



ADMINISTRATIVE RULES



This document is owned by the European Fencing Confederation. Complementary information concerning this document may also be obtained from the EFC Office.

European Fencing Confederation

Confédération Européenne d'Escrime

Grójecka Street no 65, 02-094 Warsaw

phone: +48 22 827 28 25

mobile: +48 721 712 305

e-mail: js@fencing-efc.eu

VERSION HISTORY

Version	Changes from previous version	Author	Date
1.2	Changes in the procedure of obtaining the EFC C license	Jacek Slupski	29 November 2022
1.1	Extension of the last criterium of the EFC Master List to three seasons	Jacek Slupski	18 August 2021
1	Obtained EFC COMEX approval on 27 February 2021	Etienne Van Cann	27 February 2021
0.56	Last minor update before submission for approval	Etienne Van Cann	4 February 2021

TABLE OF CONTENTS

Version History	iii
Table of Contents	iv
EFC Organisation	6
Governance structure	6
EFC Nationality Change	7
Transfers between Federations	7
For EFC circuit competitions (we only have in categories U14, cadet and U23):.....	7
For EFC Championships:	7
Fencers from non-Member Federations	7
General remarks:	8
EFC Calendar	9
Description of the season	9
Types of EFC tournaments	9
Age categories	9
Number of tournaments	10
Refereeing.....	11
Procedure of obtaining the EFC C license	11
Age and requirements of referees	12
Number of referees.....	14
FIE Referees Examinations.....	14
Licenses.....	15
Dress code	15
Supervising referees	15
Reimbursements of referees and delegates.....	15
Process of selecting referees for the European Championships	16
Ground rules:	16
Procedure of selecting referees:	16
Process of selecting referees to the EFC Master List for each season	17
Process of selecting delegates to the European Championships.....	17
Fees.....	19
Membership	19
Licenses.....	19
Entry Fees.....	19

ADMINISTRATIVE RULES | TABLE OF CONTENTS

Penalties.....	20
Timelines	20
Protocol code	21
Order of precedence for all ceremonial functions	21
European Championships.....	21
The display of flags.....	21
The finals presentation	22
The medals ceremonies	22
The closing ceremonies	24
EFC Awards	25
Categories	25
Description	25
EFC Insurance	27
General Liability - limits	27
Directors and Officers	27
Travel insurance	28
Insurances	28
Appendix A. EFC Organisation Chart.....	31
Appendix B. IOC code of countries	32

EFC Organisation

The European Fencing Confederation was founded on 26th October 1991 in Vienna, Austria. Formerly established under the name “Union Européenne d’Escrime”, the English name became preponderant.

The international body, charged with the promotion and development of fencing in Europe, regroups 46 member countries. It is the continental confederation with the most active members under the authority of the International Fencing Federation (FIE). With over 4000 FIE-licenses – (almost three times more than any other continental confederation) the EFC counts the most active fencers all over the world.

Every year the EFC organizes the European Championships, on senior, U23, junior and cadet levels. Other goals are to promote and develop fencing in Europe, to facilitate technical collaboration between the different members, to coordinate and improve the teaching of fencing in Europe and to represent fencing to European authorities.

The EFC established a number of ground-breaking projects for promoting fencing. The cadet circuit started its success-story here before other confederations tried to catch up. To facilitate the change from “junior” to “senior” category the EFC established the U23-European Championship and a U23-circuit.

GOVERNANCE STRUCTURE

The EFC is composed of a Congress (legislative body), Executive Committee (executive body), General Secretariat (administrative body) and Commissions (assisting the Executive Committee). The EFC is headed by an elected president. The EFC Executive Committee or Comité Exécutif (COMEX) has a total of 10 elected members, of which most of these preside over the Commissions. The Bureau consists of the President, a Secretary General (managing the General Secretariat), the Treasurer and the Vice-President. The Bureau members are appointed by the President.

The management of the EFC is bound by Statutes and Internal Rules. The Congress, as the supreme body, makes decisions relating to the Statutes and Internal Rules and their method of implementation and application.

A chart of the EFC organisation has been attached in Appendix A.

EFC NATIONALITY CHANGE

TRANSFERS BETWEEN FEDERATIONS

FOR EFC CIRCUIT COMPETITIONS (WE ONLY HAVE IN CATEGORIES U14, CADET AND U23):

If a Federation asks for a change of fencing nationality, the TD asks both the Federation of Origin (the Federation where the fencer is currently registered) and the Member Federation of Destination (the Member Federation the fencers wants to move to) for approval. In case both approve, the fencer's EFC nationality change is processed by the TD. If (at least) one of the Federations involved does not approve, the change is not made. After the change has been made the fencer can participate in EFC circuit competitions under the destination EFC-nationality but not in EFC championships (see section For EFC Championships). The change of EFC nationality is irrespective of passport nationality, but once a fencer has registered with the FIE, FIE rules for nationality changes are being followed. The highest principle governing the transfer of nationality in the EFC is that the change of EFC nationality is irrespective of the age and passport nationality, but once a fencer has registered with the FIE, FIE rules for nationality changes are being followed. Unless a fencer is registered with the FIE, the registration in the EFC database will be simply modified for the nationality where he/she lives. In those cases, there is no need to ask the original federation to register the fencer.

FOR EFC CHAMPIONSHIPS:

The change of EFC nationality change can only be considered if the fencer has the nationality of the Destination Member Federation: either the fencer has a dual nationality or has changed the nationality to that of the Destination Member Federation. If the foregoing is the case and if both Federations agree and the fencers' EFC nationality can be changed. Starting at the EFC championships requires the approval of the fencer's new Federation. The fencing Federation of Origin does not have to be a Member Federation. Passport nationalities are not being checked by the EFC: this is the responsibility of Member Federations.

FENCERS FROM NON-MEMBER FEDERATIONS

Fencers from non-Member Federations (but that are FIE Member Federations) can participate in all EFC circuit competitions but not in EFC Championships. The same process is being followed as for Member Federations: the Non-Member Federation asks the EFC for fencer's license and registers the fencer. This happens only for EFC U14, cadet and U23 circuit competitions.

GENERAL REMARKS:

Nationality changes can occur multiple times between Federations. Ranking results are personal and are being maintained even after an EFC fencing nationality change. The difference between the FIE and EFC approach is as follows:

The FIE deals with nationality changes in the following way:

- only applicable in case of dual nationality or passport nationality change
- one time change

The reason for more flexibility from the part of the EFC than from FIE is that the EFC follows EU Regulations of Freedom of Movement. Parents migrate easily between European countries and the EFC should administratively support their fencing children.

EFC CALENDAR

DESCRIPTION OF THE SEASON

The EFC Season starts on the 1st of September and ends on 31 August the year after.

TYPES OF EFC TOURNAMENTS

Types of EFC tournaments organized as determined by the Congress:

- Senior European Championships
- Cadet and Junior European Championships
- U-23 European Championships
- Circuit Cadet Cups
- Circuit U-23 Cups
- European Club of Champions

AGE CATEGORIES

The EFC recognizes the following age categories:

- Senior – Over 20 years
- U-23 (Youth) – up to 23 years
Fencers taking part in all the official EFC U23 competitions must be under 23 years old at midnight on the 31st December of the year preceding the year in which the Championships competition takes place.
- Junior – up to 20 years
Fencers taking part in all the official EFC Junior competitions must be under 20 years old at midnight on the 31st December of the year preceding the year in which the Championships competition takes place.
- Cadet – up to 17 years
Fencers taking part in all the official EFC Cadet competitions must be under 17 years old at midnight on the 31st December of the year preceding the year in which the Championships competition takes place.
- U-14 – up to 14 years
Fencers taking part in all the official EFC U14 competitions must be under 14 years old at midnight on the 31st December of the year preceding the year in which the Championships competition takes place.

NUMBER OF TOURNAMENTS

N	Tournament	Maximum number of tournaments in the season
1	Senior European Championships	1
2	U-23 European Championships	1
3	Cadet and Junior European Championships	1
4	U-23 Circuit Cups individual	Not limited
5	U-23 Circuit Cups teams	Not limited
6	Circuit Cadet Cups in sabre - individual	10
7	Circuit Cadet Cups in sabre - team	Not limited
8	Circuit Cadet Cups in epee - individual	10
9	Circuit Cadet Cups in epee - team	Not limited
10	Circuit Cadet Cups in foil - individual	10
11	Circuit Cadet Cups in foil - team	Not limited
12	Team European Cups	1

REFEREEING

PROCEDURE OF OBTAINING THE EFC C LICENSE

The EFC “C” license will be awarded to candidates who obtain at least during 5 competitions marks of 4 or 5 (5 being the highest note) within a maximum of 2 consecutive seasons. The following criteria are used for awarding related note during evaluation referees:

- **5 excellent:** with no mistake;
- **4 very good:** with small mistakes doing a good job
- **3 fairly good:** needs some small improvements
- **2 Quite satisfactory/Poor:** Needs to improve the skills substantially
- **1 Fail:** Should not stand at pistes at the moment. Needs to improve the basic refereeing skills.

Any referee who will receive low points (1 or 2) two times in one season is not allowed to be a referee for current season.

Evaluation of referees can take place at all EFC CC competitions. Thus, candidates can choose competitions suitable for them.

The procedure of obtaining evaluations:

- It consists of mandatory participation of referees at the seminar organized always ca 1 hour before start of concerned competitions. EFC is assigning a delegate for every competition of EFC CC. That delegate is observing the activities of referees at pistes. The seminar is mainly focused on sharing experiences of delegate with referees of the competition; however, referees can be also asked about guidance on rules. Principally the delegate is using the pause after the round of pools for another meeting with referees. Besides that, the delegate can address referees even during competitions if they are free, for explaining his/her opinion about their refereeing. Finally, delegates complete an evaluation sheet to be sent to President of the EFC Referee Commission and EFC Secretary General.

- The EFC delegate is cooperating with DT of EFC competitions and is entitled to propose a pool of referees for draw, but also to stop some referees who are not competent at a given phase of competition. However, he/she can only advice the DT - not to decide about it.

- The EFC Referees commission will personally inform the candidates about the details of their evaluation to support further improvement of their work as referees and to prepare them to becoming FIE referees. As this information is sensitive no personal notes will be openly published.

According to a decision of the FIE, only C licensed referees can apply as candidates for organized FIE exams. Principally the date of awarding EFC C license are chosen after

end of cadets' season. However, considering that FIE exams can be held on any date of the season, EFC referees commission can review obtained notes upon request of concerned Member Federation on other dates as well and award the C license if criteria of awarding were fulfilled.

The EFC C license the license is valid for 2 consecutive seasons. If a referee has not successfully passed the FIE examination for 2 years or/and has not participated as a referee in the EFC CC Cups for 2 consecutive seasons, in order to maintain his license a referee must perform a function on CC cup minimum one time in third season and receive excellent (5) or very good (4) evaluation. If a referee has not participated in CC Cups in 3 seasons in a row, his EFC C license is no longer valid and such referee must apply for an EFC C license anew.

The EFC C license the license is valid for 2 consecutive seasons. If a referee has not successfully passed the FIE examination for 2 years or/and has not participated as a referee in the EFC CC Cups for 2 consecutive seasons, in order to maintain his license a referee must perform a function on CC cup minimum one time in third season. This referee is also evaluated by referee's delegate in a form of two marks (yes, no).

After receiving "yes" evaluation he keeps EFC C license only for current and next season.

If a referee receives "no" then the EFC C license is suspended until the end of current season. The suspended referee may try to refresh its EFC C license but only one more time by receiving minimum one time "yes" mark on CC cup from referees' delegate in next season. If the mark "no" is received again, the EFC license is invalid and such referee must apply for the license as a new candidate.

Rules to obtain EFC C license:

“C licence” as first licence

2 evaluations + mandatory online seminar

A referee must receive 2 times 5 (excellent) evaluation and mandatory attendance in online seminar conducted by the EFC Referees Commission.

4 evaluations + mandatory online seminar

A referee must receive 4 times 4 (very good) evaluation and mandatory attendance in online seminar conducted by the EFC Referees Commission.

“C licence” as 2nd or 3rd license (FIE licence holders)

2 evaluations + mandatory online seminar

For referees who have FIE licence in other weapon (s) 2 evaluations 4 or 5 are sufficient and mandatory attendance in online seminar conducted by the EFC Referees Commission.

AGE AND REQUIREMENTS OF REFEREES

N	Tournament	Age of referees	Minimum requirements
1	Senior European Championships	20-60	FIE license (s)

ADMINISTRATIVE RULES | REFEREEING

2	U-23 European Championships	20-60	FIE license (s)
3	Cadet and Junior European Championships	20-60	FIE license (s)
4	U-23 Circuit Cups	20-60	National referee
6	Circuit Cadet Cups	20-60	National referee
12	Team European Cups	20-60	National referee

NUMBER OF REFEREES

N	Tournament	Number of referees
1	Senior European Championships	35: 27 referees from EFC and 8 referees from LOC
2	U-23 European Championships	25: 18 referees from EFC and 7 referees from LOC
3	Cadet and Junior European Championships	35: 27 referees from EFC and 8 referees from LOC
4	U-23 Circuit Cups individual	1-4 fencers – no referee required
5	U-23 Circuit Cups teams	5-9 fencers – 1 referee
6	Circuit Cadet Cups in sabre - individual	10-15 fencers – 2 referees 16-20 – 3 referees
7	Circuit Cadet Cups in sabre - team	
8	Circuit Cadet Cups in epee - individual	
9	Circuit Cadet Cups in epee - team	
10	Circuit Cadet Cups in foil - individual	
11	Circuit Cadet Cups in foil - team	
12	Team European Cups	

FIE REFEREES EXAMINATIONS

The Member Federations can only enter candidates who have already obtained the C-category from their respective Confederations.

The refereeing examinations take place in special events organized by the FIE in collaboration with host federations in September and October.

ADMINISTRATIVE RULES | REFEREEING

LICENSES

All referees whether from a Member Federation or a non-Member Federation (including candidates for FIE refereeing exams) must have an EFC valid license in order to officiate at all competitions organized by or run on behalf of the EFC.

DRESS CODE

All referees must wear uniform. This uniform consists, for men, of a jacket, a pair of trousers and a tie and for women of a jacket, a skirt (or trousers) and a scarf. Jackets, trousers and skirts must be dark blue.

SUPERVISING REFEREES

Referees are observed and supervised by the EFC referee's delegates at competitions nominated by the Executive Committee. At each tournament where a delegate is designated, the delegate must prepare a report which contains referee's evaluation. Once a year EFC Referees Commission presents on EFC Executive Committee's meeting a summary of all evaluations of referees.

Referees delegates are nominated for European Championships and Circuit Cadet Cups.

The Referees' delegate is in charge of:

- providing the seminar for all referees officiating at given event;
- on CC Cups elaborate evaluation with notes 1 (low) to 5 (high) of referees in the competition, which will be made available for Member Federations and/or concerned referee;
- prepare a short report about running of competitions to be issued by the delegate after the end of the tournament to the Technical Director and the chair of the Refereeing Commission;
- to check if an organizer has created good conditions in accordance with EFC rules;
- has a right to give recommendations about referees to be used for drawing at given phase of competition to DT managing that event.

REIMBURSEMENTS OF REFEREES AND DELEGATES

Referees and delegates at European Championships:

- The organizer arranges travel and accommodation and covers all costs related to.
- Any additional cost associated with travel must be consulted in advance with the organizer. These additional costs are limited to 100 Euro.
- The transportation costs to and from the airport exceeding 100 Euros must be consulted in advance with the organizer and with EFC Secretary General.
- Insurance during travel and stay during European Championships will be covered by the EFC.

Referees delegates in Cadet Circuit Cups:

- EFC covers travel costs, per diems, insurance, visa (if needed) and transfer from place of their permanent stay to airport and back (if needed);
- The organizer covers accommodation (with breakfast, refreshment during competitions and dinner), and local transfers;
- Other costs must be consulted with Secretary General before conducting a financial commitment.

PROCESS OF SELECTING REFEREES FOR THE EUROPEAN CHAMPIONSHIPS

GROUND RULES:

National Federations should propose referees who can perform their functions at least in two weapons.

PROCEDURE OF SELECTING REFEREES:

- Secretary General asks member federations to submit their proposals no later than 5 months before European Championships start. Secretary General sets up a deadline for submitting applications, assuming that the time cannot be shorter than 14 days from the date of notification.
- Each Member Federation has an opportunity to propose 2 referees for each European Championships. EFC recommends that minimum one referee should be proposed from EFC Master List.
- Each MF must make sure about availability of referees. Nominated referees must confirm the final acceptance of their designation within 7 days after receiving the official notification from the EFC. If a referee does not confirm by the established date, the EFC will replace that referee automatically.
- Secretary General provides the list of referees to the EFC Referees Commission.
- In case the list of proposed referees does not meet the commission's quality and quantity standards for the concerned weapon the EFC Referees Commission has the right to make replacements and designate referees from EFC Master List to maintain the quality and properly carry out Championships.
- The list must be approved by EFC Comex.
- After receiving official consent of the EFC Comex, Secretary General sends the list to the FIE Referees Commission for approval.
- After receiving the list of referees approved by the FIE Referees Commission, Secretary General sends the list of referees to Local Organizing Committee and official designations to all referees. In case of an exceptional rejection of the designation, the Secretary General informs immediately the FIE Referees Commission and sends designation to the replaced referees.

PROCESS OF SELECTING REFEREES TO THE EFC MASTER LIST FOR EACH SEASON

Secretary General asks member federations to submit their proposals no later than 31.05 each year. Secretary General sets up a deadline for submitting applications, assuming that the time cannot be shorter than 14 days from the date of notification.

Criteria in the process of selecting referees to the EFC Master List:

Master List

- i. Proposal sent by the NF, ranked for each weapon;
- ii. Maximum 9 referees in all weapons but no more than 3 referees per each weapon with minimum 2 FIE licenses.
- iii. FIE category ("A" or "B");
- iv. Gender equality (Maximum 6 referees with one gender).
- v. In exceptional situations EFC Referees Commission can propose changes in the applications, after consulting with a federation and obtaining its consent.
- vi. Only referees who participated at minimum one FIE tournament in last three seasons can be proposed to EFC Master List.

The Secretary General provides the list of proposed referees to the EFC Referees Commission.

After receiving selected list from EFC Referees Commission, the Secretary General sends the list to the EFC Comex for the official approval.

After receiving the EFC Comex official consent, Secretary General informs immediately all member federations about referees selected to the EFC Master List and publishes the list on the EFC website.

PROCESS OF SELECTING DELEGATES TO THE EUROPEAN CHAMPIONSHIPS

Delegates are selected by EFC Commissions and Councils.

Secretary General asks President of each Commission and Council to provide a proposal for each European Championship, no later than 4 months before European Championships starts.

Proposed candidates are collected by Secretary General and provided to the EFC Comex for the approval.

After receiving the EFC Comex consent, Secretary General sends the list of delegates to Local Organizing Committee and official designations to selected delegates. In case of an

exceptional rejection of the designation, the Secretary General informs immediately the EFC Comex and sends designation to the replaced delegates.

FEES

MEMBERSHIP

According to the Congress' decision of 2011 the membership fee is 300 EUR.

LICENSES

According to the Congress' decision of 2018 the EFC license is 25 EUR.

ENTRY FEES

N	Competition	Fee per fencer/team
1	Senior European Championships - Individual	120,00 EUR
2	Senior European Championships - Team	300,00 EUR
3	U-23 European Championships - Individual	120,00 EUR
4	U-23 European Championships - Team	140,00 EUR
5	Junior European Championships - Individual	120,00 EUR
6	Junior European Championships - Team	140,00 EUR
7	Cadet European Championships - Individual	120,00 EUR
8	Cadet European Championships - Team	140,00 EUR
9	Circuit Cadet Cup - Individual	up to 20,00 EUR
10	Circuit Cadet Cup - Team	up to 60,00 EUR
11	Circuit U-23 Cup - Individual	up to 20,00 EUR
12	Team European Cup	100,00 EUR

PENALTIES

N	Penalty	Recipient	Per referee
1	Missing referee on Circuit Cadet Cup	Organizer	500,00 EUR
2	Missing referee on Circuit U-23 Cup	Organizer	
3	Organizer accepting non-entry of referee on website	EFC	100,00 EUR

TIMELINES

N	Fee	Deadline	Concerns	Validity	Payment method	Recipient
1	Membership	31.03 each year, however a federation may only compete in an EFC championship after having paid its membership fee.	Member Federation	1 year	Bank transfer	EFC
2	Licenses	Before participating in the EFC tournament	Fencers, Referees, Coaches	1 season	Bank transfer	EFC
3	Entry Fees	Before EFC tournament	Fencers	1 tournament	Cash, bank transfer	Organizer
4	Penalties	Before EFC Tournament	Member Federation, Team	1 tournament Missing referee at the EFC Tournament	Cash, bank transfer	Organizer
5	Penalty	After EFC Tournament	Member Federation	1 tournament Non entry of referee on the EFC web site	Bank Transfer	EFC

PROTOCOL CODE

ORDER OF PRECEDENCE FOR ALL CEREMONIAL FUNCTIONS

For all official events of the EFC: Congress, European Championships (senior, junior and cadets), and Circuit Cup competitions, the order of precedence is as follows:

- The President of the FIE or the person on his behalf;
- The President of the EFC;
- Governments representatives and sport authorities;
- Former EFC Presidents, according to the order in which they were elected;
- The EFC Secretary General;
- The EFC Secretary-Treasurer;
- The EFC Vice-President;
- Other members of the EFC Executive Committee;
- Technical Director of the FIE
- Technical Director of the EFC
- Technical Director of the EFC Members of Honour of the EFC, in the order of the dates of their nominations;
- Presidents of the National Federations;
- Delegations leaders from the National Federations if they are not Presidents of their Federations;
- The members of the EFC commissions and Councils
- Local authorities
- Sponsors, partners

EUROPEAN CHAMPIONSHIPS

The EFC Secretary General who is also responsible for the Protocol procedures is preparing in details all actions in close cooperation with the Local Organizing Committee.

Tasks to be performed:

THE DISPLAY OF FLAGS

A display of flags is required at all EFC events. In the main competition hall (finals or elimination rounds) where the events take place, the flags of the EFC and the organizing country, encircled by those of all the participating nations, must be hoisted and flown on centrally placed flagpoles for the entire duration of the competition. If preferred, the display of flags may be electronic. A second set of flags, if available, may be flown in an additional hall. The order of flags on display is the order of the IOC country abbreviations, see attachment B. The opening ceremonies

An opening ceremony must be organised at all European Championships. It must take place just before the first final of the championships. If an important personality of the

country in which the championships are taking place has been invited to open the championships, he/she will be welcomed at the entrance of the competition hall by the President of the organising federation and the President of the LOC, who will introduce him/her to the President of the FIE (or his representative) and their colleagues. The President of the EFC, or the person on his behalf and the President of the organizing federation will then lead him/her and accompanying guests to the stand of honour.

The ceremony must respect the following order:

- An optional interlude in the form of a brief spectacle: this must be of short duration (maximum 20 minutes).
- Immediately afterwards, a parade of the flags of the participating countries: the flags are carried by young fencers from the organizing country or by hosts and/or hostesses trained to do so.

The opening ceremony should not take longer than 30 minutes.

THE FINALS PRESENTATION

At the beginning of each final the finalists are presented to the audience and their best 2 results are announced. The fencers must be dressed in fencing clothing, holding a weapon in their hand. When their name is called, they will step forward and salute the audience.

All referees, video-referees and assistant referees involved in the final are also presented.

The announcer presents referees: name-last name-country. When their name is called the referee must step forward and acknowledge the audience (with a small bow, no waving or clapping) on 1 or both sides of the arena as appropriate.

THE MEDALS CEREMONIES

A medals ceremony must be organized for every competition at all EFC events. During each ceremony the playing of the national anthem of the winner is compulsory. Each ceremony must also incorporate the national flags of the medal winners.

The awarding of prizes must take place as soon as possible after the final bout.

The medals ceremony podium is located on or near the finals piste. The place for the winner (or the winning team) is slightly higher than that for the second, who is on their right, and for the third(s) who is(are) on their left. There must be no advertising visible on the medals' ceremony podium.

The officials scheduled to award the prizes, having been notified beforehand, are led from the stand of honour to the podium by a host or hostess. The teams or fencers ranked 1st, 2nd and 3rd march in, dressed in their national tracksuits. They must not be carrying their weapons or their national flags. The fencers stand just behind

the podium, each standing behind their respective place on the podium. Fencers must not take any 'selfies' until after the end of the national anthem.

ADMINISTRATIVE RULES | PROTOCOL CODE

As each fencer is announced they step forward and mount the podium in the appropriate place.

The medals and trophies will then be awarded by the President of the EFC, accompanied by a member of the LOC to congratulate the winning fencers or teams (with flowers if available), beginning with the bronze medal(s), then the silver and finally the gold. In the absence of the President the order in accordance of the order of precedence is to be strictly followed.

The national flag of the winner will be hoisted on the central flagpole, and those of the fencers or teams placed 2nd and 3rd will be hoisted on the 2 (or 3) flagpoles to the right and left of the central flagpole, facing the official stand. While the national anthem (in its entirety) of the winning country is played, the 4 fencers or 3 teams and the spectators turn towards the flags.

For European Championships actual flags must be raised during the ceremony.

For all other EFC/FIE events: the use of electronic flags (1 set only) is optional. It is not obligatory to raise the flags during the ceremony, but they must be presented in an appropriate way for the ceremony.

Until the official ceremony is finished, nobody is allowed to step on the podium or near the podium at any time. Security personnel must ensure that there is not an invasion of the piste by the public. They must also ensure that medallists are prevented from making any unofficial exits from the field of play into the spectator areas when celebrating their victory. After the official presentation and the national anthem, the organizers may plan the presentation, informally, of additional trophies or prizes.

For European Championships the following are awarded:

- 1. The EFC gold medal and the diploma of European Champion of the EFC to the winners of each individual event, and to each member of each winning team of the World Championships
- 2. A silver medal and a bronze medal for the 2nd and 3rd places in each individual event, and to each member of the teams that were classified 2nd and 3rd.

Medals:

Medals for all European Championships will be provided, by previous arrangement, by either the EFC Secretary General or the LOC. One face of the medals will have the EFC design, and the other face will have the LOC design. The EFC pays for the medals, and the EFC Secretary General approves the final design and quality of the medals.

Diplomas:

- Diplomas for the European Championships will be provided by the EFC.
- Diplomas include the first name and last name and a country.
- Diplomas are signed by EFC President and Secretary General.

During medal ceremony the EFC is awarding besides fencers also personal coaches of medallists at all age category Championships.

Also, the winners of the EFC Cadets and U23 Circuits are awarded price coupons for the purchase of some fencing equipment.

The winners of the EFC Cadets Teams Circuit ranking are awarded the Cup offered by the EFC, usually provided by the organizers upon financial reimbursement by the EFC.

Some aspects of presentation, in particular those that impact on the VIP experience (such as spectator information, venue dressing and signage).

In advance of the start of competition (not less than 2 months) the EFC Secretary General receives from the LOC the plans and arrangements for all the aspects listed above for review and approval.

THE CLOSING CEREMONIES

A closing ceremony must be organized at all European Championships. Normally this takes place immediately after the prizes for the last finals bout have been awarded. However, by agreement with the EFC Chief of Protocol, it is possible in some circumstances that it takes place immediately before the final's session on the last day. It must respect the following order:

- The President of the LOC or the President of the organizing federation, speaking through a microphone from a podium (usually installed on the finals piste), will say a few appropriate words (maximum 2 minutes).
- The President of the EFC or his representative stands on the podium and declares the championships to be closed, with a few appropriate words (maximum 2 minutes).

ADMINISTRATIVE RULES | PROTOCOL CODE

The flag ceremony:

- A fanfare is sounded.
- The designated team (often a squad of soldiers) removes and folds the two flags.
- The EFC flag is formally presented to the EFC President by the President of the LOC, who formally presents it to the President, or representative, of the LOC for the European Championships of the following year. (The flag of the organizing country is retained for return to the LOC immediately after the ceremony.

EFC AWARDS

CATEGORIES

- | | |
|---|---|
| 1 | The best female fencer of the season |
| 2 | The best male fencer of the season |
| 3 | The best individual coach of the season |
| 4 | The best team coach of the season |
| 5 | EFC Fair play trophy |
| 6 | Country which won the medal classification in the season |
| 7 | Country that won the second place in medal classification in the season |
| 8 | Country that won the third place in medal classification in the season |
| 9 | The best organization of European Championships in the year |

DESCRIPTION

- **The best female fencer of the season** - During the entire season, we will follow female results, mainly at European Championships in all age categories, and this title will be awarded to the athlete who obtains the greatest, best and the most spectacular fencing results in all weapons.
- **The best male fencer of the season** - During the entire season, we will follow male results, mainly at European Championships in all age categories, and this title will be awarded to the athlete who obtains the greatest, best and the most spectacular fencing results in all weapons.
- **The best individual coach of the season** - This title will be presented to coach who, mainly at the European Championships in all age categories, will achieve individually the most medals and/or the most valuable individual medals at the European Championships in all age categories.

- **The best team coach of the season** - This title will be presented to coach who, mainly at the European Championships in all age categories, will achieve the most medals in teams and/or the most valuable medals in team at the European Championships in all age categories.
- **EFC Fair Play Trophy** - This title will be presented to a fencer who stands out with respect for the opponent, friendship, solidarity, equality, tolerance, excellence and all the values that distinguish fencers deserving of the Fair Play Trophy.
- **Country which will win the medal classification in the season** – This award will be presented to country which will win the medal classification in European Championships in 2020 in all age categories.
- **Country which will take a second place in the medal classification in the season** – This award will be presented to country which will take a second place in medal classification in European Championships in the season in all age categories.
- **Country which will take a third place in the medal classification in the season** – This award will be presented to country which will take a third place in the medal classification in European Championships in the season in all age categories.
- **The best organization of European Championships in the year** - This title will go to the organizer, who will guarantee the best organizational conditions for competitors, referees, spectators and all other people participating in the European Championships in the season. In addition, commitment, encouragement and cooperation with TV and social media channels.

| Based on the decision of the Executive Commission from 15.12.2022, EFC Awards ~~is~~are suspended until further notice.

EFC INSURANCE

GENERAL LIABILITY - LIMITS

Premises and Operations liability		
Type of damage	Limits of indemnity	Deductible
Bodily injury, property damage, consequential financial loss and non-consequential financial loss following a risk defined in the article 1.5 of this insurance policy	5 000 000 EUR any one loss and annual aggregate	1 000 EUR each and every loss

More details are available on request in the General Secretariate.

DIRECTORS AND OFFICERS

Policy limit: no less than 500 000 EUR per claim and the aggregate for the Policy period

More details regarding conditions are available in General Secretariate.

TRAVEL INSURANCE

INSURANCES		
	NATURE OF BASIC COVERS	TERRITORIAL SCOPE
A	Accidental Death Benefit	Worldwide
B	Supplementary Death Benefit in the event of an air Accident	Worldwide
C	Accidental Permanent Total or Partial Disablement Benefit	Worldwide
D	Coma resulting from a Salaried Employee's Accident	Worldwide
E	Maximum limit of liability in the event of collective Accidental Death or Disablement	Worldwide
F	Medical expenses outside the Insured's home country	Outside the Insured's home country
G	Medical expenses in the Insured's country of origin	More details regarding limit conditions are available in General Secretariate. Solely in the Insured's home country
H	Hostage taking	Outside the Insured's home country
I	Travel incidents	Worldwide
J	Damage, Loss, Theft or destruction of personal baggage. Damage, Loss, Theft or destruction of professional computer equipment	Worldwide
K	Loss, Theft or destruction of samples	Worldwide
L	Legal Assistance (payment of fees)	Outside the Insured's home country
M	Bail bond advance	Outside the Insured's home country

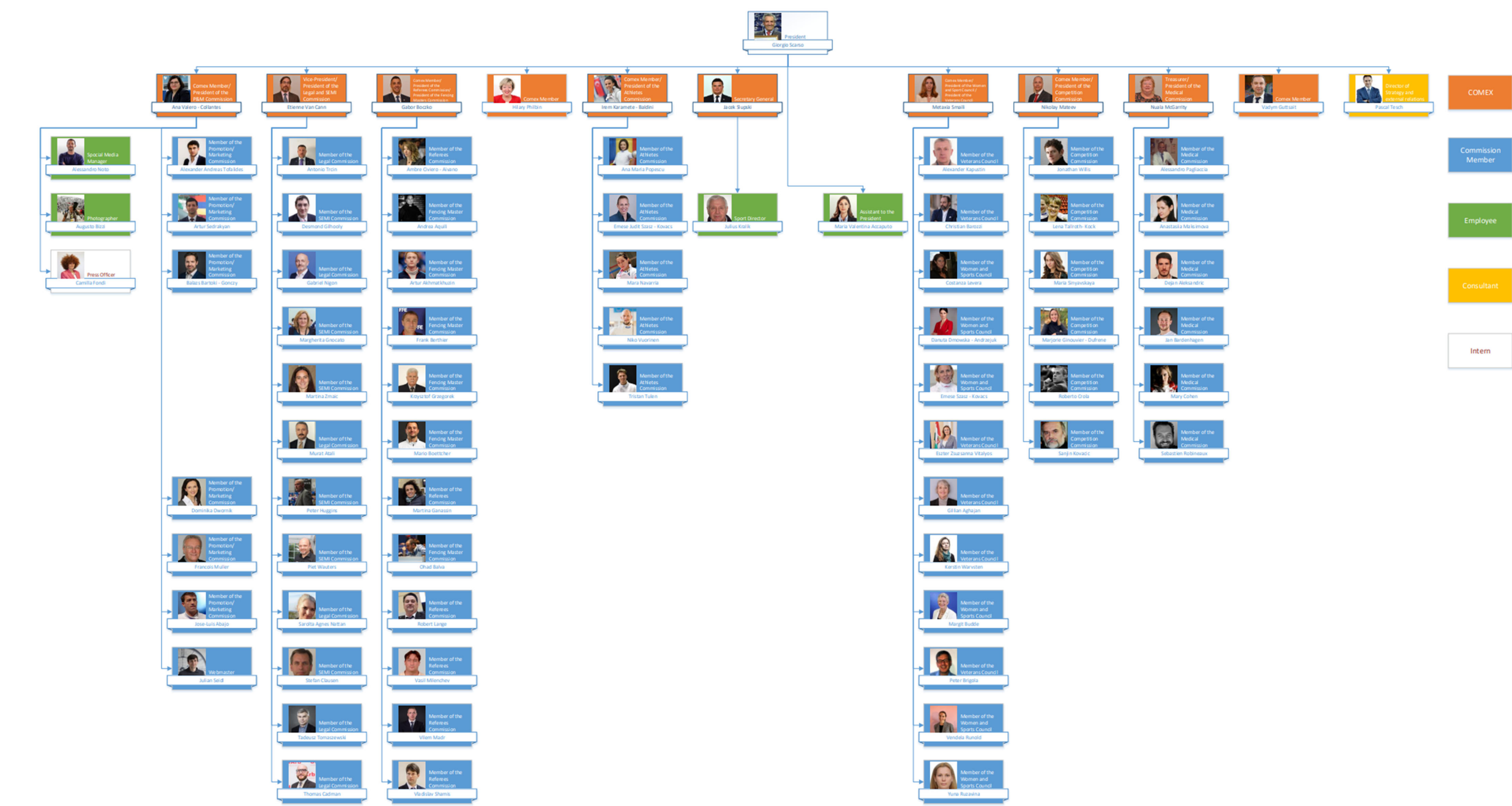
ADMINISTRATIVE RULES | EFC INSURANCE

	NATURE OF BASIC COVERS	LIMIT	TERRITORIAL SCOPE
N	Compensation in the event of “overbooking” on an airliner		Worldwide
O	Political evacuation and natural disasters		Worldwide
P	Cancellation or modification of journey		Worldwide
Q	Search and rescue expenses		Worldwide
			Outside the Insured’s home country
			In USA and Canada
R	Non-occupational Life Liability		Outside the Insured’s home country
			Outside the Insured’s home country

Associated services

	NATURE OF BASIC COVERS AND BENEFITS	LIMIT	TERRITORIAL SCOPE
S	Support for the Family in the event of the Insured's Death		Worldwide
T	Conversion of the home in the event of Permanent Disablement of more than 33%		Worldwide
U	Information Service concerning useful services for coping with a Disability and help with rehabilitation into everyday life	More details regarding limit conditions are available at General Secretariate.	Worldwide
V	Psychological Assistance		Worldwide
W	Information Assistance and Aid to Business		Outside the Insured's home country
X	Assistance to persons		Worldwide
Y	Extranet Information and Travel Safety Portal		Worldwide

APPENDIX A. EFC ORGANISATION CHART



APPENDIX B. IOC CODE OF COUNTRIES

ENGLISH NAME	CODE OF THE COUNTRY
A	
Afghanistan	AFG
Albania	ALB
Algeria	ALG
American Samoa	ASM
Andorra	AND
Angola	AGO
Anguilla	AIA
Antarctica	ATA
Antigua and Barbuda	ATG
Argentina	ARG
Armenia	ARM
Aruba	ARU
Australia	AUS
Austria	AUT
Azerbaijan	AZE
B	
Bahamas	BAH
Bahrain	BRN
Bangladesh	BAN
Barbados	BAR
Belarus	BLR
Belgium	BEL

ADMINISTRATIVE RULES | IOC CODE OF COUNTRIES

ENGLISH NAME	CODE OF THE COUNTRY
Belize	BIZ
Benin	BEN
Bermuda	BER
Bhutan	BHU
Bolivia	BOL
Bosnia and Herzegovina	BIH
Botswana	BOT
Brazil	BRA
Brunei Darussalam	BRU
Bulgaria	BUL
Burkina Faso	BUR
Burundi	BDI
C	
Cambodia	CAM
Cameroon	CMR
Canada	CAN
Cape Verde	CPV
Cayman Islands	CAY
Central African Republic	CAF
Chad	CHA
Chile	CHI
China	CHN
Colombia	COL
Comoros	COM

IOC CODE OF COUNTRIES

ENGLISH NAME	CODE OF THE COUNTRY
Congo, Republic of (Brazzaville)	CGO
Costa Rica	CRC
Croatia	CRO
Cuba	CUB
Cyprus	CYP
Czech Republic	CZE
D	
Denmark	DEN
Djibouti	DJI
Dominica	DMA
Dominican Republic	DOM
E	
Ecuador	ECU
Egypt	EGY
El Salvador	ESA
Eritrea	ERI
Estonia	EST
Ethiopia	ETH
F	
Fiji	FIJ
Finland	FIN
France	FRA
G	
Gabon	GAB

ADMINISTRATIVE RULES | IOC CODE OF COUNTRIES

ENGLISH NAME	CODE OF THE COUNTRY
The Gambia	GUM
Georgia	GEO
Germany	GER
Ghana	GHA
Greece	GRE
Guyana	GUY
H	
Haiti	HAI
Honduras	HON
Hong Kong	HKG
Hungary	HUN
I	
Iceland	ISL
India	IND
Indonesia	INA
Iran (Islamic Republic of)	IRN
Iraq	IRQ
Ireland	IRL
Israel	ISR
Italy	ITA
J	
Jamaica	JAM
Japan	JAP
Jordan	JOR

IOC CODE OF COUNTRIES

ENGLISH NAME	CODE OF THE COUNTRY
K	
Kazakhstan	KAZ
Kenya	KEN
Korea, Republic of (South Korea)	KOR
Kuwait	KUW
Kyrgyzstan	KGZ
L	
Latvia	LAT
Libya	LBY
Liechtenstein	LIE
Lithuania	LIT
Luxembourg	LUX
M	
Madagascar	MDG
Malaysia	MAS
Maldives	MDV
Mali	MLI
Malta	MLT
Mexico	MEX
Moldova	MDA
Monaco	MON
Mongolia	MGL
Montenegro	MNE
Mozambique	MOZ

ADMINISTRATIVE RULES | IOC CODE OF COUNTRIES

ENGLISH NAME	CODE OF THE COUNTRY
N	
Nepal	NPL
Netherlands	NED
New Zealand	NZL
Nicaragua	NCA
Niger	NIG
Nigeria	NGR
North Macedonia	MKD
Norway	NOR
O	
Oman	OMA
P	
Pakistan	PAK
Panama	PAN
Paraguay	PAR
Peru	PER
Philippines	PHI
Pitcairn Island	PCN
Poland	POL
Portugal	POR
Puerto Rico	PUR
Q	
Qatar	QAT
R	

IOC CODE OF COUNTRIES

ENGLISH NAME	CODE OF THE COUNTRY
Romania	ROU
Russian Federation	RUS
Rwanda	RWA
S	
San Marino	SMR
Saudi Arabia	KSA
Senegal	SEN
Serbia	SRB
Seychelles	SEY
Singapore	SIN
Slovakia	SVK
Slovenia	SLO
Somalia	SOM
South Africa	RSA
Spain	ESP
Sri Lanka	SRI
Sweden	SWE
Switzerland	SUI
T	
Thailand	THA
Tunisia	TUN
Turkey	TUR
Turkmenistan	TKM
U	
Ukraine	UKR

ENGLISH NAME	CODE OF THE COUNTRY
United Arab Emirates	UAE
United Kingdom	GBR
United States	USA
Uruguay	URU
Uzbekistan	UZB
V	
Venezuela	VEN
Vietnam	VIE
Y	
Yemen	YEM
Z	
Zambia	ZAM
Zimbabwe	ZIM