



# UEFA EUROPA CONFERENCE LEAGUE

## CLUB MANUAL 2023/24

Facilities Requirements Overview

Tuesday, June 27, 2023







# 1 FACILITY REQUIREMENTS



## 1.1 Overview of required facilities

The tables below provide a brief summary of the facilities required for the different rounds and shows the increase in demands as the competition progresses. Further details and explanations are set out in the corresponding sections of this *UEFA Europa Conference League Club Manual*.

### General stadium facilities

Area	Group stage	Knockout play-offs	Round of 16	Quarter-finals	Semi-finals	Ref
Stadium	Stadiums must meet the structural criteria of a category 4 stadium according to the <i>UEFA Stadium Infrastructure Regulations</i> .					2.2
Power and utilities	Existing power (including backup power), lighting, water and general utilities must be provided free of charge by the home club within the stadium areas used.					2.2.1
	Clubs must provide specific levels of power for all broadcast facilities: indoor studios, pitch-view studios, tribune presentation positions, flash interview positions, pitchside presentation positions and <b>commentary positions</b> .					2.7.10
	Clubs must provide power and sockets free of charge for all <b>media</b> areas; in particular for the media working area, the media tribune and the photographers' match positions.					2.8
	Power for LED boards (including backup power) must be provided free of charge.					2.9.3
Floodlights	Average horizontal illuminance (E <sub>h ave</sub> ) >1,400 lux and average vertical illuminance (E <sub>v ave</sub> ) >1,000 lux.					2.2.2
	Backup floodlight power must be available with an average illuminance of at least 900 lux (E <sub>h</sub> ) no more than 15 minutes after the power failure.					
Directional signage and ground rules	Clubs must provide signage to guide <b>visiting supporters</b> in a recognisable, understandable format, as well as ground rules including prohibited items, ideally in the form of internationally recognised pictograms.					2.2.3
Access control system	Modern electronic access controls and mechanical counting systems must be installed and used, delivering real-time analysis of data on crowd flows and spectator attendance.					2.2.4
Closed-circuit television system	Stadiums must be equipped (both inside and outside) with permanent closed-circuit television surveillance systems					2.2.5
Public address (PA) system	Stadiums must be equipped (both inside and outside) with a fully operational PA system that is not affected by any failure of the main power supply.					2.2.6
Scoreboards, giant screens and internal stadium TV channel	Clubs must ensure that any scoreboards, giant screens and the internal stadium TV channel are fully available to display the necessary match information.					2.2.7
Internet	<p>High-speed internet connections (Wi-Fi) must be available in the UEFA offices, the delegate's room, the doping control station; the LED board controller's position (<b>commentary or pitchside position</b>) and the broadcast compound for UEFA's football technologies supplier (ADSL or internet cable line), if applicable. The <b>installation and usage costs of the ADSL for UEFA's football technologies supplier</b> will be borne by the home club.</p> <p>Internet connectivity (Wi-Fi) should be made available in the visiting team and referee dressing rooms.</p> <p>Cabled and wireless internet connections must be available <b>for TV commentary positions</b> and certain <b>media</b> areas such as the media working area, media tribune, photographer working area and pitchside positions.</p>					2.2.8

Area	Group stage	Knockout play-offs	Round of 16	Quarter-finals	Semi-finals	Ref
Telephone	Clubs are required to provide international telephone lines for UEFA offices and the delegate's room. The club bears the installation costs and the users pay the call charges.					2.2.8
Radio frequencies	Since the UEFA venue team uses walkie-talkies, clubs are requested to clear the necessary radio frequencies with the responsible authorities free of charge.					2.2.8
UEFA offices and meeting rooms	Minimum of 75m <sup>2</sup> of functional office space for UEFA offices with one fast colour copy machine (including technical assistance) must be provided. Room(s) for club, TV and organisational meetings must be available.					2.2.9
Parking	60 spaces	80 spaces		100 spaces		2.2.10

### *Sporting facilities*

Area	Group stage	Knockout play-offs	Round of 16	Quarter-finals	Semi-finals	Ref
Stadium pitch and alternative training ground	The pitch must measure 105m x 68m and be in the best possible condition. It must be equipped with a fully functional drainage system and, where weather conditions require it, a high-quality pitch heating system and a pitch cover. An alternative training ground must be available for training sessions (in case holding a training session in the stadium could render the pitch unfit for the match).					2.3.1
VAR technology	Referee review area for VAR system					2.3.2
Facilities for teams and officials	First-class dressing rooms for teams and referees Medical room for players and referees close to the dressing rooms Doping control station located near the team dressing rooms Room for the UEFA delegate located near the team and referee dressing rooms <b>High-quality substitutes' benches to accommodate up to 19 people each</b> If space permits, up to eight additional technical seats behind or to the side of the <b>substitutes' benches</b> <b>Fourth official/venue director's position, ideally between substitutes' benches</b>					2.3.3

### *Ticketing*

Area	Group stage	Knockout play-offs	Round of 16	Quarter-finals	Semi-finals	Ref
UEFA match officers and officials	Tickets required as appointed					2.4.1
First-class complimentary tickets	70	100		130		First-class tickets must be for seats in the highest category in the stadium and located in a single section between the 16m lines and as close to the halfway line as possible. They must include access to the relevant hospitality area.
First-class purchase	64	80		108		



Area	Group stage	Knockout play-offs	Round of 16	Quarter-finals	Semi-finals	Ref
tickets	First-class tickets must be for seats in the highest category in the stadium and located in a single section between the 16m lines and as close to the centre line as possible.					
Second-class purchase tickets	42	66		108		
Skyboxes	The clubs must use their best endeavours to provide UEFA and the UECL partners with the opportunity to acquire, on reasonable commercial terms and subject to availability, one skybox (or similar facilities) for the round of 16 matches and the quarter-finals and two skyboxes (or similar facilities) for the semi-finals.					

#### *Visiting club allocation (unless agreed otherwise in writing by the clubs)*

Additional seats for technical staff	Ideally, 7 seats in the stand with easy access to the technical zone (5 seats is the minimum requirement)					2.4.2
VIP tickets	20 (including access to relevant hospitality area) VIP tickets must be for the best available seats in the stadium.					
First-class purchase tickets	200 (no obligation to take full allocation) First-class tickets must be for seats in the highest category in the stadium and located in not more than two continuous blocks between the 16 m lines and as close to the halfway line as possible.					
Visiting club supporters	<b>At least 5% of the total approved UEFA stadium capacity (defined as the total capacity of all seats – including corporate, VIP, season ticket, etc.) – once seats lost for segregation and camera positions have been deducted)</b>					

#### *Hospitality facilities*

Area	Group stage	Knockout play-offs	Round of 16	Quarter-finals	Semi-finals	Ref
VIP hospitality	Access to home club's VIP hospitality for first-class complimentary ticket holders					2.5
	Dedicated space within club's VIP hospitality area					

#### *Sponsor facilities*

Area	Group stage	Knockout play-offs	Round of 16	Quarter-finals	Semi-finals	Ref
Promotional areas in and around the stadium for UECL sponsors	In principle, at least 300m <sup>2</sup>			In principle, at least 300m <sup>2</sup> ; an additional 300m <sup>2</sup> area may be requested		2.6.1

*Broadcaster facilities*

Area	Group stage	Knockout play-offs	Round of 16	Quarter-finals	Semi-finals	Ref
Camera positions	Main cameras, pitchside halfway camera, 16m cameras, low behind-goal cameras, beauty camera, bench cameras, high behind-goal cameras, reverse-angle cameras, mini-cameras, tunnel camera, crane cameras, 6m cameras, rail cameras, Steadicams, hot-head cameras, 20m cameras, goal-line cameras, aerial cameras and ENG cameras					2.7.2
<b>Commentary positions</b>	10	20		30		2.7.3
Filming and video analysis position (e.g. commentary position) for home and visiting club	2					3.10.5
Pitch reporter positions	<b>2 positions with a clear view of the substitutes' benches and additional positions behind goals.</b>					2.7.4
Indoor studios	At least 1					2.7.5
Pitch-view studios	At least 1 with an unobstructed view of the pitch					
Additional pitch-view studios/platforms/indoor studios	At least 1 with an unobstructed view of the pitch					
<b>Flash interview positions</b>	At least 5	At least 8				2.7.6
Super-flash interview positions	At least 2					
Pitchside presentation areas	<b>2 areas of 15m x 3m (on either side of the substitutes' benches)</b>					2.7.7
Broadcast compound	At least 1,000m <sup>2</sup> of usable space	At least 2,000m <sup>2</sup> of usable space				2.7.8
	Including a minimum of six uplinks in any separate uplink area					
Cabling	Necessary cabling infrastructure (e.g. cable bridges and trenches) to enable broadcasters to install all cables safely and securely Access to any existing pre-cabled systems in the stadium must be provided free of charge to rights-holding broadcasters on request.					2.7.9
Observer seats	10	15		20		2.7.11
Host broadcaster office	Small office for the host broadcaster, if requested					2.7.12

*Media facilities*

Area	Group stage	Knockout play-offs	Round of 16	Quarter-finals	Semi-finals	Ref
Media working area	At least 30	At least 50				2.8.1
Media tribune	At least 60 (at least 30 with desks)	At least 100 (at least 70 with desks)				2.8.2

Area	Group stage	Knockout play-offs	Round of 16	Quarter-finals	Semi-finals	Ref
Press conference room	At least 50 seats At least 16 audio split box outputs Camera platform of at least 6m x 1.5m Podium with a head table Lighting for TV broadcast, microphones and loudspeakers Simultaneous interpretation is mandatory as of the quarter-finals					2.8.3
Mixed zone	To accommodate at least 50 journalists, including UECL broadcasters, non-rights-holding broadcasters, audio reporters and written press					2.8.4
Photographer working area and match positions	Working area for at least 20 photographers Seating and connectivity must be provided at all match positions A minimum of 50 photographers must be accommodated around the pitch					2.8.5
Camera storage for broadcasters	Secure location operated by the club					2.8.7

#### *Signage and LED facilities*

Area	Group stage	Knockout play-offs	Round of 16	Quarter-finals	Semi-finals	Ref
Working and storage rooms	Secure and lockable room of minimum 100m <sup>2</sup> with forklift access for signage supplier		If applicable, additional 40m <sup>2</sup> storage area for LED boards, with forklift access			2.9.1
Truck parking and security	Secure parking area for a 14m signage truck from MD-3 until MD+1		If applicable, an additional secure parking area for a 14m LED truck from MD-3 until MD+1			2.9.2