

Terms of Reference (ToR)
For
R&D Project

Title	Study of specific, operational and safety requirements applicable to Professional Sports Academies.
Duration	4 Months

1 BACKGROUND

The development of the standard that addresses safety, operational requirements, and injury management in professional sports academies is crucial for creating a secure, efficient, and esteemed environment that nurtures the overall growth and success of athletes and it will also contribute to the overall sustainability and positive image of sports academies in the broader sports community.

However, in the absence of Indian Standard, majority of the professional sports academies are following their own standard operating procedures/guidelines which is leading to inconsistent and non-uniform service quality, potential risks, and challenges for both the athletes and the academies.

The Sectional Committee on Health, Fitness and Sports Services, SSD 05 decided to develop an Indian Standard on the subject '*Guidelines for Sports Related Activities and Injury Management in Professional Sports Academies*'. In order to develop evidence based standard, a thorough understanding of sports academy's varying approaches and methodologies of safety, infrastructure requirements, personnel training, safety protocols, layout of professional sports academies, maintenance plan of equipment and play areas, monitoring injury management and operational constraints is crucial.

2. OBJECTIVE

To collect and analyse the information and data from primary and secondary sources related to general, specific, operational and safety requirements and sustainable practices applicable to Professional Sports Academies.

3. SCOPE

- 3.1** Undertake thorough literature review of existing rules, regulations, guidelines, study conducted by any other organization, standard operating procedures (SOPs), international standard, if available, national and international practices in context of general & specific, operational, safety requirements and sustainable practices relevant to professional sports academies engaged in physical activities and sports.
- 3.2** Comparative analysis of information and data collected as per para **3.1**
- 3.3** Identification of Professional Sports Academies as per criteria mentioned in **3.4** to study the following:

a) **General Requirements**

Outlines general requirements, such as legal requirements (POCSO/POSH compliance, registration from the government, licensing provisions), provisions of accreditations (such as by SAI).

b) **Specific Requirements**

Specifies detailed requirements, including

- i. Categories of Professional Sports Academies in India
- ii. Infrastructure requirements (equipment required, maintenance plan of equipment and play areas)
- iii. Layout of professional sports academies
- iv. Requirements of resource persons and their roles and responsibilities
- v. Criteria of qualification & experience for selection of coaches
- vi. Process of hiring of coaches and management of coaches
- vii. Type, size and safety requirements of field play
- viii. Process of selection of players
- ix. Fitness assessment of players
- x. Training modules for players
- xi. Clothing/safety gear protocols
- xii. Innovative approaches adopted in the field of physical activities and sports

c) **Operational requirements**

Operational aspects like admission criteria, curriculum, communication processes, risk assessment, noncompliance handling, complaint handling, and ethics in sports.

d) **Safety Requirements**

Protocols for injury prevention and management, provisions for medical support such as first aid, training on CPR, ambulance services, hospital tie-ups.

e) **Sustainable Practices**

Sustainable practices adopted by the academies.

3.4 Conduct visits to the professional sports academies covering popular sports as per the sampling plan given below:

Type	Number of Professional Sports Academies to be visited	Data to be collected
Government/Semi government Professional Sports Academies situated in different regions	5	As required in para 3.3 along with feedback from athletes through structured questionnaire.
Private Professional Sports Academies situated in different regions	5	As required in para 3.3 along with feedback from athletes through structured questionnaire.

3.5 Preparation of analytical report covering the details mentioned in para from 3.1 to 3.4.

4 METHODOLOGY

The study should follow a structured methodology that includes, but not limited to, the followings:

- a) Review of the literature as mentioned in para 3.1.
- b) Collection of feedback through circulation of structured questionnaire.
- c) Conduct visits considering para 3.4. After identification of professional sports academies to be visited, take consent of BIS before proceeding further.
- d) Witness and observe the requirements given in para 3.3 during the visits.
- e) Focused group discussions after the visits to analyse and comparative analysis of the collected data.
- f) Prepare a report based on the findings and data collected as per para 3.

5 DELIVERABLES

A report containing information/data as mentioned in 3 along with the covering evidence containing statements, questionnaire, details of interviews, outcome of consultation with experts and data collected during literature review and visits. Hard as well as soft copy of the report shall be submitted within the timeframe.

6 TIMELINE AND METHOD OF PROGRESS REVIEW

The time frame of completing the study and submitting the final report is 4 months from the date of the award of the project.

Stagewise timelines:

- a) Interim Report covering the review of the literatures, existing stipulations and visits plan for approval of BIS – within 1 months from the date of award of project by BIS.
- b) Report of site visits by end of 2 months from the date of award of project by BIS.
- c) Draft project report covering all the aspects of the ToR – By end of 3 months from the date of assignment received from BIS.
- d) The researcher taking up the project shall clear all doubts on provisions of research including TORs and BIS Guidelines before acceptance.

7 BIS SUPPORT

7.1 BIS will provide access to latest editions of supporting Indian and International Standards.

7.2 BIS will facilitate assistance and introduce the research project to research organizations, government departments, and Industries/Service Providers.

8. NODAL PERSON

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Bureau of Indian Standards