



# World Controllers' Cup Manual

February 2015

# World Controllers' Cup Manual

February 2015

<b>Foreword</b> .....	3
<b>Chapter 1 Meetings</b> .....	4
1. The annual meeting of the teams; the Captains Meeting, (CM).....	4
1-1 Participants at the Captains' Meeting (CM).....	4
1-2 Voting.....	4
2 Meetings of the Board of Directors and Sport Training, Madrid.....	5
<b>Chapter 2 The Organising Committee (OC)</b> .....	6
1 Requirements of the OC.....	6
2 Responsibilities of the OC.....	7
<b>Chapter 3 Rules of Participation</b> .....	8
1 Teams.....	8
2 Responsibilities of participants.....	9
<b>Chapter 4 Rules of the Tournament</b> .....	10
1 Duration of the tournament.....	10
2 Playing rules.....	10
2-1 Playing time.....	10
2-2 Termination of a game.....	11
2-3 Substitutes.....	11
3 Misconduct – Punishments.....	12
3-1 FIFA Law 12 Fouls an Misconduct.....	12
3-2 Misconduct during play.....	12
3-3 Misconduct off the field.....	13
4 Results in a group.....	13
5 Beginning a match.....	13
6 Referees.....	13
7 Team colours.....	13
<b>Chapter 5 WCC Disciplinary Board</b> .....	14
1 Misconduct.....	14
2 Complaints.....	14
3 Composition of Teams.....	14
4 Misconduct matters reported after the tournament.....	15
<b>Chapter 6 Finance</b> .....	16
1 Tournament costs.....	16
2 OC responsibilities.....	16

## Foreword

Air traffic controllers have met since the 1960s to compete in various different football tournaments on an annual basis. The largest event so far, is the European Controllers' Cup which began in Hamburg in 1968.

The tournament is hosted by a different ATC unit each year and brings air traffic controllers from across Europe together to play football and socialise.

Through this event a vision was born. A vision to create the largest football tournament for air traffic controllers in the World and this has been named the World Controllers' Cup, the WCC.

Our objective is to continue to promote and develop social and professional relationships between air traffic controllers across the world through football.

This event is a natural progression from the European Controllers' Cup and our objective is to gather air traffic controllers from across the globe to compete for the title of Air Traffic Control World Champions.

The tournament is organised by Sport Training of Madrid and overseen by a board of directors who ensure the tournament is professionally run in accordance with the laws of the game, as authorised by the International Football Association Board under the control of the F.I.F.A..The FIFA rules shall be applied except where stated in this manual.

Play Hard, Play Fair, Play Honest.



Allan Beattie  
**President**  
**World Controllers' Cup**

## Chapter 1 Meetings

### 1. The annual meeting of the teams; the Captains' Meeting, (CM).

The annual general meeting of the WCC teams, known as The Captains' Meeting, is held during the tournament. This meeting is organised by the Organising Committee, (OC), but chaired by the president of the board of directors. The date, time, and place of the meeting are announced in the tournament programme.

All participating teams must send a representative to the captains' meeting. A team representative can hold a proxy vote for only one team not present at the WCC tournament. This proxy vote, in writing, must be notified to the board of directors in advance of the CM. A participating team cannot be represented by proxy at The Captains' Meeting.

#### 1-1 Participants at the Captains' Meeting (CM)

The following are required to attend the CM:

- The board of directors,
- A delegation of the OC members
- A representative of each team, present at the tournament,
- A representative from each team wishing to join the WCC,

#### 1-2 Voting

Each team participating at the CM is entitled to a single vote on each/any matter raised at the CM.

Results of voting will be based on a simple majority of those team representatives present, except where a change in the manual

(chapters 1 – 7 inclusive) is proposed. In this case a two thirds (2/3) majority of team representatives present is required.

## 2. Meetings of the Board of Directors and Sport Training, Madrid.

The board will hold the following meetings, at a time convenient to both parties:

- a) Sport Training Madrid in conjunction with the Board of Directors will agree the venue for the WCC.



## Chapter 2 The Organising Committee (OC)

Sport Training Madrid is the Organising Committee, (OC), for the World Controllers' Cup football tournament, (WCC).

The OC is responsible for all charges, costs, and expenses incurred in the organisation and running of the tournament.

The OC is, at any time, allowed to cancel the participation of a team that fails to pay the required fees by the nominated deadlines.

### 1. Requirements of the OC

The OC must:

- 1) Have accommodation available for at least 14 persons per participating team plus the board of directors.
- 2) Have available a sufficient number of grass pitches or artificial pitches in close proximity to each other.
- 3) Work according to rules laid down in the WCC Manual.
- 4) Make use of qualified referees.
- 5) Send information on the tournament to all participating teams and to the members of the board.
- 6) Be responsible for medical supervision at the tournament, in the form of a qualified medical practitioner.
- 7) Ensure there is an ambulance in attendance at the pitches while play is in progress. This may be ignored if the medical practitioner at the pitch is a qualified doctor. An ambulance must be within 10 minutes of the tournament event.

The OC shall:

- 1) Send invitations to all teams who are members of the organisation, in good time.
- 2) Send all relevant information, including the dates for return of forms and monies, to all teams.

## 2. Responsibilities of the OC

The OC will:

- 1) Keep the costs for accommodation and the tournament costs to a minimum.
- 2) Organise the Captains' Meeting.
- 3) Convene the disciplinary board, if necessary.
- 4) It is the responsibility of the team captain to ensure the OC has the correct e-mail address for their team.
- 5) Keep the board of directors informed of their progress.
- 8) Ensure that the actual cost of the event shall not exceed the estimates by more than 15%.



## Chapter 3 Rules of Participation

### 1. Teams

- 1) Teams must consist of ATC personnel, except as stated in 3). ATC personnel are either air traffic controllers or ATC assistants or ATS students of either category. All players must be able to produce valid ATC or ANS identification.
- 2) At the discretion of the board of directors and the organising committee, airlines may be invited to participate in the WCC. Airline staff however should consist mainly of pilots or student pilots. All players must be able to provide valid pilot licences.
- 3) Each team is allowed to field not more than four persons who are not ATC personnel as defined in 1), but who are employed in the Air Navigation Service.
- 4) Any eligible team wishing to participate must be able to nominate a minimum of 14 players.
- 5) Any team applying for participation in a WCC tournament accepts the rules as contained in the WCC Manual.
- 6) Any team that is not able to form a full team is allowed to complete their team with ATC personnel from other units on the understanding that the majority of the team is from the named unit. As some teams come with the minimum number of players and injuries are part of the game, players are allowed to play for more than one team provided that both team captains agree. This rule has not been created to allow teams to take some of the best players from other teams to win a match but to allow a team to complete the match with sufficient players in a sporting manner. Any player who is banned under the normal rules for misconduct, cannot play for another team until the ban has been served.
- 7) For the purposes of this manual, an air traffic controller is considered to be a person who holds or has held, a recognised license to carry out the duties of an air traffic control officer.
- 8) For the purpose of this manual, a pilot is considered to be a person who holds or has held a commercial pilot's licence and has exercised that privilege with a recognised commercial airline.

## 2. Responsibilities of participants

The responsibilities include:

Persons participating in a WCC tournament accept the rules as laid down in the WCC manual and decisions that are made by the board of directors and the OC.

Each participating team must pay the fees by the nominated dates, unless special arrangements have been agreed upon with the OC.

Each team must ensure that their team information forms have been received by the OC by the nominated dates.

Each team should provide an e-mail address.

## Chapter 4 Rules of the Tournament

### 1. Duration of the tournament

The tournament will last for a maximum of six days.

### 2. Playing rules

The laws of the game, as authorised by the International Football Association Board under the control of the F.I.F.A., shall be applied except where stated.

#### 2-1 Playing time

The playing time of each match shall be 2 equal periods of 20 minutes with a 5-minute half-time interval. Extra time [2 equal periods of 10 minutes] shall only be played, as necessary, in the final.

In all other matches, when the score is level at the end of normal time, the procedure is as follows:

- in a 'league' match the result is a draw.
- in a 'knock-out' match the result shall be determined by kicks from the penalty mark.

On the last full day of scheduled games, if mutually agreed between both team captains and the referee, results may be decided by shortening the playing time or by the taking of penalty kicks. This procedure shall not apply to the final.

The OC reserve the right to amend the playing schedule to ensure the smooth running of the tournament. In the event of unusual circumstances as detailed below, the result of match(es) shall be decided by penalty kicks. Each team will take 5 penalties each and if the score remains tied, sudden death thereafter to obtain a winner.

Once the game begins, only the referee has the right to decide to whether a game continues, is suspended temporarily, abandoned or terminated. If a game is abandoned or terminated before it is completed, the determination of the result is up to the competition authority, in this case, the Organising Committee and the Executive Committee. In most cases, competitions declare that if a full half has been played, the result stands, this FIFA Law shall apply to the WCC.

If on the final day of play, weather conditions for example, make play impossible, the winner shall be decided by way of a league table to take all results up to this point into account of terminating the tournament. In the unlikely event that two or more teams are tied on points and goal difference, (including

exactly the same number of goals scored for and goals against), the winner shall be determined by the head to head results.

#### **Conditions of the field (FIFA Law 1)**

If a referee declares that one spot of the field is not playable, (for example, standing water), then the entire field must be declared unplayable and the game abandoned.

An abandoned match is replayed unless the competition rules declare otherwise.

### **2-2 Termination of a game**

A game can be suspended, abandoned or terminated by the referee if the condition of the field does not meet the requirements of the law or are otherwise unsafe.

Suspended means the match has been stopped temporarily for any number of reasons. If it is possible to resume the match, the playing time will restart from the time of suspension.

Abandoned means the entire match shall be replayed.

Termination means the match is terminated.

Should a match be abandoned or terminated, the competition authority shall decide the result in accordance with the rules.

The referee may terminate the match for reasons of non-physical safety (bad weather or darkness), for serious infringements of the Laws, or because of spectator interference.

Only the competition authority, not the referee, has the authority to declare a winner, a forfeit or a replay of a match in its entirety.

Should an entire tournament be cancelled completely for any number of reasons, there will be no winner that year.

### **2-3 Substitutes**

A maximum of 5 substitutes may be used in each match. It is not necessary to inform the referee of the names of substitutes. (Exception from FIFA-Law 3)

If a team exceeds the agreed number of substitutions in a match, this will be viewed as a disciplinary matter and will be dealt with as such. If the offending team has won the particular match in question, the result will be reversed. Referees are requested to keep a record of all substitutions during the match (See section on Misconduct).

## **3. Misconduct – Punishments**

### **3-1 FIFA Law 12 Fouls and Misconduct**

#### **Cautionable offences**

**There are seven instances for which a player is cautioned and shown a yellow card if he/she:**

- 1. Is guilty of unsporting behavior**
- 2. Shows dissent by word or action**
- 3. Persistently infringes the Laws of the game**
- 4. Delays the restart of play**
- 5. Fails to respect the required distance when play is restarted from a corner kick, free kick or throw in**
- 6. Enters or re-enters the field of play without the referee's permission**
- 7. Deliberately leaves the field of play without the referee's permission**

### **3-2 Misconduct during play**

#### **a) for players**

- 2nd yellow card in the tournament – no participation in the next game
- 1st red card in the tournament – no participation in the next game
- 2nd red card in the tournament – out of tournament

If a player receives a red card for violent conduct, he is out of the current and the next tournaments. The referee must submit a report to the disciplinary board via the OC. Should the referee's report provide evidence that the player was under undue provocation [i.e. spitting by an opponent] the disciplinary board shall decide the punishment.

#### **b) for teams**

No further participation in the current and next tournaments.

Should a team use players that for any reason are banned for the respective match, this is considered as misconduct.

### 3-3 Misconduct off the field

To judge this, the WDB must receive a written complaint, signed by the complainant, with full details of the incident and the names of witnesses.

#### Punishments:

Players – no further participation in the current tournament.

Teams – no further participation in the current and next tournaments.

## 4. Results in a group

The teams in each group are placed by points won. [3 points for a win and 1 point for a draw]. In the event of teams finishing with equal points, the table positioning will be decided as follows

- a) by goal difference
- b) by goals scored
- c) the result of the match between the respective teams
- d) by a penalty shoot-out

## 5. Beginning a match

If a team arrives later than 15 minutes after the scheduled time of the match or does not appear without just cause as determined by the OC, that team will forfeit the match. The result shall be declared in favour of the team present by 3-0. The official time is that of the referee.

## 6. Referees

The OC will provide qualified referees. Use can be made of suitably qualified referees from visiting teams. Whenever available, qualified referees may be appointed to act as assistant referees at any match as determined by the OC.

## 7. Team colours

The 'home' team will wear their first choice colours. The 'home' team will be the team shown first on the fixture list. If necessary, the 'away' team will be required to change. In order to avoid delay at outlying pitches, it is recommended that teams register their first choice colours when submitting their tournament entry.

## Chapter 5 WCC Disciplinary Board

The WCC disciplinary board is a committee consisting of:

3 members of the board of directors and 2 members of the OC. The disciplinary board shall adjudicate on matters of conduct of participants, on or off the field, while the tournament is in progress.

### 1. Misconduct

The board of directors will assist Sport Training of Madrid in the organisation of the WCC and will ensure the rules of the tournament are followed by all participants. The Organising Committee and the board of directors have the power to impose penalties, financial or otherwise, on teams or individuals found to be in breach of this manual.

The decisions of the board of directors, or in the necessary case, the disciplinary board, are binding on all members and can only be rescinded by the team captains at the necessary meeting if evidence is given to support a deemed unjust decision.

The board of directors and the organising committee will have the FINAL decision on any case, taking due evidence into consideration.

When requested, the board of directors will assist the OC on matters relating to conduct of participants.

### 2. Complaints

All complaints regarding a team's conduct must be submitted in writing to the OC. The communication must be signed by the complainant, and shall contain the fullest detail of the matter, including, if available, the names of witnesses.

### 3. Composition of Teams

The BoD/OC can check the ATC/ANS status of any player, at any time.



#### 4. Misconduct matters reported after the tournament

The board of directors in conjunction with the organisers, Sport Training Madrid, can take action against teams or individuals on an incident that has been reported to them after the tournament has been completed if the said incident is found to be in breach of this manual. This can be an incident that has occurred off the field of play. The team or individual(s) concerned will be allowed to present evidence in their defence including statements from witnesses if required. The decision of the Board and the OC will be FINAL in any matter and cannot be rescinded.

## Chapter 6 Finance

### 1. Tournament costs

Each team will pay a non-refundable entry fee of 100 euros per team to the OC by a specific date determined by the OC.

The tournament costs will cover the following expenses:

- Playing grounds, transport costs from the hotel to the grounds and v.v. referees, programme, welcome party, final party, insurance (for OC members against liability), First Aid, WCC levy.

The tournament costs will be levied per person.

The maximum amount to be paid per participant for tournament costs will be decided by the OC. This decision will be based on information presented by the OC at least one year in advance, and will be announced at the appropriate CM.

### 2. OC responsibilities

The OC is responsible for all charges, costs and expenses incurred by them in the organisation and running of the tournament; this includes the visits to check the facilities, and the pooling of the teams (the draw).

END OF DOCUMENT

