

THE

5

A  
SIDE  
GUIDE



WHAT YOU NEED TO KNOW TO BRING YOUR BEST  
TO THE OLD MUTUAL FOOTBALL TOURNAMENT



Whatever you call it in your country,  
Association Football has different names  
in many different countries.

# SOCCER, DISKI, FÚTBOL OR FUSSBALL....

We're playing five-a-side football, which is the  
short form of "the beautiful game". Why?

Because, five-a-side is the fun,  
fast-paced version of the game.  
It can be played by anyone ...  
anywhere.



*The laws of Futsal will form the basic guidelines for the rules and regulations for the Old Mutual Group Football Tournament. The Futsal Laws of the Game can be downloaded from the following link to the FIFA website:*

[www.fifa.com](http://www.fifa.com)



# THE ROAD TO CAPE TOWN



Local business units will determine who represents them in Cape Town in May 2010 for the finals tournament.

## THE BASICS:

### Why five-a-side...?

Five-a-side, in its most basic format, all you need is a ball, a bit of open space and jumpers for goalposts! That's the key difference between five-a-side and eleven-a-side football ... you can play it anywhere: outside, inside, on the beach or in the park.

While the playing area is much smaller than eleven-a-side (typically an area of 30 metres x 20 metres), five-a-side doesn't have an exact pitch size and the game is enjoyed equally on different sized playing areas.

**Anyone can play it ... and no one gets left out!**

The finals tournament will take place on Saturday 08 May 2010, allowing free time for local sight-seeing too.

So, before the games begin, make sure you check that you have a valid passport and Visa requirements for travel to South Africa!

Twelve teams will be divided into two groups of six at a dinner and draw event on Friday 07 May and teams will have the opportunity to meet their opponents in advance of the tournament. On the day each team will play five games against their fellow group members and the top two will qualify for the knock-out stage. Two semi-finals and a final will also be played, along with a third place play-off.

A trophy will be awarded to the winning team.



*Please note: The rules that follow are subject to change at the discretion of the tournament organisers and should be used as guidelines for any local qualification tournaments. The rules for the finals tournament may have to evolve due to unforeseen local logistics and conditions; however any changes will remain within the spirit of the key guiding principles of Futsal.*

Now, for the important bit...

# TOURNAMENT RULES:

## 1. PLAYING SQUADS



### 1.1 TEAM SIZE

Each squad will have eight players in total, although a maximum of only five may be on the pitch at any one time (including one goalkeeper). All eight players must be available for inspection by the referees prior to the start of each game. Teams must be present pitch-side no less than five minutes prior to scheduled kick-off time. Failure to comply could result in the game being forfeited by a score of 5-0.

### 1.2 MIXED TEAMS

Every squad must contain a mix of both men and women, with at least two of each sex.



### 1.3 COACHES

You may incorporate a non-playing Coach or Manager among their squad of eight. This will extend the appeal of the tournament to those who are not physically able to participate in the actual playing but still would like to get involved. This is at the discretion of local business units.



#### 1.4 TEAM MANAGER DUTIES

It is the Team Manager's role to handle the administrative duties of a travelling soccer team, to free the coach's time for coaching, and to be the focal point for communications between the Coach and the tournament organisers.

More specific duties include:

1. Help register team and notify Administrator of roster changes, including any e-mail address changes of team members.
2. Distribute schedules and other pertinent information.
3. Find practice fields and reschedule games if necessary.
4. Help enforce Code of Conduct



#### 1.5 CAPTAINS

Each team must nominate a Captain to take on the responsibility of organising their squad players and communicating the tournament rules.

Where a team has no non-playing Manager the Captain will take on the role of Player-Manager. The Player-Manager will be responsible for ensuring all players are present at the start of each game and their team mates are organised and briefed throughout the trip.

#### 1.6 GOALKEEPERS

Each team must nominate a goalkeeper who is permitted to use their hands to touch the football during play within their own penalty area. Goalkeepers may be changed at any time by first obtaining the permission of the referee. Goalkeepers may prefer to wear long sleeve tops and long trousers to protect themselves when diving around on the floor, but otherwise shorts and t-shirts are perfectly adequate.





### 1.7 SUBSTITUTIONS

We will permit unlimited "rolling" substitutions. This means as long as there are no more than five players from one team on the pitch at any time substitutions can be made constantly throughout the game provided the referee's permission is sought first.

### 1.8 REPRESENTATION

Players may only represent one team. Any team found to play a game with unregistered or unauthorised players may forfeit that game by a score of 5-0 against them.

### 1.9 MINIMUM NUMBER OF PLAYERS

If any team is reduced to only three players due to misconduct the game will be awarded to their opponent by a score of 5-0, unless the score at the time the game ended was greater.



## 2. EQUIPMENT

### 2.1 PLAYING AREA

The pitch must be rectangular, but no exact size is defined.

#### Typically:

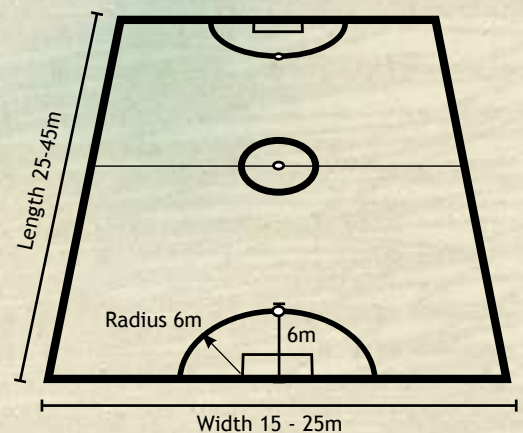
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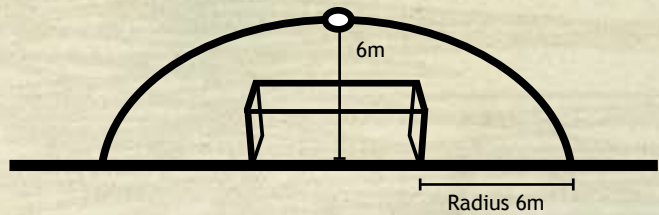
- Minimum = 25 metres
- Maximum = 42 metres

Width:

- Minimum = 15 metres
- Maximum = 25 metres

A penalty or goalkeepers area is a D-shape, essentially a six metre radius from each goalpost with a penalty spot marked six metres from the midpoint of the goal line.





### 2.2 GOALS

The goals or nets in five-a-side are much smaller than in eleven-a-side football. Typical size is 3 metres long by 2 meters high.

### 2.3 FOOTBALL

The ball must be spherical. A size equivalent to regulation size four is used in official Futsal matches, but any standard sized football is adequate.

## 3. PLAYING KIT



### 3.1 OFFICIAL TOURNAMENT KIT

All players will be given an official commemorative kit comprising of shirt, shorts and socks which must be worn for the tournament. Players of the same team must be easily distinguishable by wearing the same coloured kit. Goalkeepers must be clearly distinguishable from their team mates by wearing different colours. Where team kit colours clash, bibs will be supplied by the organiser.

### 3.2 SHIN GUARDS

It is a requirement that shin guards are worn during play to protect against injury. Shin guards must be provided by each individual and will not be supplied as part of the official tournament kit.

### 3.3 FOOTWEAR

Depending upon the playing surface either football boots with studs or trainers will be required. Players must provide their own suitable footwear.

### 3.4 JEWELLERY

This must either be removed or taped-up before the game starts.

## 4. THE GAME

### 4.1 KICK-OFF

The game starts with one team taking a centre kick, decided by the toss of a coin. A centre kick can be played in any direction and a goal may be scored direct from a centre kick. All players must be behind the ball at kick-off. After a goal has been scored, the game can only be restarted once the team who just conceded has taken a centre kick.

### 4.2 MATCH DURATION

For our Finals tournament in Cape Town, we will play ten minute group games in order to fit all the games in one day. (We would not recommend having halves longer than twenty minutes each way for any of the qualification games).

There will be a brief interlude between halves for the teams to swap ends and take on refreshments. The duration of the half time stoppage will be at the discretion of the referee. Duration may be extended to allow a penalty kick to be taken and allowances will be made in each period for time lost due to stoppages. Knock-out games will be extended to ten minute halves.

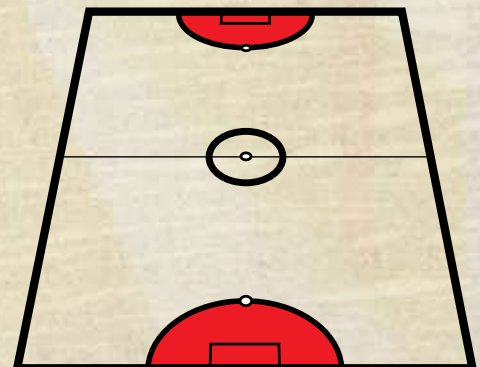


### 4.3 HEAD HEIGHT RULE

Normally the ball must never be permitted to go over the height of the referee, although the ball will remain in play if this is accidental - at the discretion of the referee.

### 4.4 PENALTY AREA

Only the goalkeeper is allowed to play the ball inside his penalty area. Other players may step into the penalty area but must not play



the ball whilst inside it. A defender playing the ball inside the penalty area will concede a penalty.

The goalkeeper must return the ball to play by throwing it underarm at all times. Goalkeepers are only permitted to kick the ball when making a save. Failure to adhere to this rule will result in an indirect free kick being awarded against him two metres outside the penalty area.

The ball may not be returned to the goalkeeper until at least two other players have touched it. A team failing to comply with this rule will concede an indirect free-kick two metres outside the penalty area.

If a goalkeeper deliberately handles the ball outside of their area, they will have a penalty awarded against them.

A goal may be scored from any point outside the goal area from within the field of play. Goalkeepers are permitted to leave their penalty area - at which time they become treated as any other player on the team.



#### 4.5 FREE-KICKS

A player may not stand closer than one metre from the ball when defending a free-kick. Contravention will result in the free-kick being retaken from the position of the offending player.

Free-kicks must be taken two metres from the end, side or goal areas.



**INDIRECT** free-kicks will be awarded by the referee when:

- Ball is deliberately played over head height
- Goalkeeper does not return the ball to play with an underarm throw
- Opponent is impeded
- Ball is headed (even below head height)
- Player returning the ball to the goalkeeper immediately after receiving it from him
- Unauthorised substitutions take place

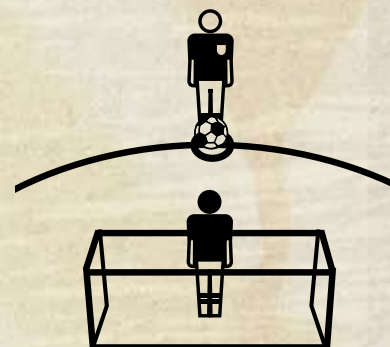
**DIRECT** free-kicks will be awarded where a player:

- Charges an opponent
- Body-checks an opponent
- Slide tackles an opponent



#### 4.6 PENALTIES

Penalty kicks must be taken with the one-step rule. Only the defending goalkeeper and attacking player who is taking the penalty are permitted inside the penalty area. The attacker must leave the penalty area immediately after the penalty regardless of whether a goal is scored or not.



#### 4.7 PENALTY SHOOT-OUT

There will be no drawn games in this tournament. When scores are tied at full-time, a penalty shoot-out will take place. This will consist of three penalties per team. Only the players on the pitch at full-time may participate in the shoot out - i.e. no substitutes are

allowed. If scores are level after three penalties each then "sudden death" is entered. Teams continue to take one penalty each until a winner is decided. If all players on the pitch have already taken one penalty then the next penalty is taken by the player who took the first penalty. This continues in sequence until there is a winner.

#### 4.8 OFFSIDE

There will be no offside rule in this tournament. Attackers may stand anywhere provided they are outside of the penalty area.



#### 4.9 REFEREES AND DISCIPLINE

Each match will be overseen by a referee, whose decision is always final. They will be responsible for timekeeping and recording the score. Referees need a whistle and a stopwatch, as well as red and yellow cards and a notebook to keep track of any players who are "booked". For the finals tournament we will hire qualified referees. Anyone familiar with the rules of five-a-side should be capable of acting as a referee for local qualifying games. They should familiarise themselves with the rules ahead of the game and ensure both teams are briefed before the start. Anyone wishing to engage a qualified referee should be able to contact them via their local Football Association regional office. Hired referees will normally expect a small fee to cover their time and travelling expenses.

No substitute is to be permitted for a player shown a red card.

Any player who receives a red card will be suspended from the following game their team is due to play.

A player shown a red card for serious foul play or foul and abusive language may be excluded from more than one game or the entire tournament at the discretion of the referee and the tournament organiser.

A player sent-off for violent conduct will risk his entire team being disqualified from the tournament at the organiser's discretion.

It is the role of the Team Managers and Captains to ensure their players all know and understand the rules of the tournament prior to the start.



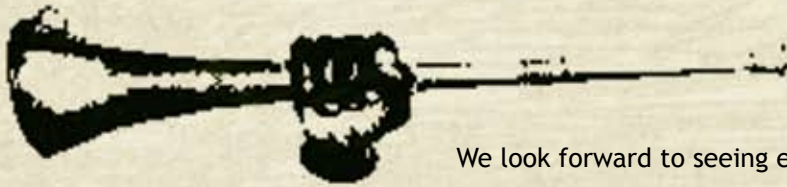
#### THE SMALL PRINT

All team members must ensure that they are fit and healthy to participate in the Tournament and have no health conditions that might be adversely affected by such participation. In signing up to a team, you make this confirmation. If you are in any doubt about your physical fitness, you should consult your doctor before taking part. Entrants agree that, to the maximum extent permitted by law, neither Old Mutual plc nor any other member of the Old Mutual plc Group will have any liability for any injuries, losses, costs or damage of any kind that may result or arise directly or indirectly from taking part in the Tournament and are advised to ensure that they have adequate and proper personal insurance cover for any such matters.



# TOURNAMENT SPIRIT

The objective of the **Old Mutual Group Football Tournament** is not necessarily to find the best footballers. The tournament is a celebration of the group's heritage and an opportunity to unite employees with colleagues from parts of the group they would not normally meet through their day-to-day business. It is also a chance for us to support a great cause - Umthombo Street Children.



We look forward to seeing everybody doing their best and enjoying their time together.

