

CANADIAN  
FENCING  
FEDERATION

CFF  
Competition  
Specifications  
and  
Standards

Canada Cup / National  
Championships

MAY 2012  
Revised July 2014

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## **INTRODUCTION**

The national level competitions at the top of the Train to Train stage of the fencing Long Term Athlete Development (LTAD) model provide the stepping stone for athletes who wish to compete internationally. These events provide a higher level of competition with a greater diversity of athletes from across Canada and beyond. These competitions build on the club, provincial and regional level of events that are the focus at the earlier LTAD stages. They are a selection step for some to higher level opportunities and a developmental step for others as they strive to improve their competitive skills as measured with the domestic ranking. These national level competitions provide an opportunity to showcase the sport of fencing in Canada.

For the 2012-2016 quadrennial, the CFF is changing the delivery of national level competitions to make these events more interesting for the Canadian fencing community; to provide greater opportunities and incentives for hosting; and to create enhanced opportunities for community involvement and the promotion of the sport of fencing across Canada. When competition review occurs as part of the LTAD, this model may undergo further enhancement.

These changes are designed to create opportunities to enhance the involvement of the fencing community in the sport and to increase the opportunities for athletes to compete in this level of competition. These changes create the opportunity to engage the local community in their support of fencing through donations, sponsorship or promotions. Growing the involvement of parents and volunteers in creating these events will be a positive enhancement to the sport of fencing. This format will also allow the addition of opportunities around the competitions, for examples, workshops, camps, lectures.

These changes are a reflection of changing opportunities, and will create opportunities for local hosting groups to generate revenue locally for their sport (see annex 1 for historic financials). We believe that the benefits to the local organizers can be enhanced with a greater involvement of the local community.

The CFF will remain overall responsible for the standards of these national level events, standards which are laid out in this document. The local organizing committee receives all of the direct benefits from promotions, sponsorship and hosting. The Canada Cup circuit events can be organized by clubs, groups or provincial members; however, all bids will be submitted through the provincial fencing association. The provincial fencing association is the first level of oversight during the preparation of the bid and the planning of the event.

These changes allow the local organizers to retain event profits, add additional competitions beyond the minimum scope as outlined in the document. The CFF is confident that this approach will benefit the fencing community. The CFF will establish a method of evaluating compliance to the standards to ensure the quality of events.

Benefits for the host club, city and province:

- Opportunity to hold a national event
- Access to local sponsorship
- Reduced costs for local athletes
- Opportunity to grow and develop local expertise
- Fundraising to help fencing at a local level

## 1. Competitions

The national competition circuit will comprise of Canada Cup events in each of the three competition zones of Canada: west (BC, AB, SK), central (MB, ON), east (QC, NS, NB, NFL, PEI) and the Canadian National Championships.

### Host Organizations

Clubs, provincial fencing associations, cities, sports commissions or similar organizations are eligible to submit a bid for a Canada Cup competition or the Canadian National Championships. Bids will be submitted through the local provincial fencing association who will be required to endorse the bid application. Bids should also include a letter of support from the municipality or hosting institution where the event will be held. Bids received by any other process will not be considered.

## 2. Logistical and financial responsibility

The organizing committee and the hosting provincial fencing association (PSO) are fully responsible for the entire competition hosting process from preparing and submitting the bid through to the delivery of the event. This includes full financial as well as logistical accountability. All financial profits and losses remain with the organizing committee. Financial losses will not be reimbursed by the CFF for any reason.

The CFF has opted to collect all online registrations on behalf of the organizer in order to ensure compliance to CFF policies, bilingualism and access. Funds will be transferred to the organizer in periodic draws prior and post competition. Full access to the registration data will be provided.

The organizing committee is fully responsible for any and all financial deposits, securities, insurance premiums and payments to host the event.

The organizing committee will be responsible for meeting any additional conditions that are posted as part of the bid process on the CFF website.

**Note:** All service fees and fines are listed in the CFF service fee schedule posted on the CFF website.

## 3. Bid process

All bids for hosting Canada Cup and Canadian National Championships must be made:

- on the designated bid form as supplied on the CFF website at [www.fencing.ca](http://www.fencing.ca)
- sent in electronic format only, preferably PDF to the email address indicated
- reach the intended recipient no later than the time and date specified on the website for each round of bids

The Canadian Fencing Federation reserves the right to reject bids received after the specified deadlines or incomplete bids without further explanation.

### Key elements required:

1. The complete application must be signed by the provincial association, the chair of the organizing committee and the municipality / office of tourism / facility as required (electronic signature is sufficient). (Tourism office can assist with hotels and sponsorship)
2. It must include the composition of the organizing committee and note their experience with organization of events.
3. It must include a business plan including:

- i. Areas of responsibility of its members;
- ii. Letters of offer from host hotels;
- iii. Insurance coverage for the holding of the event;
- iv. Details on potential sponsorship opportunities;
- v. The proposed advertising and media coverage;
- vi. The proposed entry fees (cannot exceed the CFF maximum);
- vii. The identification of any specific scheduling requirements, for example to meet media or local sponsor requirements.

#### 4. A logistics plan including

- i. The transportation details within the host city (specific to the participants);
- ii. The dining options for participant's
- iii. The dining options for technical officials;
- iv. The list of technical officials, secretary and manager of the armory
- v. The lease of the hall
- vi. Plan of the venue, indicating all spaces used and a detailed layout of the competition floor. Dimensions must be included. (If this element is missing or incomplete, the bid is automatically rejected)

#### 5. A complete venue diagram showing the placement of all equipment with measurements

#### 8. Any proposed associated activities (camp, evening, development) with local resources

## 4. Responsibilities of the Organizing Committee

1. Respect the rules of the CFF;
2. Display the banner of the CFF;
3. Pay the competition hosting fee;
4. Deliver an event of a national level according to the conditions proposed in the bid;
5. Hire competent and experienced personnel to ensure the event runs well;
6. Organize and coordinate on-ground transportation of personnel;
7. Organize the competition materials;
8. Find and make reservation for the venue;
9. Book hotels for officials and competition personnel;
10. To arrange a block of rooms in hotel with a special fee for competition participants (approx. 100 rooms);
11. Find and coordinate the volunteers;
12. The financial plan should indicate how 'profits' are to be disbursed and the impact on recipients;
13. To pay for insurance, make deposits and ensure financial capacity to pay all competition costs;
14. Arrange food for competition personnel;
15. Ensure food for purchase by participants;

16. Provide an event budget with the bid and a comprehensive profit and loss statement following the event.
17. Identify local dignitaries or significant past athletes or participants in the sport to be identified as medal presenters.

\*\* Post information to the Website

## 5. CFF Responsibilities

The CFF has the following responsibilities:

1. To identify the competition date windows;
2. To request bids using the provided standardized form;
3. To review the bids by committee using a standardized process published with the request for bid and to notify all bidders of the outcome;
4. To approve the competition schedule;
5. To set maximum entry fees and expense allowances for officials and staff;
6. To select the CFF appointed observer;
7. To select a core of referees;
8. To approve the event DT;
9. To evaluate the compliance of the events to the standards of this document. CFF will appoint observer.
10. Host the participant registration website and validate athletes.
11. To notify the local host committee of CFF dignitaries or board members that are confirmed to be present, so that they can be scheduled for medal presentations as required.
12. To provide protocol for the medal ceremonies to the host committee to use at the event.
13. To provide standard reporting forms for medical interventions and applied sanctions.

## 6. Participant registration

- Registration fees are set by the organizers within the maximum guideline set by the CFF (Appendix 3).
- Registration will be available online 60 days before the start of the events.
- Initial registration is closed two (2) weeks prior to the competition, after which late fees are applied.
- The schedule for registration and the imposition of late penalties will be according to published CFF policy.
- Rules for qualification are posted on the CFF website (Events – Canada Cups tabs)
- Participants must have a valid CFF licence **prior** to registration.
- Register through the CFF website for the competition events with online payment.

## 7. Schedule

- The posted schedule will indicate the days on which specific events occur.

- The start times for specific events will be posted within one (1) week after the regular deadline for online registration, but will be subject to amendment if participant numbers substantially change due to late registrations.
- **The schedule will be approved by the CFF before publishing.**
- Example schedules on the CFF website.
- The detailed daily schedule for the secretariat must include an allowance of 30 minutes near mid-day for the referees and secretariat to eat lunch. This break can be staggered so that the entire tournament does not stop.
- The schedule should include between two and three specific time blocks for medal presentations.

## 8. Events

The tournament must include the following individual events in foil, epee and sabre for both men and women. Year of birth defining the age category at the start of the licence year is effective for the entire year.

### Canada Cup (Oct)

- Under 15 OR Team (HP to decide)
- Cadet (under 17)
- Junior (under 20)
- Senior (over 12)
- Veteran (over 40)

### Winter Nationals/Canada Cup (Nov)

#### National Championships

- Under 15 OR Team CC (HP to decide)
- Cadet (under 17)
- Junior (under 20)
- University (Full time CIS Eligibility Standard)

#### Canada Cup December

- Senior (over 12)
- Veterans (over 40)

### Summer Nationals/Canada Cup (May)

#### National Championships

- Senior (over 12)
- Veterans (over 40)
- Team (Club/Provincial)
- Under 15 (if HP decides Team Oct / Nov)

#### Canada Cup May

- Under 15 (No U15 if nationals in Nov)
- Cadet (under 17)
- Junior (under 20)

## 9. Competition Area (Field of Play, Spectators and Service Areas)

### General:

The venue must be located within a reasonable distance from hotels or accommodation (e.g. University dorms).

Facilities must have a venue dedicated to the competition for all the competition days. This space must be available for installation the night before the competition for a period of at least five (5) hours. Once the installation is complete in the venue, it cannot be moved or removed until the end of the competition.

The venue should have a minimum usable area of approximately 23,680 ft<sup>2</sup> (2200 m<sup>2</sup>) dedicated to the field of play.

Security must be available for the venue at all times.

Access to facilities should be open from 7h00 to 21h00 every day of the competition.

Facilities must be clean and well maintained.

An area must be available for the secretariat / DT and head referee with a view of the field of play areas.

There must be access to free drinking quality water at all times.

The temperature of the venue must be inductive to a fencing tournament, not too cold nor too hot, recognizing that staff, officials and athletes require a comfortable environment.

### Communications:

Walkie-talkies or similar devices should be provided at manned stations in the venue where easy communication with the DT are blocked due to the layout and pedestrian traffic conditions. This is to minimize risk and maximize efficiency of the event. Risk is mitigated in the case of an on-piste injury by enabling a quick response by the medical team; efficiency is enhanced by enabling quick and appropriate action by support teams (armoury, DT...) when problems are encountered.

If the referee room is not adjacent to the DT, a communications link is required to this room from the DT.

### Field of Play:

The field of play must be able to contain a minimum of 20 to 22 pistes (NB: Events have used up to 28 pistes to run in three days), and must in all cases contain sufficient pistes for the number of registered athletes to compete as per the daily schedule of events. It is preferred that these are located in a single room, but distribution may be accepted in two or more rooms if approved in the bid process.

Pistes must be laid so that there is a minimum of 1m of space between the edge of the piste and the table holding the scoring equipment.

A minimum space of 3m must be allowed for the referee, except in the case where pistes are back to back and then the two referees can share a space of 4m.

There should be at least a minimum space of 1.5 meters between the field of play enclosure and the edge of the piste.

Lighting should provide at least 800 lumens of illumination at one (1) meter above each piste.

The floor must be of a sport type with "bounce". Venues with non-sport floors such as an arena with a concrete base, to be considered as a viable venue must be covered with a suitable material to meet the expectations for sport. Bare concrete is **unacceptable** for competition.

The field of play must be cordoned with barriers, limiting access to athletes and officials. Chairs or seating must be provided for the athletes.

For team matches a team zone must be available with seating at each end of the piste.

Fencing bags must be stored in an area set aside within the facility or in a bordered area separate from the competition area. This area must be monitored and secure.

**Finals Piste:**

A piste specifically for the final events is required.

Spectator seating for a minimum of 50 people must be arranged outside the field of play barriers.

This piste should have a backdrop and be dressed for an audience.

This piste may be used in rounds of competition other than the final.

**Medals Presentation**

An area with a podium and backdrop suitable for photographs must be provided.

A smaller sound system for medal presentations is required.

Easy access to this area by athletes, medal presenters and photographers is required.

The host must arrange for a photographer to be present.

**Spectator Areas**

This area is separate, but adjacent to the field of play, outside of the barriers.

Provides seating, typically through the use of bleachers or chairs (minimum 400 seats in venue).

May be one or several areas, depending upon venue.

There must be a spectator area adjacent to finals piste and the medals ceremony area.

**Service Areas**

Changing rooms and showers - must be able to accommodate at least 400 athletes over a period of 3 or 4 days of competition.

The venue should provide a catering facility for food and drinks or allow an equivalent service to be provided by the hosting organization. Opening hours should be stated in the bid document, but preferably be for the hours of competition. Ideally, these concessions must sell food suitable for athletes such as fruit and energy bars, bagels, water, sports drinks, and so on.

Area appropriate for armoury and equipment checks, which must provide sufficient space to allow athletes to queue for equipment testing without affecting traffic flow in the venue or otherwise causing a hazard.

Areas appropriate for fencing equipment vendors, sport science / medical support. These areas must allow for easy access and not cause inhibition of movement within the venue.

Ice must be available for medical personnel.

Secure storage for organizers, vendors, equipment etc.

**10. Venue Organization**

Reception table for athlete / referee / official / volunteer check-in.

A restricted area for the secretariat with Internet access and a view of the entire venue with access to the sound system and microphone.

A secure monitored room or area identified for referees (locker room and rest area) close to the secretariat (see communications).

**11. Signage**

There must be signs outside of the venue advertising the event.

External signs should indicate entrances, parking etc.

Internal signage indicating changing rooms, wash rooms, spectator area, field of play, food court etc.

## 12. Competition Equipment / Services:

It is the responsibility of the local organizing committee to ensure that there is sufficient equipment in order to properly organize the competition without delay, namely a minimum of:

### Field of Play

1. A minimum of 22 to 25 pistes in good condition (of a resistance of 5 ohms or less and a surface free of holes, substantial patches or deformations);
2. A finals piste in pristine condition
3. Appropriate means to secure the pistes, depending on style and in compliance with the use agreement for the venue. Regardless of the means of securing the strips, all surfaces should be placed flat to the floor such that the risk of tripping is minimized
4. Sufficient scoring systems for each piste plus a minimum of 4 extras. The scoring systems must comply with the latest FIE regulations for timing and include integral timing systems;
5. Sufficient grounding cords to connect each scoring system to the piste plus a minimum of 4 extras.
6. 2 reels or equivalent bungee cord systems for each piste plus a minimum of 4 extra pair;
7. 2 floor cables for each piste to connect the reel to the scoring system if reels are used plus a minimum of 4 extra pair;
8. Power supply or transformer for each scoring system in the venue. If there is a mix of brands, there must be a minimum of 4 extra power supplies for each scoring unit type.
9. Power extension cords in sufficient numbers and lengths to allow connection of each scoring system to the power outlets. Cords must be in excellent condition and installed such that tripping hazards are minimized.
10. A minimum of Referee kits equaling the number of operational pistes containing a weight (epee / foil), a travel gauge, referee cards and pencils.
11. Installation must be in compliance with local electrical and safety codes, fire regulations and ~~so forth~~ as required by the venue operator / owner.

### Service Areas

**Secretariat / Head Referee:** There should be several tables available for the individuals running the competition and their equipment. A minimum of three 2 metre long tables is required. Access to the internet from this location is required.

**Results:** There should be at least one area in the venue, close to the secretariat containing a cork board for the posting of results.

**Sound System:** A suitable system for the facility, cover all areas of the field of play, must be made available. It must be accessible to the secretariat, to the finals area. A second smaller sound system is be required for the finals area and medals podium. It is preferable to use cordless microphones.

**Presentation:** Attention must be paid to the presentation of the event. This means table covers for the scoring system tables, modesty skirts for tables, flags of participating provinces, podium, music, plants.

**Protocol:** A master of ceremonies should be appointed to make announcements in both official languages and to introduce dignitaries for the medal presentations.

**Medal Ceremonies:** Athletes are required to dress correctly for medal ceremonies, which includes the wearing of either a club or provincial walkout suit and appropriate foot wear.

**Medical / Physo / athlete support:**

The organizers must take all steps to ensure the medical safety of athletes and coaches.

A first aid kit is required as well as the availability of ice.

A telephone must be accessible at all times in case of a more severe injury.

A person certified in sport first aid or a doctor as well as an optional athletic therapist must be identified and be present in view of the competition area at all times of competition. This individual(s) must be able to render a service suitable for athlete support such as taping and massage in addition to providing first response medical aid. The athletic therapist may be a pay-as-you go service. Ice and basic medical supplies must be available at all times of competition.

The individuals identified must be available in the venue and cannot be competitors or have any other responsibilities assigned to them.

This service can be provided by a team, as long as the DT is aware when different personnel assume responsibility.

**Referee / DT Room and Services:**

The referees and DT Staff requires suitable food and drinks to be at their best. The organizers must ensure that sufficient food and beverages are supplied to meet the staff numbers. Where volunteers have access to the same space, suitable monitoring must be provided to ensure staff meals remain for staff. The following are guidelines as to expectations:

- A supply of cool fresh water at all times.
- Hot beverages (tea, coffee...) at all times.
- Continental breakfast type foods available first thing and mid-morning (muffins, fruit, snacks...) - Staff frequently do not have time for breakfast prior to departure to venue.
- Lunch consisting of a hot meal and desert.
- Afternoon snacks (Fruit, cakes, biscuits...).
- If the competition is scheduled beyond 5pm, then a second meal for those staff still working (pizza, sandwiches...) – If the scheduled finish is such that those working would encounter difficulty in scheduling dinner, this second meal must meet that expectation.

NB. Organizers must make accommodation for food preferences, for example, vegetarian meal; gluten free meals. The head referee will be able to identify approximate number to accommodate meal preferences.

**Armoury / Equipment Repair:**

The organizers will ensure that a sufficient area is established to allow the effective pre-testing of equipment by an armoury. This requires a minimum of two (2) 2 meter tables and sufficient space for athletes to queue while waiting for equipment to be tested.

The organizers are required to supply sufficient and appropriate test equipment for the armourers and technicians to complete their equipment controls and to address any repairs to equipment to ensure the smooth running of the competitions.

## 13. Competition Hosting Fees

Hosting fees for the competitions are due on signing of the hosting contract for the event.

## 14. Competition and Entry Information

The following information must be submitted to the CFF for the athlete registration process. This information if available will be posted as early as six months prior to the competition:

Competition Name

Competition date

Venue location with map.

Two email contacts for the organizing committee

Information about food services in and close to the venue

Vendors that will be present (Fencing equipment and other services)

Hotel information

Other courses, exams, camps, meetings, etc. associated with the event.

## 15. Competition Personnel

### Identified by the organizing committee (Experienced for national level):

Tournament Director / Chair of organizing committee

Secretariat

Referees other than CFF core (to be approved by the CFF Referees committee)

Volunteers (registration check in, security, runners, admin support, information for spectators)

Medical / Physio / Athlete support

Nationally Certified armourer and assistants (minimum 3 in total)

### Appointed by CFF:

Head official

CFF Observer

Core of eight (8) national / international level referees appointed by the CFF Referees Committee. Selections will endeavour to minimize the costs for these referees to the organizing committee.

### Directoire Technique will be comprised of:

Head Official

CFF Observer

Secretariat

Head armourer

Tournament director

The names of the members of the Directoire technique will be posted prior to the start of competition. These individuals must be present in the venue at all times competition is in progress.

## Referees

- The CFF Referee Committee will identify a core of eight (8) national / international level referees.
- The organizing committee will select a list of a minimum of 16 other referees (international, N level or provisional N in the referee development programme) for 20 pistes. For each additional piste added to the venue, the number of referees will increase by one (1) accordingly (e.g. 28 pistes = hosts providing 24 referees). This list to be provided to the CFF Referee Committee no later than 60 days prior to the tournament for approval.
- Referees will be identified no later than 90 days prior to the event.
- Transport arrangements and costs for all referees are the responsibility of the organizing committee. Arrangements should be made as early as possible upon confirmation of availability of a referee, but no later than 30 days prior to the event.
- Accommodation for non-local referees is the responsibility of the local organizing committee. Referees can be booked 2 into a non-smoking room with 2 beds (NB: Pull-out cots are not acceptable).
- The hotel for officials should be located as close to the venue as possible, while at the same time providing access to a reasonable selection of restaurants for evening meals.
- Ground transportation of referees to and from the airport and between the hotel and the venue is the responsibility of the organizing committee.
- The organizing committee with communicate with the Head Official and provide details of final arrangements of officials travel, rooming lists, hotel to venue shuttle services and entry numbers no less than 7 days prior to the start of the competition.

### Remuneration of competition personnel:

As per CFF Referee remuneration policy [www.fencing.ca](http://www.fencing.ca)

## 16. Running the Competition

All competitions must be managed with software that allows the competition format required for each event to be specified.

The software must report the following information: athletes present with their classification, pools, ranking after pools with eliminated athletes, direct elimination table and final ranking.

The software must generate pool score sheets containing the bout order, direct elimination score sheets and provide a suitable means for the entry of results and their verification.

The software must export the results in fff format according to the specifications published on the CFF website.

The fff files must be submitted to the CFF ranking service within 24 h of the completion of the competition.

A report identifying the tournament referees and their activities

**a) Confirmation of attendance:**

- Registration volunteers check in fencers and validate CFF criteria (Nationals)
- Call fencers absent at 5 minutes before close of registration.
- Call 1 minute prior to close
- Call at close
- Announce exclusion if not confirmed.

During the competition, the penalties as described in the FIE rules will be applied when a fencer is not present when called.

**b) Competition Formats** are available on the CFF website.

**c) Duration of bout and number of touches**

This is as specified in the FIE Rules of Competition unless specified otherwise on the event information.

**d) Coaching**

Coaches will not be permitted into the field of play during the pools.

Coaches will stay in the designated areas for direct elimination matches and be permitted to advise their athletes during the 1 minute rest break.

Only one coach per athlete is allowed.

Coaches will be penalized by the referee if they harass the athlete, their opponent or the referee.

**e) Posted information:**

The organizers have the responsibility to display:

The members of the Directoire Technique

The formulas for the competitions

Entry lists

The composition of pools and the pool results

The seeding for the direct elimination table and updates after each round of competition.

**f) Transmission of results:**

The organizers will send the results for each competition (fff and HTML) to [pa@fencing.ca](mailto:pa@fencing.ca) within 24 hours of the competition, but preferably on the day of competition.

Records for the individual events are critical for sound management:

List of participants with CFF licence numbers and club name

Pool results

Ranking after pools and eliminated fencers

The complete direct elimination table

The final ranking

Referee activity list.

**g) Medals**

The organizers must ensure that the top three places are rewarded, meaning four athletes (1x Gold, 1x Silver, 2x Bronze) with exception of veterans in which special consideration must be paid for additional age categories.

The medals should carry the event name and year.

Medals can be arranged through the CFF. Organizers must request CFF medals 90 days prior to the event to ensure timely delivery.

Medals shall be presented at scheduled times, announced with the final competition schedule.

The organizers in consultation with CFF staff should arrange for distinguished persons to be available for medal presentations (local individuals with a history in fencing, dignitaries, local or national board members ...).

**h) Equipment checks for the fencers**

The armourers will check masks (1), electric jackets (1) (foil and sabre) and manchettes (2) (sabre). The armourers will affix tags or markings so that referees can verify the equipment control. (#) indicates the number per athlete that will be controlled initially.

Referees will check compliance of 350 N or 800 N clothing, sous-plastron and weapons on the piste.

It is suggested that 1 hour be allowed by the athlete to get their equipment controlled.

**17. CFF Competition Observer**

To ensure compliance of the competition with CFF specifications and standards and the application of the rules of competition, the CFF appoints an observer.

The observer can provide advice to the organizing committee during the competition and it would be generally expected that such advice is implemented.

The observer will complete a report of the competition and share his findings with the organizers during the competition.

The observers report will be made available to CFF personnel and can be made available to other organizing committees during their bid preparation process.

Should a competition not meet the standards as outlined in this document, the CFF reserves the right to impose financial penalties or in extreme cases deny future competitions to this organizer.

The CFF is responsible for the costs associated for travel and accommodation of the CFF observer.

**18. Additional Events**

The CFF reserves the right to add additional coaching/refereeing/participant workshops/meets to the event. These will be named at the time of awarding the bid and should come at no additional cost to the host organization. These events are will be designed to bring added benefit to the competition experience for various stake holders.

The host committee has the right to add additional events into the competition (e.g. U/13) and to add other activities in and around the tournament. These events and activities must not interfere with, or cause delay to, the approved tournament events. The hosts assume full responsibility for organizing, resourcing and running such additional competitions and activities.

## 19. Doping Control

The Canadian Centre for Ethics in Sport (CCES) has the task of ensuring drug free sport in Canada. By submitting your application for a Canada Cup or a National Championship, you agree that the CCES can perform testing at the competition. CCES can randomly test at national sporting events. The organizing committee will provide CCES with the necessary support if the competition is selected for drug testing. If testing is designated for the event, an additional two volunteers (18 yrs or older 1 male 1 female) will be required for the days of testing.

## 20. Discrepancies

In the case of disagreement between this document and the CFF Hosting Agreement, the latter will take precedence.

## Annexe 1 Example budgets and competition statistics ....

<u>june 2010-may2012</u>						
		June	November	January	May	November
CITIES		Repentigny	Gatineau	Richmond	Montréal	Saskatoon
			no -15 &vet	no -15 &vet		no vet
PARTICIPATION		764	465	531	741	516
Revenus/						
<b>Registration Fees</b>		\$60,260.00	\$36,845.00	\$42,295.00	\$60,480.00	\$ 40,905.00
<b>Teams</b>	environ25	\$ 2,700				
<b>Location espace vendeur</b>		\$ 750.00	\$ 700.00	\$ 200.00	\$ 500.00	\$ 250.00
<b>Examen arbitrage</b>		\$ 200.00	\$ 150.00		\$ 450.00	
<b>Commandite de l'hotel*</b>					\$ 1,300.00	
<b>Promotion</b>						
<b>commandite</b>						\$ 3,000.00
<b>Total</b>		\$ 61,210.00	\$ 40,395.00	\$ 42,495.00	\$ 62,730.00	\$ 44,155.00
<b>Dépenses</b>						
<b>Salle de compétition</b>		\$ 10,413.40	\$ 1,947.07	\$ 10,752.00	\$ 9,656.46	\$ 9,398.66
<b>location matériel</b>						\$ 1,500.00
<b>Installation</b>	35\$/pistes	\$ 700.00	\$ 630.00		\$ 665.00	
<b>Installation - Tape</b>			\$ 137.99		\$ 114.75	\$ 600.00
<b>Location podium</b>		\$ 367.45			\$ 347.48	
<b>Transport - Matériels</b>			\$ 300.00	\$ 4,125.50	\$ 250.00	\$ 1,180.36
<b>Transport - Camion</b>		\$ 392.50	\$ 776.20		\$ 465.46	
<b>Total matériel</b>		\$ 11,873.35	\$ 3,791.26	\$ 14,877.50	\$ 11,499.15	\$ 12,679.02
<b>Officiels - Perdiem</b>		\$ 12,295.00	\$ 10,320.00	\$ 9,536.40	\$ 10,870.00	\$ 7,520.00
<b>Officiels - Déplacement</b>		\$ 8,930.00	\$ 3,012.42	\$ 9,954.05	\$ 5,371.86	\$ 12,211.00
<b>Officiels - Hôtel</b>		\$ 5,804.28	\$ 7,567.90	\$ 4,712.05	\$ 3,800.51	\$ 6,539.00
<b>Officiels -Repas</b>		\$ 2,668.37	\$ 2,124.36	\$ 2,430.40	\$ 1,825.93	\$ 1,082.00
<b>Officiels – Collations</b>		\$ 800.00		\$ 800.00		
<b>Officiels – Vehicule pour déplacement</b>		\$ 671.39	\$ 777.73			\$ 304.00
<b>Total officiels</b>		\$ 31,169.04	\$ 24,602.41	\$ 26,632.90	\$ 22,668.30	\$ 27,656.00
<b>Médailles</b>		\$ 645.20	\$ 690.00	\$ 578.59	\$ 636.93	\$ 1,120.00

Location Drapeau			\$ 341.00			
Physio		\$ 1,012.50		\$ 400.00	\$ 708.50	\$ 410.00
Remboursement /retrait cause medical		\$ 310.00	\$ 455.00		\$ 515.00	\$ 700.00
Bourse a l'organisateur		\$ 2,500.00	\$ 2,500.00		\$ 2,500.00	
poster			1299			
Imprimerie poster						
Chandails						
<b>Total dépenses</b>		\$ 46,710.09	\$ 32,879.07	\$ 42,488.99	\$ 38,527.88	\$ 42,861.35
<b>Profit/Pertes</b>		\$ 14,499.91	\$ 7,515.93	\$ 6.01	\$ 24 202,12	\$ 1,294.00

## Annexe 2: CFF Referee List/CFF Liste des arbitres

Lastname	Firstname	CFF-Licence	Prov	F	E	S
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### Alberta

Goldie	Brad	C06-3090	AB	N	N	N
Luan	Jujie	C06-3000	AB	F	N	
Perrit	Elya	C06-3117	AB	N	N	
Perrit	Simeon	C07-2660	AB	N		
Thompson	Jill	C06-3496	AB	N		
Webster	David	C06-0947	AB	N	P	

### British Columbia

Belmonte	Manuel	C06-0611	BC	F	F	F
Burke	Jennifer	C06-0048	BC		N	
Burke	Morgan	C06-0698	BC	N	N	
Francis	Allan		BC		N	
Granholm	Carolyn	C06-0177	BC	N		
Kuznetsov	Alex	C06-0436	BC	F	N	
Manky	Devin		BC		N	
Noble	Bob		BC		N	
Pietrusinski	Zbigniew	C06-0075	BC	N	N	N
Sim	Lola		BC		N	
Tam	Patrick	C06-0030	BC	N	P	N

### Manitoba

Bounachada	Ayach	C06-0365	MB	F	F	F
Chartrand	Patrice	C06-1661	MB			N
Dessens	Adrien	C06-0276	MB	N	N	
Lupien	Katy	C06-0481	MB	P		N
Sparling	Adrien	C06-0098	MB	N	N	N
Symons	Steve	C06-0444	MB	N	B	P

### New Brunswick

Daniel	Barbara	C06-1282	NB	N	N	P
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### Nova Scotia

Friedrich	Florian	C06-1851	NS	N	N	N
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**Ontario**

Banks	Dan	C07-0070	ON	N	N	P
Balashov	Dmitry	C06-0387	ON	P	N	
Capatina	Iulia	C06-0179	QC	F	F	
Girard	Kirk	C07-0179	ON	N	N	P
Ho	Peter	C06-0017	ON	N	F	
Ivankovic	Michael	C06-1157	ON	N	P	N
Kyler	Eric		ON	N	P	N
Makela	John	C06-0424	ON	N	F	N
McDonnell	Michael	C06-1834	ON	P	N	
McGuire	Josh	C06-2241	ON	B	B	B
Miklos	Alexandru	C06-0591	ON	F	F	
Nguyen	Thomas	C06-1510	ON	F	F	F
Simms	Paul	C06-3502	ON	N	N	N
Sonnadara	Ranil	C06-0152	ON	P	N	P

**Quebec**

Albisetti	Pauline	C07-0597	QC		N	
Badea	Iulian	C06-0571	QC	P	N	
Banos	Jean-Marie	C06-1592	QC			F
Banos	Jean-Paul	C07-0452	QC			F
Beaudry	Paul	C06-0071	QC	P	N	N
Bedard	Pascal		QC	P	P	N
Bernier	Jocelyn		QC	N	F	F
Bontems	Pierre-Olivier	C10-0065	QC	N	N	
Boublil	Helena	C06-0488	QC	N	F	
Brazeau	Vincent	C06-0015	QC	N	N	N
Brinck-Croteau	Maxime	C06-0427	QC	N	N	
Cantin	Pascal	C06-0040	QC	F	F	F
Constantin	Eugen	C06-1060	QC	N	N	
Coté	Alexis	C08-0186	QC	N	P	
Cloutier	Julie	C06-1990	QC		N	N
Demarbre	Pierre-Olivier	C06-3842	QC	N	N	N
Dessureault	Michel	C06-3281	QC	F	F	
Gelinas	Gilbert	C06-3725	QC	N	N	N
Gravel	Evens	C06-0422	QC			N
Gregoire	Louise		QC	N	N	
Guillet	Olivier	C06-1181	QC	N	N	

Hamel	Stephane	C06-0403	QC	N	N	N
Paltiniseanu	Sorin	C06-0496	QC		N	
Pelletier	Vincent		QC		N	
Plourde	Tony	C07-0963	QC	N	N	N
Moore	Steven	C06-2110	QC			N
Nassif	Mathieu	C08-0012	QC			N
Sanchez Aponte	Ildemar	C10-0494	QC			N
Sigouin	Jean Francois	C06-1947	QC	N	N	
Tyteca	Olivier		QC		N	
Vogt	Suzanne	C08-0973	QC	N	N	N

**Saskatchewan**

Brecht	Douglas	C06-0625	SK	N	N	N
Brecht	Kirk	C06-0002	SK	P	N	P
D'Eon	Jean-Luc	C06-0238				
Smith	Nadia	C07-1934	SK	N	N	P
Smith	Jordan	C07-1933	SK	P	N	P
Zulkoskey	Brian	C06-0054	SK	N		

### **Annexe 3 – Revenue Sharing**

The revenue sharing between the host and the Canadian Fencing Federation (CFF) for the 2014-2015 season will be based on  $\frac{1}{4}$  of the Net revenue (administration and event fees not including grants and ancillary fees) being shared with the CFF.  $\frac{3}{4}$  of the Net revenue remaining with the hosts.