



WBSC

WORLD
BASEBALL SOFTBALL
CONFEDERATION

Game Time!

Softball Competition Venue Guidelines

Revised 14 May, 2022

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1. How to use this document



[Softball stadium] Svoboda Ballpark, WBSC Men's Softball World Cup 2019™.

The objective of WBSC is to organise the Event in venues where the needs of the spectators, players, VIPs and media representatives are fully satisfied. This manual provides a guideline for the required equipment, rooms and facilities at the competition venues. In accordance with WBSC Regulations, the following chart gives a brief explanation of the site inspection procedures:

- Once a City or Local Organising Committee (hereby LOC) submits a bid to host a WBSC World Cup, LOC shall comply by completing the *WBSC Venue Inspection Checklist (Appendix 1)*, including visual documentation of all the information and spaces mentioned above.
- The WBSC Event Department Staff and the WBSC Venue Infrastructure Commission will review the document and agree with LOC for a site visit in order to inspect the facility for compliance of the standards established in this document.
- After the inspection, a list of issues will be developed in order to meet the critical requirements related to player safety as well as other recommendations. The list of improvements and recommendations will become part of the Hosting Agreement between the host Organisation and WBSC. LOC will be responsible for all renovations or upgrades to their facility that does not meet the standards outlined in this document.

The precise requirements for a specific Event shall be in accordance with WBSC regulations and the "level/quality" of the Event. Minor modifications may be needed to adapt to each Tournament

characteristics. It is important to interpret these as generic plans so that they become relevant to each venue's unique circumstances.

2. Floor Plan

LOC shall provide a floor plan of each competition venue that shows all the functional areas for Teams, WBSC Family, TV production and others, such as:

Competition Venue Floor Plan	
<p>[Administration Area & Workspaces]</p> <ul style="list-style-type: none"> - WBSC office; - WBSC Directors office; - TC's Room; - Umpire facilities; - Clock operator desk; - Scorers room; - PA and scoreboard personnel room; - LOC administration office; - Doping control station; and - WBSC Family dining room. 	<p>[Spectators Services]</p> <ul style="list-style-type: none"> - Seating; - Restrooms & lavatories; - Ticket windows & entry positions; and - Concession stands.
<p>[Field of Play]</p> <ul style="list-style-type: none"> - Field dimensions; - Field access; - Bullpens; and - Dugouts. 	<p>[Media]</p> <ul style="list-style-type: none"> - Photographers Area; - Media Lounge; - Press Conference Room; and - Mixed Zones.
<p>[VIP Hospitality Area]</p> <ul style="list-style-type: none"> - VIP area; and - VIP tribune. 	<p>[Teams Facilities]</p> <ul style="list-style-type: none"> - Locker rooms; - Team's parking; - Waiting room and dining room; and - Warm-up fields/areas.
	<p>[Security & First Aid]</p> <ul style="list-style-type: none"> - Access control and Security Forces command post; - First Aid room; and - Ambulance.

[TV Production]

- Camera positions;
- TV compound parking area;
- Cabling / switch boards;
- TV commentator booths; and
- Electric source / generator.



[Softball Competition Venue Floor Plan] Softball City, WBSC Americas Softball Qualifier™.

3. Administration Areas & Workspaces

3.1. WBSC Office

There shall be an office for the WBSC Staff inside the competition venue fully equipped. The room shall comply with the following requirements:

Room	WBSC Office	
Location	Room with field view, preferably close to LOC office and FOP	
Room Set-up	Min. two (2) working stations for six (6) people and a sufficient number of guest chairs	
Technical Requirements	<input checked="" type="checkbox"/> Power strips <input checked="" type="checkbox"/> Dedicated Wi-Fi <input checked="" type="checkbox"/> Extra set of toners	<input checked="" type="checkbox"/> High-speed photocopier and paper (A4 and A3) <input checked="" type="checkbox"/> Sufficient stationery supplies <input checked="" type="checkbox"/> Whiteboard (if available)
Miscellaneous	<input checked="" type="checkbox"/> Air conditioning / Fan <input checked="" type="checkbox"/> Rubbish bin <input checked="" type="checkbox"/> Bottled water	<input checked="" type="checkbox"/> Snacks (recommended) <input checked="" type="checkbox"/> Refrigerator, tea and coffee machine (recommended) <input checked="" type="checkbox"/> Soft drinks and hot drinks (recommended) <input checked="" type="checkbox"/> Safe (upon request by WBSC)
Note	<ul style="list-style-type: none"> - Room shall be private, quiet and free of distractions; - Lockable door; - Guards shall be present to control access outside the room; and - The room shall carry a sign "WBSC Office". 	

3.2. WBSC Directors Office

There shall be an office for the WBSC Directors inside the competition venue fully equipped. The room shall comply with the following requirements:

Room	WBSC Directors Office
Location	Room with field view, preferably close to the FOP
Room Set-up	Min. 2 working stations for five people and a sufficient number of guest chairs
Technical Requirements	<input checked="" type="checkbox"/> Power strips <input checked="" type="checkbox"/> Sufficient stationery supplies <input checked="" type="checkbox"/> Dedicated Wi-Fi
Miscellaneous	<input checked="" type="checkbox"/> Air conditioning / Fan <input checked="" type="checkbox"/> Snacks (recommended) <input checked="" type="checkbox"/> Rubbish bin <input checked="" type="checkbox"/> Refrigerator, tea and coffee machine (recommended) <input checked="" type="checkbox"/> Bottled water <input checked="" type="checkbox"/> Soft drinks and hot drinks (recommended)
Note	<ul style="list-style-type: none"> - Room shall be private, quiet and free of distractions; - Lockable door; - Guards shall be present to control access outside the room; and - The room shall carry a sign "WBSC Directors Office".

3.3. TC Room

There shall be an office for the TCs that complies with the following requirements:

Room	TC Room
Location	The room shall be located behind the home plate with a full-field view and easy access to the FOP
Room Set-up	One working station for three people
Technical Requirements	<input checked="" type="checkbox"/> Power strips <input checked="" type="checkbox"/> Dedicated Wi-Fi

<p>Miscellaneous</p>	<p> <input checked="" type="checkbox"/> Air conditioning / Fan <input checked="" type="checkbox"/> Bottled water <input checked="" type="checkbox"/> Rubbish bin <input checked="" type="checkbox"/> Snacks (recommended) </p>
<p>Note</p>	<ul style="list-style-type: none"> - Room shall be private, quiet and free of distractions; - Lockable door; - Guards shall be present to control access outside the room; and - The room shall carry a sign "TC Room".

The location of the TC Room shall be as exemplified in the following image:



[TC Room] Svoboda Ball Park, WBSC Men’s Softball World Cup 2019™.

3.4. Umpire Locker Room

Each competition venue shall provide a private and fully equipped dressing facility, with showers and toilets for Umpires. The room shall comply with the following requirements:

Room	Umpire Room
<p>Location</p>	<p>Room with field access and close to the FOP</p>

Room Set-up	<ul style="list-style-type: none"> - Min. Six (6) lockers; - In case of having male and female Umpires in the Tournament, a second and private Umpire room shall be set up for the female Umpires; and - At least the number of chairs for the number of Umpires assigned.
Technical Requirements	<input checked="" type="checkbox"/> Power strips <input checked="" type="checkbox"/> Dedicated Wi-Fi
Miscellaneous	<input checked="" type="checkbox"/> Air conditioning / Fan <input checked="" type="checkbox"/> Snacks (recommended) <input checked="" type="checkbox"/> Rubbish bin <input checked="" type="checkbox"/> Refrigerator, tea and coffee machine (recommended) <input checked="" type="checkbox"/> Bottled water <input checked="" type="checkbox"/> Soft drinks and hot drinks (recommended)
Note	<ul style="list-style-type: none"> - Room shall be private, quiet and free of distractions; - Lockable door; - Guards shall be present to control access outside the room; and - The room shall carry a sign "WBSC Umpire Room".

The Umpire Director shall have a pre-game and post-game meeting with all the Umpires assigned to each game; for this reason, a room for up to fifteen (15) people is needed for those meetings. If the Umpire room is not big enough, the LOC shall provide a separate and private room.

The following image is an example of Umpire room:



[Umpire room]

3.5. Clock Operator Desk

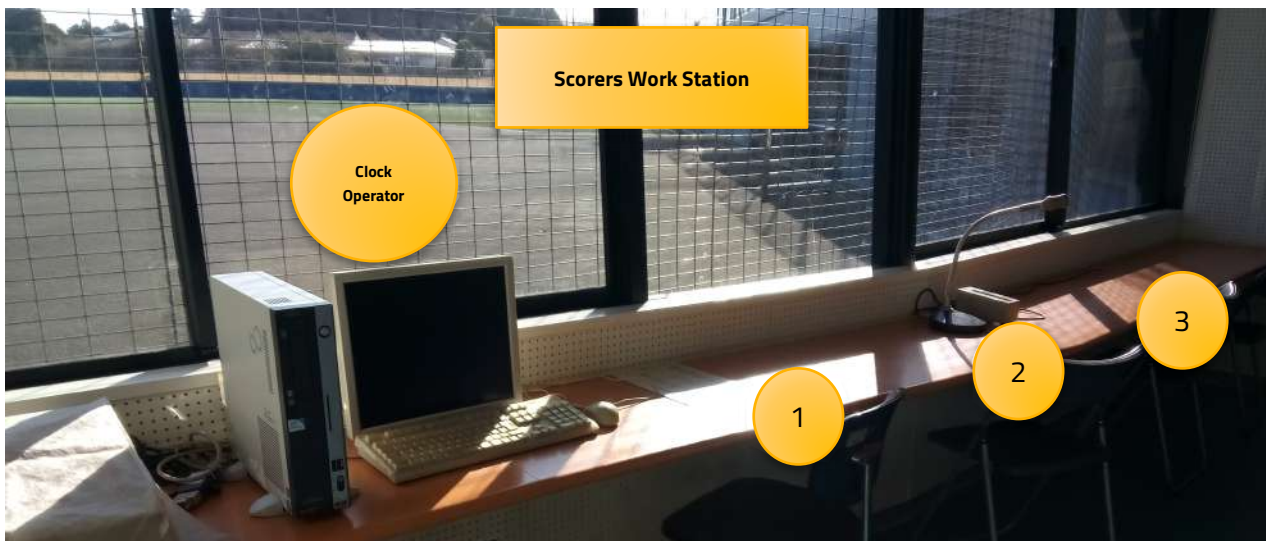
It is strongly recommended that the clock operator be located in a room shared with the Scorers with a working station for the operation of the clocks. In the event of limited space, LOC shall provide another room for this Official and other event personnel described below.

3.6. Scorers Room

A room for Scorers shall be provided inside the competition venue. The room shall comply with the following requirements:

Room	Scorers Room
Location	- High position behind home plate with a full view of FOP
Room Set-up	- Min. 3 working stations for up to 6 people; and - Preferably sharing the room with clock operator, PA, scoreboard operator, sound system operator.
Technical Requirements	<input checked="" type="checkbox"/> Power strips <input checked="" type="checkbox"/> Dedicated Wi-Fi
Miscellaneous	<input checked="" type="checkbox"/> Air conditioning / Fan <input checked="" type="checkbox"/> Snacks (recommended) <input checked="" type="checkbox"/> Rubbish bin <input checked="" type="checkbox"/> Soft drinks and hot drinks (recommended) <input checked="" type="checkbox"/> Bottled water
Note	<ul style="list-style-type: none"> - Room shall be private, quiet and free of distractions; - Lockable door; - Guards shall be present to control access outside the room; - Should space be limited, alternatively separate rooms can be arranged for all personnel mentioned above; and - The room shall carry a sign "WBSC Scorers Room".

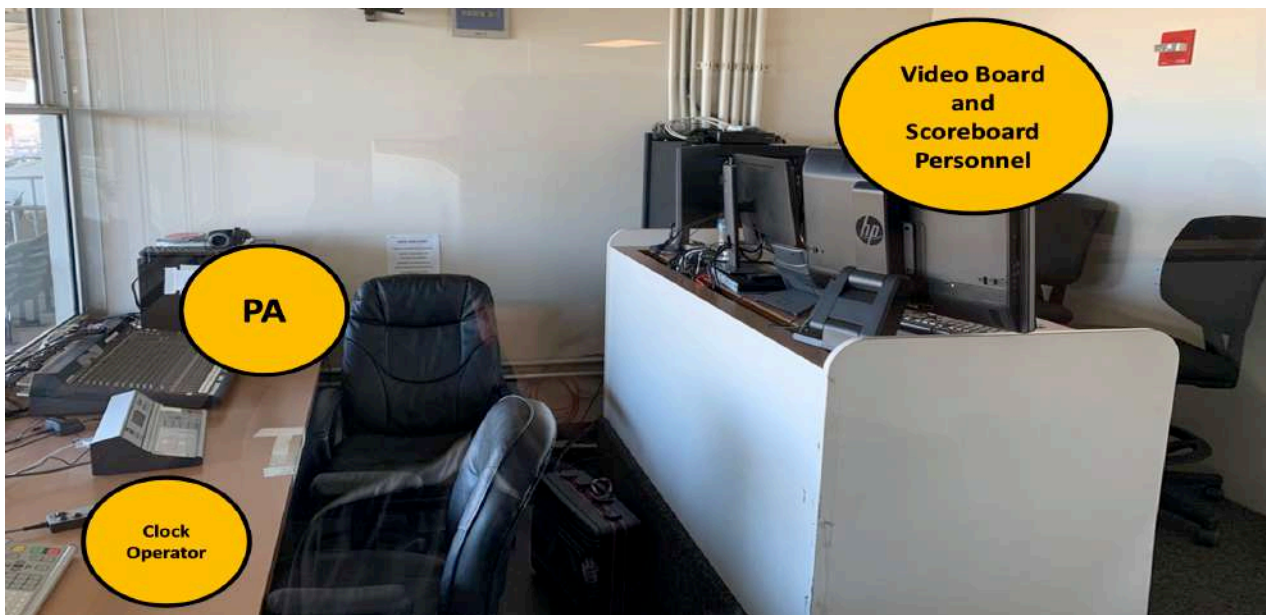
The following image is an example of a Scorer's room:



[Scorers room] Akitsu Stadium, WBSC Women’s Softball World Championship 2018.

3.7. Public Announcer and Scoreboard Personnel

It is required that each facility provides space in or next to the Scorers’ room for the public announcer, audio control operator and the scoreboard operator(s). The PA/scoreboard area shall have enough space for the scoreboard equipment.



[PA and scoreboard personnel room].

3.8. LOC Administration Office

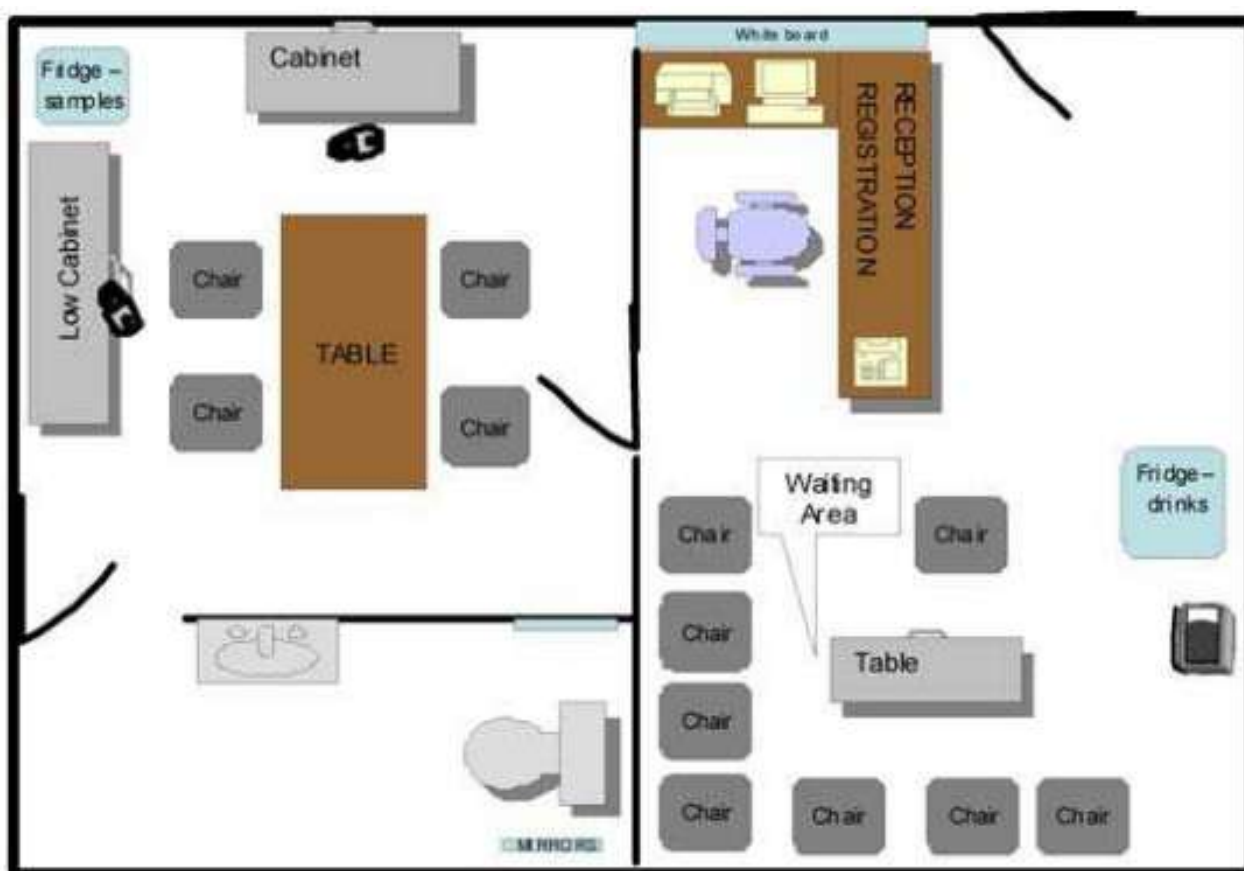
There shall be an office for the LOC Staff inside the competition venue. The room’s size shall be appropriate for the main LOC Staff members and shall be preferably close to WBSC office. The room has to be free of distractions and shall carry a sign “LOC Office”.

3.8.1. Accreditation Centre

There shall be an Accreditation Centre in each one of the competition venues. The room should be suitable and fully equipped for making accreditations on site. The room shall have an area with seats and refreshments. LOC shall provide a minimum of two (2) working stations.

3.9. Doping-Control Station

The following image exemplifies the ideal station layout of the Doping-Control Station:



[Ideal station layout] for Doping-Control Station.

Facilities for anti-doping control should provide privacy for the athletes and security for the collection procedure. The Doping-Control Station should comply with the following requirements:

Room	Doping-Control Station						
Location	<ul style="list-style-type: none"> - Close to the FOP (if possible); and - Isolated room. 						
Room Set-up	<p>Within the Doping-Control Station, three areas are required (separated if possible):</p> <ul style="list-style-type: none"> - Waiting area*; - Administration area*; - Area for sample collection*. <p>*Description below</p>						
Technical Requirements	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"><input checked="" type="checkbox"/> Power strips</td> <td style="width: 50%; border: none;"><input checked="" type="checkbox"/> Dedicated Wi-Fi</td> </tr> </table>	<input checked="" type="checkbox"/> Power strips	<input checked="" type="checkbox"/> Dedicated Wi-Fi				
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Miscellaneous	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"><input checked="" type="checkbox"/> Air conditioning / Fan</td> <td style="width: 50%; border: none;"><input checked="" type="checkbox"/> Snacks (recommended)</td> </tr> <tr> <td style="border: none;"><input checked="" type="checkbox"/> Rubbish bin</td> <td style="border: none;"><input checked="" type="checkbox"/> Soft drinks and hot drinks</td> </tr> <tr> <td style="border: none;"><input checked="" type="checkbox"/> Bottled water</td> <td style="border: none;"></td> </tr> </table>	<input checked="" type="checkbox"/> Air conditioning / Fan	<input checked="" type="checkbox"/> Snacks (recommended)	<input checked="" type="checkbox"/> Rubbish bin	<input checked="" type="checkbox"/> Soft drinks and hot drinks	<input checked="" type="checkbox"/> Bottled water	
<input checked="" type="checkbox"/> Air conditioning / Fan	<input checked="" type="checkbox"/> Snacks (recommended)						
<input checked="" type="checkbox"/> Rubbish bin	<input checked="" type="checkbox"/> Soft drinks and hot drinks						
<input checked="" type="checkbox"/> Bottled water							
Note	<ul style="list-style-type: none"> - Athletes should not have to walk across the competition venue in front of spectators to get to the room; - The room shall not be used for other purposes (such as storage, First Aid room, office, toilets, etc.); - Room shall be private, quiet and free of distractions; - Lockable door; - Guards shall be present to control access outside the room; and - The room shall carry a sign "Anti-Doping Control / Control Anti-Dopaje". 						

Access to the Doping-Control Station is restricted to authorised personnel only:

- Anti-Doping Control Officer;
- Selected athletes;
- Accompanying Officials of the selected athlete;
- National/International Federation Doping Control Official;
- Interpreter (if required); and
- Other authorised personnel (i.e. WADA observers).

[Waiting Area]

This area should be equipped as follows:

- Up to 10 chairs;
- Space for an adequate supply of non-alcoholic drinks in unopened containers;
- Rubbish bin; and
- Reading material, television or radio are helpful to create a relaxed atmosphere in the station.

[Administration Area]

This area shall contain the following:

- One (1) table and chairs;
- A cupboard or drawer (preferably lockable);
- Washbasin, soap and towels; and
- A lockable refrigerator for storage of samples (if possible).

NOTE: If separate rooms are not available for waiting and administration areas, a single room can be separated by a partition or screen.

[Sample Collection Area]

This area shall be equipped as follows:

- At least one toilet is required in the sample collection area;
- Sufficient space is needed to accommodate the anti-doping control officer and athlete in this area to ensure that the anti-doping control officer can observe the sample collection process.

NOTE: If there are no toilet facilities at the venue, temporary infrastructure/facilities can be installed, or hotel suite/room may be hired, or the LOC may provide a mobile testing unit.

3.10.WBSC Family Dining Room/area

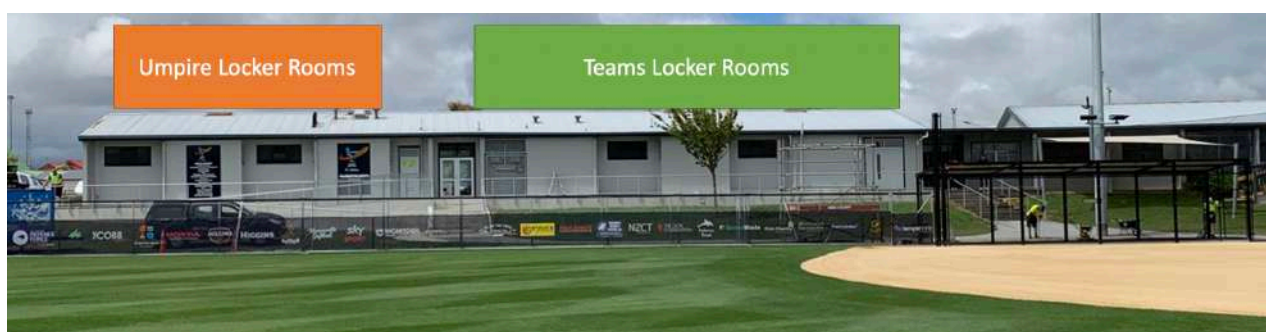
Each facility shall provide a dining room or area, where all WBSC Family members can have their meals, either together or separately. The room shall be equipped with sufficient chairs and tables for all members. WBSC will provide the meal plan for WBSC Family prior to the Event.

4. Teams Facilities

The following section provides the minimum requirements for a WBSC Softball World Cup.

4.1. Locker Rooms

A private changing room shall be available for each Team. This room shall accommodate the entire delegation comfortably and time of use will be determined between WBSC and LOC based upon the Tournament schedule. A lockable storage compartment is recommended; access control guards shall be present at all times outside the locker rooms.



[Locker Rooms for Teams and Umpires with Field Access] Colquhoun Park, WBSC U18 Men's Softball World Cup 2020™.

4.2. Shower and Toilet Facilities

Each facility shall provide separate shower, drying and toilet areas with:

- Adequate shower heads;
- Adequate water closets; and
- Adequate toilets.

4.3. Training Room

Each facility shall provide a separate training room for both Teams divided into three areas: treatment, whirlpool and rehabilitation. The training room shall have space for at least two (2) treatment tables, one (1) medical whirlpool and one (1) ice machine. It is recommended that the training room contain a lockable storage area for training supplies. Also, additional space shall be provided for a separate office/dressing area for the trainer and Team physician.

4.4. Dining Room/Area

Each facility shall provide a location, where Teams can have their meals accordingly, either together or separately. The room shall be equipped with chairs and tables for all the Official Delegation. WBSC will provide the meal plan for Teams prior to the Event.

In the event that the competition venue does not have a dining room, temporary infrastructure can be added to the surrounding areas of the competition venue, either with tents, trailers or any other option that meets these purposes.

4.5. Field Access

Each facility shall provide a direct access route from the locker room to the dugout/FOP.

4.6. Team's Parking

It is recommended that each facility provide designated parking area with locker room access for players and other uniformed Team personnel. The parking area shall be near the Team's access to the competition venue.

4.7. Waiting Room/Area

Each competition venue shall provide two (2) waiting rooms, where the Teams can be placed before the game and will be used only in the event that the previous game has not finished or weather delaying the game schedule. The room will be used only for the second and third game in accordance with the Official Game Schedule and shall be equipped with chairs, tables, water and snacks for all the Official Team Delegation; access control guards shall be present at all times outside the room.

In the event that the competition venue does not have a waiting room, temporary infrastructure can be added to the surrounding areas of the competition venue, either with tents, trailers or any other option that meets these purposes.

4.8. Warm-up Fields

In the event that WBSC approves any warm-up field for the Tournament, this venue shall be considered for the exclusive use of participating Teams, and shall provide the following:

- FOP of the same standard as the competition venues (each facility shall provide a field surface without major defects, safety hazards that could affect the safety of the players);
- Adequate locker rooms with showers and toilets (recommended);
- Medical services available during warm-up sessions; and
- Sufficient drinks and ice for the Teams use during the sessions.

5. Field of Play

5.1. Field Dimensions

All field dimensions shall comply with the minimum dimensions specified for each category in the WBSC Tournament Regulations and the Official Rules of Softball Rules, as established in the following chart:

WBSC Softball World Cups Official Field Dimensions	U-12 Mixed	U-15 Women's	U-18 Women's and Men's	U-23 Men's	Women's	Men's
Distance between bases	60ft / 18.29m					
Distance from home plate to pitcher plate	35ft / 10.67m	38ft / 11.58m	(Women's) 43ft / 13.11m (Men's) 46ft / 14.02m	46ft / 14.02m	43ft / 13.11m	46ft / 14.02m
Distance from home plate to second base	84ft 10 ¼ / 25.86 m					
Distance from home plate to backstop	25ft / 7.62m					

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Three feet line	3ft /0.91m				
Distance from home plate to left and right field fence	200 ft / 61m	(Women's) 220ft / 67m (Men's) 250ft / 76.20m	250ft / 76.20 m	220ft / 67m	250ft / 76.20m
Distance from home plate to center field fence	220ft / 67m	(Women's) 220ft / 67m (Men's) 250ft / 76.20m	250ft / 76.20 m	220ft / 67m	250ft / 76.20 m
Outfield fence height	min. 4ft / 1.06m - max- 6ft / 1.83m	6ft / 1.83m			
Pitching circle radius	8ft / 2.44m				
Batter's box dimensions	3ft x 7ft / 0.91m x 2.13m				
Catcher box dimensions	10ft x 8.5ft / 3.05m x 2.57m				
Pitcher plate dimensions	24" x 6"x 5" / 0.61m x 0.15.m x 0.12m				
Bases dimensions	15" x 15" x 5" / 0.38m x 0.38m x 0.12m				
First (Double) Base dimension	15" & 15" x 15" x 5" / 0.38m x 0.38m x 0.12m				

5.2. Playing Surface

Each facility shall provide a field surface (natural, artificial turf or mixed) without major defects, safety hazards or "trip-hazards" that could affect the normal play of the game or safety of the players. Warning track material shall be continuous and identify all zones within 15 feet (5.47m) of all walls and fences. This warning track shall be built of a material to provide visual and tactile notice of a significant change in surface type.



[Natural grass OF and Clay INF] Bill Barber Stadium, WBSC U-19 Women's Softball World Cup 2019™.



[Artificial turf FOP] Zett A Stadium, WBSC Women's Softball World Championship 2018™

5.3. Padded Fences

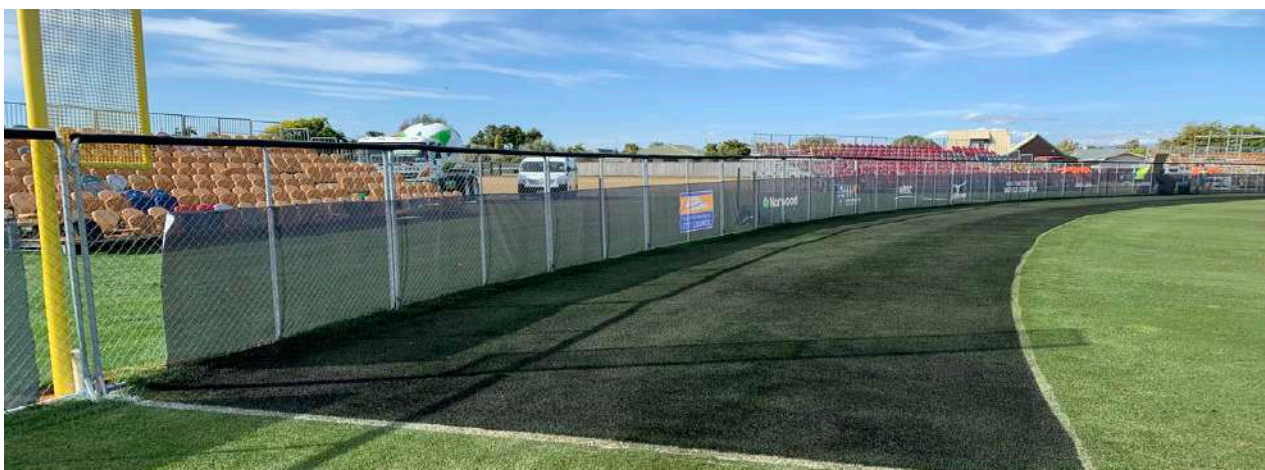
Athletes protection is of the utmost importance; therefore, dangerous areas such as, but not limited to sharp edges, fixed or hard cement walls or other protrusions infringing on the field of play, shall be padded.

5.3.1. Outfield Wall

The permanent outfield wall or fence shall be a minimum of 6ft (1.82m) high.



[Padded outfield fence] Bill Barber Stadium, WBSC U19 Women's Softball World Cup 2019™.



[Outfield fence with a protective cap at the minimum height and warning track] Colquhoun Park, WBSC U18 Men's Softball World Cup 2020™.

5.3.2. Backstop

Each facility shall provide a backstop behind home plate. The configuration and dimensions shall vary due in relation to the structure of each facility. The permanent backstop wall or fence shall be padded to

guarantee the safety of the players during the games. Periodic inspections shall be performed to ensure the integrity of the backstop.



[Padded and branded backstop] Bill Barber Stadium, WBSC U19 Women's Softball World Cup 2019™.

5.4. Bullpens

Each facility shall provide a bullpen area for each Team. These areas may be located in foul territory down the baselines or behind the outfield fence. Each bullpen shall have two (2) regulation pitching plates and two (2) home plates, official distance, sufficient space for each pitcher and catcher. If the bullpens are in foul areas, the pitching circles shall not create any kind of hazard for fielders as they approach the bullpen. There shall be tarps to cover each one of the pitching circles in the bullpen in case of rain.



[Bullpen example] Bill Barber Stadium, WBSC U19 Women's Softball World Cup 2019™.

5.5. Dugout

Each facility shall provide two (2) covered dugouts (home and visitor). Each dugout shall include a bench to accommodate up to twenty-two (22) uniformed personnel. It is recommended that each dugout is stocked with bottled water and provide direct access to a restroom. It is recommended that all dugouts provide an anti-skid surface on steps and walkways, such as wood, rubber matting or artificial turf, but not roughened concrete. Additionally, a bat rack and other storage options are recommended for each dugout.



[Dugout] Havlíčkův Brod, WBSC Men's Softball World Cup 2019™



[Padded and branded dugout] Shanghai Chongming Sports Training Center, WBSC Softball Asia/Oceania Qualifier.

5.6. Field Equipment

Each facility shall provide the following field equipment. The examples given shall serve as guidelines for equipment units and quality. All equipment will require approval from the WBSC Venue Coordinator and the Technical Director. In the event that the equipment does not meet the requirements, LOC shall replace it and provide new equipment in accordance with WBSC Standards.

5.6.1. Screens

It is recommended that each practice facility provide the following screens:

- Pitching screen with a hole in the middle;
- First base screen; and
- Shag protector screen.

Screens shall have the following minimum dimensions:

- Pitching screen with hole (7ft high x 7ft wide with a 4ft x 3ft x 3ft cut out / 2.10m high x 2.10m wide with a .91m x .91m cut out); and
- First base and shag protector screens (8ft high x 8ft wide / 2.4m high x 2.40m wide).



Periodic checks of all screens shall be performed to verify frame and net integrity.

5.6.2. Batter's Eye

The batter's eye is a solid dark-coloured area (black, green or blue) behind center field that is used as a visual backdrop behind the pitcher directly in the line of sight of the player up at-bat. This solid dark area allows the softball batter to see the ball being pitched against a dark and uncluttered background providing a clear contrast for safety and avoiding distractions to the hitter in the action of tracking the ball from the pitcher's hand. When branding, center field will be clear of advertisement and logos; the size recommended for the batter's eye shall not be less than 30ft (9.14m) - 15ft (5.47m) left and right of center.



[Batter's eye] Softball City, WBSC Americas Softball Qualifier™.

5.6.3. Foul Poles

Each facility shall provide two foul poles of bright colour of a minimum of 45ft (13.70m) high with a flat surface/screen to the fair side of the pole. No white signs shall be allowed immediately adjacent to each side of the foul pole.

5.6.4. Flag Poles

Each facility shall provide the following flag poles in clear view of the entire seating bowl for:

- National flag of the nation in which the facility is located;
- Home Team National flag;
- Visiting Team National flag; and
- WBSC flag.

More information and visual examples related to flag poles can be referred to in Appendix 2 - *WBSC Ceremony Guidelines*.

5.6.5. Field Lighting

All lighting systems shall maintain the average illumination of 1,300 lux in the vertical plane (towards the camera lens) for the infield, approximately 1,000 lux for the outfield and spread evenly on the softball FOP area without any shadows or patches. The rest of the FOP shall have sufficient illumination.

5.6.6. Tarps

It is recommended that each facility provide a full infield tarp; alternatively, tarps for the pitcher's circle, home plate, base area, and bullpen tarps are needed. It is recommended that the tarps be oversized to prevent water from running under the edge to the dirt area. The tarps shall be stored in an easily accessible location but in a way not to create a safety hazard on the FOP.

Softball Competition Venue Guidelines



[Full infield tarp] USA Softball Hall of Fame Stadium, tarp crew and full infield tarp.



[Bases, pitching circle and home plate tarps fixed properly] ZOZO Marine Stadium, WBSC Women's Softball World Championship 2018™.



[Full infield tarp] USA Softball, Hall of Fame Stadium tarp crew and full infield tarp.

6. Field Maintenance

This section outlines the requirements and recommendations for the overall maintenance of the facility and FOP professionally and effectively.

6.1. Groundskeepers Crew

Field crew is responsible for the FOP to be in perfect conditions before, during and after the Tournament; guaranteeing all Teams to perform under the same conditions.

As part of their role, the main tasks are mentioned below:

- Full availability during the Tournament, in case of rain it will be necessary to work extra hours on the field;
- Setting up all field equipment on the FOP and warming up field(s), also an adequate number of balls shall be placed on buckets/containers before the batting practice;
- Levelling of the infield in order to have a perfect-condition field with no bumps;
- Preparation of pitching circle and paint the rubber/pitching plate;
- Infield recondition when necessary;
- Raising of flags behind the outfield fence before the game; and
- Crew shall be available at all times and shall have all equipment and materials needed (clay, drying material, sponges, etc.) in order to fix and clean the field (pitching circle, home plate area, outfield, bullpens, etc.).

NOTE: If any areas are found not up to standard during the venue inspection, LOC will be required to hire WBSC's recommended professionals to perform the renovations.



[Groundskeepers crew - After game field maintenance] Akitsu Stadium, WBSC Women's Softball World Championship 2018™.

6.2. Facility Maintenance and Cleanliness

The locker rooms and all public areas are required to be clean, freshly painted and completely free of trash and rubbish. Each facility shall follow a maintenance program/schedule to maintain the minimum required standard.

6.3. Field Maintenance

The FOP shall be maintained at the highest possible professional level. Every reasonable effort shall be made to ensure the safety of the players and the smooth play of the game. The facility shall utilise proper maintenance equipment. Nail drags, screens, tampers and rakes are recommended to maintain all dirt areas.

Proper turf care equipment (mowers, tractors, etc.) shall be used, and an appropriate maintenance plan shall be developed and followed to maintain the FOP. A thorough review of all equipment and staffing will

be required prior to the approval of any facility for a WBSC Event.

Weather is a key component of the game. It is required that each facility have access of some type of real-time weather forecast device/application.

6.4. Field of Play Reconditioning



[FOP Reconditioning] Home plate and Pitcher's circle maintenance, Softball City, WBSC Americas Qualifier 2019.

The pitcher's circle and home plate areas shall be reconditioned prior to each game through the use of specific clay materials and tampers. The clay materials of the pitcher's circle and home plate shall have a consistency of 50% clay, 40% sand, 10% silt. The infield clays should have a consistency of 40% clay, 50% sand 10% silt.

Mowing equipment should be triplex type mowers. All grass should have at least 4 inches of root growth prior to Tournament play.

The artificial turf grass shall be free of weeds and undulations. A turfgrass maintenance program will be requested as part of the LOC proposal.

Warning track material shall be made of a product that drains well, and no stones larger than $\frac{1}{4}$ inch in size should be present.

Each field shall have access to all necessary equipment to maintain the field during the Tournament, such as turf protection covers, pitching decks, hitting mats, etc.

6.5. Field Maintenance Materials

A sufficient amount of a stock of drying material is required to be available at all times for infield reconditioning. WBSC shall approve all materials. A chemical drying agent and/or calcined clay such as "Diamond Pro" or "Pros choice" may be used in combination to stabilise areas affected by excessive moisture. Sand should not be the sole drying agent on any field.

Each facility shall have sufficient paint to mark the foul lines in the outfield and white non-caustic chalk powder to mark the lines on the infield and batter's box.

6.6. Irrigation System

It is recommended that each facility provide a full field irrigation system as well as water lines $1\frac{1}{2}$ inches or larger behind both home plate and second base for watering the infield grass and base areas. Also, a series of water outlets 1 inch or larger shall be distributed around the FOP in order to water the field if the irrigation system should become inoperable. It is recommended that a full-field irrigation system be provided at each existing facility.

6.7. Field Drainage System

Each facility shall comply with an under-field drainage system integrated into the subbase of the turf (natural or artificial) surface. This system shall be a system made of a drain tile material in a porous collection bed (or similar system) below the turf base. It is recommended an optimal slope of .5% be

maintained from the pitcher's circle to the baselines and from second base to the outfield warning track.

7. Venue Infrastructure

7.1. Scoreboard

Each facility shall provide a scoreboard that fulfils, at least, the following as minimum requirements:

- Team names (It shall have enough space to write the correct name of the Teams or the abbreviation according to IOC regulations);
- Player at bat;
- Score;
- Balls-Strikes-Outs;
- Total hits - Total errors; and
- Line-ups (recommended).

All scoreboard characters shall be large enough to be seen throughout the facility. No part of any scoreboard and/or associated lighted advertising panels may be located within 50 feet (15.24m) from the centerline of the FOP.



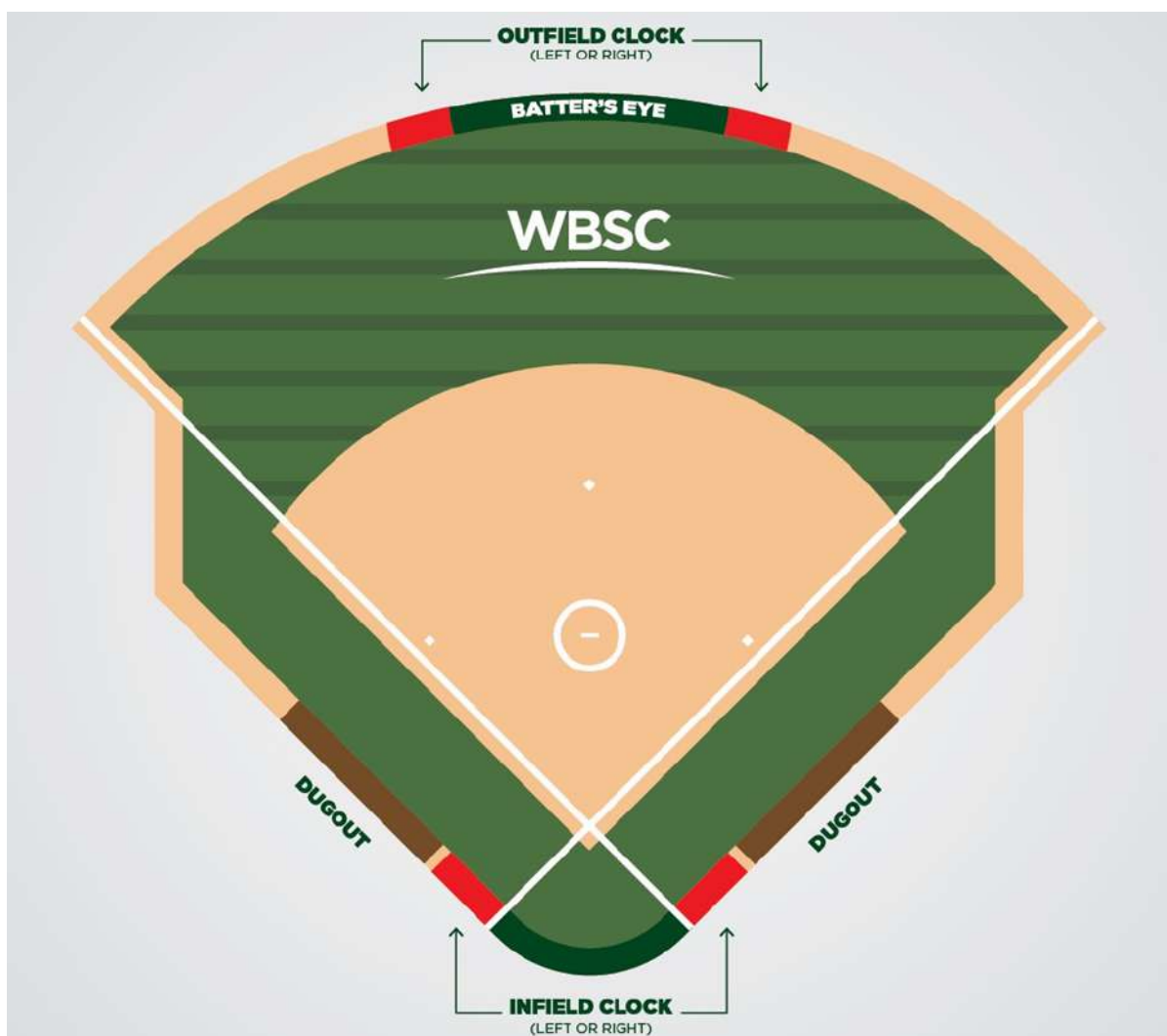
[Scoreboard and clock] Bill Barber Stadium, WBSC U-19 Women's Softball World Cup 2019™.

7.2. Sound System

It is recommended that each facility provide an acoustically balanced integrated sound system with the capacity to deliver clear audio messages to the press box, concourses and all public areas within the facility.

Speakers and any electronic device used for public announcements, National Anthems and music entertainment shall provide a qualitative and clear sound reproduction, above the ambient noise, even in large capacity venues. Loudspeakers shall be positioned in a way to reproduce uniform sounds throughout the venue with no distortion or "echo" effects.

7.3. Clocks



[Clocks positions] in accordance to WBSC Softball Tournaments Game Management Clocks Regulations.

Softball Competition Venue Guidelines

Each facility shall provide two (2) clocks in accordance with the WBSC Softball Tournaments Game Management Clocks Regulations, as follows:

[Infield Clock]

INFIELD CLOCK	DESCRIPTION
Requirement	<ul style="list-style-type: none"> - A two-digit clock; - The clock must be in clear view of the pitcher and base Umpire; - The clock must be able to be controlled remotely and be synchronized with the outfield clock; - The clock must be on the outside part of the fence; and - Location of the clock must not interfere with backstop publicity.
Digit size	<ul style="list-style-type: none"> - Minimum height 40.64cm (16")



[Infield clock] Utrecht, Softball Europe/Africa Qualifier

[Outfield Clock]

OUTFIELD CLOCK	DESCRIPTION
Requirement	<ul style="list-style-type: none"> - A two-digit clock; - The clock may be added to an existing video board if not too far too the left or right fields; - The clock must be able to be controlled remotely and be synchronized with the Infield clock; - The display must be able to withstand being hit by a ball and inclement weather; - The clock must be set beyond the FOP; and - The clock must not be placed in the batter’s eye, but visible to the batter, plate Umpire and clock operator.
Digit size	<ul style="list-style-type: none"> - Minimum height 60.96 cm (24")



[Outfield clock] Pepsi Softball Center, WBSC U-19 Men’s Softball World Championship 2014™.

Each competition venue shall also provide a time of day clock located in full view of all field personnel from the beginning of batting practice until the end of each game.

7.4. Video Screen

It is highly recommended to install a giant screen next to batter’s eye to display replay during the game, highlights, roster information, photos of players, commercial advertising videos before and during the games.

7.5. Radar Gun

A radar gun positioned behind home plate is recommended to measure the pitch velocity, which shall be provided by the TV production company. The measurements shall be displayed on the TV broadcast and the onsite screen if available.

8. VIP Hospitality Areas

8.1. VIP Lounge

LOC shall organise the VIP Hospitality Area(s), and it is recommended to be situated close to the VIP seats. The Hospitality Areas shall be suitable for an agreed number of WBSC, and LOC VIP Guests. Access shall be permitted only for guests with the appropriate accreditation.

LOC shall provide an agreed quality of hospitality service previously approved by WBSC (i.e. food and beverages).

The VIP Area shall be open and provide hospitality one hour before the start of the first game and close approximately 30 minutes after the end of the last game of the day.

8.2. VIP Seats

LOC shall provide a sufficient number of seats in a preferable area behind the home plate for all VIP accredited persons. The exact number of tickets will be established by WBSC at a date to be agreed upon between WBSC and LOC.

9. Spectators Services

9.1. Seating

Seating capacities should be appropriate and in accordance with the number of fans of the Softball Team that plays in the competition venue. A minimum seating capacity of 2,500 is recommended. Berm seating

shall not be considered as part of the recommended minimum seating count. Specific Tournaments may require additional seating.



[Seating Capacity] Shanghai Chongming Sports Training Center, WBCS Softball Asia/Oceania Qualifier™.

9.2. Restrooms & Lavatories

It is recommended that each facility provide sufficient public permanent toilet facilities, not portable and that such facilities be distributed in accordance with the distribution of the seating locations and exiting system in order to allow minimal walking distances from all parts of the facility.

Accessible toilets for people with physical disabilities are mandatory, and the sanitary measures recommended by local authorities shall be followed.

9.3. Ticket Windows and Entry Positions

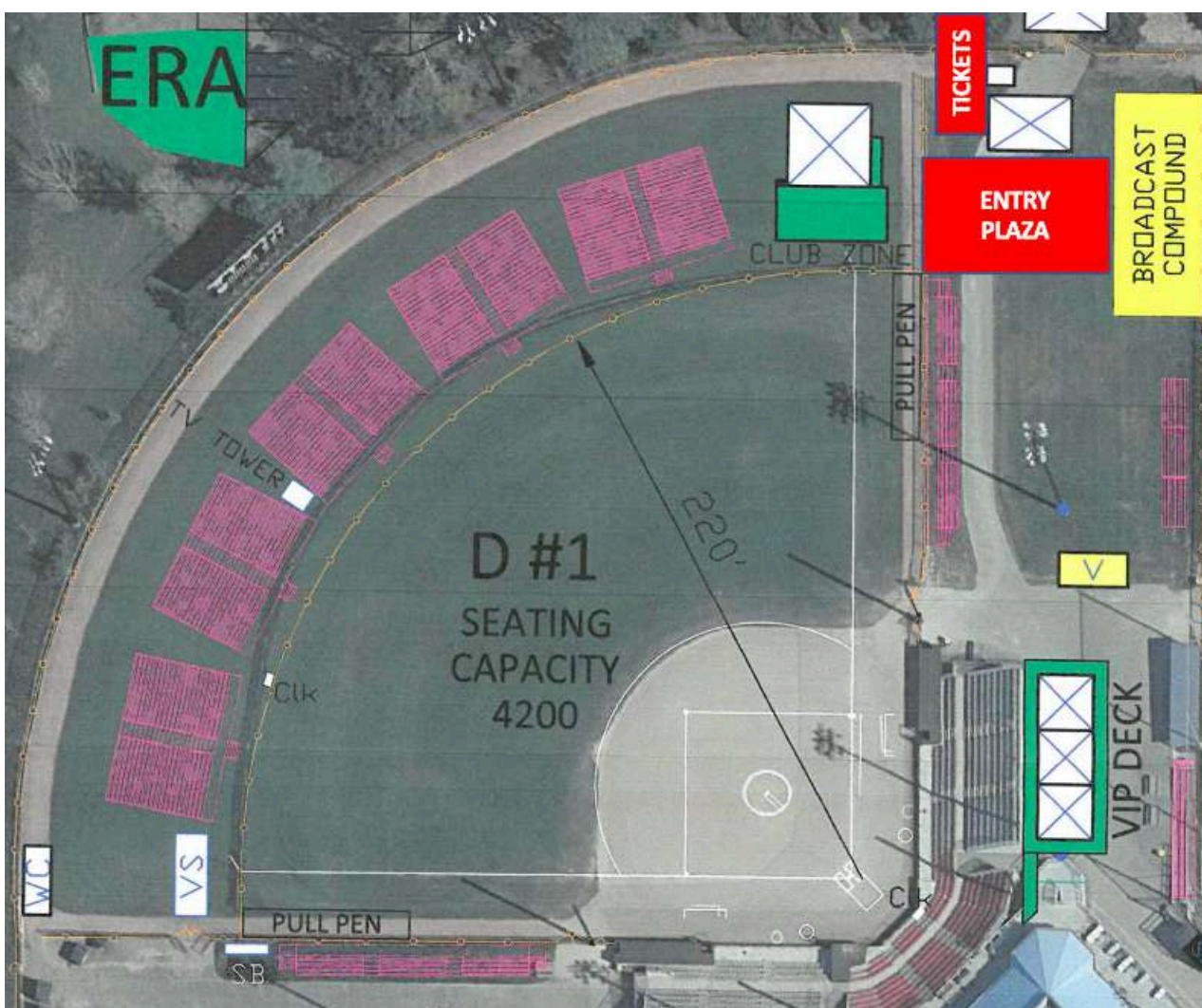
9.3.1. Ticket/Box Office

It is recommended that each facility provide at least one ticket window for every 1500 seats of total capacity.

9.3.2. Entry Positions

It is recommended that each facility provide one turnstile or equivalent entry position (minimum of 30 inches / 0.75m wide) for every 1500 seats of total capacity.

LOC shall indicate on maps of each competition venue, the exact location of ticket windows and all entry positions, as exemplified in the following image:



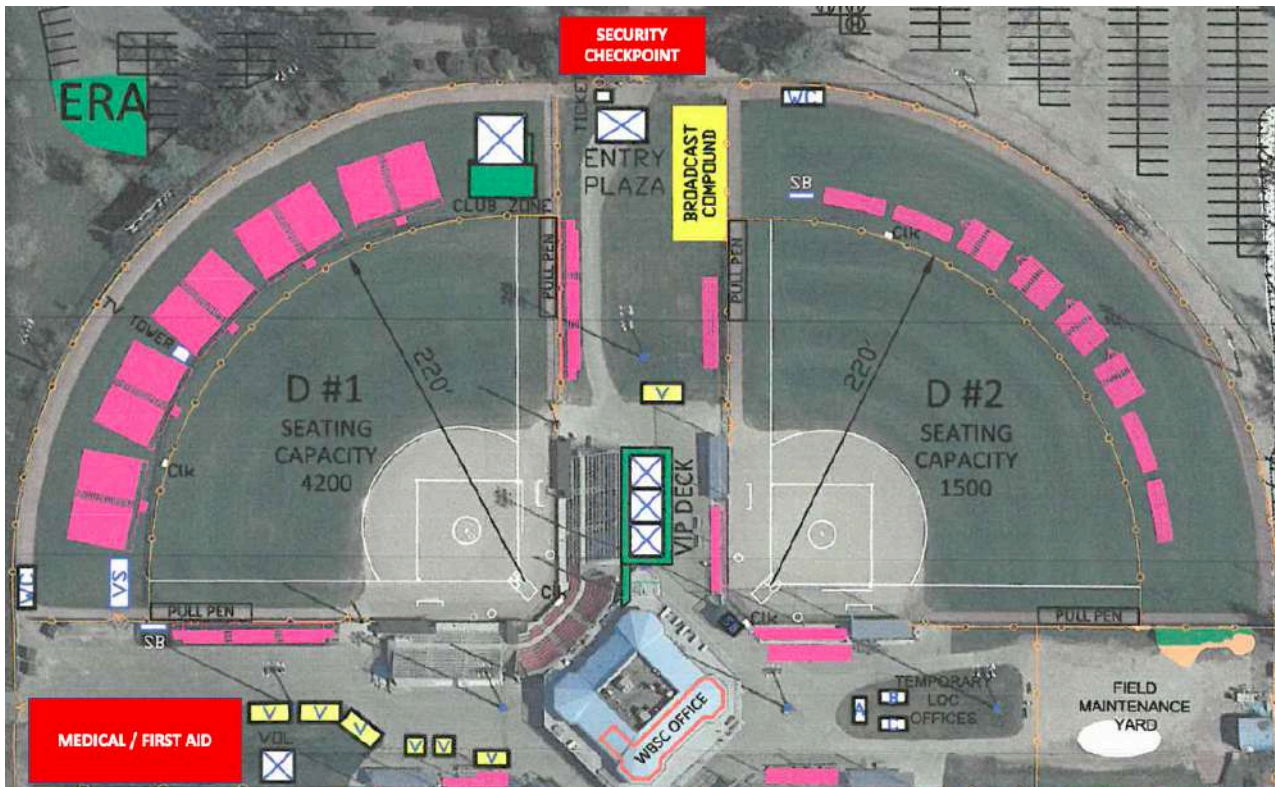
[Ticket window/office and entry position map] Softball City, WBSC Americas Softball Qualifier™.

9.4. Concession Stands

It is recommended that each facility provide sufficient commercial concessions where soft drinks, food, souvenirs from the Tournament, etc. can be purchased.

10. Security & First Aid

LOC shall indicate on maps of each competition venue, the exact location of access controls, security checkpoints and First Aid room, as exemplified in the following image:



[Security checkpoints and First Aid room map] Softball City, WBSC Americas Softball Qualifier™.

10.1. Access Control and Security Checkpoints

It is recommended that each facility coordinates with local law enforcement officials to provide controlled access. LOC access control personnel shall work together with the Security Forces to promote a safe and trouble-free environment during the entire Event.

Also, it is strongly recommended that each competition venue establish a "command post" for Event Security Forces, centrally located, in order to provide the appropriate security for all attendees to the Event.

10.2. First Aid Station

It is recommended that each facility provide a First Aid Station with certified medical personnel staff during the entire Event. Also, the room shall be identified with a sign "First Aid Station/Room".

The furniture and equipment of the room shall include:

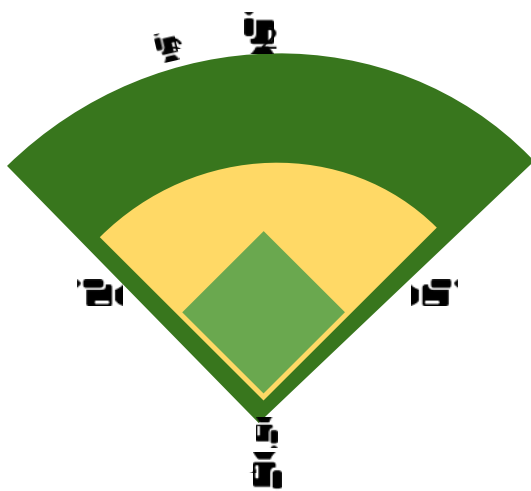
- A bed for medical examinations;
- A desk;
- A wardrobe and a coat rack; and
- An oxygen cylinder with the proper equipment for package resuscitation and defibrillator.

10.3. Ambulance

Ambulance standby area shall be close to the FOP, the training area and the First Aid Station/Room. The evacuation route for the ambulance shall be indicated in the venue operations floor plan. There shall be an ambulance together with qualified personnel available at all times.

11. TV Production

The following items are set as TV production cameras minimum requirements and camera positions diagram for a streaming production for all WBSC Softball World Cups.



1. Overview camera
2. Outfield camera
3. Low 1st
4. Low 3rd
5. Low home camera
6. Strike zone camera

[TV production floor plan].

11.1. Camera Positions

WBSC recommends a minimum of six (6) cameras, to guarantee a consistently high standard of broadcasting across all WBSC World Cups. The host broadcaster camera plan should show all camera positions provided to the multilateral feed.

The following conditions apply to all camera positions:

- Cameras may not obstruct the view of any player in the dugout, WBSC Officials or spectators;
- Cameras shall not present any safety risk for players, WBSC Officials, spectators or broadcast personnel;
- Cameras shall be positioned and operated in a way that does not conflict with any local safety and security regulations;
- All fixed dugout cameras shall have adequate protective covering to ensure the safety of players; and
- WBSC/BASE Staff shall approve all camera positions on site.

11.2. TV Compound Parking Area

Designated parking shall be provided for television vans and broadcast trucks, electric generator and satellite dish.

11.3. Cabling / Switch Boards

Host broadcaster shall make available all the production equipment including but not limited to the following upon request of visiting broadcasters with a rate card. All rate cards shall be reasonable market rate and approved by WBSC/BASE.

11.4. TV Commentators Booths

LOC shall provide two (2) broadcast booths for official WBSC TV Commentators, one for ENG and another for ESP commentators. The rooms shall comply with the following requirements:

Room	TV Commentators Booth
Location	- High position behind home plate with a full view of FOP

Room Set-up	<ul style="list-style-type: none"> - Min. one working station for two people; - Microphones and headsets (these will be provided by Host broadcaster); and - Min. one monitor.
Technical Requirements	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Power strips <input checked="" type="checkbox"/> Dedicated Wi-Fi
Miscellaneous	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Air conditioning / Fan <input checked="" type="checkbox"/> Snacks (recommended) <input checked="" type="checkbox"/> Rubbish bin <input checked="" type="checkbox"/> Soft drinks and hot drinks (recommended) <input checked="" type="checkbox"/> Bottled water
Note	<ul style="list-style-type: none"> - Room shall be private, quiet and free of distractions; - Lockable door; - Operable windows; - Guards shall be present to control access outside the room; and - The room shall carry a sign "WBSC TV Commentators".

11.5. Electric Source / Generator

LOC should provide power and back-up power for the host broadcaster, OB vans, graphics company and commentary area. All power and back-up power for the host broadcaster and broadcast partners' needs shall be an uninterrupted power source and on a different phase from the rest of the FOP.

After the games, LOC shall ensure that the broadcast working areas and other working areas are adequately lit until all work is completed.

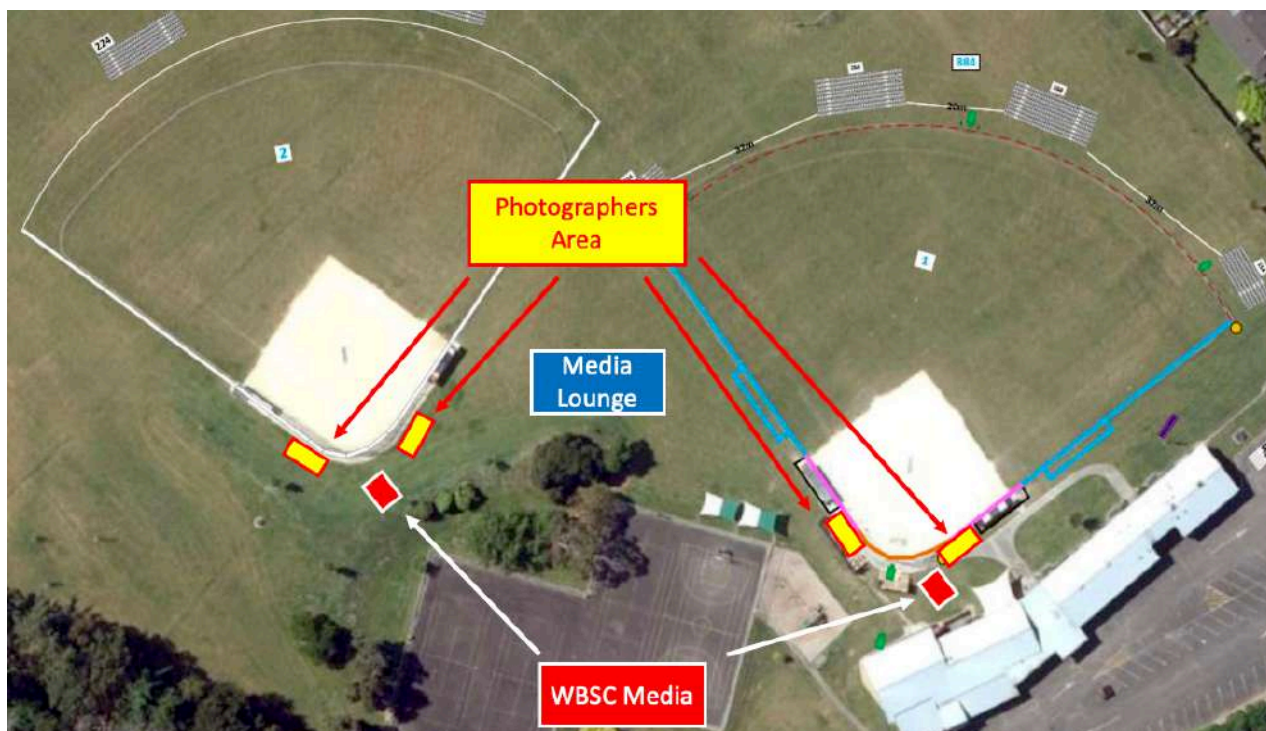
11.6. Internet Availability

There shall be six (6) WIFI high-speed Internet connections at every Event venue. Those six (6) connections shall respectively be in at least 300 Megabit/sec in both download and upload speed with a fixed IP address, and shall be made available at WBSC office, LOC office, Press Room, Live Streaming, and OB Van.

TV Production must-have of the 300Mbps a stable internet with a dedicated 50 Mbps (minimum) UPLOAD and DOWNLOAD connection is required in each competition venue.

12. Media Facilities

LOC shall provide a floor plan of each competition venue that shows all of the functional areas for Media, as exemplified in the following image:



[Media floor plan] Colquhoun Park, WBCS U-18 Men's Softball World Cup 2020™

12.1. Media Parking and Access

It is recommended that each facility provide a parking area for all members of the Media with direct access to the facility. It is also recommended that parking be provided for television vans and broadcast trucks (if present).

12.2. Photographers Area

LOC should provide an area with a recommended height of approximately 2ft (0.60m) and a length of 23ft (7m). This area should be protected by a screen 2.5ft (0.80m high) and placed behind the first and third baselines off of the FOP and should not obstruct any of the host broadcast television cameras or hinder in any way the work of the host broadcaster (if present). In order to protect the players' safety, the screen shall be padded.

12.3. Media Lounge

It is recommended that each facility provide a separate area with minimum space for members of the print media, with a direct view of the entire field. The room shall comply with the following requirements:

Room	Media Lounge
Location	- High position behind home plate with a full view of FOP
Room Set-up	- Working stations in accordance with the accredited Media; and - A sufficient number of chairs.
Technical Requirements	<input checked="" type="checkbox"/> Power strips <input checked="" type="checkbox"/> Dedicated Wi-Fi
Miscellaneous	<input checked="" type="checkbox"/> Air conditioning / Fan <input checked="" type="checkbox"/> Bottled water <input checked="" type="checkbox"/> Rubbish bin <input checked="" type="checkbox"/> Snacks
Note	<ul style="list-style-type: none"> - Room shall be private, quiet and free of distractions; - Volunteers shall be present; - Lockable door; - Guards shall be present to control access outside the room; and - The room shall carry a sign "Media Lounge".

12.4. Press Conference Room

The LOC shall be responsible for providing the necessary infrastructure for a press conference room. The room shall comply with the following requirements:

Room	Press Conference Room
Location	- Close to the locker rooms

Room Set-up	<ul style="list-style-type: none"> - A sufficient number of chairs; - Translation booths and technical equipment (if necessary); - Platform with tables and chairs (large enough to accommodate the MC and two representatives of each Team); - Platform in the back of the room for cameramen and photographers; and - Event backdrop.
Technical Requirements	<input checked="" type="checkbox"/> Power strips <input checked="" type="checkbox"/> Dedicated Wi-Fi <input checked="" type="checkbox"/> Microphones
Miscellaneous	<input checked="" type="checkbox"/> Air conditioning / Fan <input checked="" type="checkbox"/> Bottled water
Note	<ul style="list-style-type: none"> - Room shall be private, quiet and free of distractions; - Volunteers shall be present; - Lockable door; - Guards shall be present to control access outside the room; and - The room shall carry a sign "Press Conference Room".

12.5.Mixed Zones

A mixed zone shall be set up to offer opportunities for the written press, radio and non-rights holders to interview the players after the games. It should be located between the FOP and the locker rooms and/or the locker rooms and the Team buses.



[Mixed zone] Shanghai Chongming Sports Training Center, WBSC Softball Asia/Oceania Qualifier.