporter
 - 📷 Two chairs 5 meters from each team bench will be dedicated to a pitch reporter and technician for the broadcasting partners of the two participating teams.
 - 📷 There is no direct contact with players, coaches, or officials by the pitch reporter
 - 📷 Half-time flash interview
 - 📷 Photographers
 - 📷 Photographers will shoot from pre-designated positions behind the perimeter boards
 - 📷 Half-time pitch-side presentations






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 TV & Media Services Operations

Media activities on Match day (continued)

- ⊕ Post-match
 - 📌 Super flash
 - 📌 Two simultaneous super flash positions between the touchline and will be in operation immediately after FW
 - 📌 Intended for a player and coach interviews will be at each position in mother tongue
 - 📌 Flash interviews
 - 📌 Post-match flash interviews will take place at a flash position in front of an official backdrop
 - 📌 Head coach and at least two players will be coordinated through the flash interview area by MO
 - 📌 Press conference
 - 📌 PC to begin 20 mins after FW with player, and at least one preferably two players
 - 📌 MO decides the running order and leads PC
 - 📌 No access to photographers
 - 📌 Remote interpretation provided
 - 📌 Mixed zone
 - 📌 Players and coaching staff are obliged to pass through the mixed zone



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Safety & Security

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Safety & Security




Public Safety and Security

- ⊗ Public Safety & Security is responsibility of Public Authorities
 - ⌘ Maintaining public safety and public order
 - ⌘ Executing rescue and emergency operations in case of major incident
 - ⌘ Managing safe transport on ground, water and air
 - ⌘ Providing first aid and medical services
 - ⌘ Reviewing and adjusting legislation to Tournament requirements
 - ⌘ Setting up proportionate procedures
 - ⌘ Coordination of internal, bi- and international exchange of information and deployment of foreign police delegations
- ⊗ Guarantees by the Ministries of Interior of Poland and Ukraine
- ⊗ Overall responsibility is with the Governments of both Host Countries




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Safety & Security



Private Safety and Security

- ⊗ Guarantees and staging agreement between UEFA and Host Associations
- ⊗ Full responsibility of Host Associations
- ⊗ Delegation of the development, implementation and execution of the safety and security project to LOC Poland and LOC Ukraine
- ⊗ Responsibilities limited to the stadia, training grounds, hotels and IBC.



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Safety & Security

Safety & Security Strategic Objectives

- ⊕ Ensuring a smooth running and peaceful UEFA EURO 2012™
 - ⌘ Prevention of violence and event-related general crime
 - ⌘ Achievement of a maximal degree of harmonization of the safety and security measures in both Host Countries
- ⊕ Effective safety and security precautions based on the principle of proportionality and with maximum discretion
- ⊕ Provision of first aid to persons at official sites




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Safety & Security

Stadia

- ⊕ Traffic Perimeter
 - ⌘ Temporary traffic restrictions (transit and parking) on MD
- ⊕ Outer Security Perimeter
 - ⌘ Perimeter marked with a fence around the venue including fixed or temporary tournament related infrastructure
 - ⌘ First check of access devices for vehicles and persons
- ⊕ Inner Security Perimeter
 - ⌘ Existing regular stadium perimeter fence
 - ⌘ Second check of access devices (MDs) - turnstiles




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Safety & Security


Team Base Camp Hotels & Transfer Hotels

- ⊗ Surveillance of inner areas (lobby, staircases, lifts, corridors) and vicinity of the hotel
 - 📍 24/7
 - 📍 Private Guards
 - 📍 Use of CCTV if available
- ⊗ Access control at entrances to main facilities, parking areas and team accommodation
- ⊗ Protection during arrivals and departures of the team
- ⊗ Bomb sweep prior to hand-over of facilities (if deemed necessary by local authorities)



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Safety & Security


Training Grounds

- ⊗ Surveillance of training ground facility (including team related parking areas)
- ⊗ Access control to facility during training sessions
- ⊗ First aid and basic medical service during trainings sessions
 - 📍 Para-med and nurse with ambulance
 - 📍 Dedicated hospital assigned
- ⊗ Protection during media activities (only at team base camp)
- ⊗ Bomb sweep prior to hand-over of facilities (if deemed necessary by local authorities)



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Safety & Security


Public Training Sessions at Team Base Camp Training Grounds

- ⊕ Enhanced stewarding services compared to ordinary training sessions
 - ⚡ Local stewards augmented with police forces according to size and location
- ⊕ Access control to training ground
- ⊕ First aid and basic medical service during public training sessions
 - ⚡ Para-med and nurse with ambulance;
 - ⚡ Dedicated hospital assigned
- ⊕ Bomb sweep prior to hand-over of facilities (if deemed necessary by local authorities)



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Safety & Security


Police Escorts


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- ⊕ Police Escorts for teams will be provided for the following movements:
- ⊕ No Police Escorts will be provided for all other non-official ground movements, e. g.
 - ⚡ Shopping tours
 - ⚡ Excursions




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 Safety & Security

Team Security Liaison Officer (TSLO)

- ⊗ Nominated Police Officer
- ⊗ Link between PNA, Public Authorities and UEFA/LOC
- ⊗ Assisting the PNA upon arrival until departure of the Host Country
- ⊗ One TSLO will be assigned to every PNA
 - Polish TSLO if the Team Base Camp is in Poland
 - Ukrainian TSLO if the Team Base Camp is in Ukraine
- ⊗ If applicable, one additional domestic TSLO will be assigned for the duration of the stay in the other Host Country




Security Workshop in January/February 2012


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 **Medical Services**

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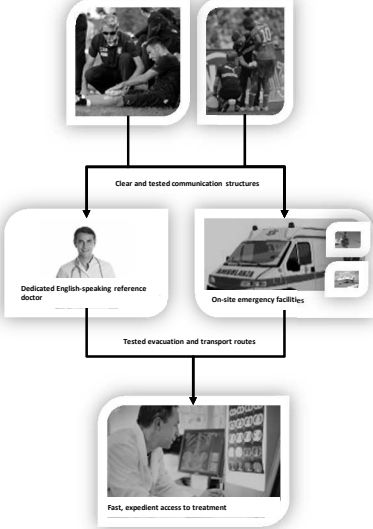


Medical Services



During Final Tournament


- ⊗ 24hr medical support service for teams
- ⊗ 1 x medical contact person (English speaking) available to each team
- ⊗ Clear communication path for arrangement of treatment
- ⊗ Clear treatment path to facilitate expedient treatment for all conditions
- ⊗ Team specific reference facilities to be identified (including main facilities, e.g. MRI imaging) for each tournament venue




```

graph TD
    A[Injury on field] --> B[Clear and tested communication structures]
    B --> C[Dedicated English-speaking reference doctor]
    B --> D[On-site emergency facilities]
    C --> E[Tested evacuation and transport routes]
    D --> E
    E --> F[Fast, expedient access to treatment]
    
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Medical Services




Injury Study


- ⊗ UEFA injury study to be conducted during the tournament
- ⊗ Forms and process to be issued to all PNAs at the team workshop in March 2012, including player consent
- ⊗ Post-tournament report to be supplied



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Medical Services



Finalists Workshop – March 2012

- ❶ Confirmation of procedures for import of medications into host countries
- ❷ Confirmation of process for registration to practice medicine in host countries
- ❸ Confirmation of local medical service provision for teams during the tournament
- ❹ Injury Study program and requirements
- ❺ Anti-Doping program and requirements, including collection of blood and urine, and submission of team whereabouts before start of the competition

C. General medical examination
This is the 2nd part of the doctor's routine physical examination.

1. Weight		
2. Weight		
3. Blood pressure (to ensure stability of continuous testing, it is recommended to always use the same arm and to specify it in the player's medical records)		
4. Head and neck: eyes with vision test, nose, ears, throat, thyroid gland		
5. Lymph nodes		
6. Chest and lungs (inspection, auscultation, percussion, respiratory and expiratory chest expansion)		mandatory annually
7. Heart (sounds, murmurs, pulse, arrhythmias)		
8. Abdomen (soft, hernia, scars)		
9. Blood vessels (e.g. peripheral pulses, vascular murmurs, carotids)		
10. Skin inspection		
11. Nervous system (e.g. reflexes, sensory abnormalities)		
12. Motor system (e.g. weakness, atrophy)		

D. Special cardiological examination
As a principle, a standard 12-lead electrocardiogram (ECG) and an echocardiography must be performed at the medical opportunity during the career of a player and in particular if indicated by clinical examination. If indicated by symptoms and clinical indicators, it is also applicable to athletes involved in training including an Exercise-ECG and an echocardiography.

It is mandatory to perform one standard 12-lead ECG and one echocardiography:

- a) to all players who belong to the first squad at the latest before their 21st birthday and
- b) to all players who are older than 21 years and belong to the first squad if they have not yet an ECG and echocardiography in their personal medical records.

The result of the performed examinations must be contained in the player's medical records.

1. Electrocardiogram (12-lead ECG)		mandatory according to a) and b) above
2. Echocardiography		

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Programme



Programme

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Programme

FIS Operational Matters

- ⊗ **Team Services Room (Regency Ballroom)**
 - 📌 Team Services for general team operations
 - 📌 Accommodation Agency for team hotel bookings
 - 📌 Site Visits
 - 📌 Team base camp booking confirmations

- ⊗ **One-on-one Meetings**
 - 📌 Logistics focus
 - 📌 Schedule

Time	Paris I	Boardroom	London I	London II
9h00-10h00	A1 (POL)	B1	C1	D1 (UKR)
10h00-11h00	A2	B2	C2	D2
11h00-12h00	A3	B3	C3	D3
12h00-13h00	A4	B4	C4	D4

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Programme

Site Visits

- ⊗ Transfer Hotels & Transfer Training Grounds
- ⊗ Team Base Camps
- ⊗ Stadia

⊗ Team Services Room on Saturday December 3rd to confirm site visits

⊗ No site visits from 20 December to 16 January

➔
➔

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 Programme

Final Draw – Palace of Arts Ukraine

- ⌚ 17h00 Shuttle from Hyatt to Palace of Arts Ukraine
- ⌚ 17h00 Cocktail
- ⌚ 19h00 Final Draw
- ⌚ 20h00 Celebration Party



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THANK YOU



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