European Surfing Federation

EUROSUP
2016

Contest Organisers
Contract of Agreement

Award of European Championships

Applications to host a European Championship should be submitted in writing to the Secretary General of the ESF in time to be presented at the AGM of the ESF and at least 3 years before the proposed championships take place.

2 years prior to the event, the ESF AGM will review the applications and award the Championships to whichever country it so wishes.

1 year prior to the event, the host nation must make a presentation the ESF Executive showing how their preparations for the event are progressing. They must give details of the contest locations, infrastructure, food and accommodation etc.

If the ESF is not satisfied that sufficient progress has been made or that there are good reasons to suppose that the organisers will not be able to fulfil their original promises, then the ESF Executive may award the event to another country if another country is able and willing to host the event.

Competition Rules

Each MEMBER NATION must apply the rules of competition as set out in the rulebook when hosting or competing in a European Championships.

Amendments to these rules are the prerogative of the Executive, and the Secretary General will advise each Member Nation once an amendment has been approved. Amendments to the rules will only be applied to European Championships held after the amendments are approved. If amendments to the rules are made less than one year prior to a European Championships, the Host Nation may apply the old rule or rules as the case may be, subject to it being shown that arrangements in terms of the old rule or rules has been concluded prior to the amendments being made.
In addition, proposals for changes to the rulebook must be submitted in writing to the Secretary General a minimum of 90 days before an executive meeting. Such proposals will be submitted to member nations by post a minimum of sixty days before such meeting.

Composition of the teams

Eurosup Disciplines and Divisions:

Disciplines	Divisions	Competitors per nation	Maximum # of Competitors
SUP Surfing	Open Men	2	32
	Open Women	1	16
SUP Racing	Technical Race Men	2	
	Technical Race Women	1	
	Distance Race Men	2	
	Distance Race Women	1	

Obligations of European Championship Host Nations

1. A €3500 fee is payable by the hosts of Eurosup event. This must be paid 6 months before the start of the contest.

2. The host nation's responsibility will cover a period of ten days as follows:

- Day 1 & 2 Teams arrive, orientation of competitors and officials, team managers and judges meetings, judging proficiency test and Opening Ceremony.
- Day 3 to 7 European Stand Up Paddle Championship events.
- Day 8 Teams depart

3. During the period specified above the Host Nation will be responsible for providing:

a) Wages and Travel for the Technical Director, 1 Head Judge, 1 Race Director and computer operator.

- ESF Officials including team judges working at the event are to be accommodated by the host nation in suitable hotel or motel accommodation.
- All the judges should be accommodated as a separate team away from their own surfers

- During the contest, the Host Nation will feed ESF officials and judges.
- Wages for Technical Director, 2 Head Judge and Race Director are €130/ day (5 days minimum)
- ESF Computer scoring system will be 130 € per day of use .
- Transport for the ESF officials (if applicable).

b) Provide a list of housing possibilities for the National Teams to the following minimum requirements:

- Bunk house accommodation or similar with a full range of adequate individual bedding provided.
- Adequate shower and/or bath facilities with hot and cold water.

c) Provide a list of Catering arrangements will be to the minimum following requirements:

- Competitors and Team officials must receive 3 meals per day i.e. breakfast served at an appropriate time so that the competitors have sufficient time to reach the contest venue before the start of the first heat, lunch near the site and dinner to be provided each evening.
- Meals must be provided by a professional caterer.

NOTE: The host nation may make a charge for items covered in 3b and 3c PROVIDED that the charges are specified at the ESF meeting one year prior to the event AND that the ESF Executive agrees to the charges.

d) Opening and closing functions/prize giving and conference facilities:
The Host Nation must provide a suitable venue with snacks and refreshments for an opening function, and closing function/prize giving.

Suitable venues must be provided for:

- Competitors meetings
- Judges meeting/seminar
- The meeting of the ESF Executive Committee

e) **Contest site requirements:**

At each contest site the Host Nation will provide the following:

- One judge's tower or similar suitable building, which must have sufficient height to give all judges an uninterrupted view of the entire contest area. The tower must be large enough to hold the judges and their scribes.

- Suitable facilities for the tabulators and Technical Director in the form of a caravan or similar structure must be located in close proximity to the judge's tower, with the entire area being roped off. Access to this area must be restricted to contest officials and Team Managers only. All stationery necessary during the contest must also be provided, public address facilities must also be provided, and must be located near the tabulator.

- 5-6 km Technical Race Open on Open ocean and 18-20 km Distance Race on flat water courses.

· ESF Computer system

· Two notice boards must be provided for the posting of information for the contestants and officials as well as posting heat information and results.

· Vest marshals and timekeepers must be located near the tabulator and a table and chairs must be provided. A minimum of 6 sets of vests must be provided. Heat times will be recorded by electronic timing device, with a suitable back up.

· Timing disc must be erected next to the vest marshal. In addition an air horn or siren must be provided.

· Priority discs must be erected next to the vest marshal.

· A souvenir programme must be printed for distribution to competitors, officials and the public.

· Adequate transport must be provided to ensure the free movement of the contestants and officials to and from the contest venues, meeting venues etc. The transport will be available for the full 10-day period of the contest.

· Adequate shelter at the contest site must be provided for all competitors (this could be in the form of tents, 1 for each team or larger for several teams). This area should be roped off and protected by security.

· The following trophies will be provided: from 1st to 4th place in each division for that event.

· The host will, 4 days prior to the start of the competition, provide a copy of Civil Liability Insurance cover that is at least the minimum requirement of that nation.

· Anti-doping tests (Eurojunior minimum 8 tests) must be carried out according to point 33 of the ESF Rulebook

Host Nation's Event Responsibilities

In addition to providing the necessary items relating to food, accommodation, meetings and ceremonies as listed above, the host nation must ensure that the surfing (competition) side of the event is conducted to the highest possible standards as it is the most important factor for the success of the event. This includes such items as having sufficient numbers of competent technical staff and ensuring that the event has been properly promoted.

Sanctions

The ESF may take sanctions against the organising country if that country does not fulfil their obligations as contained in this rulebook. Sanctions may also be taken against a country that confirms its intention to take part in a European Championships and which does not then do so.

Before sanctions are imposed the country in question may make written representations to the ESF executive showing any mitigating circumstances that should be taken into account.

Sanctions may include:

- Preventing a country, for a given period of time, from hosting a European Championships.
- Suspending a country from participating in any European event for a given period.
- Financial sanctions
- Any other sanctions deemed necessary and/or appropriate by the ESF Executive committee.

Personnel suggested for International Events

The **EVENT DIRECTOR** will be proposed by the host nation 6 months before the event and the ESF executive committee must approve him as being suitable.

The **Head Judges** will be chosen by the ESF executive committee among 3 names proposed by the ESF Technical Director

Event Director

To create and control the event mood as decided on by the event sponsors, prepare the schedules and ensure that everyone is contributing towards the event and are doing their assigned tasks. Liaises with both the event sponsors and the ESF Technical director.

ESF Technical Director

To aid the contest director in rules definition, prepare the event format, provide the correct seeding for each round of competition, arbitrate any major problems between the surfers/team management and the event. Works closely with the contest Director and Head Judge/ Race Director.

Race Director

To be responsible homologation of the course an coordinate in conjunction with the technical director, officials and water patrol involved in the race. Responsible to make a meeting with the team managers to explain the racecourse, any specific requirements and start/finish sequences, provide an update on race meteorology, explain safety protocol and take place at the event start location immediately before the racing begins .

Media Liaison

To use the information collected locally along with the information provided by the E.S.F. and respective team managers (i.e. biographical information). Works to create as much local media interest as possible. Reports to the event co-ordinator.

Head Announcer

His primary job is to bring the event concept to the spectators in an entertaining and instructive fashion and to lead the assistant announcer in getting the surfing information from the Bio sheets and scoring computer to the spectators and surfers. Reports to the event co-ordinator and contest director and works closely with the media liaison officer.

Assistant Director

Works on the ESF computer and keeps the scoring and biographical information coming to the Head Announcer. Reports to the Head Announcer.

ESF Head Judges

Assembles the group of ESF judges for training at the judging seminar. In conjunction with the Technical Director, selects the final judging panels to be used at the event, including any ASP judges who may be used at times. Operates the Head Judge Computer Terminal. Cannot overrule the judging panel's decision concerning interference and priority, unless the majority of the judges did not see the incident. Reports to the Contest Director and works with the ESF judges and ESF Technical Director**.**

Computer Operator

Appointed by the ESF with positioning and onsite expenses paid for by the Host nation. Provides a complete computer scoring system, which is designed for the ESF judging panel. All hardware and software are supplied by the computer operator except the TV Monitor s.

Timers, Disc Operators and Spotters

Work on a rotation basis calling colours, operating the timing disc. Reports to the contest director but gets directions from the ESF Head Judge/ Race Director.

Beach Marshall (must be English speaking)

Ensures that all competitors are checked in for their heats, have their colours and are briefed with the event rules. The ESF will provide a list of such rules as well as a rule book for the beach marshal detailing the following information, that he then uses in his briefings'- Heat Time,' Number of Scoring Waves, Maximum Number of Waves. Describe Disc Colours and Horn Blasts (Green till 5 minutes remaining, Yellow till end of heat, one horn to start, and two horns for end of heat), give Disc location, prone in after heat, when to paddle-out and where to wait for start of heat. The marshal reports to the contest director and receives instructions on the judging criteria and rules.

Tabulator

In all manually judged heats the Tabulator receives the score sheets from the judging panel and tabulates them in accordance with the ESF rules. In computer scored heats the tabulator collects the manual heat sheets from the judges, but the results are then used only as a check against the official computer results. Reports to the Contest Director and is assisted by the Head Judge. Tabulators must do their job in the following order:

In heats that the computer is used they must check that the judge's scores have been entered correctly.

In non-computer judged heats they must do the following:

- Check wave count
- Check for any missed waves i.e. "M's", and if either of the two above occur, call the Head Judge or contest director for assistance.
- Check for interference. If there is a majority, then it counts and any judges sheet which does not have it marked, must have a triangle placed on that wave
- Circle or highlight scoring waves
- Tally scoring waves
- Give placing
- Transpose placing onto master sheets. Lowest place- points equalling the top placed competitor. (If there is a tied situation see ties in competition rules Nº 21) always try to use different colour ink to the judges if possible.

Assistant Tabulator

Works with the tabulator to speed manual calculation of results and the checking of the computer results. Reports to the tabulator.

Work Force

Used to set up and take down the event site and the event promotional banners, etc. Reports to the contest director for set up advice and the event co-ordinator on promotional matters.

Security

To keep the competition and official areas free from unauthorised entry by non-competitors and spectators and to keep the site secure overnight. Reports to the Contest Director.

Equipment & Services

Outlined below is a list of the event equipment that is needed to run a successful ESF event:

- Judging Scaffolding – Must be waterproof (construction sheds preferable) and needs walkway behind judges for Head Judge. Must have partitions between judges and minimum of six bays with desks or tables and comfortable chairs. Areas also need to be allocated for the timing and priority discs. Timing discs to be near announcers and priority disc with Head Judge

- Separate stands for use by surfers, media, VIP's and spectators

- Electricity/Generator – Electricity connection where available or large commercial size generator. Separate lines for PA and computer.

- PA system to announce to contestants and public. Commentators to be situated within earshot of Head Judge booth preferably with a partition between the announcers and judges.

- Timing System

  The Host Organization will contract a timing provider at the expense of the Host Organization to providing the following requirements:
  -Provide one (1) GPS electronic timing system and (1) manual back-up timing/results system for ISA SUP races or (2) manual timing/results system for ISA SUP races

  Optional for 2016
  -Electronic Timing system must utilize chip technology, with a chip (sensor) issued to each race athlete. The timing system must work in a marine environment.
  -Provide sufficient electricity to support electronic timing system at the race podium.
  -The electronic system must be capable of running live timing online during each race and webcasting video and sound images. This should be done without interfering with the scoring software.

-The Electronic Timing system must be up and running, and tested 24 hours prior the first race.

- Telephones and internet, Media area needs internet acess. Suggested that pay phones be placed for use by competitors and VIP's.
- Tables – Placed in media, competitors, VIP's and staff areas as required.
- Chairs – As many as possible. All will be used.
- Score, progress and notice boards to graphically illustrate the progress of the event and to post heat results. One score board for each event needed. e.g. Women's, Longboard, Men's. Smaller notice boards needed for competitors, media and VIP areas.
- Portable Toilets – If insufficient at site then extra for use by public. Also others for use by event only.
- Lifeguard with rescue board on the beach at all times during the event with First Aid Kit and access for ambulance.
- Water patrol with Boats/ Jetsky on every buoy of the course.
- Time Discs need to be minimum 1 metre square being dark green and flouro yellow in colour and placed on judging tower.
- Competition vests minimum of 4 sets, although 6 is recommended (1 kept aside for presentation) of four colours; red (orange to pink or fluorescent); white; yellow (fluorescent); black (dark blue or purple). Must be made out of flexible lycra nylon fabric with short sleeves. The ESF logo be placed on sleeves if not on the front panel. Try not to use drawstrings as surfers catch them as they stand up.
- Area for computer and operator on judging tower with own power supply. This must be water proof but airy.
- Internet access secured for the event live streaming.
- Clipboard Approximately 12-15 for use by judges plus staff.
- Area for ESF Technical Director in, or near tabulating/judging area
- Heat and Master sheets. A standard copy of which is supplied by the ESF and must be run off as specified. For use by judges and tabulators in manual tabulation.
- Food and Drinks – Please do not forget to feed your judges and officials regularly! Have food ready at specific times and hot and cold drinks in judge's tower, staff and media areas. If possible competitor and VIP areas also to have drinks facilities.

- Stationery – Miscellaneous pen, pencils, staplers, staple guns etc. to be provided.

- Power Supply 240V or 110V depending on country, uninterrupted Electric Power for all needs including ESF computer. If using generators make sure they are big enough to handle all needs. Separate lines to be run to individual areas.

- Copy Machine must be at the event site and working the day before the event if you want the event to run trouble free. Suggested that a smaller back-up machine also is available.

- Copy paper and toner Events always run out on the weekend when most needed. Have plenty on hand as it can always be used later. Usually 2-3 reams used per day.

EUROSUP 2016 Organizer Proposal

On behalf of the _____we wish to apply to host a EUROSUP :

Local :
Date:

We agree to comply with the Obligations and ESF rules as stipulated in this document and get the permit from the National governing body (National Surfing Federation) .

Signed _____

Name _____

Position _____

Date _____