



FILA REQUIREMENTS FOR

THE ORGANISATION OF GRAPPLING CONTINENTAL CHAMPIONSHIPS

1. PREAMBLE

The present Requirements set the organising conditions of a senior Continental Championship placed under the responsibility of FILA and WGC (World Grappling Committee). FILA and WGC will assist the organising Federation in the organisation and running of the Championship.

2. ORGANISATION FEE

The organisation fee of CHF 10'000 (ten thousand Swiss Francs) shall be paid to FILA upon signature of the contract. In case of failure, the organisation of the Championship will be removed from the National Federation to which it was attributed, notwithstanding the application of penalties as stated in the Financial Regulations due to withdrawal and non-compliance with the FILA Regulations.

3. SHARE OUT OF THE COSTS: BORNE BY FILA

FILA will take care of the sending of entry forms to the countries concerned, the press releases, the information on the WGC website and the broadcasting of the WebTV.

4. SHARE OUT OF THE COSTS: BORNE BY THE ORGANISING FEDERATION

The organising Federation must send a personal invitation letter to all the countries concerned and to the FILA President, the WGC President, the technical delegate, and the refereeing delegate with the programme and information on the Championship for the visa applications.

The organising Federation will accommodate (transport, board, and lodging) the FILA President or his substitute, the WGC President, the technical delegate, and the refereeing delegate.

- a. According to the FILA Regulations, the FILA President has the right to travel from his place of residence in first class and to have his local transport, airport tax, and visa taken care of.
- b. The WGC President travels from his place of residence in business class and has his local transport, airport tax, and visa taken care of.
- c. The WGC board members appointed as technical delegates or refereeing delegates travel from their place of residence in economy class and have their local transport, airport tax, and visa taken care of.
- d. The period which the organising Federation pays the accommodation for the FILA President, the WGC President, the technical delegate and the refereeing delegate starts 48 hours before the competition and ends 24 hours after the competition.
- e. The technical and the refereeing delegates' representation fees, that is CHF 70 (seventy Swiss Francs) or equivalent in convertible local currency per day, payable on the spot, start 48 hours before the competition and end 24 hours after the competition.
- f. The FILA and WGC Presidents' representation fees, that is CHF 100 (a hundred Swiss Francs) or equivalent in convertible local currency per day, payable on the spot, start 48 hours before the competition and end 24 hours after the competition.

5. SHARE OUT OF THE COSTS: BORN BY THE PARTICIPANTS

The participating teams from affiliated National Federations or National Committees have the obligation to send their entries to FILA before the deadline. Past the deadline, entries will not be accepted. A valid FILA licence is obligatory for all participants.

At the time of accreditation, an entry fee must be paid to FILA through the organising Federation. Its amount will be determined by FILA upon attribution of the Championship. The accommodation fee of CHF 130 (a hundred and thirty Swiss Francs) per night and per participant must also be paid at that time. This tariff is valid for two days before the competition, during the event, and one day after the competition.

Accreditation offer free urban transport, constant access to the competition venue and free participation in all events organised by the host.

6. AUDIOVISAL RIGHTS

The audiovisual rights pertaining to the senior Continental Championships belong to FILA and must be subject to a negotiation between the organising Federation and WGC. All contracts resulting from this negotiation must be countersigned by the FILA President.

7. ADVERTISING

The advertising rights pertaining to the senior Continental Championships belong to FILA. Any sponsorship or advertising agreement must be subject to a negotiation between the organising Federation and WGC and must be countersigned by the FILA President.

8. OBLIGATORY INSURANCE AND RESPONSIBILITY

All participants are insured by FILA. However, FILA declines all responsibility in the event of an accident occurring to organisation staff, the public and all individuals other than competitors, referees and WGC board members present. FILA also declines responsibility in the event of fire, riot, aggression and any other catastrophe which could happen during the Championship.

Consequently, the organising Federation must take out insurance with a company of its choice to cover its and FILA's civil liability for the duration of the Championship including the time taken to install the facilities before the competition and the time taken to dismantle them afterwards. A copy of this insurance policy must be sent to FILA as soon as it is signed.

9. ORGANISATION

a. Invitations and programme

At the latest six months before the Championship and after FILA's approval, the organising Federation will send to the affiliated National Federations and National Committees, to the FILA President, to the WGC President, to the technical delegate, and to the refereeing delegate the official letters of invitation, the provisional programme, the Championship regulations, and the entry forms. These documents will then be posted on the WGC website. The competition programme will be given to each delegation and to the FILA officials upon their arrival.

b. Entry formalities to the country of the organising Federation

The organising Federation must guarantee with its country's responsible authorities that FILA officials, WGC officials, National Federation officials, National Committee officials and competitors who wish to take part in the Championship be allowed to enter and leave its territory. Entry visas must be valid for 30 days and must be available 30 days before the

Championship date. The National Federations and Committees must respect the deadlines given by embassies and consulates.

c. Transport

The organising Federation must make transport facilities available to officials and participants between the station, airports, and accommodation sites as well as between competition, training, and accommodation sites. Transport facilities are only provided for participants who are accommodated in the hotels proposed by the organising Federation.

A private chauffeured car will be permanently available for the FILA President and the WGC President. A minibus or a bus will be available for the technical delegate, the refereeing delegate, and the selected FILA referees.

d. Accommodation

The organising Federation must accommodate (board and lodging) the FILA President, the WGC President, the technical delegate and the refereeing delegate in a five star hotel. The participating teams will be accommodated in double rooms in minimum three star hotels. The addresses of the hotels will be mentioned on the specific information form which will be sent to the participants together with the competition programme.

e. Information

From the arrival of the first delegation to the day following the last competition, the organising Federation must organise a central reception desk which will be situated, if the accommodation is split over several hotels, at the competition site. This desk must provide all the delegations with useful information during their stay and their participation in the Championship. In addition, a representative must be present at the airport or station to welcome all the delegations and to provide them with the information they need for the transport during their stay.

The address and phone number of the information and reception desk must be sent to the National Federations and to the FILA officials at least 10 days before the Championship. This desk will be open 24 hours a day at least during the days the delegations arrive.

f. Hymns and flags

The organising Federation must ensure that the team leaders provide and certify the national anthems of their country (short version) and their national flags (size 1.20m x 1.80m).

g. Weigh-in

The weigh-in is the responsibility of the technical delegate and the refereeing delegate who will be assisted by a secretary. The official weigh-in for each category takes place the day before the competition in the evening and lasts 30 minutes. The competitors are allowed to check their weight on the scales available, which will be identical to those used for the official weigh-in, as many times as they wish.

h. Draw

The draw for positions in the competition table is the responsibility of the technical delegate and the refereeing delegate who will be assisted by a secretary. It must be done by computer with the FILA competition software (Heracles) the day before the beginning of competitions, during the weigh-in and under the control of the referees designated for this task by FILA.

The draw must be public and the press/television must be invited to attend. The result of the draw will be distributed by the organising Federation to each delegation as soon as it is complete.

i. Anti-Doping Control

The organising Federation must take all the steps necessary to ensure that the anti-doping tests can take place and guarantee that the samples will be analysed by a laboratory which is WADA accredited. The test must take place according to the rules of the World Anti-doping Code of WADA and the FILA Anti-doping Regulations.

The three medallists in each weight category must present themselves for anti-doping tests after the award ceremony. The costs engendered by the anti-doping tests will be borne by the organising Federation. If FILA requires additional doping tests, it will bear the cost of these tests.

j. Results

Directly after the end of the Championship, the organising Federation must send to FILA a complete set of results by email so that it can be posted on the WGC website.

k. Staff and material

In accordance with the present Requirements, the organising Federation must fulfil all the necessary conditions for staff and material. It must make all the necessary guarantees concerning insurance for civil liability coverage during the whole of the Championship in addition to 48 hours beforehand and 24 hours afterwards.

10. COMPETITION HALL

The competition hall will be large enough to house the competition equipment necessary and will have at least 5,000 seats. The room temperature will be between 18° and 22° centigrade maximum.

a. Competition area

The competition area must be covered with regulatory and new 12x12m mats which must be in accordance with the colours and marking standards set by FILA.

Each competition mat will be equipped with one 43" plasma screen at each ends of the mat. The organising Federation must also provide manual scoreboards and timing equipment in case of failure. The competition hall must be equipped to enable optimal viewing for spectators and competitors (matches in progress and upcoming, match results, times, number of points, nationality) and it must be possible to light the mats.

Non-authorized people will not have access to the competition area and the surrounding area.

b. Reserved spaces

Sufficient numbers of seats must be allocated to the FILA/WGC officials, the VIPs, the referees, the technical officials, the doctors, the first aid teams, the journalists, and the competitors and will be labelled accordingly. The competitors' seats will be placed as close as possible to the competition area and will have direct access to it.

c. Specific Rooms

A warm up hall with FILA approved mats, a room with bathroom for anti-doping tests, a first aid room, massage tables, changing rooms which can be locked, a relaxation room for the FILA/WGC officials and referees, and a working room for the Press must also be provided.

11. RECOMMENDATIONS CONCERNING THE NEEDS OF THE PRESS

The access to the press tribune must be limited to the technicians and television teams from the participating countries. Each press organ will inform the Organising Committee of its needs.

An interview area and an accurate result system must be set-up for the press. At the end of the Championship, a complete set of results will be distributed to the journalists.

12. OFFICIALS

a. FILA Officials

FILA officials are nominated as such by the FILA President and work for the event for FILA. They must have a special status and their identity cards must enable them to have access to all the areas covered by the event.

b. FILA referees

The referees who work during the event will be nominated by the FILA President following the suggestions made by the WGC Refereeing Department. They must arrive in the host country one to three days before the competitions, depending on their country of residence and the dates of the course, and leave one day after.

c. Officials and technical assistants from the organising Federation

The Organising Committee must ensure that the staff has been trained thoroughly and is able to fulfil the various tasks in connection with the Championship. There must be at least two timers per mat, one for recording the real duration of the match and one substitute. If possible, there should be a third person, a specialist who can make sure that the FILA competition software (Heracles) is used properly.

d. Medical staff

The organising Federation must provide enough medical assistance for the whole of the competition (one doctor and one medical auxiliary per competition area) and three or four doctors for the preliminary medical examination. In addition, an ambulance must be ready to take injured competitors to hospital. Contacts will have been made with the nearest hospital for emergency treatment.

13. OFFICIAL CEREMONIES

a. Opening ceremony

The opening ceremony of the senior Continental Championship will be conducted by the FILA President who will be assisted by the highest representative of the host country and the athletes' and referee's representatives. The flag of the host country and that of FILA, and that of IOC will be raised on that occasion.

b. Award ceremony

The formal award ceremony takes place each day after the finals of the weight category. The speaker must clearly announce the ceremony and pronounce the names, nationality and classification of the recipients as well as the names and titles of the officials who will present the medals. FILA strongly recommends the use of giant screens which show the names of the medal winners. Award winners are presented in the following order: 1) gold medal; 2) silver medal; 3) bronze medal; 4) other awards.

The flags are hoisted at the same time but with a slight difference between their heights: 1st at the top, 2nd slightly below, and the two 3rd lower still. When the short version of the national anthem of the country of the winner is played, officials and athletes must turn to the flag for the salute.

The privilege of awarding medals belongs to the FILA President who can delegate this honour to highly placed individuals present as well as to WGC board members.

SUMMARY OF THE ORGANISING FEDERATION'S OBLIGATIONS

The sporting organisation of the senior Continental Championship must be placed under the control of the technical delegate assigned by the FILA President.

1. ACCOMODATION OF THE FILA/WGC OFFICIALS (transport, board and lodging)

- FILA President
- WGC President
- 1 technical delegate
- 1 refereeing delegate

2. PREPARATION AND DISTRIBUTION OF THE FOLLOWING DOCUMENTS

- invitations
- general information about the event
- competition regulations
- programme
- accreditation cards
- posters
- notifications for anti-doping tests
- forms for collecting urine tests
- diplomas for the competitors

3. INFORMATION AND RECEPTION DESK

- welcoming participants when they arrive at the airport/station and when they leave
- attributing hotel rooms
- helping ordering meals
- helping with local and international transport (confirming flights)
- reserving training periods
- helping with questions about culture and tourism
- collecting, at accreditation time, the entry fee and the accommodation fee of CHF 130 (a hundred and thirty Swiss Francs) per night and per participant, and handing it over to the technical delegates.

4. REQUIRED FACILITIES

a. Hall facilities

- a warm up hall
- a weigh-in room and draw room
- lockable changing rooms for competitors with showers, toilets and massage equipment
- a room for checking the entries
- a relaxation room for the technical delegates with desk
- two anti-doping test rooms (one for men and one for women) with sanitation
- an infirmary equipped for first aid (oxygen, defibrillator, etc.)
- a press centre with the necessary equipment (fax, telephone, Internet)
- a press conference room
- rooms for the Organising Committee
- a relaxation room for the referees
- an office for the FILA President with telephone, fax, Internet
- an office for the WGC President with telephone, fax, Internet
- a room for the Refereeing Department's meetings and daily meeting of referees (100 seats) equipped with video material

b. Hall equipment

- wrestling mats (new and FILA approved)
- 2 43" plasma screens
- 1 table and 3 chairs for the refereeing body and the technical delegate
- 1 table per mat for the timers and video control
- chairs for the referees (depending on how many there are)
- 1 central microphone
- podium for the medal ceremony
- FILA flag
- national flag of the host country
- medals and awards

c. Accreditation

- 2 computers
- 1 FILA competition software (Heracles)
- 2 fast printers
- cartridges of replacement
- 2 digital cameras connected to the computers + tripods
- 2 lamination machines + 500 A4 lamination sheets
- 2 cutting machines (Massicot)
- 2 punches
- A4 sheets

d. Weigh-in facilities

- 4 scales (without springs) with guaranteed precision
- 1 table and 2 chairs per scales
- 3 assistants per scale (2 referees nominated for this task and 1 secretary) and 1 technician to calibrate the scales if necessary
- 1 weigh-in sheet per weight category
- pens

e. Random draw

- 4 computers
- 1 FILA competition software (Heracles)
- 4 printers
- 4 television screens or 4 video-projectors
- empty competition tables
- lists of draws by category corresponding to the numbers of participants
- equipment for the manual draw if necessary

f. Competition secretariat

- 2 computers
- 1 FILA competition software (Heracles)
- 2 black & white laser printers
- 1 color laser printer
- 1 USB scanner
- 1 photocopier
- cartridges of replacement
- tables and chairs
- 1 book binder + binding supplies
- A4 and A3 paper reams
- office supplies: pens, rulers, pencils, erasers, markers, highlighters, staplers, staples, folders, transparent pockets

g. Press Centre

The size and equipment in the Press Centre must correspond to the number of accreditations of journalists. Working conditions must conform to AIPS standards:

- Internet connections
- fax
- telephones
- computers
- interview areas
- seats with desks for journalist
- photocopier

