



European Fencing Confederation

Handbook of regulations for European Championships

Version v.15 March 2024
Approved by EFC Executive Committee

General Assumptions:

- 1) The Zone Championships are our sport's display-window within each confederation.**
- 2) These competitions must, therefore, be perfectly organised and standardised with a pre-established schedule, and equipment similar to that used for the World Championships.**
- 3) For this reason the conditions described in this handbook of specifications are mandatory.**
- 4) EFC competitions are principally regulated by FIE Rules in force, including the disciplinary rules.**
- 5) This Handbook of regulations is available at www.eurofencing.info**

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I. ADMINISTRATIVE AND LOGISTICAL OBLIGATIONS

1. Deadline for the candidature dossier

A candidacy request (see Annex 1), sent by the National federation, must reach the EFC head 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.

The dossier with candidature should be accompanied by documents Application form (Annex 3), Budget (Annex 4) and Action_plan (Annex 5). Deadlines are specified in the Application form.

2. 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 3 EFC delegate(s) to review on the spot the file and the venues. Split of delegates on different dates can be envisaged.

3. Written commitment

See the document at:

<https://www.eurofencing.info/getFile/case:show/id:480511> page 27

4. 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.

5. Accreditation

- a) Room space necessary for holding of accreditation service: minimum of 50 square meters.

- b) Necessary technical support (number of printers. Photo cameras).
- c) Indication of requested sizes of accreditations (samples, access zones).
- d) Accreditation office working hours.
- e) Rules and principles of getting accreditations: FIE defined principles are adopted also for EFC Championships, where accreditation cards (AC) are issued for delegations under conditions as follows:
 - Any AC for athlete is personal with photo of the person.
 - Personal ACs are issued for officials of delegations with concerned NOC indication (National Olympic Code). The number of cards is proportional by 100% to the number of participants in individual competitions.
 - Besides quota for officials, President and General Secretary of concerned delegation present at Championships are entitled to obtain their personal AC.

6. Transportation

- a) Shuttle buses will be provided between the official hotels and the venue of the competition
- b) The official hotels and train stations/airports, according to the arrival times stated by the delegations.
- c) 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.
- d) A specific transportation service must be provided for the technical personnel of the competitions (competition management, pistes and signs, electronic posting, wireless system, video-refereeing system, officials and referees of the Championships). The transportation must arrive on-site according to the defined schedule for each group.
- e) **The Organising Committee has to ensure with the hotel management that breakfast is served according to the schedule of competitions!**
- f) Maximum time of a bus drive 30 min.
- g) In official hotels information about transport must be published.
- h) A special arrangement of transfer from and to airport/railway station/bus station (what is appropriate) must be ensured for designated officials and referees of the Championships.

7. Accommodation

- a) The official of the Organising Committee in charge of this task must ensure that all the participants are adequately accommodated.
- b) The former will have negotiated special rates for the delegations beforehand.
- c) **All officials including referees must be accommodated in single bedrooms.**

8. Infrastructure and premises

- a) 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 by following television standards,
 - simple decor in good taste (flags of participating nations, lights, flowers...),

- cloakrooms, showers, bathroom (appropriately to the number of participants)
 - 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).
- b) 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.), according to conditions of fencing equipment suppliers. Same request refers to EFC officials, EFC General Secretary's and EFC President's offices where power plugs and internet connection must be available, ensuring appropriate speed of internet connection.
- c) **The European Championships must be organised using only materials and equipment approved (homologated) by the FIE, such as:**
- fencing pistes,
 - scoring machines and reels
 - fencing competitions management software
 - video-refereeing equipment and software
 - equipment for weapon control

9. Competition halls

- a) The EFC proposes several layouts of the competition site, depending on the number of fencers entered:
- b) The round of pools and the phase of the preliminary table will take place on the number of pistes depending on the number of fencers entered. For more details go to the chapter II. Specific rules for Zone Championships by categories of age. From the table of 32, the competition should **principally** take place on only 4 pistes. **These requirements are mandatory only for Senior Championships.**

- c) The possible site configurations are as follows:

- 1 hall with 4 coloured pistes and Podium, (piste for the final in the centre) + 4 other pistes + some other adjoining pistes

The placement and colour of the pistes must be respected rigorously.

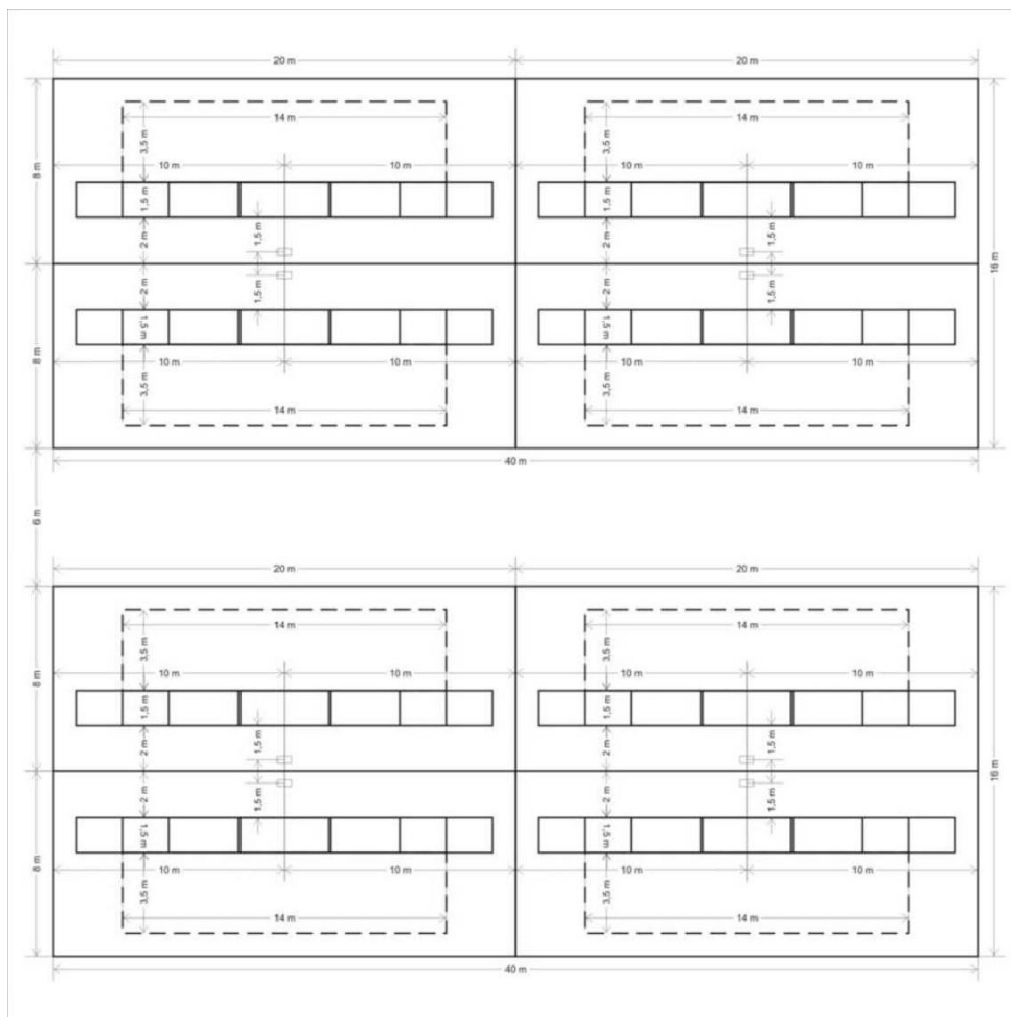
Direct elimination matches (128, 64, 31, 16) must begin as soon as pistes are free. The actual starting times must respect the posted schedule and allow for the minimum delay between matches.

- d) Adjoining pistes
- at least 5 to 8 pistes or more.
 - these pistes, mounted on a soft surface, can be spread across several halls as long as they are near one to another and in the same site;
 - each piste must be equipped with one signal box and 2 reels, all corresponding to FIE standards;
 - a zone equipped with chairs for the fencers must be provided at each end of the pistes, outside the bout area;
 - a security service must ensure smooth circulation of people and check that only competing fencers and referees are inside the bout area;

Accessibility

This or these halls must be accessible to all (public, fencers, coaches, officials...).

e) Typical set up of installation of pistes (minimum requirements) as proposed by the FIE:



f) **Other important requirements:**

- Seating of spectators. In order to facilitate their presence as many as possible seats for spectators should be made available in the preliminary competitions hall and also in direct elimination and final halls.
- 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 – team boxes for the fencers during the round of pools fencing must be provided at each end of the pistes, if possible outside the bouts area.
- The referee zone must measure at least 3,50m.
- The pistes must be numbered.
- One or more medical stations, with trained personnel, must be provided, according to the number of venues and number of installed pistes.
- 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.

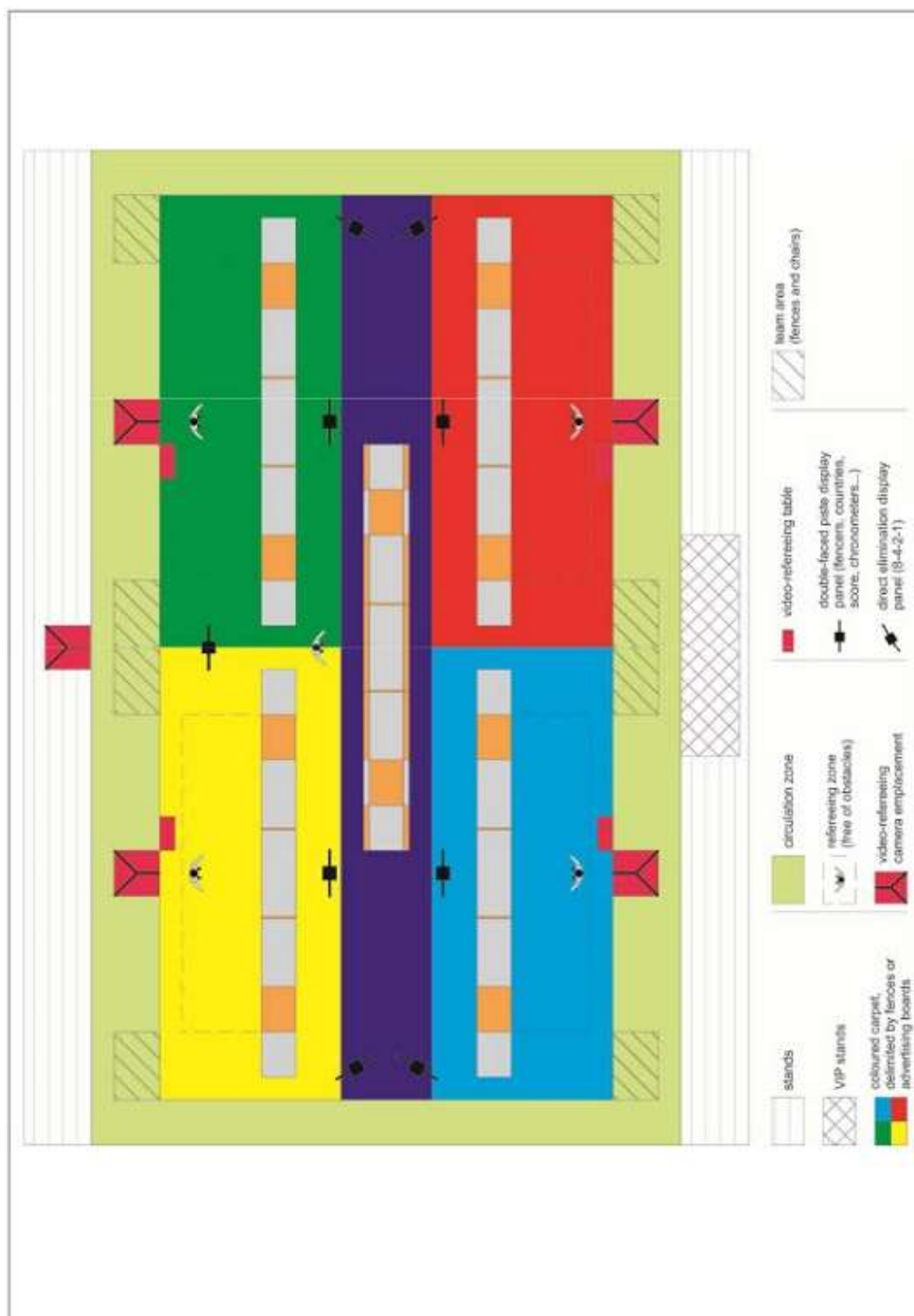
- Spare scoring hit apparatuses with reels must be arranged.
- A fixture for the video-refereeing camera (outside of the bout area whenever possible) which must be on the referee's side.
- A video refereeing station situated on the referee's side.
- Signal boxes may be accepted exceptionally instead 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. (Not only formally!)

- 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 final piste the following extra requirements are mandatory:

- **1 single piste:** 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 location for the video-refereeing camera (outside of the bouting area), always situated on the referee's side.
 - the refereeing zone will be at least 4 meters large
 - a wireless microphone for the referee;
 - a wireless microphone for the speaker;
 - a microphone for the Directoire Technique.
 - 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;
 - medical services with a First Aid Station.
 - carpeting, floral arrangements if appropriate.

Diagram of the direct elimination and finals halls according to FIE Handbook of Regulations, for Zone Championships



Technical drawing of a building floor plan. The overall dimensions are 20 m by 40 m. The plan is divided into four main rectangular sections by a central horizontal corridor (2 m wide) and a central vertical corridor (1 m wide). Each of the four main sections is 8 m wide and 20 m deep. The sections are further divided into smaller rectangular areas, with dimensions such as 10 m, 14 m, 3.5 m, 1.5 m, and 2 m indicated. A central horizontal corridor is 2 m wide. A central vertical corridor is 1 m wide. The drawing includes a north arrow pointing towards the top right. A scale bar is located at the bottom right, showing a distance of 10 m. The drawing is a technical drawing of a building floor plan, showing a rectangular layout with dimensions and internal divisions. The overall dimensions are 20 m by 40 m. The plan is divided into four main rectangular sections by a central horizontal corridor (2 m wide) and a central vertical corridor (1 m wide). Each of the four main sections is 8 m wide and 20 m deep. The sections are further divided into smaller rectangular areas, with dimensions such as 10 m, 14 m, 3.5 m, 1.5 m, and 2 m indicated. A central horizontal corridor is 2 m wide. A central vertical corridor is 1 m wide. The drawing includes a north arrow pointing towards the top right. A scale bar is located at the bottom right, showing a distance of 10 m.

Minimum 8 pistes equipped with the apparatus (minimum distance between the pistes is 1.5 m) if possible close to the competition hall or near of official hotels (training schedule, starting of work of the training hall - must be published on Championships website and information boards on the venue, in official hotels and in Information for delegations paper).

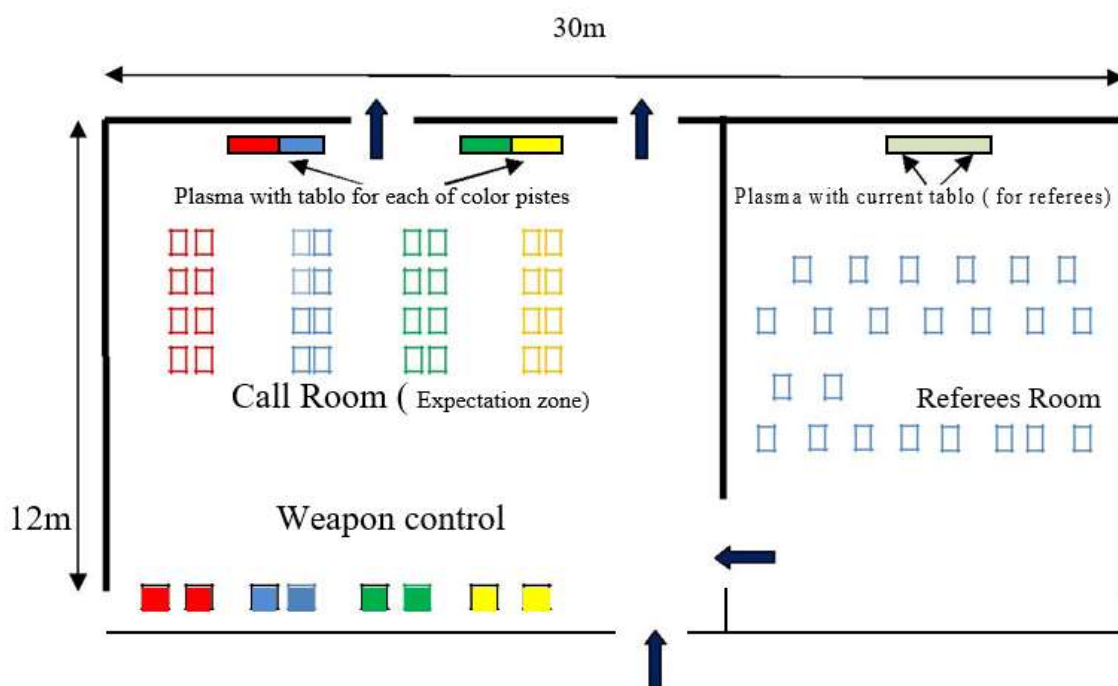
- Access:

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

10. Call Room and Referees room

- For all EFC Championships the presence of Call room is obligatory.**
- In the Championships the Call room at the latest from T16.
- However, it should be differentiated the use of Call room from using video refereeing, which can start independently, upon decision of the DT respecting good running of competitions. In the case of an FIE event, the FIE Rules apply.
- Call room area should be at least 120 m². large. Also should contain an entry of sportsmen and referees and also an exit towards video equipped zones of competitions. Preferably that exit should be situated in immediate proximity of video equipped pistes and Referees Room.

The scheme of a Call Room (typical)



- Technicians of control of the weapon and equipment - not less than 3 persons
- The persons responsible for the organisation work in CALL ROOM (Organizing committee)
- Delegate SEMI
- Member of DT
- The equipment of the Call Room:
 - Colour bags for equipment delivery in zones of carrying out of competitions - not less than 16 pcs:
 - 1.Red – 4 pieces

2. Dark blue – 4 pieces

3. Yellow - 4 pieces

4. Green – 4 pieces

- Testers for checking of electric equipment of fencers (weapons, body wires, electric jackets, masks, gloves)
 - A table for technicians - 4 pieces
 - Chairs for technicians - pieces
 - Chairs for fencers - not less than - 16 pieces
 - Chairs for volunteers - not less than -16 pieces
 - Colour floor covering (2m x 5m) 4 colours pieces - red, dark blue, yellow, green -Monitors for displaying information - not less than pieces 2
 - Handles, markers, a paper (Colour).
 - Potable water presence is obligatory
- f) For smooth procedure of collecting the equipment of fencers it is recommended to use volunteers waiting at concerned piste and take the equipment of the winner in an empty bag provided by his name and take it directly in Call room allowing having rest of fencer while the equipment is checked.
- g) After finished bouts the volunteers must collect the equipment of fencers and return it in the Call room where the fencers eliminated can pick up their materiel.

h) Equipment for Referees Room:

- Armchairs - chairs in quantity sufficient for rest of all designated referees and referees commission delegates:
 - The monitor for information - display – 1 or 2 pieces
 - The computer / internet WI-FI
 - Presence of soft drinks, tea, coffee. Light meals necessarily

i) Principles of the organisation of work in CALL ROOM and interactions with the Referees and DT

- For successful work observance of following principles of the organisation is necessary to divide whenever is possible the space in Call Room allocating necessary place for checking of the equipment of fencers and to have necessary space for installation of seats as waiting area of fencers before the beginning of matches.
- After the termination of fights preceding the use of Call room, all concerned fencers should deliver in Call Room their personal equipment (the equipment list should be specified in the information for Delegations) for monitoring procedure.
- Representative of DT should use the person responsible for Call Room, for informing representative of SEMI about time of the beginning of each match and appointed referees of those matches.
- After checking procedure the equipment of a fencer should be placed in colour bag, on colours corresponding to colour of each quarter T32.
- The fencer has the possibility to warm up prior his/her match out of Call room using for this purpose only the equipment not given for checking procedure.
- All equipment submitted to control should remain in Call Room. After end of match, the equipment submitted for control should be returned the fencer.
- For 15 minutes prior to the beginning of a match (in case of application of wireless system -

25 minutes), the fencer should arrive in Call Room and not leave it prior to the beginning of a math. In case of delay (absence) of the fencer, the referee (representative SEMI, DT) can apply sanctions according to rules EFC (FIE)

- Referees appointed for fights should check the conformity of equipment (a jacket, trousers, a plastron, a glove) according EFC/FIE rules
- At appointed time, volunteers should prepare and deliver bags with the equipment of fencers participating in bouts, in coloured zones according to given colour of piste. The order of participants leaving Call room is as follows: 2 volunteers, the referee (referees), 2 fencers.
- The fencers should leave Call Room completely ready dressed and equipped for starting bouts on the pistes (jacket closed, with a mask and the weapon).
- Volunteers should connect the fencers to wire or wireless system on the piste (upon possible instructions received from the supplier wireless system)
- Volunteers have to wait the end of the match on places defined by representative of DT, and bring back the equipment of fencers to Call Room.
- Before the beginning of finals, fencers should come in Call Room and submit their equipment for control according to indicated time specified in the document (Convocation), but in any way not later than 20 minutes and not later than 30 minutes in case of the use of wireless system.
- Number of staff? (volunters). Number of technicians? And also the necessary apparatus? *That should be defined by SEMI commission – who is competent in a matter.*
- Number of carrying bags (min 16).
- Number and equipment to be presented by an athlete for the control to Call Room? – *To be defined by SEMI.*
- **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)

11. Rooms for initial control of weapons and equipment

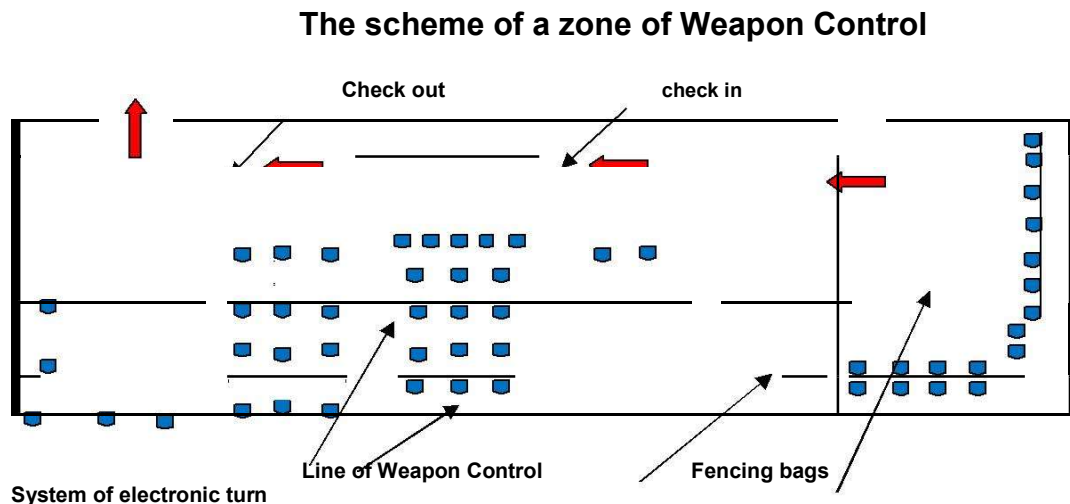
- a) a large room to welcome the fencers and allow the storage of equipment to be checked.
- b) sufficient space, possibly in a room adjacent to welcoming area, with the necessary equipment for checking weapons and equipment, in accordance with FIE norms. This room must be operational and open 18 hours before the beginning of the event.
- c) control stations for the weapons during different stages of the competitions are to be installed under management of designated SEMI delegate.
- d) Fencers equipment and materials must comply with regulations set forth by the FIE Rules.
- e) All weapons and/or material that do not meet the standards will be refused.
- f) The procedure of verification and of controls is fully in competence of the EFC SEMI delegate at given competitions, who is giving all detailed instructions.
- g) 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

h) **An arrangement and the equipment**

- The room should be not less 120m². Also should be provided by an input and an exit located whenever possible in the opposite sides of a room for maintenance of normal circulation of participants.
- the arrangement of a room of preliminary control in proximity to a training hall is optimal.



i) **For successful functioning of a room of preliminary control following arrangement is necessary:**

- tables - not less than 20 pieces
- chairs - not less-40 pieces
- several functional devices for check of the equipment in conformity to rules EFC/FIE Art.o.7 m.37-49 RULES FOR COMPETITIONS: FENCERS' WEAPONS AND EQUIPMENT CONTROL (masks, electro-jackets, body wire, the weapon, gloves, jackets, suits) - technical rules FIE
- not less than 4 pieces
- Tables for check of weapons in compliance with technical regulations FIE/EFC
- not less than 2 pieces
- Electronic system suitable for monitoring of checking of equipment procedure (recommended)
- Attributes of marks (collars, ink, the press, the device for drawing of an engraving)
- The confirmed printing form (report) of submitted equipment accepted for control by the responsible of a room of preliminary control. - information panels (if possible)

j) **Involved personnel**

- The representative of organising committee, the person responsible for functioning

of a room of preliminary control.

- experts of technical control (technics) not less-3 peoples
- volunteers -no less than 16 peoples
- member of SEMI EFC appointed to the given competition gives necessary instructions, carries out control, supervises over a room of preliminary control of the equipment and equipment.

k) Functioning of a room of preliminary control of the equipment

- The schedule of work of a room of preliminary control of the equipment should be present at the document "the information for delegations" each concrete competition and include the list of the equipment necessary for monitoring procedure.
- -The schedule also should be advertised in a hall of carrying out of competitions and in all official hotels.
- The room of preliminary control of the weapon should begin control not later than 18 hours prior to the beginning of the first day of competitions.
- The Room of preliminary control of the weapon should function throughout full day of competitions and all active days of competitions.
- It is necessary for Organizers to provide safety of the equipment transferred for monitoring procedure and marks, till the moment of delivery of that equipment to athletes

l) Main principles of work of a room for preliminary equipment control

- presence of the preliminary schedule of work
- presence of system of electronic turn.
- presence of control point of acceptance and equipment delivery.
- optimisation of process of control of the equipment (presence of 2-4 lines of control of the equipment)

m) Access

- authorised staff
- SEMI delegate

12. 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. **In case of availability only online information would be put in place in order to run a paperless management of competitions.**

13. Rooms for medical services

- a) 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.
- b) The **medical handbook of specifications** is to be consulted on the FIE Internet Website and must be followed without exception.
- c) An anti-doping control must be arranged in accordance with the rules of the FIE:
https://static.fie.org/uploads/24/124496-1.%20FIE_Antidoping_Rules_2021_ang.pdf
- d) The doping control kits must comply with the host nation's anti-doping commission's rules.

14. Other rooms and spaces

- a) 1 workplace for weapon repair, containing two work benches with vices and necessary tools for assembling weapons with presence of a technician from organisers. This workplace should be accessible to the delegations before the competition, and throughout its duration.
- b) **At least one shop selling FIE certified fencing equipment and offering the name and national colours printing service has to be present before and during Championships**
- c) 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.

15. Video-refereeing and wireless system

All European Zone Championships:

- The wireless system is optional.
- The use of video-refereeing is mandatory at all European Championships. Principally 2x4 pistes and the final piste have to be equipped by certified fencing video-refereeing system. For Cadets-Juniors and Seniors Championships 8 + 1 video-refereeing set is mandatory.
- Video-refereeing system must be used as soon as the timetable allows the competition to be run on 4 or 8 pistes. **In case of an FIE event the FIE Rules apply!**

16. 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 microphone during team events**
- 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
- in case a large size TV screen for showing draw of team “up and down” positions

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.
- 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.

Access

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

17.Competitions

The competitions are organised in principle according to the FIE Rules in force.

However, smooth running of competitions can require adopting appropriate measures.

It should be also mentioned the following:

- 1) Name and nationality on the back of fencers for all age categories are mandatory
- 2) National colours – mandatory for all age categories (cadets, juniors, U23 and seniors);
- 3) Video refereeing – should be available on 8+1 pistes;

They will include:

- a meeting of the referees on the day before the beginning of the events.
- a meeting of the DT the day before the beginning of the events.
- a meeting of Delegate of the EFC Medical commission with local staff in charge of medical services during Championships the day before the beginning of the events
- Head of delegations meeting the day before the beginning of the events in Cadets Championships
- for Senior Championships 6 days of competitions
- for joined Junior and Cadets Championships, 10/8 days of competitions where 3/2 days of

two/three individuals per day are followed by 2 days of team events with three weapon per day

- for U23 Championships 5/4 days of competitions, where 3/2 days of two/three individuals per day are followed by 2 days of team events with three weapon per day
 - opening ceremonies to be held principally before the first final;
 - closing ceremonies to be held principally after the last final.
- a) **General Programme of Championships** is to be prepared by EFC Technical Director in negotiation with the organiser and afterwards to be submitted to the EFC Executive Committee for approval prior to its publishing for EFC member federations.
- b) The schedule of competitions, defining the division of events into each day, should generally 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.
- c) **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, EFC media manager and the DT/EFC Technical Director.
- d) 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 present), and publish them, sorted by country and by initial ranking, at the latest at 12:00 am (local time) the day before the competition. Then, until 3:00 pm is the time for possible complaints of delegations.
- e) 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. The same rules apply for team events. However, an exception from this timing can be accorded for the first day of Championships. There are no exempted fencers in European Championships.
- f) For smooth running of competitions T32 phase of competitions can be done using 8 pistes.
- g) **Formula of competitions:**
- no exempted fencers in all type of Championships
 - use of the FIE ranking for the individual and team events (in particular articles o.97, o.98 and o.99 of the Organisation Rules) in Juniors and Seniors Championships
 - initial seeding in U23 individual Championships will consider following criteria:
 - FIE senior ranking (only those having points)
 - FIE junior ranking 1-64 + 500
 - EFC U23 Circuit ranking + 1000
 - initial seeding of fencers in individual competitions in Cadets Championships will consider actual ranking of fencers in EFC CC ranking
 - for team events individual results of team members at cadets and U23 Championship will be used for computing initial seeding of teams
 - in all age categories the places of non ranked fencers are drawn randomly
 - 1 round of pools to eliminate 20 to 30 % of fencers, then direct elimination table
 - 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.
- For the allocation of colours and numbers of the pistes, the installations must respect the following order:
 - blue piste
 - yellow piste
 - green piste
 - red piste
 - piste 5
 - piste 6
 - piste 7
 - piste 8
 - etc.

18. The scoring staff

- a) 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.
- b) Both of these people must be:
 - trained for the task
 - punctual

19. Running of a final

- a) 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.
- b) 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.
- c) **The bouts must begin immediately after the presentation.**
- d) The fencers must present themselves fully dressed, with their weapons checked.
- e) **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.

- f) the prizes must be awarded quickly after the final bout.
- g) 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.

20. Results from competitions

- a) Only FIE certified fencing competitions management software can be used at any EFC official event.
- b) After ending the competition relevant XML result files must be uploaded on the same day to EFC/FIE (in case) web site. Besides uploading xml-results files also complete pdf format files have to be upload to EFC web site or sent to EFC administrator structured as follows:
- c) In individual competitions:
- fencers by country (including date of birth)
 - fencers by initial seeding (given by EFC CC actual ranking)
 - formula
 - pools
 - ranking after pools
 - seeding for DE table in case two rounds of pools were fenced
 - all DE tables
 - final ranking
 - activity of referees
- d) In team event:
- fencers in teams
 - teams initial ranking
 - Table of direct elimination with results (all tables if also matches for places were fenced)
 - Final raking of teams
 - Activity of referees
 - all details of matches in direct elimination

21. Medals at Zonal Championships

- a) 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).
- b) 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.
- c) The EFC provides special medals for personal coaches of medallists in individual events.
- d) The EFC General Secretary, if no other official was designated, has the task of Chief of Protocol and is responsible for applying the protocol for designating the prize awarders in the FIE Administrative Rules.

22. Media

It is recommended that from inspection visit some information for media about that visit could be provided and if first contact with local person responsible for media coverage would be open. The organisers should present contact person responsible for that area during Inspection visit.

II. Specific rules for Zone Championships by categories of age

For all age categories:

The financial arrangements are driven by the relevant FIE Administrative Rules as follows:

- a) The organiser and the EFC officials and referees must agree to the following in writing and in advance:
 - the purchase, by the EFC official, of his/her plane ticket, which is to be reimbursed to him/her at the competition if no other agreement was made;
 - the cost of transportation by car;
 - the parking cost;
 - the transportation costs to and from the airport exceeding 100 Euros;
 - other costs
- b) Costs of tickets, visas, airport taxes (entrance, exit), transport between home and airport, etc. will be repaid at the competition on presentation of original documents proving payment if no other arrangement was agreed.
- c) Hotel rooms for the EFC Officials (including breakfast) have to be paid by the organiser for the length of their mission.
- d) The EFC official will be granted an allowance equivalent to 80 Euros per day for the duration of the assignment defined here after (including, regardless of the duration of the trip, 1 travel day outward (day of arrival on site) and 1 travel day on return (day of departure)).

The payments must be made by the organiser within 24 hours of the arrival of the official.
- e) The evening meal which will be paid by the organiser, will be held either at the hotel of the officials or in a restaurant.

1. Seniors

a) Participation:

The participation to Zone Championships competitions is determined by article o.60 of the FIE Organisation Rules.

- for individual competitions of Senior 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.

b) Entries

The entries of fencers are to be made by National Federations, **via the FIE website in accordance with article o.56 of the FIE Rules.**

c) Entry fees

- The amounts of the entry fees for the Zonal Championships are determined by the Confederation as follows:
 - The entry fee for individual events is EURO 120.
 - The entry fee for team event is EUR 300.
 - The organisers are obliged to allow the bank transfer payments if possible, but not as a mandatory operation.
- Recommended number of pistes for European Senior Championships: 24

- Recommended number of referees for European Senior Championships:
 - 25 selected by the EFC (approved by the FIE),
 - 2 designated by the FIE from other Continent,
 - 8 local

d) Designation

OFFICIALS

- According to Officials designation stipulated in Chapter 9.4.6 of the Administrative Rules of the FIE, the following officials are designated by the FIE:
 - 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.
- 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
 - 1 EFC Referees commission delegate
- Furthermore, the organiser must invite the following officials:
 - The President of the EFC or a person appointed on his behalf
 - The Secretary General of the EFC (Chief of protocol)
 - EFC Technical Sport Director (TSD), who is member of the Directoire Technique *ex officio*

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

2. Under 23

a) 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

b) Entries

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

c) Entry fees

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

- The entry fee for individual events is EURO 120.
- The entry fee for team event is EUR 140.
- The organisers are obliged to allow the bank transfer payments if possible, but not as a mandatory operation.

d) Designation

OFFICIALS

- The following officials are designated by the EFC :
 - 3 members of the Directoire Technique, one position is reserved for a representative of the organising country.
 - 2 delegates 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 or a person appointed on his behalf
 - The Secretary General of the EFC (Chief of protocol)
 - EFC Technical Sport Director (TSD), who is member of the Directoire Technique *ex officio*

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. The referees invited by an organising committee are considered as local "domestic", thus their nationality should not be taken in account as an conflict with referees of the same nationality selected by the EFC.
- 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.
- Recommended number of pistes for European U23 Championships: 18
- Recommended number of referees for European U23 Championships: 18 + 8 local

3. Juniors

a) Participation

The participation to individual Junior Zone Championship competitions is determined by article o.60 of the FIE Organisation Rules.

- b) Entries of fencers for individual competitions on the FIE Internet site (article o.56 of the Organisation Rules);
- c) For individual competitions of Junior Zonal Championships, maximum 4 fencers per country and per weapon;
- d) The participation to team Junior Zone Championship competitions is determined as follows:
 - entries of fencers and teams on the FIE site
 - 1 team (composed of three fencers with or without reserve) per weapon and per country

e) Entry fees

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

- The entry fee for individual events is EURO 120.
- The entry fee for team event is EUR 140.
- The organisers are obliged to allow the bank transfer payments if possible, but not as a mandatory operation.

f) Designation

OFFICIALS

- According to Officials designation stipulated in Chapter 9.4.6 of the Administrative Rules of the FIE, the following officials are designated by the FIE:
 - 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.
- The following officials are designated by the EFC and reimbursed by the Organising Committee considering financial rules cited in article 7.1.1.4 of FIE Administrative Rules:
 - 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
 - 1 EFC Referees commission Delegate
- Furthermore, the organiser must invite the following officials:
 - The President of the EFC or a person appointed on his behalf
 - The Secretary General of the EFC (Chief of protocol)
 - EFC Technical Director (TD), who is member of the Directoire Technique *ex officio*

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.
- Recommended number of pistes for European Junior Championships: 24
- Recommended number of referees for European J Championships: 27 + 8 local

4. Cadets

a) Participation

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

- For individual competitions of Cadet 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

b) EFC Rules about the age of participants at EFC Cadets Circuit and Championships:

- The participants in cadet competitions are principally those who can participate at World Cadets Championships in the same fencing season, thus reaching 17 years on or after 1st of January of the year when the World Championships are held.
- Yet the lowest age of fencers should be under same conditions as cited here above, 12 years.
- However, it is possible that in case of some extraordinary advanced young fencer, upon written agreement of his/her parents, coach and doctor recommendation even younger fencer can participate in given cadet competition

c) Entries

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

d) Entry fees

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

- The entry fee for individual events is EURO 120.
- The entry fee for team event is EUR 140.
- The organisers are obliged to allow the bank transfer payments if possible, but not as a mandatory operation.

e) Designation

OFFICIALS

- The following officials are designated by the EFC:
 - 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.
 - 2 delegates of the EFC Refereeing Commission
 - 1 delegate of the EFC SEMI Commission if combined with Juniors European Championships 2 delegates
 - 1 delegate of the EFC Medical Commission if combined with Juniors European Championships 2 delegates
- Furthermore, the organiser must invite the following officials:
 - The President of the EFC or a person appointed on his behalf
 - The Secretary General of the EFC (Chief of protocol)
 - EFC Technical Director (TD), who is member of the Directoire Technique *ex officio*

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. The referees invited by an organising committee are considered as local "domestic", thus their nationality should not be taken in account as a conflict with referees of the same nationality selected by the EFC/FIE.
- 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.
- Recommended number of pistes for European cadets championships: 24
- Recommended number of referees for European Cadets Championships: 27 + 8 local

5. Cadets and Juniors joined Championships

All rules cited above apply except pistes and referees.

- Recommended number of pistes for European Cadets and Juniors championships: 30+
- Recommended number of referees for European Cadets and Juniors Championships: 32 + 8 local

Annex x Call Room
 Annex y Weapon Control
 Annex z Media
 Annex z1 Bidding etc.