





# 12<sup>th</sup> European Cup Winter Throwing Bar/MNE



## TEAM MANUAL

[www.ecwt2012bar.org](http://www.ecwt2012bar.org)

12<sup>th</sup> European Cup Winter Throwing

17-18 March 2012

Bar, Montenegro

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## 1. GENERAL INFORMATION

### The City

The municipality of Bar is situated in the south-eastern part of Montenegro on the Adriatic coast and covers an area of 505 km<sup>2</sup>. The length of the coastline is 46 km, of which 9 km are beaches, while the territory of Bar includes as much as 65 km of the entire Skadar Lake shore.

|                                   |  |
|-----------------------------------|--|
| <b>Official language</b>          | Montenegrin-Serbian, Bosnian, Croatian   |
| <b>Currency</b>                   | The Montenegrin Currency is the Euro (€) which is made up of 100 cents. There are coins of 1, 2, 5, 10, 20 and 50 cents and 1 and 2 Euros. Bank notes are of 5, 10, 20, 50, 100, 200 and 500.    |
| <b>Money exchange</b>             | There are many exchange bureaus around the city offering a range of exchange services  |
| <b>Religion</b>                   | Christian , Muslims  |
| <b>Time zone</b>                  | GMT + 1 hours  |
| <b>Electricity specifications</b> | 220V 50 Hz; Plug with two parallel round prongs (Type C & F)   |
| <b>Telephone code</b>             | International country code for Montenegro +382   |
| <b>Shop opening hours</b>         | Most shops are open from 7:00 to 21:00; it is recommended to check the opening hours displayed in the shop. Supermarkets are usually have longer working hours during working days and weekends. |
| <b>Bank opening hours</b>         | Working days 9:00 – 16:00<br>Saturday 9:00 – 15:00   |
| <b>Tap water</b>                  | Safe to drink  |

Introductory phrases and basic words in local language

| English        | French             | Montenegrin-Serbian |
|----------------|--------------------|---------------------|
| Hello, Hi      | Salut              | Zdravo              |
| Good bye       | Au revoir          | Dovidjenja          |
| Thank you      | Merci              | Hvala               |
| How are you?   | Ça va?             | Kako si?            |
| Good morning   | Bonjour            | Dobro jutro         |
| Good afternoon | Bonjour            | Dobar dan           |
| Good evening   | Bonsoir            | Dobro veche         |
| Good night     | Bonne nuit         | Laku noc            |
| Water          | Eau                | Voda                |
| Ice            | Glace              | Led                 |
| Yes            | Oui                | Da                  |
| No             | Non                | Ne                  |
| How much is    | Com bien ça coute? | Koliko koshta       |
| Where is...?   | Où se trouve...?   | Gdje je             |

## 2. ORGANISATIONAL STRUCTURE

### 2.1. European Athletics Council

|  |   |
|--|---|
| President                                  | Hansjörg Wirz (SUI)   |
| Vice Presidents                            | José Luis de Carlos (ESP)<br>Karel Pilny (CZE)<br>Jean Garcia (FRA)<br>Christian Milz (SUI)   |
| Director General                           |   |
| Council Members                            | Franco Arese (ITA)<br>Sylvia Barlag (NED)<br>Liam Hennessy (IRL)<br>Jonas Egilsson (ISL)<br>Frank Hensel (GER)<br>Dobromir Karamarinov (BUL)<br>Toralf Nilsson (SWE)<br>Erki Nool (EST)<br>Antti Pihlakoski (FIN)<br>Jorge Salcedo (POR)<br>Gabriela Szabo (ROU)<br>Salih Münir Yaraş (TUR)<br>Vadim Zelichenok (RUS) |
| IAAF President (ex officio member)         | Lamine Diack (SEN)  |
| European Athletics Honorary Life President | Carl-Olaf Homén (FIN)   |

### 2.2. European Athletics Delegates

|                         |  |
|-------------------------|--|
| Council Delegate        | Salih Münir Yaraş (TUR)                          |
| Technical Delegate      | Dobromir Karamarinov (BUL)                       |
| Doping Control Delegate | Zoran Vrbanac (CRO)                              |
| Jury of Appeal          | to be appointed at Technical Meeting (3 members) |

### 2.3. European Athletics Office

European Athletic Association  
Avenue Louis-Ruchonnet 18  
1003 Lausanne, Switzerland Tel: +41  
21 313 43 50 Fax: +41 21 313 43 51  
E-mail: office@european-athletics.org  
Web: www.european-athletics.org

### 2.4. Honorary Board of the event

|   |                      |
|---|----------------------|
| Honorary President LOC                          | Igor Luksic          |
| Ministry of Education and Sports                | Slavoljub Stijepovic |
| President of Athletics Federation of Montenegro | Milorad Vuletic      |
| Director of Port of Bar                         | Slobodan Pajovic     |
| Montenegro Science Minister                     | Sanja Vlahovic       |
| Dean of the Faculty of Dramatic Arts – Cetinje  | Radmila Vojvodic     |
| President of the National Electoral College     | Ivica Kalezic        |

Director of the General Hospital – Bar  
Owner of Private Company Keka  
Director of Health Center – Bar  
Director of Sport Centre – Bar

Zoran Srzentic  
Milorad Vukcevic  
Borislav Lalevic  
Brano Radevic

## 2.5. Local Organising Committee

President  
General Secretary  
Event Co-ordinator  
Co-ordination  
Promotion  
Press / Media  
Accommodation  
Accreditation  
Ceremonies / Protocol  
Marketing  
Finance  
Volunteers  
Medical  
Doping Control  
Adviser

Zarko Pavicevic  
Bozidar Icevic  
Veljko Cegar  
Milan Madzgalj  
Neda Ivanovic  
Nemanja Jankovic  
Dragan Nisavic  
Vlado Grgic  
Milan Madzgalj  
Nedjeljko Covic  
Nevenka Plantak  
Dragoljub Koprivica  
dr. Dragoslav Tomanovic  
dr. Aleksandar Vujcic  
Ivica Matijevic

## 2.6. Competition Organisation

Competition Manager  
Technical Manager  
Technical Information Centre  
Referee  
IT Technology  
Data Processing  
Facilities  
Announcer

Ozren Karamata  
Savo Pavlovic  
Dragana Nestorovic  
Dragan Smolovic  
Pavle Lekic  
Vlado Grgic  
Borivoje Raicevic  
Nemanja Jankovic

## 2.7. Participating Federations (according to Preliminary entries)

|     | MEN    |     | WOMEN  |     |
|-----|--------|-----|--------|-----|
|     | Senior | U23 | Senior | U23 |
| 1.  | ALB    | ALB |        |     |
| 2.  | ARM    |     |        |     |
| 3.  | AUT    | AUT | AUT    |     |
| 4.  | BIH    | BIH | BIH    | BIH |
| 5.  | BEL    | BEL |        |     |
| 6.  | BLR    | BLR | BLR    | BLR |
| 7.  | BUL    | BUL | BUL    | BUL |
| 8.  | CRO    | CRO | CRO    |     |
| 9.  | CYP    | CYP | CYP    |     |
| 10. | CZE    | CZE | CZE    |     |
| 11. | DEN    |     |        |     |
| 12. | ESP    | ESP | ESP    |     |

|     |     |     |     |     |
|-----|-----|-----|-----|-----|
| 13. | EST |     |     | EST |
| 14. | FIN | FIN | FIN | FIN |
| 15. | FRA | FRA | FRA | FRA |
| 16. | GBR | GBR | GBR | GBR |
| 17. | GEO |     |     |     |
| 18. | GER | GER | GER | GER |
| 19. | HUN | HUN | HUN | HUN |
| 20. |     |     | IRL |     |
| 21. | ISL |     | ISL |     |
| 22. | ISR |     | ISR |     |
| 23. | ITA | ITA | ITA | ITA |
| 24. | LAT |     | LAT | LAT |
| 25. | LUX | LUX |     | LUX |
| 26. |     | MDA | MDA |     |
| 27. | MKD |     | MKD |     |
| 28. | MNE | MNE | MNE | MNE |
| 29. | NED |     | NED |     |
| 30. |     |     | NOR | NOR |
| 31. | POL |     | POL | POL |
| 32. | POR | POR | POR | POR |
| 33. | ROU | ROU | ROU | ROU |
| 34. | RUS | RUS | RUS | RUS |
| 35. | SLO | SLO | SLO | SLO |
| 36. | SRB | SRB | SRB | SRB |
| 37. | SUI |     | SUI |     |
| 38. | SWE | SWE | SWE | SWE |
| 39. | TUR | TUR | TUR | TUR |
| 40. | UKR | UKR | UKR | UKR |

## 2.8 Generals Programme of the event (subject to change)

16 March 2012, Friday

- 12:00 Press Conference – Hotel Princess
- 18:00 Technical Meeting – Hotel Princess
- 19:30 Opening ceremony – City Square
- 21:00 Welcome dinner for the Heads of Delegations

17 March 2012, Saturday

- 8:00 – 18:30 European Cup Winter Throwing, day 1

18 March 2012, Sunday

- 8:00 – 18:30 European Cup Winter Throwing, day 2
- 21:00 Closing Party & Team award Ceremonies - Hotel Korali  
Transportation from and to Hotel Princess will be organised .





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### 3. ARRIVALS

#### 3.1 Arrival by Air

There are two official airports for the event:

- Podgorica (TGD) - located 45 km from Bar (app. travel time to Bar is 55 minutes)
- Tivat (TIV) - located 60 km from Bar (app. travel time to Bar is 70 minutes)

Teams will be met at the Official Airports by LOC representatives according to their travel details submitted in the final entries. After collecting their luggage, team members will be escorted to the official buses, which will take them to the respective team hotel. Only team leaders will be requested to proceed to the accreditation centre for financial settlement and collection of the accreditation cards.

#### 3.2. Arrival by train

Teams arriving by train will be met by LOC representatives in the Main hall of the train station (meeting point is below the giant display board) according to the arrival times given in the final entry system, and will be transferred to the respective team hotel.

#### 3.3. Arrival on road

Teams arriving by bus or car are requested to go directly to Hotel Princess, main hotel of the event.

#### 3.4. Visa Requirements

The following countries require visas to enter Montenegro:

- Armenia
- Azerbaijan
- Georgia
- Moldova

For issuing visas please contact Bulgarian embassy in your country or Montenegrin embassy in Moscow (Mitnaja 3, office 23-25, entry 2. Moscow, Tel +7495 2301865, email: [ambasada@ya.ru](mailto:ambasada@ya.ru))

#### **In case of problems please contact the Local Organising Committee:**

Mr Bozidar Icevic  
Tel: +382 69 061 880  
Email: [ascg@t-com.me](mailto:ascg@t-com.me)

### 4. TRANSPORT

#### 4.1 Bus Shuttle Service

A regular bus shuttle service will be provided between the team hotel(s), training venues, social functions, the technical meeting and the competition venue. Full details of the schedule will be displayed at the LOC Information Desk in the hotel.

Transfer time between "Hotel Korali" and the competition venue will be around 10 minutes depending on the traffic conditions.

#### 4.2 Return to Airport / Train station

Transport will be arranged according to the flight/train schedules submitted by the teams. Further information will be available from the LOC Information Desk.

### 5. ACCOMMODATION

#### 5.1. General Information

The LOC has reserved two good quality hotels for teams, providing full board accommodation and easy accessibility to both the centre of Bar and the competition venue.

#### 5.2. LOC Information Desk

An LOC Information Desk will be located in the lobby of each Team Hotel with qualified personnel offering relevant information about all aspects of the European Cup Winter Throwing

The Information Desks will be open daily (between 15-19 March 2012) from 08:00 to 20:00.

#### 5.3. Official Hotels

The official hotels for the European Cup Winter Throwing will be:

##### Hotel Princess

Jovana Tomasevica 59,  
85000 Bar, Montenegro  
Tel: +382 30 300 100  
Fax: +382 30 312 510  
Web: [www.hotelprincess.me](http://www.hotelprincess.me)



##### Hotel Korali

Obala Iva Novakovica bb  
Sutomore, Montenegro  
Tel: +382 30 373 720;  
Fax: +382 30 373 484  
Web: [www.trendkorali-montenegro.com](http://www.trendkorali-montenegro.com)



#### **5.4. Cost and European Athletics Quota**

According to European Athletics Regulation 1010.4. European Athletics shall pay the board and lodging expenses for not more than 3 (three) days and for a maximum of 4 (four) Senior Men and 4 (four) Senior Women, 4 (four) U23 Men and 4 (four) U23 Women from each visiting, with a maximum of only 1 (one) man and 1 (one) woman in each event for both age groups.

The official within the defined ratio by European Athletic will also benefit of the price applicable for athletic in quota in double occupancy. The ratio of athletes and official is included to appendix 5 of this manual.

The following rates must be paid for out of quota athletes, for team officials and for additional days:

| <b>TEAMS</b>  | <b>Hotel</b> | <b>Single<br/>(price/person)</b> | <b>Twin<br/>(price/person)</b> |
|---|--------------|----------------------------------|--------------------------------|
| Non-Quota Athletes & Officials within the ratio (in-competition period) | Princess     | 100 Euro <sup>(1)</sup>          | 75 Euro                        |
|   | Korali       | 70 Euro <sup>(1)</sup>           | 45 Euro                        |
| Out of ratio officials (in-competition period)                          | Princess     | 100 Euro                         | 75 Euro                        |
|   | Korali       | 70 Euro                          | 45 Euro                        |
| Out of period rate (all team members)                                   | Korali       | 70 Euro                          | 45 Euro                        |

<sup>(1)</sup> Each team will be allocated a minimum number of single rooms equivalent to 10% of the total number of athletes and officials in ratio entered. This will be charged at the rate of a double room (up to 3 days maximum). Any single rooms above the 10% threshold will be charged at the rate of 100 EUR and 70 EUR respectively.

#### **Cancellation Policy**

The final account for accommodation attributable to each Member Federation shall be based on the numbers declared in the Final Entries and this shall be paid in full, no allowance being made for any subsequent reduction in the actual numbers of athletes and/or officials.

#### **Extra Charges**

The team leader must settle any extra charges (bar, laundry, telephone etc) at the hotel reception desk, before departure. The team leader will be requested to provide a credit card at the time of checking in at the reception desk to cover any extras.

**All payments must be made in Euros.**

#### **5.5 Payment Procedures**

A proforma invoice will be sent to each Federation detailing the amount they owe based on their final entries. Federations are kindly encouraged to make an advance payment of at least



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50% by 12 March 2012. Advance Payments should be made in EUR by bank transfer to the following account:

**Intermediary:**

COBADEFF  
COMERZBANK AG  
FRANKFURT AM MAIN  
GERMANY

**Account with institution:**

/400876951500  
ATLMMEP2  
ATLAS BANK AD  
MONTENEGRO

**Beneficiary**

/ME2550512000000062262  
OPSTINA BAR

**Note:** A copy of the bank transfer will be required on arrival.

The balance of the payment must be paid on-site by the Team Leader on arrival at the Accreditation Centre. Payment can be made by credit card or by cash in Euros.

### 5.6. Meals

All meals (buffet style) will be served in the team hotels. The restaurant opening times are:

|           |                             |
|-----------|-----------------------------|
| Breakfast | 06:00 – 10:30               |
| Lunch     | 12:00 – 15:00               |
| Dinner    | 18:00 – 21:00 <sup>12</sup> |

Accreditation cards will allow access to meals in the hotel restaurant.

For lunch and dinner bottled mineral water is available free of charge. All other drinks have to be paid for.

On the competition days late serving provision will be made for those athletes detained at the stadium due to doping controls or protests.

Lunch boxes will be provided upon request submitted by the Team Leader at the LOC Information Desk in the hotels the day before.

### 5.7. Meeting Rooms for Teams

Arrangements can be made for a team meeting room through the LOC Information Desk in the hotels. Requests shall be made at reasonable time in advance.

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<sup>1</sup> On Saturday, 17 March the dinner will be served until 22:00

<sup>2</sup> On Sunday, 18 March the dinner will be served at the Closing Party

### **5.8. Telephone calls**

The telephone will be automatically activated to make room-to-room calls only. Any athletes or delegation officials requiring the use of the room phone for outgoing calls must make arrangements with the LOC Information Desk at the hotel. The service will be made available upon the presentation of a credit card to cover all charges.

## **6. ACCREDITATION**

### **6.1. General**

Each team member will receive an accreditation card, which must be worn at all times and should be clearly visible. Security personnel will control all areas. The accreditation is not transferable and does not allow the holder to take another person beyond checkpoints. Photos are not required for the accreditation card system.

### **6.2. Accreditation Procedure**

Accreditation cards will be prepared in advance, based on the information provided by the Member Federation through the online entry system. No changes will be accepted after the final entry deadline.

Accreditation cards will be distributed in the Accreditation centre located in Hotel Princess.

Upon arrival, the teams will be transported directly to the respective hotel and proceed with accommodation without delay. Team Leaders will be required to present themselves at the Accreditation centre on the day of their arrival (or the next day in case of late evening arrival), to settle the pending payments, submit the Final Confirmation and collect the Accreditation cards and welcome bags of all team members. Transportation by dedicated cars will be provided for Team Leaders staying in Hotel Princess.

Team Leaders are requested to take the athletes' passports to the Accreditation Centre in order to allow verification of Under 23 participants' age.

### **6.3. Loss of Accreditation**

If an Accreditation Card is lost, this should be reported immediately to the LOC, at the Information Desk in the hotel or in the TIC.

### **6.4. Access Areas for Teams**

A description of the accreditation system is included to Appendix 6 of this manual and will be printed on the back of the accreditation card.

All team accreditation cards will allow access to the team seating area and warm-up areas in the stadium. The Head of Delegation from each team is invited to the VIP Hospitality and will be given the necessary access number on the accreditation card. Separate cards will be issued to Team Leaders, for access to the TIC.

Access to the Doping Control: One pass will be given to the athlete upon notification and an additional pass for an accompanying person. Passes will be collected once they enter the



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Doping Control Station

### 7. TECHNICAL INFORMATION

#### 7.1. Technical Information Centre (TIC)

The main function of the centre is to ensure smooth communication between each Team Delegation, the LOC and European Athletics Technical Delegate and the Competition Management regarding technical matters.

The TIC is located in the Multifunctional building close to the Main Stadium (see Appendix 4) and will be open at the following times:

|                    |               |
|--------------------|---------------|
| Thursday, 15 March | 16:00 – 20:00 |
| Friday, 16 March   | 09:00 – 20:00 |
| Saturday, 17 March | 07:00 – 20:00 |
| Sunday, 18 March   | 07:00 – 20:00 |

The TIC will be linked to all information desks set up for this event and shall be responsible for the following:

- Competition information (Start Lists, Results, etc)
- Liaison points concerning technical matters between Team Delegate, Technical Delegate, European Athletics and LOC
- Urgent notices – collection and delivery of any urgent written notices to the Team Delegations from the Technical Delegate, European Athletics and LOC
- Settlement of technical enquiries from delegations
- Recovery of items confiscated at the Call Room
- Applications for 'national records' (doping control request)
- Receipt of appeals from the teams
- Collecting the personal implements after the end of the event.

Access to the information in the teams' pigeon boxes at the TIC will be controlled by separate entry cards, NOT by the accreditation card (see point 6.4.).

Teams that were not able to attend the Technical Meeting, under extreme circumstances, can collect their competition bibs from the TIC after the Technical Meeting.

#### 7.2. Technical Meeting

The Technical Meeting will be held on Friday, 16 March 2012 at 18:00, in the Hotel Princess (Conference room No. 3).

All questions related to the Technical Meeting must be presented in writing, preferably in English, in the TIC or the Hotel Information Desks before 15:00 on 16 March 2012. The Technical Meeting will be held in English.

Each team may be represented by a maximum of 2 persons and, if necessary, an interpreter. It is very important that all teams are represented at the Technical Meeting.

The Technical Meeting will be attended by:

- European Athletics Delegates
- Jury of Appeal (Members are to be announced during the meeting)
- Representatives of the Local Organising Committee
- Competition Director
- Competition Officials
- TIC representatives
- European Athletics Staff

### 7.2.1. Agenda

The preliminary agenda of the Technical Meeting includes:

- Welcome by the President of the Local Organising Committee
- Welcome by the European Athletics Council Delegate
- Presentation of the International Officials
- Appointment of Jury of appeal members
- Presentation of the Competition Officials
- Presentation of the competition and warm-up sites
- Information briefing by the Technical Delegate(s)
  - Technical Information
  - Call Room procedures and schedule
  - Scoring and ties
  - Participation Order
- Information briefing by the Doping Control Delegate
- Victory Ceremonies, Opening and Closing Ceremonies
- Answering of questions submitted in writing by federations
- Distribution of bib numbers

### 7.3. Personal Implements

The throwing implements provided by the LOC (see implement list, Appendix 1) are selected from those appearing on the current IAAF approved equipment list as at 1 February 2011.

Federations requiring IAAF approved implements not listed by the LOC may present such implements prior to the competition for inclusion in the competition pool, subject to test and approval by the Technical Delegate. Such implements must be presented latest on Friday, 16 March by 19:00 at the Storage room located nearby the Main Stadium.

These implements will be returned only after the completion of each day's events at the TIC in the Main Stadium.

Basic implements will be provided for warm up and training.

### 7.4 Inspection of Competition Venue

An orientation visit will be organised for Team Leaders to inspect access routes and other facilities at the Competition Venue which will be important to the teams. It will take place on Friday, 16 March 2012 at 14:00. Team Leaders are to meet LOC members in front of the TIC at the

Main Stadium from where they will be escorted on this visit.

**7.5. Competition Area**

The European Cup Winter Throwing 2012 will take place at the Main Stadium and the Throwing Field of the Sports Centre Topolica in Bar. A plan of the Stadium and its surroundings is included in this Manual (Appendix 4). The capacity of the Main Stadium is about 1500 seats; the capacity of the Throwing Field is 200 seats.

The Sports Centre Topolica has the following competition facilities and sites:

**Main Stadium:**

- 1 Discus / hammer circle
- 2 Javelin run-way
- 1 Shot Put circle

**Throwing Field**

- 1 Hammer/Discus circle

**7.6. Warm-up Area**

The Warm-up Area is located right besides the Main Stadium. Weight lifting facilities are provided in the tent located next to the warm-up area and in the Indoor Sport hall (250m from the warm-up area) and will be available from Thursday, 15 March to Sunday, 18 March between 08:00 - 19:00.

**7.7 Changing Rooms**

Changing rooms with showers are located in the Main Stadium.

**7.8 Physiotherapy**

Team tents for physiotherapy with space for tables will be provided in the outdoor warm-up area, (ice will also be available).

**7.9 Training**

Athletes will have the possibility to train on both competition venues with the following schedule:

| Date                      | Event    | Main Stadium  | Throwing Area |
|---------------------------|----------|---------------|---------------|
| <b>Thursday, 15 March</b> | Shot Put | 13:00 – 19:00 |               |
|                           | Discus   | 13:00- 15:00  | 15:00 – 17:00 |
|                           | Hammer   |               | 13:00 – 15:00 |
|                           |          |               | 17:00 – 19:00 |
|                           | Javelin  | 15:00 – 18:00 |               |
| <b>Friday, 16 March</b>   | Shot Put | 10:00 – 17:00 |               |
|                           | Discus   | 10:00 – 14:00 | 16:00 – 18:00 |
|                           | Hammer   |               | 10:00 – 16:00 |
|                           | Javelin  | 14:00 – 18:00 |               |

Equipment and implements necessary for training will be available at the training venues. Officials will be present to help in the case of problems or special requirements. Drinks will be available at the training venues. Accreditation must be handed in when borrowing equipment,



and will be returned to the athlete when the equipment is handed back in.

The Weight training facilities will be available for training according to point 7.6.

## 8. COMPETITION REGULATIONS

### 8.1 Entries

#### 8.1.1. Team Entries

According to 1002.7 each team shall consist of up to 2 (two) athletes entered in each event for Senior Men and Senior Women and one athlete in each event for Under 23 Men and Women.

#### 8.1.2. Individual Entries

According to 1002.4 Member Federations not entering teams may enter athletes to compete as individuals, each event being considered separately.

### 8.2. Final Entries

Final entries shall be made through the European Athletics online entry system. The online entry system will be accessible on the European Athletics website: [www.european-athletics.org](http://www.european-athletics.org) in the section "Member Federation Zone / Competition". Member federations should use the already known ID and password.

Final entries indicating the names of the athletes and their best performances, plus the names of officials must be submitted not later than 10 (ten) days before the competition **by midnight on Wednesday, 7 March 2012.**

#### 8.2.1 Final Confirmation

Team Leaders or their representatives must confirm the names of those competitors already entered who will actually take part in the competition.

Forms for the final declaration and confirmation will be distributed to each delegation during accreditation. The forms must be completed and returned immediately. Final start lists will be distributed after the Technical Meeting in Hotel Princess.

**Any team foreseeing to arrive later than this deadline shall confirm the respective athletes' participation via email to [competition@european-athletics.org](mailto:competition@european-athletics.org).**

#### 8.2.2. Withdrawal

Withdrawal of any confirmation must be indicated to the TIC in writing on the official withdrawal form.

### 8.3. Scoring

Each team's score shall be determined according to the best performance of its highest finishing athlete in each event and shall be the aggregate of points attributed to those performances according to the International Scoring Tables. The team achieving the highest number of points shall be the winner (1002.10).



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Any team finishing without a scoring athlete in all 4 (four) events shall not be counted in the teams classification.

The points attributable to the best performance of each athlete in each event shall be combined into individual athletes' classifications.

### 8.3.1 Ties

If two or more teams have an equality of scores, the tie shall be decided in favour of the team containing the athlete achieving the highest individual score from a single event. If the tie remains the second highest individual score will be considered and so on.

### 8.4. Participation Order

The athletes' participation order for each event is according to drawing done by the Technical Delegate after the final entries. The result of the draw will be presented and handed out during the Technical Meeting.

### 8.5. Competition Bibs

The LOC will provide the teams with competition bibs after the Technical Meeting. Each competitor will receive three (3) bib numbers. The numbers shall be worn visibly on the breast and back of the competition uniform and on the track suit. The competition numbers may not be cut, bent or covered in any way.

### 8.6. Competition Clothing

Competitors must wear the Federation's official team clothing. IAAF Rule 8 & 143 will be strictly applied. Please make sure to follow the IAAF Advertising Regulations. Clothing and items not conforming to this rule and the current IAAF Advertising Regulations will be removed or taped at the call room.

European Athletics has a record of the Team vests of all Member Federations on the European Athletics website. If the uniform displayed on the website differs from your current official uniform, a full set of photographs must be provided to European Athletics by 7 March 2012 at the latest (preferably in an electronic version):

- JPEG file, maximum resolution and size 300 dpi / 500KB
- Compressed ZIP file, if possible
- Mailto: [competition@european-athletics.org](mailto:competition@european-athletics.org)
- Otherwise, the existing records will be used as reference

Team clothing must be uniform. A competitor wearing any other clothing will have no access to the competition area and will not be allowed to compete.

This rule applies both to competition clothing (vest, shorts and tights) as well as to tracksuits.

## 9. COMPETITION PROCEDURE

### 9.1. Timetable

Please refer to Appendix 2 for the competition timetable.

### 9.2 Warming Up Before Events

Warming up will take place on the official warm-up track adjacent to the stadium. (See point 7.6)

### 9.3. Call Room Procedures

#### 9.3.1 Call Room

The Call Room is located between the warm-up area and the Main Stadium. It is the responsibility of the Team Leaders to ensure that their athletes are aware of the last check-in times for entry to the Call Room. Athletes arriving late may be excluded from participation in the event.

All athletes must report to the Call Room 45 minutes before the start of their event. Detailed Call Room schedule is available in Appendix 3)

The following checks will be carried out on equipment that must comply with IAAF Advertising and Competition Rules:

- Competition clothing
- Shoes
- Bags
- That non-authorized equipment (radio, Walkman, mobile phone, camera etc) are not brought infield.

#### 9.3.2 Leaving the Call Room

Athletes will be escorted from the Call Room to the competition site 30 minutes before the start of their event.

Detailed Call Room schedule will be handed out during the Technical Meeting and will be displayed at the competition venue and the team hotels.

### 9.4 Competition Preparation

Each athlete is allowed a minimum of two practice trials under the supervision of the officials, more if time allows. The athletes will be called to the practice trials in the competition order. Only official markers provided by the LOC will be allowed for marking the runways.

Once the practice trials are finished, the participants will be asked to stand in the order of the competition for the presentation.

### 9.5. Measurement

The distance measurements in Discus, Javelin and Hammer will be taken by electronic equipment (Topcon, type GPT-7503). Shot Put distances will be measured by steel tape.

### **9.6 Leaving the Stadium during the Competition**

An athlete may only leave the competition area when accompanied by a judge. The intention to leave the competition area has to be communicated to the Referee.

### **9.7 Leaving the Stadium after the Competition**

After the competition, athletes leave immediately the infield through the mixed zone where media interviews will be carried out.

### **9.8. Protests and Appeals**

Protests and appeals are permitted and will be processed in accordance with IAAF Rule 146.

In the first instance, protests must be made orally to the Referee by the athlete himself/herself or by a responsible official acting on his/her behalf (Rule 146.3). Protests concerning the result or conduct of an event shall be made within 30 minutes of the official announcement of the result of that event (posted on the TIC information board).

Any written appeal to the Jury of Appeal must be signed by a responsible official on behalf of the athlete and submitted to the TIC within 30 minutes after the official announcement of the decision made by the Referee.

When submitting an appeal form, a deposit of EUR 75, as set in the rules, must be paid. If the appeal is unsuccessful, the deposit will not be returned.

The Jury's decision will be provided in writing at the TIC.

### **9.9. Interviews**

In the mixed zone, all athletes meet the media: first TV, then radio and finally the written press. It is for the athlete to decide whether he/she will give an interview.

### **9.10. Doping Control**

#### **9.10.1 General Information**

Doping control shall be conducted in accordance with IAAF Anti-Doping Rules and Regulations under the supervision of the European Athletics Doping Control Delegate. Both urine and blood samples may be collected immediately before, and during, the Cup.

Athletes selected for doping control shall be informed by doping control officials. Athletes will be required to sign a confirmation of notification. Athletes who are to be tested may invite a team official to accompany them to the Doping Control Station (DCS).

A selected athlete should report immediately to the DCC unless there are valid reasons for delay. All selected athletes will be accompanied by a trained chaperone or Doping Control Officer from the time of notification until arrival at the DCC. Athletes are reminded that refusal to provide a sample can render them liable to disqualification and may lead to further disciplinary action.

Athletes who are required to use prescribed medication for the treatment of a medical

condition should ensure that they have registered their medication, where necessary, through the Therapeutic Use Exemption system prior to attending the event.

### 9.10.2 Selection of Athletes

The selection of athletes for control will be made on a final position and/or random basis under the supervision of the Doping Control Delegate. In addition, the selection of further athletes may be ordered at the discretion of the Doping Control Delegate.

All athletes setting World or European records must report to the DCC to provide a sample. Failure to provide a sample will result in the record not being ratified.

### 9.10.3 Additional Controls

Additional athletes, such as those achieving National Records who have not been selected for doping control, may present themselves for testing. These athletes must report to the TIC where they will have to complete the "Doping Control Request Form". They will then be escorted to the Doping Control Station.

The cost of this control will be paid by European Athletics and will be deducted from the member federation's subvention after the event.

## 10. MEDICAL SERVICES

### 10.1 General

Medical service is in charge of any medical assistance to the team leaders, the competition organisation, the information personnel, the honorary guests as well as, during competition to the spectators.

In case of an emergency please contact the nearest medical aid station, in other cases the given instructions should be followed. Below is information on the medical care sites and relevant instructions. Dr Aleksandar Vujicic is in charge of the medical service and can be reached on +382 69 031 979.

### 10.2 Medical Services at the Stadium

The stadium medical service is responsible for any problems concerning the athletes' health. The team doctor has access to the medical service facilities when an athlete of his/her own team is hurt or is in need of other medical attention. The stadium medical service is also responsible for first aid in the warming up area.

There are first aid teams next to the infield, supervised by a doctor and marked with red crosses.

### 10.3 Medical Services in the Hotels

There will be doctors on duty in both Hotels. Information about their availability will be displayed at LOC Information Desks in the team hotels. Physiotherapy rooms will also be available for use of teams in both hotels.

### 10.4 Insurance

According to the Regulation 1010.10 the participating European Athletics Members are



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responsible for taking out their own insurance to cover illness or injury to any member of their team when travelling to and from European Athletics competitions, as well as during the event itself.

### 11. SECURITY

Instructions given by the LOC, the security personnel and the police have to be followed in all areas, as well as during transport from location to another.

The accreditation card must be worn at all times. If an accreditation is lost, this should be reported immediately to any LOC Information Desk.

The emergency phone number for all situations is 112  
If necessary, the police can be contacted through the LOC Information Desk at your hotel.

### 12. CEREMONIES & SOCIAL FUNCTIONS

#### 12.1 Welcome Dinner

A Welcome Dinner hosted by the Mayor of Bar, Mr. Zarko Pavicevic will be held on Friday, 16 March at 21:00. One person from each team will be invited. Invitation cards will be included in the welcome bags.

#### 12.2 Opening Ceremony

The Opening Ceremony will take place on Friday, 16 March at 19:30 at the City Square. All team members are kindly invited to the Opening Ceremony, however the participation is not mandatory. Transportation from/to Hotel Korali will be organised and detailed schedule will be displayed at the Information Desk.

#### 12.3. Victory Ceremonies

The victory ceremonies for individual winners will take place at the competition venue after the end of the respective event. Winning teams Men and Women will be awarded during the Closing Party in Hotel Princess. Athletes must wear the official team clothing for the ceremonies.

#### 12.4 Closing Party

The Closing Party will take place on Sunday, 18 March at 21:00 in Hotel Korali. Everyone with accreditation or an invitation is welcome to attend. Transportation from/to Hotel Princess will be organised and detailed schedule will be displayed at the Information Desk.

### 13. DEPARTURE

Teams will be asked to provide full travel details on the on line entry system. Teams will also receive a departure form, which should be completed and returned to the LOC Information Desk in the hotel, at least 24 hours before departure, especially if there are any changes to the preliminary confirmed details.



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Departure times of the shuttle buses from the hotel will be provided and displayed at the LOC Information Desk.

All outstanding fees, charges and possible other expenses must be settled with the cashier. On the day of departure the LOC Hotel Manager checks the rooms together with the team leader

### 14. CONTACT DETAILS

For further details about the European Cup Winter Throwing 2012 in Bar please contact Mr. Bozidar Icevic, General Secretary of the LOC.

AK MORNAR  
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Tel: +382 69 061 880  
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[akmornar@yahoo.com](mailto:akmornar@yahoo.com)

## 15. APPENDICES

### Appendix 1 - Implement list

| <b>MEN</b>           |                |  |                     |             |
|----------------------|----------------|--|---------------------|-------------|
| Catalogue No.        | Company        | Description                                      | Colour              | Certif. No. |
| <b>SHOT 7,26kg</b>   |                |  |                     |             |
| N1118A               | Nelco          | Turnad iron, dia: 128mm                          | Yellow              | I-99-0093   |
| F251C                | Nishi          | Steel, dia: 129mm                                | Silver              | I-99-0083   |
| F251                 | Nishi          | Steel, dia: 125,5mm                              | Silver              | I-99-0087   |
| PK-7,26/128          | Polanik        | Steel, dia: 128mm                                | Silver              | I-04-0305   |
| <b>DISCUS 2kg</b>    |                |  |                     |             |
| D2000JSUS            | Denfi Sport    | J. Schult Ultimate Splin,chrome rim,carbon grey  | Grey/yellow centre  | I-99-0098   |
| D2000HS              | Denfi Sport    | Hyper Super Spin,chrome rim, carbon black        | Black/yellow centre | I-99-0083   |
| D2000SKYM            | Denfi Sport    | Skymaster,chrome rim,mixed carbon/plastic plates | Red/white centre    | I-02-0270   |
| N1105GA              | Nelco          | Gold brass rim, plastic side                     | White/gold          | I-99-0095   |
| <b>HAMMER 7,26kg</b> |                |  |                     |             |
| 0112/0429            | BSS            | Begr, turned steel, dia: 110mm                   | Yellow              | I-02-0277   |
| N1121A/N1125BN       | Nelco          | Olympic brass, dia: 110mm                        | Gold                | I-99-0148   |
| F201/F353            | Nishi          | Steel, dia: 1110mm                               | Orange              | I-990079    |
| PM-7,26/110-M/UW-130 | Polanik        | Brass, dia: 110mm                                | Gold                | I-00-0206   |
| <b>JAVELIN 800g</b>  |                |  |                     |             |
| 800CS90              | Nemeth         | Classic 90m, aluminium, violet cord              | Violet/yellow/green | I-99-0100   |
| 7916800c             | Nordic Sport   | Champion, carbon, lilaccord                      | White, lilac spiral | I-99-0189   |
| 7916803c             | Nordic Sport   | Airglider, carbon, red cord                      | White, red spiral   | I-03-0300   |
| 7916808c             | Nordic Sport   | Orbit, carbon, blue cord                         | White, blue spiral  | I-99-0190   |
| <b>WOMEN</b>         |                |  |                     |             |
| Catalogue No.        | Company        | Description                                      | Colour              | Certif. No. |
| <b>SHOT 4kg</b>      |                |  |                     |             |
| 5133402              | Nordic Sport   | Turned steel, dia: 108mm                         | Red                 | I-99-0025   |
| 5133401              | Nordic Sport   | Turned steel, dia: 100mm                         | Red                 | I-99-0027   |
| N1118EA              | Nelco          | Turned iron, dia: 104mm                          | Black               | I-99-0137   |
| F253C                | Nishi          | Steel, dia: 109mm                                | Silver              | I-99-0084   |
| <b>DISCUS 1kg</b>    |                |  |                     |             |
| D1000JSUS            | Denfi Sport    | J. Schult Ultimate Splin,chrome rim,carbon grey  | White/yellow centre | I-99-0099   |
| 720211               | Gill Athletics | Pacer Carbon FX,steel rim,carbon fibre sides     | Black/silver        | I-08-0422   |
| N1105GD              | Nelco          | Gold brass rim, plastic side                     | White/gold          | I-99-0096   |
| F333A                | Nishi          | Super HM, steelrim, FRP side                     | Purple/black/white  | I-02-0256   |
| <b>HAMMER 4kg</b>    |                |  |                     |             |
| 9040095/9700100      | Anand          | ATE, stainless steel, dia: 95mm                  | Silver              | I-05-0340   |
| 0925/0429            | BSS            | BSS, turned steel, dia: 95mm                     | Yellow              | I-02-0278   |
| N1121D/N1125BN       | Nelco          | Olympic brass, dia: 95mm                         | Gold                | I-99-0147   |
| PM-4/95-M/UP/UW-130  | Polanik        | Brass, dia: 95mm                                 | Gold                | I-00-0204   |
| <b>JAVELIN 600g</b>  |                |  |                     |             |
| 7917603              | Nordic Sport   | Diana 80, steel, blue cord, 80m                  | Lilac, white        | I-99-0018   |
| 600S70               | Nemeth         | Standard 70m, aluminium, violet cord             | Violet              | I-99-0107   |
| 600C75               | Nemeth         | Club 75m, aluminium, violet cord                 | Violet/yellow/blue  | I-99-0103   |
| 600CS75              | Nemeth         | Classic 75m, aluminium, violet cord              | Violet/yellow/red   | I-00-0110   |



## Appendix 2 – Competition timetable

| <b>Saturday, 17 March – Day 1</b> |          |       |                 |
|-----------------------------------|----------|-------|-----------------|
| 08:00                             | Javelin  | Women | U 23            |
| 08:45 *                           | Hammer   | Men   | U 23            |
| 10:15                             | Javelin  | Women | Senior, Group B |
| 11:15                             | Shot Put | Women | U 23            |
| 11:30 *                           | Hammer   | Men   | Senior, Group B |
| 12:25                             | Javelin  | Women | Senior, Group A |
| 14:00 *                           | Hammer   | Men   | Senior, Group A |
| 15:30                             | Discus   | Men   | Senior, Group A |
| 15:30                             | Shot Put | Women | Senior          |
| 16:30 *                           | Discus   | Men   | U 23            |
| 17:10                             | Discus   | Men   | Senior, Group B |
| * Throwing Field                  |          |       |                 |

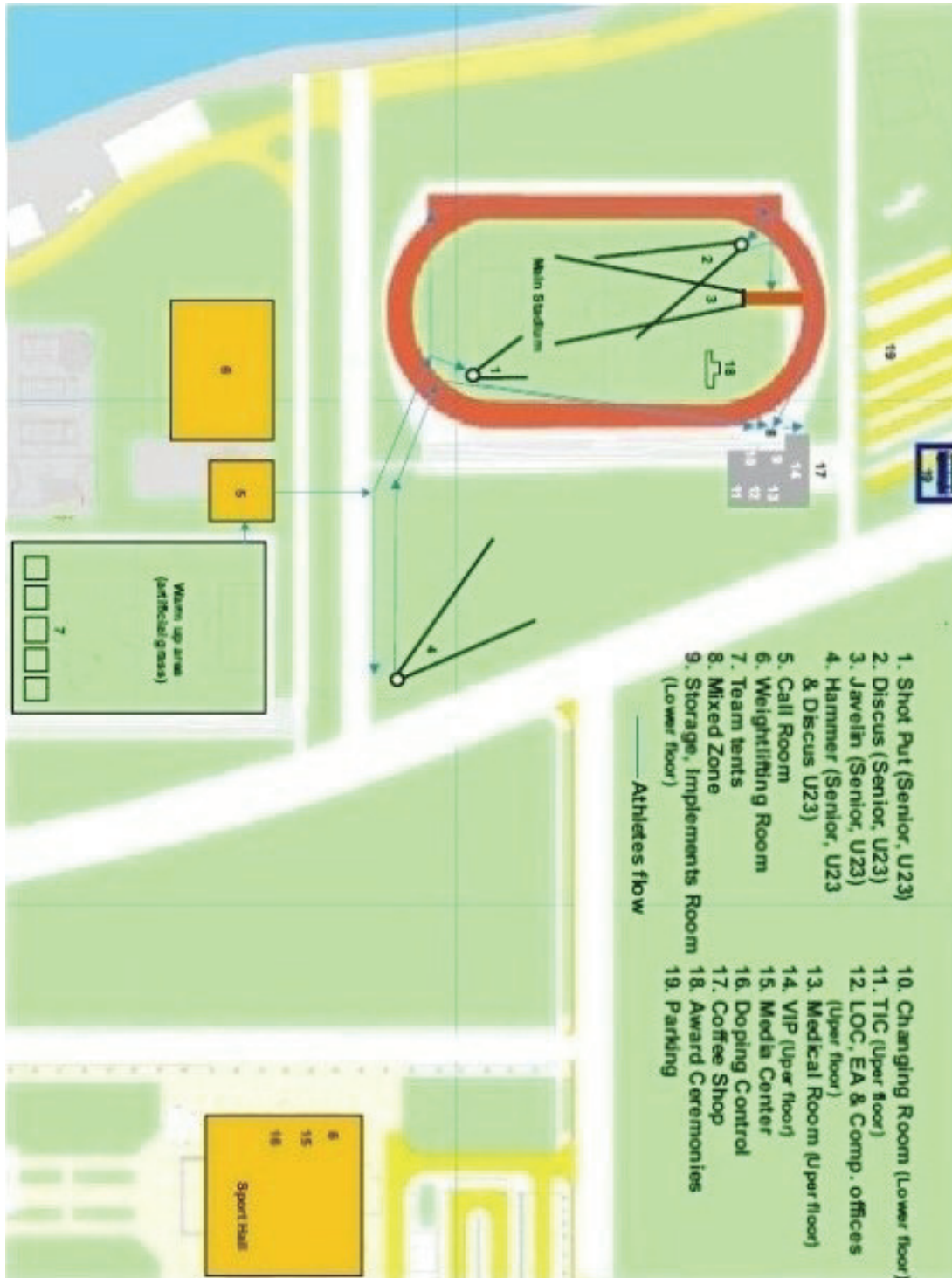
| <b>Sunday, 18 March – Day 2</b> |          |       |                 |
|---------------------------------|----------|-------|-----------------|
| 08:30                           | Javelin  | Men   | U 23            |
| 08:45 *                         | Hammer   | Women | U 23            |
| 11:00                           | Discus   | Women | Senior, Group B |
| 11:15                           | Shot Put | Men   | U 23            |
| 11:30 *                         | Hammer   | Women | Senior, Group B |
| 13:00                           | Discus   | Women | Senior, Group A |
| 13:30                           | Shot Put | Men   | Senior, Group B |
| 13:45 *                         | Hammer   | Women | Senior, Group A |
| 15:15                           | Javelin  | Men   | Senior, Group A |
| 15:30                           | Shot Put | Men   | Senior, Group A |
| 16:15 *                         | Discus   | Women | U 23            |
| 17:15                           | Javelin  | Men   | Senior, Group B |
| * Throwing Field                |          |       |                 |

### Appendix 3 – Call Room timetable

| <b>Day 1 – Saturday, 17 March 2012</b> |                       |           |         |                     |       |
|--|-----------------------|-----------|---------|---------------------|-------|
| Event                                  | Category              | Call room |         | Arriving to infield | Start |
|  |                       | Opening   | Closing |                     |       |
| Javelin                                | Women U23             | 07:00     | 07:15   | 07:30               | 08:00 |
| Hammer                                 | Men U23               | 07:45     | 08:00   | 08:15               | 08:45 |
| Javelin                                | Women Senior, Group B | 09:15     | 09:30   | 09:45               | 10:15 |
| Shot Put                               | Women U23             | 10:15     | 10:30   | 10:45               | 11:15 |
| Hammer                                 | Men Senior, Group B   | 10:30     | 10:45   | 11:00               | 11:30 |
| Javelin                                | Women Senior, Group A | 11:25     | 11:40   | 11:55               | 12:25 |
| Hammer                                 | Men Senior, Group A   | 13:00     | 13:15   | 13:30               | 14:00 |
| Discus                                 | Men Senior, Group A   | 13:45     | 14:00   | 14:15               | 14:45 |
| Shot Put                               | Women Senior          | 14:30     | 14:45   | 15:00               | 15:30 |
| Discus                                 | Men U23               | 15:30     | 15:45   | 16:00               | 16:30 |
| Discus                                 | Men Senior, Group B   | 16:10     | 16:25   | 16:40               | 17:10 |

| <b>Day 2 – Sunday, 18 March 2012</b> |                       |           |         |                     |       |
|--------------------------------------|-----------------------|-----------|---------|---------------------|-------|
| Event                                | Category              | Call room |         | Arriving to infield | Start |
|                                      |                       | Opening   | Closing |                     |       |
| Javelin                              | Men U23               | 07:30     | 07:45   | 08:00               | 08:30 |
| Hammer                               | Women U23             | 07:45     | 08:00   | 08:15               | 08:45 |
| Discus                               | Women Senior, Group B | 10:00     | 10:15   | 10:30               | 11:00 |
| Shot Put                             | Men U23               | 10:15     | 10:30   | 10:45               | 11:15 |
| Hammer                               | Women Senior, Group B | 10:30     | 10:45   | 11:00               | 11:30 |
| Discus                               | Women Senior, Group A | 12:00     | 12:15   | 12:30               | 13:00 |
| Shot Put                             | Men Senior, Group B   | 12:30     | 12:45   | 13:00               | 13:30 |
| Hammer                               | Women Senior, Group A | 12:45     | 13:00   | 13:15               | 13:45 |
| Javelin                              | Men Senior, Group A   | 14:15     | 14:30   | 14:45               | 15:15 |
| Shot Put                             | Men Senior, Group A   | 14:30     | 14:45   | 15:00               | 15:30 |
| Discus                               | Women U23             | 15:15     | 15:30   | 15:45               | 16:15 |
| Javelin                              | Senior, Group B       | 16:15     | 16:30   | 16:45               | 17:15 |

## Appendix 4 - Maps of the Competition Area



## Appendix 5 – Ratio of Athletes and Officials

| <b>Number of Athletes<br/>From - to</b> | <b>Number of<br/>Team Officials<br/>Up to <sup>(1)</sup>:</b> | <b>Maximum number of<br/>additional officials (out-of-<br/>ratio) <sup>(2)</sup>:</b> |
|---|---|---|
| 1 - 3                                   | 1   | 1   |
| 4 - 6                                   | 2   | 1   |
| 7 - 10                                  | 3   | 2   |
| 11 - 15                                 | 5   | 3   |
| 16 - 20                                 | 7   | 3   |
| 21 - 25                                 | 9   | 4   |
| 26 - 30                                 | 11  | 4   |
| 31 - 35                                 | 13  | 5   |
| 36 - 40                                 | 15  | 5   |
| 41 - 45                                 | 17  | 6   |
| 46 - 50                                 | 18  | 7   |
| 51 - 55                                 | 19  | 9   |
| 56 - 60                                 | 20  | 10  |
| 61 - 70                                 | 21  | 14  |
| 71 - 80                                 | 22  | 18  |
| Plus 10                                 | + 1   | +4  |

- ⇒ Team Officials include: Head of Delegation, Team Leaders(s), Coaches, Medical Staff (medical doctors and physiotherapists), Team Press Liaison, Personal Coaches and others;
  - ⇒ Each participating team shall be allocated a minimum number of single rooms equal to 10 per cent of the total number of athletes and in ratio officials entered in the final entries (e.g. 10% of 40 athletes and in ratio officials equal 4 single rooms to be allocated).
- (1) The number of above mentioned team officials is eligible for fixed price accommodation and other benefits. European Athletics will not cover these officials' accommodation costs;
- (2) For Personal coaches beyond the maximum number of out-of-ratio officials packages can be offered without accommodation including accreditation with access to the warm-up, training facilities and team seats.

## Appendix 6 - Accreditation system,

| Zones of access |                          |
|-----------------|--------------------------|
| 1.              | VIP Area                 |
| 2.              | In field                 |
| 3.              | Warm-up & Training Areas |
| 4.              | Hotels / Meals           |
| 5.              | Transportation           |
| 6.              | Doping Control Centre    |
| 7.              | Mixed Zone               |
| 8.              | Media Zone               |
| 9.              | TV / Broadcast Area      |

| Accreditation Group              | Access        |    |    |    |    |    |    |    |    |
|----------------------------------|---------------|----|----|----|----|----|----|----|----|
|                                  | 1.            | 2. | 3. | 4. | 5. | 6. | 7. | 8. | 9. |
| <b>Athlete</b>                   |               |    | X  | X  | X  |    |    |    |    |
| <b>Team Official</b>             |               |    | X  | X  | X  |    |    |    |    |
| <b>Organiser</b>                 | X             | X  | X  | X  | X  | X  | X  | X  | X  |
| <b>Volunteer</b>                 |               |    | X  | X  | X  |    |    | X  |    |
| <b>Media</b>                     |               |    |    | X  | X  |    | X  | X  |    |
| <b>Referee</b>                   |               | X  | X  |    | X  |    |    |    |    |
| <b>Staff</b>                     |               |    | X  |    | X  |    |    |    |    |
| <b>Medical Staff</b>             |               | X  | X  | X  | X  |    | X  |    |    |
| <b>VIP</b>                       | X             |    |    | X  | X  |    |    |    |    |
| <b>Doping Control</b>            |               |    | X  | X  | X  | X  | X  | X  |    |
| <b>Host TV Broadcast</b>         |               | X  | X  |    |    |    | X  | X  | X  |
| <b>European Athletics Family</b> | X             | X  | X  | X  | X  | X  | X  | X  | X  |
| <b>TIC</b>                       | Separate pass |    |    |    |    |    |    |    |    |
| <b>Photographer</b>              | Separate pass |    |    |    |    |    |    |    |    |
| <b>Doping Control</b>            | Separate pass |    |    |    |    |    |    |    |    |



## EUROPEAN CUP WINTER THROWING

### NATIONAL PARTNERS



### INSTITUTIONS

