**TANZANIA VOLLEYBALL ASSOCIATION** P. O. Box 10496 Dar es Salaam, Tanzania.
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# VOLLEYBALL

# AND

# BEACH VOLLEYBALL

# DEVELOPMENT

## *AN INTERNATIONAL RELATION PROCEDURES*

TANZANIA VOLLEYBALL ASSOCIATION

## NOVEMBER 2023

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## 1. INTRODUCTION

Tanzania Volleyball Association (TAVA) founded in 1972 as a non - profit organization committed to the service of the sports community and the development of volleyball in Tanzania through the control, promotion and organization of volleyball competitions, courses, conferences, and other educational sporting activities. TAVA is composed of the Volleyball Associations existing around the country (Mainland and Zanzibar Island) and other recognized partners in schools, private sectors, and institutions.

It is the supreme authority in the sport of volleyball within Tanzania and that it has authority over all affiliated Volleyball Associations and over all forms or variations of the volleyball game played at club, district, region, and national level. Reaffirming the recognition of the Tanzania Volleyball Federation by the Federation of International Volleyball and the Africa Volleyball Confederation; THAT the Federation of International Volleyball is the official body that governs volleyball worldwide; AND that the Africa Volleyball Confederation is a branch of the Federation of International Volleyball that controls volleyball in Africa.

Tanzania Volleyball Association (TAVA) as among world Volleyball Federation under FIVB and CAVB is factual that will be working together with other Volleyball Federations and international institutions toward national Volleyball development in a diverse aspect. With the intention to prevent harmful relation and practices; monitory procedures must be laid down up front. With the same intention, this guideline intends to direct and facilitate easily and accordingly on how the relation whenever required.

## 2. RESTRICTIONS

**2.1.** There shall be no independent individual/ persons in Tanzania or outside Tanzania working with an international body toward volleyball development program in Tanzania.

**2.2.** Whoever intends to work in volleyball sports development shall follow Tanzanian government registration procedures.

**2.3.** In case of an individual/ person secure relationship with any international sports agency/ institution,

2.3.1. He/ She will be required to follow Tanzanian government sports/ institution registration procedures in case wants to work him/ herself.

2.3.2. If not registered, He/ She will be required to mandate the administration of the program to a recognised sports institution registered and recognised by TAVA.

2.3.3. If not able to secure an institution recognized by TAVA, He/ She will be required to mandate the administration of the program to TAVA afilliates or TAVA itself.

**2.4.**In case of an international sports agency/ institution intends to conduct volleyball development projects in Tanzania shall be required to do the following;

2.4.1. There shall be no endorsement of any volleyball development program through an individual in Tanzania.

2.4.2. If intends to work with a sports institution, must verify through TAVA its ligibility to work on volleyball activities.

2.4.3. Any international sports agency or institution before getting into a project agreement with any national sports agency or institution shall be required to get a copy of the required project acceptance by TAVA. The project acceptance provides a chance to register the project and follow it's performance.

## 3. AFFILIATED FEDERATION AND CONFIDERATIONS (FIVB, CAVB & ZONE 5) & TAVA

**3.1.** All activities must abide law, customs, and norms of Tanzania with compliance of international realations.

**3.2.**All volleyball activities from FIVB, Continental Confiderations, CAVB and CAVB Zone 5 must be channelled and carried out by TAVA.

**3.3.** All communication must pass through emails of Secretary General (secretary@tvf.or.tz) or President (president@tvf.or.tz) or tavatanzania@gmail.com for the Tanzania Volleyball Association.

## 4. FOREIGN NATIONAL FEDERATIONS & TAVA

**4.1.**All activities must abide law, customs, and norms of Tanzania with compliance of international relations.

**4.2.**All volleyball activities from any external National Federation must be channelled and carried out by TAVA.

**4.3.**In case foreign National Federation have relation with an international institution, communication between Federations must be established for monitoring purpose.

4.3.1. All communication between foreign National Federation to an institution intending to do volleyball project in Tanzania must be copied to Secretary General (secretary@tvf.or.tz) or tavatanzania@gmail.com for the Tanzania Volleyball Association.

## 5. INTERNATIONAL INSTITUTION & TAVA

**5.1.**All activities must abide law, customs, and norms of Tanzania with compliance of international relations.

**5.2.** All volleyball activities from an International Institution to TAVA or TAVA affiliates (Regional Associations) must be channelled via TAVA.

**5.3.** In case Internationa Institution have relation with TAVA Affiliates (Regional Association), communication between TAVA and that International Institution must be established for monitoring purpose.

5.3.1. Project activities will commence after consent letter from TAVA President.

5.3.2. All communication between International Institution to TAVA Affiliates intending to do volleyball project in Tanzania must be copied to Secretary General (secretary@tvf.or.tz) or tavatanzania@gmail.com for the Tanzania Volleyball Association.

## 6. INTERNATIONAL INSTITUTIONS AND LOCAL INSTITUTIONS

**6.1.** All activities must abide law, customs, and norms of Tanzania with compliance of international relations.

**6.2.** For any International Institution intends to conduct development projects in Tanzania shall be required to do the following;

6.2.1. International Institution shall not be allowed by TAVA to carry out any volleyball development program through an individual/ person in Tanzania.

6.2.2. If an International Institution intends to work with a Local/ National Institution, must verify through TAVA on its legal status to work on volleyball activities in Tanzania.

6.2.3. An International Institutions must be registered and recognized by its National Federation. TAVA will verify the legal status before proceeding.

**6.3.** An International Institution before getting into project agreement with any National sports agency or institution shall be required;

6.3.1. Submit the proposed project details to TAVA for validation,

6.3.2. Get acceptance letter from TAVA President on the proposed project,

6.3.3. Get project registration certificate.

**6.4.** All communication between International Institution to National Institution intending to do volleyball project with in Tanzania must be copied to Secretary General (secretary@tvf.or.tz) or tavatanzania@gmail.com for the Tanzania Volleyball Association.

## 7. TRAVELLING AND VISITS

**7.1.** In case nature of the project includes travelling of staffs from Tanzania to other country,

7.1.1. A request letter and list of travelling bodies shall be submitted to TAVA 45 days before travelling dates to allow communication between TAVA and government.

7.1.2. No person shall travel out of Tanzania for Volleybal program without government permission via TAVA.

7.1.3. Legal documents for travelling persons shall be attached on request of the travel permission.

**7.2.** In case nature of the project includes travelling of staffs to Tanzania

7.2.1. A request letter and list of travelling bodies shall be submitted to TAVA 30 days before travelling dates to allow communication between TAVA and government.
7.2.2. No person shall visit Tanzania for Volleybal program without knowledge.
7.2.3. Legal documents for travelling persons shall be attached on request of the visit permission.
7.2.4. The visiting places, activities, and local person (s) to be working with during the period of the visit shall be mentioned.

## 8. PROJECTS MONITORING

**8.1.** TAVA shall monitor project performance at every required period depending on the length of the project. In any reason, the period shall be twice in a 12 months cycle.
**8.2.** TAVA monitoring of the project will be levelled into two;
8.2.1. Quarterly reports following the calendar year,
8.2.2. TAVA officer site visit during the execussion of the project.

## 9. PROFFESIONALISM, EXPERTISE AND FINANCING

**9.1.** The project shall be carried out by professional people in the respective field (Coaches or Referees) if it includes such activities.
**9.2.** In the case of volleyball clinics, executors/ trainers shall be stipulated and get consent to proceed. In any reason they must posses FIVB qualification (s)
**9.3.** TAVA shall audit financial status for the project accounts.
**9.4.** During site visit and monitoring, the project administration shall cover costs for TAVA officer.

Laurence Safari
***General Secretary***

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