



**European Fencing Confederation
Confédération Européenne d'Esgrime**

20.09.2012

Information Letter no. 31-2012

Dear Member Federations,

Please find as attachment the final version of a document you are waiting for since quite some time. It represents the compilation of relevant FIE and/or EFC/CEE rules in force and was approved by our Executive Committee.

In the future possible modifications will be marked by updated date on the front of the document after its approval by the EFC/CEE Executive Committee.

The responsible person for publishing the most recent version of this document is our Technical Director, Julius Kralik.

The document will also be published on our website for your convenience.

With best regards,
Max W.F. Geuter

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European Fencing Confederation

Handbook of regulations

For European Championships in Fencing



Version September 2012

Approved by EFC Executive Committee

The Zone Championships are our sport's display-window within each confederation.

These competitions must, therefore, be perfectly organised and standardised with a pre-established schedule, and equipment similar to that used for the World Championships.

For this reason the conditions described in this handbook of specifications are mandatory.

This Handbook of regulations is available at www.eurofencing.info



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ADMINISTRATIVE AND LOGISTICAL OBLIGATIONS

Deadline for the candidature dossier

A candidacy request (see Annex), sent by the National federation, must reach the FIE head office and the EFC office before the EFC Congress two (2) years before the organisation date of the European Championships. At this congress, the candidate cities will be announced.

The presentation of additional candidacies after this date will only be authorized in the following situations :

- - there is no more than one candidate on the day of the EFC Congress
- - there is only one candidate due to the withdrawal of one or more candidacies. The candidacy procedure must follow the FIE Statutes guidelines.

The full candidacy bid must reach the EFC office two (2) months before the EFC Congress vote which normally takes place three (3) or two (2) years before the Championship.

EFC delegate inspection visits

Before holding European Championships, organising cities will host at their expenses (air tickets and full boarding), if no other arrangement was agreed, during generally two days EFC delegate(s) to review on the spot the file and the venues. Split of delegates on different dates can be envisaged.

Written commitment

The organising federation will have to make a commitment by its representative, in front of the EFC delegate, to respect the EFC Handbook of regulations and its financial obligations. A signed protocol between the EFC and the organising federation will state its perfect knowledge of its obligation (see letter in appendix).

Age of participants

In a view that the Championships can be held during one season running in two different years relevant time line lies with December 31st in current season

- 1) Fencers taking part in EFC Cadet Championships must be under 17 years old at midnight on the 31st December of the first year in the season in which the competition takes place.
- 2) Fencers taking part in EFC Junior Championships must be under 20 years old at midnight on the 31st December of the first year in the season in which the competition takes place.
- 3) Fencers taking part in EFC U23 Championships must be under 23 years old at midnight on the 31st December of the first year in the season in which the competition takes place.

Transportation

- shuttle buses will be provided between :
 - the official hotels and the venue of the competition
 - the official hotels and train stations/airports, according to the arrival times stated by the delegations.
- precise timetables (which must be adhered to) will be distributed and posted in the hall of each official hotel and at the venue of the competition.
- a specific transportation service must be provided for the technical personnel of the competitions (competition management, piste and signs, electronic posting, wireless system, video-refereeing system). The transportation must arrive on site according to defined schedule.
- **the Organising Committee has to ensure with the hotel managements that breakfast is served according to the schedule of competitions!**

Accommodation

- the official of the Organising Committee in charge of this task must ensure that all the participants are adequately accommodated.
- the former will have negotiated special rates for the delegations beforehand.

Infrastructure and premises

The halls intended for competitions must have the following facilities :

- air conditioning to ensure that the temperature remains between **17 and 22 degrees**,
- non-blinding lighting for pistes and other areas in accordance with television standards,
- simple decor in good taste (flags of participating nations, lights, flowers...),
- cloakrooms, showers, bathrooms...,
- The installation of an adequate public address system to allow the **supplying of information simultaneously** to all people present **on the entire site of the competitions** (competition halls, cloakrooms, other rooms...).

The Organising Committee must secure the electrical needs (positioning, number, power, voltage, etc.) of the various service providers and presenters (results system and posting, video, wireless, etc.).

The European Championships must be organised using only materials and equipment approved (homologated) by the FIE, such as:

- fencing pistes,
- scoring machines and reels,
- video-refereeing equipment,
- equipment for weapon control.

Competition halls

The EFC proposes several layouts of the competition site, depending on the number of fencers entered:

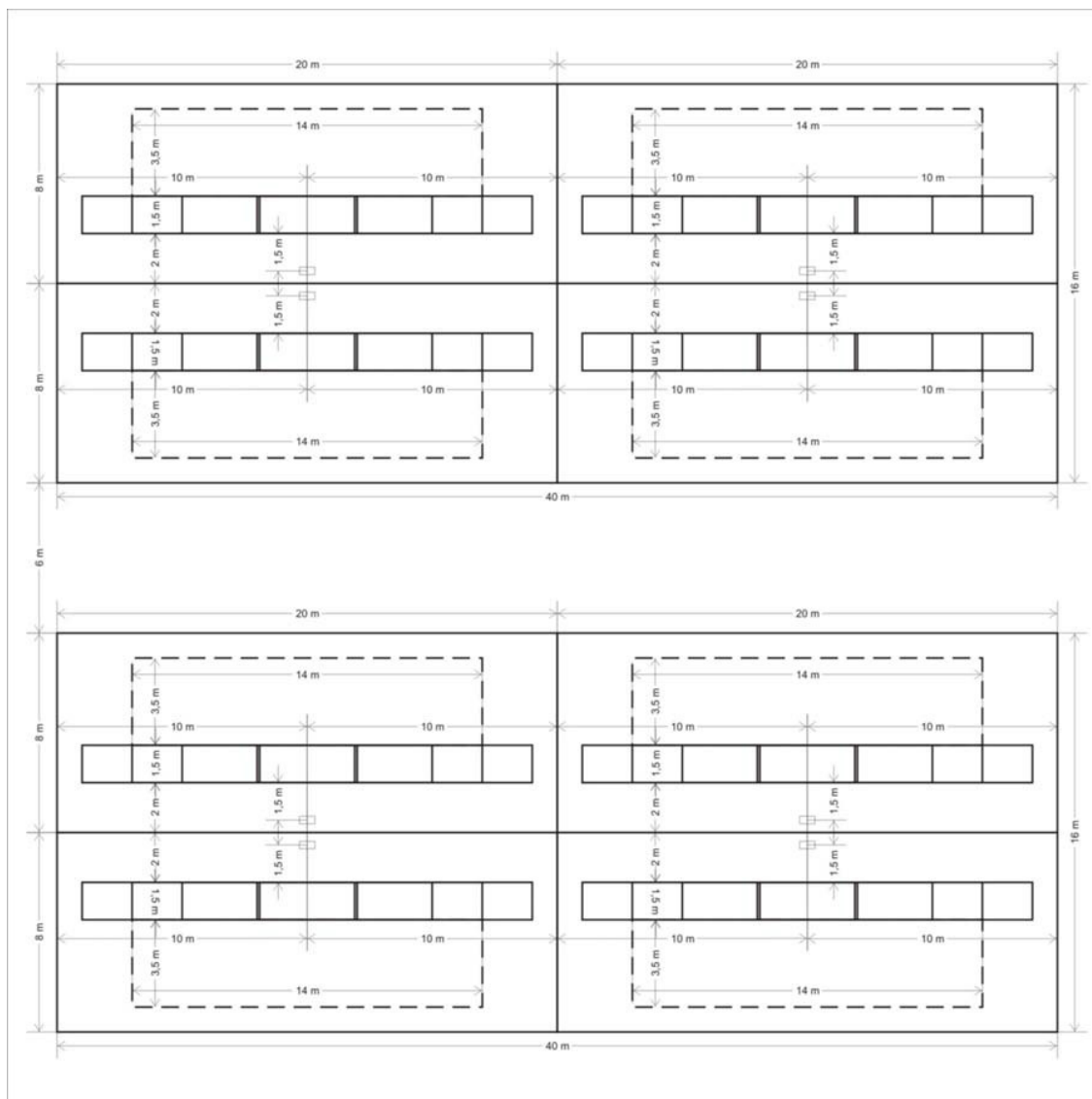
The round of pools and the preliminary tables phase will take place on 8 pistes or more (depending on the number of fencers entered). From the final table of 64, the competition may take place on 8 pistes for non conventional weapons, but preferably on 4 pistes. From the table of 32, the competition must take place on only 4 pistes. **These requirements are mandatory only for Senior Championships.**

The possible site configurations are as follows:

- 1 hall with 5 coloured pistes, (piste for the final in the centre) + some other pistes

Direct elimination matches (128, 64, 31, 16) must begin as soon as pistes are free. The actual starting times must respect the posted schedule and allow for the minimum delay between matches.

Typical set up of installation of pistes as proposed by the FIE:



Other important requirements:

- The placement and colour of the pistes must be respected rigorously,
- each piste must be equipped with one scoring machine and 2 reels, all corresponding to FIE standards,
- a zone equipped with chairs for the fencers during the poule fencing must be provided at each end of the pistes, outside the bout area,
- the referee zone must measure at least 3,50m,
- the pistes must be numbered,
- one or two medical stations, with trained personnel, must be provided,
- a security service must ensure smooth circulation of people and check that only competing fencers and referees are inside the bout area,

- an electronic scoring board or big plasma screens for each piste is necessary, with two sides if tiers of seats are located on both sides, indicating the names and nationalities of the fencers, the score, the rounds, the cards, the time, and the priority.
- an electronic scoring board or big plasma screens indicating the matches and timetable of the table of 32, even the table of 64. Exceptionally, the posting of the fencer's and team's names on printed cards will be allowed.
- spare scoring hit apparatuses with reels must be arranged.
- a fixture for the video-refereeing camera (outside of the bout area whenever possible) which must be on the referee's side.
- a video refereeing station situated on the referee's side.
- signal boxes may be accepted exceptionally instead of electronic score boards.
- for team events, a zone equipped with chairs and reserved for the fencers and their coaches, must be set at each end of the piste, outside of the bouts area. **It is strongly recommended to install the mentioned zone from the very beginning of the championships in such a way that the same boxes are used for both individual and team events.**
- all fencing areas must be surrounded by fences.

Additional zones with tables and chairs will be set up for :

- the representatives of the Directoire Technique (DT)
- medical services
- the FIE Refereeing Delegate
- the running of the scoring boards
- the press

For these competitions, a call room is mandatory from the table of 32 (or in some cases except Senior Championships from the table of 16). It can be located inside the competition hall but must be clearly sectioned off and its access controlled. It must contain an area for the control of weapons as well as chairs for the waiting fencers and referees. The call room must also have sufficient space to equip the athletes with a wireless system if such a system is used in the championship.

Preferably, this call room should be located next to the area of 4 coloured pistes neighbouring with the DT and referee areas and must be at least 120 m².

Access:

- DT, referee delegate and referees
- technicians from the service providers of the championships and the OC
- enrolled fencers and their coaches (one coach per athlete)

For final piste the following extra requirements are mandatory:

- **1 single piste :**

- 1,50 m to 2 m in width.
- 18 m in length.
- on a podium raised 30 to 50 cm with the necessary secondary safety features on the sides and at the end of the piste (a suitable slope).
- this hall must contain spectator seats to welcome the expected number of spectators.
- an adequate installation of extension lights will be settled to ensure a good view for the referee and the public and to provide good conditions for television.

an electronic score board indicating the bouts of the table of 8 and their schedule, large enough to be read by the last rows of the public, which can, in the U23, junior and cadet championships, be replaced by big plasma screens or large printed cards posted near the stands.

- a wireless microphone for the referee
- a wireless microphone for the speaker
- the playing of national anthems and background music
- a mechanism for hoisting the 4 flags of the nations represented on the podium or other relevant system for that purpose
- an area which is close but independent of the finals hall, for fencers to warm up while waiting for their match

- the EFC /and for the senior and Junior Championships, also the FIE/ flag and the flag of the organiser's country, surrounded by the flags of all the participating countries
- carpeting, floral arrangements if appropriate

Training arrangement:

One or several specific halls, including :

- pistes to be used by fencers participating in the Championships;
- each piste must be equipped with the required signalling equipment.
- this or these halls will only be accessible to the delegations.
- a security service will control its access.

Access:

- fencers
- coaches
- chiefs of delegation
- EFC and DT

Rooms for initial control of weapons and equipment

- a large room to welcome the fencers and allow the storage of equipment to be checked.
- sufficient space, possibly in a room adjacent to the welcoming area, with the necessary equipment to check weapons and equipment, in accordance with FIE norms. This room must be operational and open 18 hours before the beginning of the event.
- control stations for the weapons during different stages of the competitions are to be installed under management of designated SEMI delegate.

Access

- authorised staff
- SEMI delegate

Weapon and equipment control

Fencers equipment and materials must adhere to the regulations set forth by the FIE Rules. All weapons and/or material that do not meet the standards will be refused.

The procedure of verification and of controls is fully in competence of the SEMI delegate at given competitions, who is giving all detailed instructions.

The organiser must nominate a person to be in charge of the equipment control as well as personnel large enough for ensuring all operations as defined by SEMI delegate. This control must take place in three stages during the competition, to comply with the FIE Rules as follows:

- general weapon control before the competition.
- verification by the referee during the pools and preliminary rounds of direct elimination.
- further verification in the call room

Zone for posting of results

Large notice boards must be set up in a space large enough to allow an easy consultation for a large number of persons. Several of these spaces should be put in place. The Organising Committee are to appoint and train the necessary personnel for posting results and information for the participants with the speed and accuracy needed for good competition management.

Rooms for medical services

At championships space for the following medical and anti-doping services must be provided:

- 1 room to accommodate the **First Aid Station**.
- 1 **room for anti-doping control** (applicable only for juniors and seniors), incorporating a waiting room and adjoining toilets (ladies and gentlemen).
- appropriate space for the medical team of the organiser near the piste areas to allow swift interventions.

The **medical handbook of specifications** is to be consulted on the FIE Internet Website and must be followed without exception.

An anti-doping control must be arranged in accordance with the article 5.6.1 of the Anti-Doping Rules of the FIE.

The doping control kits must comply with the host nation's anti-doping commission's rules.

Other rooms and spaces

- 1 workshop for weapon repair, containing two work benches with vices and necessary tools for assembling weapons. This workshop should be accessible to the delegations before the competition, and throughout its duration.
- 1 break room for the referees with refreshments and snacks available, as well as armchairs and a large table, and at least one computer linked to Internet.

Video-refereeing, wireless system and transparent mask

Junior Zone Championships:

- Transparent masks and wireless system are optional. Transparent masks are temporarily forbidden in foil and epee.
- The use of video-refereeing is mandatory, as defined in article t.42.3 of the Technical Rules of the FIE.

Senior Zone Championships:

- Transparent masks and wireless system are optional. Transparent masks are temporarily forbidden in foil and epee.

- The use of video-refereeing is mandatory, as defined in article t.42.3 of the Technical Rules of the FIE.

Office (or reserved location) for the Directoire Technique

- preferably, the DT is to be situated in the competition hall, if possible in direct contact with the call room and referee's room, allowing optimal cooperation of these three main actors.
- minimum surface : 30 m².
- at least 3 tables of 2 m in length with chairs.
- 1 or several computers to run the competition with 1 or several printers (laser, if possible).
- 1 computer with printer, containing word-processing and calculation/table software (such as Excel).
- spare materials in case of technical emergencies (printer, computer, ink cartridges, etc.)
- several accesses to internet for DT members and the Refereeing Delegate.
- 1 fast photocopier with sorting and stapling capacity.
- 1 telephone and 1 photocopy machine on site.
- 1 microphone to supply information to the entire venue of the competition.
- workplaces for all the DT members
- 1 workplace reserved for the Refereeing Delegate.
- all services important for the running competitions, including the DT, the Referee delegate, the SEMI-delegate, the medical delegate and the technical services, must be equipped with good-quality walkie-talkies and/or local call limited GSM among them

Specialised staff:

- the DT will be composed as specified in articles for the relevant category of Championships hereafter
- computer operators specialised in the software program used for the on-venue results system.

Other staff:

- 2 persons/volunteers available for archiving and posting the results, the composition of the pools, the direct elimination tables, rankings, notices etc. on the notice boards at the designated information points.

One information point for results must be close to the DT location.

The DT must provide and upload the results in XML format to the relevant FIE and/or EFC web addresses and the whole file of the competition in PDF format no later than one hour after the end of the competition when possible.

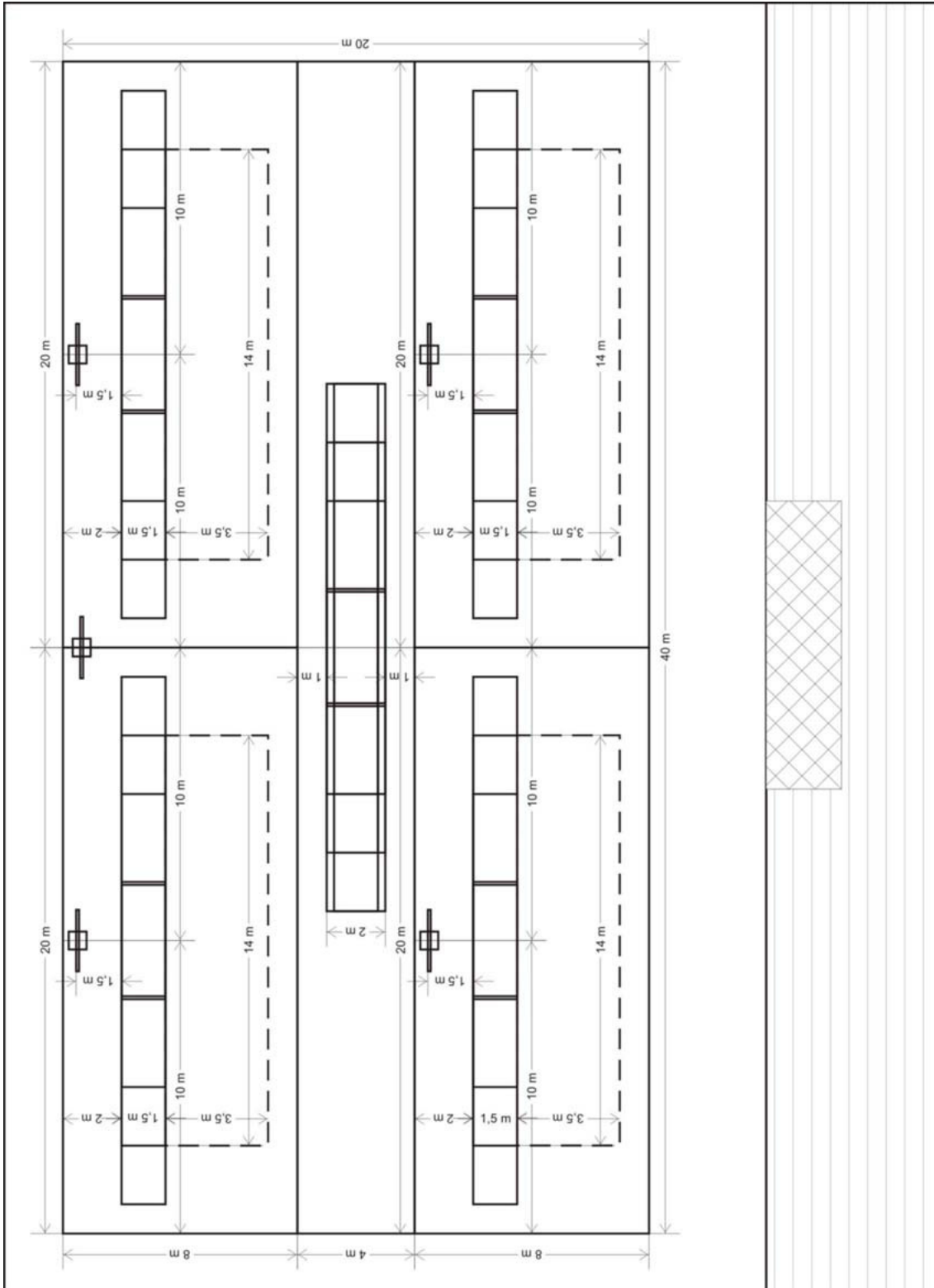
For the allocation of colours and numbers of the pistes from the 64 tables as well as for elimination team matches, it is recommended to respect the following order:

- blue piste
- yellow piste
- green piste
- red piste
- piste 5
- piste 6
- piste 7
- piste 8

Access

- members of the DT
- assigned staff
- heads of delegations

FIE proposed set up of installation of coloured and final pistes:



Competitions

They will include:

- a meeting of the referees either the day before the beginning of the events or possibly in the morning before the start of the first competitions.
- a meeting of the DT the day before the beginning of the events.
- for Senior Championships 6 days of competitions
- for joined Junior and Cadets Championships, 10 days of competitions where 3 days of two individuals per day are followed by 2 days of team events with three weapon per day
- for U23 Championships 5 days of competitions, where 3 days of two individuals per day are followed by 2 days of team events with three weapon per day
- opening ceremonies before the first final;
- closing ceremonies after the last final.

The schedule of competitions, defining the division of events into each day, should respect the following principles:

- each day must have one women's event and one men's event in another weapon;
- one conventional weapon should be associated to a non-conventional weapon when possible.

The detailed time schedule for each day is the responsibility of the DT together with the EFC Technical Director and no such information, including starting times for the different events, may be published without prior consent from these bodies. Any arrangement concerning the detailed time schedules, such as direct broadcasting of the finals, must be made in close collaboration between the organiser and the DT/EFC Technical Director.

With the entries closed according to the deadlines provided by the relevant FIE and/or EFC rules the Directoire Technique must download the list of entered fencers (who according to the FIE rules are considered to be present), and publish them, sorted by country and by initial ranking, at the latest at 12:00 am the day before the competition.

The DT must publish the composition of each pool, the formula and the schedule of the competition for the next day at 04:00 pm.

There are no exempted fencers in European Championships.

Formula of competitions:

- a) no exempted fencers
 - b) use of the FIE ranking for the individual and team events (in particular articles o.45, o.46 and o.47 of the Organisation Rules)
 - c) 1 round of pools to eliminate 20 to 30 % of fencers, then direct elimination table
 - d) two medals for the third place in the individual competitions
- The points of all Senior Zonal Championships are taken into account in the FIE official ranking on August 31st.
- The points of all Junior Zonal Championships are taken into account in the FIE official ranking when the last Junior Championships has been held.

Running of a final

1. presentation of the finalists :

- announcement of their respective sporting achievements (their 1 best highest result)
- they must be **dressed in fencing clothes "ready to fence" with zippers closed etc, with a weapon in their hand**. They must salute the public, bell to the chin.

The sporting achievements will have been collected beforehand.

2. presentation of referees.

Fencers and referees will have been instructed beforehand about the introduction ceremony and the etiquette process relating to the prize-giving ceremony.

3. the bouts must begin immediately after the presentation.

The fencers must present themselves fully dressed, with their weapons checked.

4. **the final bout will take place 10 minutes** after the last semi-final, if there is only one final. If 2 finals are presented in the same evening, the 4 semi-finals will be fenced one after the other, followed without pause by the 2 finals.

5. the prizes must be awarded quickly after the final bout.

- the following must be ready or prepared as quickly as possible :

- the podium.
- the medals, cups and trophies.
- the national flags of the finalists ready for hoisting at base of the mast.
- the national anthem of the winner.
- the officials scheduled to award the prizes should be alerted beforehand and will be led from the stand of honour to the podium by a hostess.
- the security personnel must ensure that the piste is not invaded by the public.
- as their places are announced, the finalists, previously informed, must arrive in **official track-suits**, without weapons, on the podium.

Medals at Zonal Championships

The diploma and gold medal of the FIE are awarded to the junior and senior winner of the individual Zonal Championships (big medal) and to the winning Senior Zonal Team Championships (a small medal to each member of the team).

The Organizing Committee provides special medals for the winners of the events (one medal for the individual winner, and one medal for each member of the winning team), as well as special medals in silver, or silver-plated bronze, and bronze for the 2nd and 3rd places.

The EFC provides special medals for personal coaches of medallists in individual events.

The EFC General Secretary has the task of Chief of Protocol and is responsible for applying the protocol for designating the prize awarders in the FIE Administrative Rules.

The scoring staff

Each fencing area (one piste) must have 2 persons wearing a simple uniform (T-shirt and trousers):

- 1 timekeeper to use the remote.
- 1 person to look after the pool or bout sheet, to be signed by the Referee, the fencers or the team captains.

Both of these people must be:

- trained for the task
- punctual

Specific rules for Zone Championships by categories of age

A. Seniors

Participation

The participation to Zone Championships competitions is determined by article o.9.4.2 of the FIE Administrative Rules.

- a) entries of fencers and teams on the FIE Internet (article o.54 of the Organisation Rules)
- b) for individual competitions of Senior Zonal Championships, maximum 4 fencers per country and per weapon
- c) 1 team (composed of three fencers with or without reserve) per weapon and per country

Entries

The entries of fencers are to be made by National Federations, **via the FIE website in accordance with article o.54 of the FIE Rules.**

Entry fees

The amounts of the entry fees for the Zonal Championships are determined by the Confederation as follows:

The maximum entry fee for individual events is EUR 60.

The maximum entry fee for individual event is EUR 400.

Recommended number of pistes for European Senior Championships: 22

1. DESIGNATION AND EXPENSES

1.1 OFFICIALS

According to financial arrangements stipulated in Chapter 7 and Officials designation stipulated in Chapter 9.4.6 of the Administrative Rules of the FIE, the following officials are designated by the FIE and reimbursed by the Organising Committee:

- the President of the Directoire Technique, who also acts as observer of the FIE;
- 1 delegate of the FIE Refereeing Commission.
For Senior European Championships, the delegate of the Refereeing Commission must come from another continent than the organising country. In case of "force majeure" the FIE may designate a delegate from the same continent as the organising country.

According to financial arrangements stipulated in article 5 and 8 of the Rules for competitions and European Championships, the following officials are designated by the EFC and reimbursed by the Organising Committee :

- At least 2 members of the Directoire Technique, one position is reserved for a representative of the organising country.
- 1 EFC SEMI Delegate
- 1 EFC Medical delegate

Furthermore, the organiser must invite the following officials:

- The President of the EFC
- The Secretary General of the EFC (Chief of protocol)

The expenses of the EFC Technical Director (TD), who is member of the Directoire Technique *ex officio*, are covered by the EFC if not offered by the Organising Committee.

1.2 REFEREES

For Senior European Championships, the EFC will first communicate the required number of referees and a proposal for referee designation to the FIE, then the referees will be proposed to the FIE Executive Committee by the FIE Refereeing Commission, according to the following criteria :

- one referee per country;
- priority given to the referees coming from the same continent as the organising country.

All the Referees nominated for the European Championships competitions must attend the refereeing meetings to be held the day before or the morning of the competitions. The Organising Committee is responsible for the administrative and logistical organisation of these meetings.

The expenses related to presence of referees are to be covered by participating delegations if no other resources are available for the Organising Committee.

An FIE delegate is designated by the FIE president, at the FIE's expense.

B. Under 23

Participation

The participation to Under 23 Zone Championship competitions is determined as follows

- entries of fencers for individual competitions on the EFC Internet
- for individual competitions of Under 23 Zonal Championships, maximum 4 fencers per country and per weapon
- 1 team (composed of three fencers with or without reserve) per weapon and per country

Entries

The entries of fencers and teams are to be made by National Federations, **via the EFC website**.

Entry fees

The amounts of the entry fees for the Zonal Championships are determined by the Confederation as follows:

The maximum entry fee for individual events is EUR 60.

The maximum entry fee for individual event is EUR 400.

1. DESIGNATION AND EXPENSES

1.1 OFFICIALS

According to financial arrangements stipulated in article 5 and 8 of the EFC Rules for competitions and European Championships, the following officials are designated by the EFC and reimbursed by the Organising Committee :

- 3 members of the Directoire Technique (including EFC TD), one position is reserved for a representative of the organising country.
- 1 delegate of the EFC Refereeing Commission
- 1 delegate of the EFC SEMI Commission
- 1 delegate of the EFC Medical Commission

Furthermore, the organiser must invite the following officials:

- The President of the EFC
- The Secretary General of the EFC (Chief of protocol)

The expenses of the EFC Technical Director, who is member of the Directoire Technique *ex officio*, are covered by the EFC.

1.2 REFEREES

For U23 Zone Championships, the EFC Commission of referees designates upon the required number of referees and a proposal for available referee from national federations the referees, according to the following criteria :

- principally one referee per country;
- as much as 8 referees should be provided by the organising federation country.

All the Referees nominated for the Zone Championships competitions must attend the refereeing meetings to be held the day before or the morning of the competitions. The Organising Committee is responsible for the administrative and logistical organisation of these meetings.

The expenses related to presence of referees are to be covered by participating delegations if no other resources are available for the Organising Committee.

Recommended number of pistes for European U23 Championships: 18

C. Juniors

Participation

The participation to individual Junior Zone Championship competitions is determined by article o.9.4.2 of the FIE Administrative Rules.

- a) entries of fencers for individual competitions on the FIE Internet (article o.54 of the Organisation Rules)
- b) for individual competitions of Junior Zonal Championships, maximum 4 fencers per country and per weapon

The participation to team Junior Zone Championship competitions is determined as follows:

- a) entries of fencers and teams on the EFC web site/optionally can be used also FIE site
- b) 1 team (composed of three fencers with or without reserve) per weapon and per country

Entry fees

The amounts of the entry fees for the Zonal Championships are determined by the Confederation as follows:

The maximum entry fee for individual events is EUR 60.
The maximum entry fee for team event is EUR 400.

1. DESIGNATION AND EXPENSES

1.1 OFFICIALS

According to financial arrangements stipulated in Chapter 7 and Officials designation stipulated in Chapter 9.4.6 of the Administrative Rules of the FIE, the following officials are designated by the FIE and reimbursed by the Organising Committee:

- the President of the Directoire Technique, who also acts as observer;
- 1 delegate of the FIE Refereeing Commission.

For Junior Zone Championships, the delegate of the Refereeing Commission may come from the same continent as the organising country.

According to financial arrangements stipulated in article 5 and 8 of the Rules for competitions and European Championships, the following officials are designated by the EFC and reimbursed by the Organising Committee :

- At least 3 members of the Directoire Technique (according to the decision of the EFC Executive committee, including EFC TD), one position is reserved for a representative of the organising country.
- 1 delegate of the EFC SEMI Commission
- 1 delegate of the EFC Medical Commission

Furthermore, the organiser must invite the following officials:

- The President of the EFC
- The Secretary General of the EFC (Chief of protocol)

The expenses of the EFC Technical Director, who is member of the Directoire Technique *ex officio*, are covered by the EFC.

1.2 REFEREES

For Junior Zone Championships, the confederation will first communicate the required number of referees and a proposal for referee designation to the FIE, then the referees will be proposed to the FIE Executive Committee by the FIE Refereeing Commission, according to the following criteria :

- one referee per country;
- priority given to the referees coming from the same continent as the organising country.

All the Referees nominated for the Zone Championships competitions must attend the refereeing meetings to be held the day before or the morning of the competitions. The Organising Committee is responsible for the administrative and logistical organisation of these meetings.

The expenses related to presence of referees are to be covered by participating delegations if no other resources are available for the Organising Committee.

Recommended number of pistes for European Junior Championships: 18

D. Cadets

Participation

The participation to cadet Zone Championship competitions is determined as follows:

- a) for individual competitions of Cadet Zonal Championships, maximum 4 fencers per country and per weapon
- b) 1 team (composed of three fencers with or without reserve) per weapon and per country

Entries

The entries of fencers and teams are to be made by National Federations, **via the EFC website.**

Entry fees

The amounts of the entry fees for the Zonal Championships are determined by the Confederation as follows:

The maximum entry fee for individual events is EUR 60.

The maximum entry fee for individual event is EUR 400.

1. DESIGNATION AND EXPENSES

1.1 OFFICIALS

According to financial arrangements stipulated in article 5 and 8 of the Rules for competitions

and European Championships , the following officials are designated by the EFC and reimbursed by the Organising Committee :

- At least 3 members of the Directoire Technique (according to the decision of the EFC Executive Committee), one position is reserved for a representative of the organising country.
- 1 delegate of the EFC Refereeing Commission
- 1 delegate of the EFC SEMI Commission
- 1 delegate of the EFC Medical Commission

Furthermore, the organiser must invite the following officials:

- The President of the EFC
- The Secretary General of the EFC (Chief of protocol)

The expenses of the EFC Technical Director, who is member of the Directoire Technique *ex officio*, are covered by the EFC.

1.2 REFEREES

For Cadets Zone Championships, the EFC Commission of referees designates upon the required number of referees and a proposal for available referee from national federations the referees, according to the following criteria :

- principally one referee per country;
- as much as 8 referees should be provided by the organising federation country.

All the Referees nominated for the Zone Championships competitions must attend the refereeing meetings to be held the day before or the morning of the competitions. The Organising Committee is responsible for the administrative and logistical organisation of these meetings.

The expenses related to presence of referees are to be covered by participating delegations if no other resources are available for the Organising Committee.

Recommended number of pistes for European cadets championships: 22

Note: in case of joined cadet and Junior Championships the indication for cadets has to be followed.

For smooth running of competitions T32 phase of competitions can be done using 8 pistes.

ANNEX 1

Standard commitment letter for the respect of the handbook of regulations

I undersigned,.....

Representative of the organising federation of

Certify having full knowledge of the handbooks of regulations for the organisation of the veterans, senior, U23, junior and cadet European championships of the EFC and I am committed, to respect and to apply in its entirety these specifications.

Place, date

Family name, first name and signature

Annex 2

(Here cited text is copy of original FIE rules)

Applicable at senior zonal Championships

PUBLICITY - PROMOTION – PARTNERSHIPS

The organiser formally accepts the responsibility of promoting fencing at a local, national and international level, by all forms of media, and particularly through television.

This action, of utmost importance for our sport, will be lead in close collaboration with the Marketing Manager and the Communication Manager of the FIE.

Communication: press

The FIE Communication Manager is responsible for all matters with regard to communication.

The organiser has to submit a detailed communication plan, if any, for approval to the FIE Communication Manager at least 6 months prior to the event. Single measures have to be submitted to and approved by the FIE Communication Manager in due time.

Any agreements and contracts concluded with various media will have to take account of the FIE existing commitments and must be submitted for approval to the FIE and Marketing and Communication Manager before any signature.

A specific handbook “Communication”, in appendix, specifies all measures to be taken to facilitate the task of the professionals involved.

Marketing: partners and sponsors

The FIE owns all the marketing/sponsorships rights of any FIE zonal championships. The FIE usually grants rights to the federation hosting the event.

The agreements and contracts to be concluded with various partners will have to take account of the FIE strategy and existing commitments. Therefore these documents must be submitted to the FIE and the Marketing Manager of the FIE for approval in due time and before any signature.

In any case, a priority is given to the FIE partners to allow the federation to promote its events and partners at an international level wherever and whenever it is possible.

Consequently, the FIE must be able propose to any international potential partners to expose their brand at a global scale without any territory restrictions.

A contract granting exclusive rights to a national partner on a given territory and for a given product category may be accepted by the FIE on request.

Following on the attribution of an event, a specific agreement on “Sponsorships” must be signed by both the organizing federation and the FIE. This contract will strictly bind the organizing federation with his duties and responsibilities to deliver all FIE and sponsors’ requirements in due time and for the duration of the event. The contribution from FIE’s sponsorships revenue to the event, if any, will only be attributed if the duties and obligations of the organizing federation have been entirely fulfilled.

All sponsorship projects and proposals must be submitted to the FIE Marketing Manager for approval at least 3 months before the start of the event. Any agreement or contract on marketing or sponsorship must NOT be signed without prior FIE approval.

All FIE recognition marks and branded materials must be submitted to the FIE for approval at least 3 months before the start of the competition.

A specific handbook « Marketing », in appendix, specifies all the measures to be taken to facilitate the task of the professionals involved.

TV/ radio and digital media

The FIE owns all the TV/Digital and Radio rights of any FIE zonal championship. The FIE usually grants rights to the federation hosting the event.

The FIE TV Rights Manager is responsible for all matters with regard to Radio, TV and Digital Media Rights.

Regarding TV Production, the TV Producer must be approved by the FIE at least 3 months before the event.

The agreements and contracts to be concluded with various media will have to take account of the FIE strategy and existing commitments. Therefore, these documents must be submitted to the FIE and the TV Rights Manager of the FIE for approval in due time and before any signature.

In any case, a priority is given to the FIE partners to allow the federation to promote its events and partners at an international level wherever and whenever it is possible.

Consequently, the FIE must be able propose to any international potential broadcasters to distribute the international TV signal or “Clean Feed” at a global scale without any territory restrictions. The same rule applies to Digital Media including webcasting of the event by any professional’s means.

A contract granting exclusive rights to a national host broadcaster or webcaster on a specific territory may be accepted by the FIE on request.

A specific handbook « TV/Radio and Digital Media », in appendix, specifies all the measures to be taken to facilitate the task of the professionals involved.

Additional com – marketing & TV efforts

BRANDING

FIE Logo, banners and flag

- The FIE logo: respect of the « Charte Graphique », which will be forwarded by the FIE office on request.
- The FIE banners: identification details of the FIE banners will be forwarded by the FIE head-office on request. The FIE will bear shipping or production costs after budget approval.
- The FIE flag: hoisted or hung in the competition hall.
- Logo of the Zonal Championships: is a co-branded logo integrating the organiser’s or the national federation logo. This co-branded product is based on a FIE template which will be forwarded by the FIE office on request. This logo is reproduced on posters, clothing and other supports which will be created by the organiser.

These products will be submitted to the FIE Marketing Manager for approval before it is made public and at least 6 months before the event.

Posters

The posters, created by the organizer, will be distributed in the country host but also to all the participating federations.

Brochure “official programme”

- Edition of a booklet in the language of the organizing country.
- Contents:
 - the schedule of events
 - winners of previous editions
 - advertising spaces including FIE partners logo
 - others...

Publicity on fencers

Except for the possible mask sticker, the publicity on fencers is subject to the FIE Publicity Code.

Indoor and outdoor indication

Streamers of significant size, specifying in the language of the organizing country, "20.... Fencing ... [Zonal] Championships", will be placed:

- outside, above the entrance for the public
- inside, in the competition hall
- inside, in the final hall