



**5-7 July 2019**  
**Ribeira Brava, Madeira**  
**[www.ribeirabrava2019.com](http://www.ribeirabrava2019.com)**

# Team Manual

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# 1 GENERAL INFORMATION

## 1.1 Portugal

Form of Government	Republic
Location	Iberian Peninsula
Area	92 256km <sup>2</sup>
Population	10 374 822
Coastline	1,794 km
Climate	The average minimum temperature for July in Ribeira Brava is 15°C and the maximum average is 24°C. The daily average sunlight in July is 12 hours. The humidity is 68%.
Language	Portuguese
Religion	Roman Catholic
Capital	Lisbon
Local Time	WET (UTC)
Electricity	220V 16 amp, 2 pin euro plugs
Driving	On the right
International Calls	+ or 00 plus country code
Telephone Country Code	351
Mobile Phone Networks	Vodafone, MEO Altice, NOS
Water	Tap water is completely safe for drinking
Currency	EURO

## 1.2 Madeira

Thanks to the excellent geographical location and mountainous relief, this island has surprisingly balmy weather, with moderate humidity and pleasant average temperatures of 25°C in the summer and 17°C in the winter.

This archipelago is formed by eight islands, only the two largest (Madeira and Porto Santo) are inhabited and can be accessed via the Madeira International Airport Cristiano Ronaldo in Funchal and Porto Santo Airport.

Funchal, the capital city of Madeira, has access by sea, through a port with a modern station that stands out on the national scene, with regard to cruising. More than half a million passengers disembark here per year.

The remaining islands are nature reserves.

The Autonomous Region of Madeira has about 270,000 inhabitants and a population density of 267,785 inhab./Km<sup>2</sup>.

Shops opening and closing times:	9:00 – 19:00
Shopping Centres opening and closing times:	9:00 – 23:00
Post Office working times:	08:30-18:00 / Saturday: 09:00-12:30
Bank services working times:	8:30-15:00

### Useful expressions

Hello:	Olá
Good morning:	Bom dia
Good afternoon:	Boa tarde
Good evening / Good night:	Boa noite
Thank you:	Obrigado
Please:	Por favor
Breakfast:	Pequeno-almoço
Lunch:	Almoço
Dinner:	Jantar

## 2 ORGANISATIONAL STRUCTURE

### 2.1 European Athletics Council

President	Svein Arne Hansen (NOR)
First Vice President	Dobromir Karamarinov (BUL)
Vice Presidents	Cherry Alexander (GBR)
	Libor Varhanik (CZE)
	Christian Milz (SUI)
CEO	Slobodan Branković (SRB)
Council Members	Nadya But-Husaim (BLR)
	Raúl Chapado Serrano (ESP)
	Fatih Çintimar (TUR)
	Panagiotis Dimakos (GRE)
	Jean Gracia (FRA)
	Karin Grute Movin (SWE)
	Márton Gyulai (HUN)
	Frank Hensel (GER)
	Anna Kirnová (SVK)
	Antti Pihlakoski (FIN)
	Sonja Spindelhofer (AUT)
	Erich Teigamägi (EST)
	Sebastian Coe (GBR)
	Periklis Iakovakis (GRE)
	Carl-Olaf Homén (FIN)
	Hansjörg Wirz (SUI)
IAAF President (ex officio member)	
Athletes' Committee Chair (ex officio member)	
European Athletics Honorary Life Presidents	

### 2.2 European Athletics Delegates

European Athletics Delegate	Alfio Giomi (ITA)
Technical Delegate	Jorge Salcedo (POR)
Doping Control Delegate	Wendy Henderson (GBR)
ITOs / International Referees	Loreto Perez (ESP) - Chief
	Thor Gjesdal (NOR)
	Marko Ristov (SRB)
	Marcellus Roosen (NED)
	Dean Williams (GBR) - Chair
Jury of Appeal	

## 2.3 European Athletics Office

European Athletics Association  
Avenue Louis-Ruchonnet 16  
1003 Lausanne, Switzerland  
Tel: +41 21 313 43 50  
Fax: +41 21 313 43 51  
E-mail: [daniel.pereira@european-athletics.org](mailto:daniel.pereira@european-athletics.org)  
Web: [www.european-athletics.org](http://www.european-athletics.org)

## 2.4 Executive Board of the Portuguese Athletics Federation

President	Jorge Vieira
Vice Presidents	Aníbal Carvalho Fernando Tavares Luís Figueiredo Paulo Bernardo Américo Ferreira António Carretas José Regalo Rui Vieira
Directors	

## 2.5 Local Organising Committee

President	Policarpo Gouveia
General Secretary	Paulo Gomes
Event Coordinator	Jorge Morais
Protocol / Hospitality	Egídio Olim
Press / Media	Tânia Cova
Finance	Paulo Gomes
Medical / Anti-Doping	Jorge Camacho
Transport / Accommodation	Nélio Parreira
Promotion / Marketing	Gina Gonçalves



## 2.6 Competition Organisation

Competition Director  
Meeting Manager  
Technical Manager  
Event Presentation Managers

Starter(s)  
Start Coordinator  
Chief Timekeeper  
Chief Photo Finish Judges

Referees Decathlon

Referees Heptathlon

Start Referee  
Technical Information Centre Manager  
Jury of Appeal Secretary  
Marshall

Alcino Pereira  
Ivo Sousa  
Vasco Azevedo  
Egídio Olim  
Paulo Gomes  
Alberto Gomes  
Duarte Rodrigues  
Gabriel Vieira  
Cíntia Faria  
Susana Sousa  
Thor Gjesdal (First League)  
Marko Ristov (Second League)  
Loreto Perez (First League)  
Marcellus Roosen (Second League)  
To be transmitted at the Technical Meeting  
Luísa Perdigão  
Hélder Fernandes  
To be transmitted at the Technical Meeting

## 2.7 Participating Federations

1st League (Men/Women - Teams)
Czech Republic / CZE
Finland / FIN
Italy / ITA
Latvia / LAT
Lithuania / LTU
Poland / POL
Russia / RUS*
Sweden / SWE

2nd League (Men/Women - Teams)
Belgium / BEL
Denmark / DEN
Greece / GRE
Ireland / IRL
Iceland / ISL
Portugal / POR
Romania / ROU
Turkey / TUR
2nd League (Individuals)
Croatia / CRO
Cyprus / CYP
Israel / ISR
Slovak Republic / SVK

\*Subject to IAAF's decision to reintegrate All Russia Athletic Federation

## 3 TRAVEL TO MADEIRA

### 3.1 Official Airport and Arrival Information

The official airport, located 20 km from the city of Funchal, is Madeira International Airport Cristiano Ronaldo, where the LOC will provide adequate welcome services.

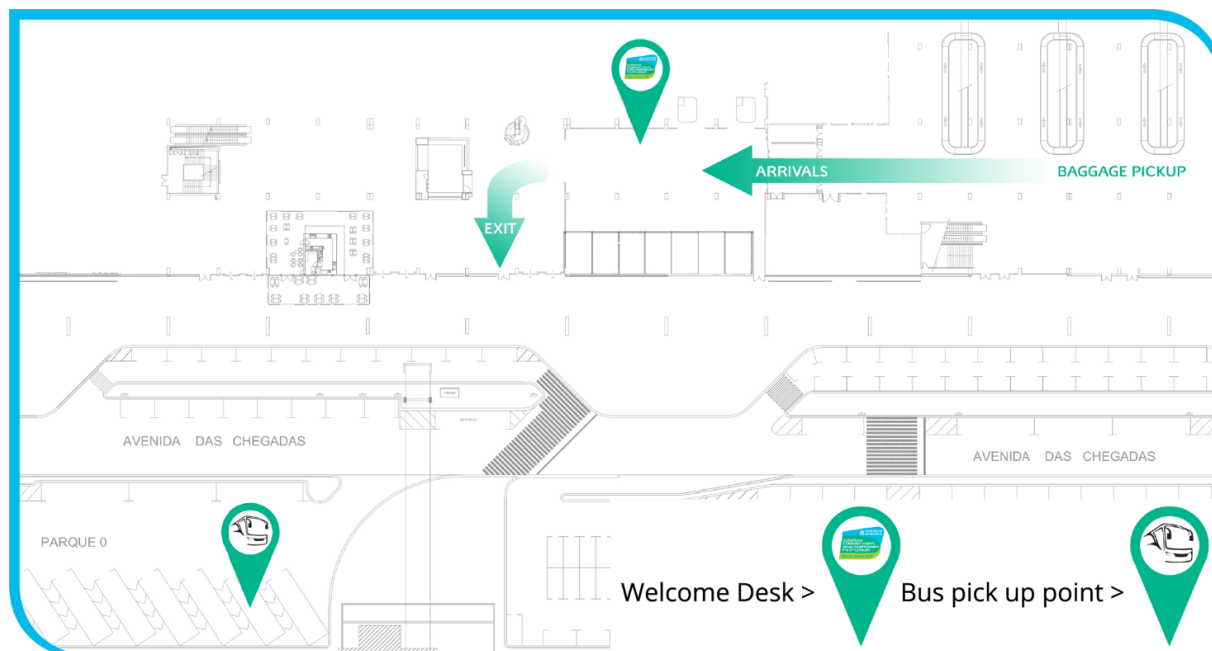
#### 3.1.1 Welcome Service

Upon arrival at Madeira International Airport Cristiano Ronaldo the teams will be met by their Team Attachés.

The opening dates and times of the Welcome Desk, situated in arrivals exit at the airport, will be the following:

- Wednesday 3 July (depending on arrivals)
- Thursday 4 July 07:00-00:00;
- Friday 5 July 07:00-00:00.

After collecting the luggage, team members will be escorted to the official buses by the Welcome Desk staff and taken to the team hotel, as follows:



The transfer time from the airport to the official hotel is approximately 20 minutes, depending on traffic conditions.

### 3.1.2 Transportation of Vaulting Poles

Each team is responsible for organising the transport of its poles until its arrival in Madeira. Upon arrival to the airport athletes are responsible for taking their vaulting poles to the Welcome Desk, where LOC team members will assist with the check in. All poles or bag of poles shall bear the identification of the athlete (tag of the name and country) to ensure that they do not get lost. Vaulting poles will then be transported to Centro Desportivo da Madeira where they will be kept in a locked store. The LOC will provide a lorry for this service.

After the competition, the LOC will take the vaulting poles to the Teams' Hotel and from there they will be transported to the airport along with the corresponding Teams. Poles must be clearly marked with name and country signs to ensure prompt delivery.

## 3.2 Visa Requirements

The following countries require visas to enter Portugal:

**ALB\* – ARM – AZE – BLR – BIH\* – GEO – KOS – MKD\* – MDA\* – MNE\* – RUS – SRB\* – TUR – UKR\***

\* Visa free regime applies to citizens of ALB, BIH, MKD, MDA, MNE, SRB and UKR, only if they are holders of biometric passports.

Visas should be obtained before leaving your country, from Portugal Embassy or Consulate well in advance to ensure all the procedures in due time.

Participants who require a visa should contact the LOC no later than 14 June to obtain a special invitation letter and visa application information.

#### **Please contact:**

Jorge Morais  
Tel.: +351 291 764 801  
Mobile: +351 93 764 8010  
Email: [jmorais@atletismomadeira.pt](mailto:jmorais@atletismomadeira.pt)

The following information shall be included in the request:

- Full name (first name and family name as shown in passport)
- Nationality
- Gender
- Date of birth
- Passport Number and Passport Expiry Date (passports should be valid at least 6 months after the end of the competition)
- Function in the Team (athlete or official)

The invitation shall be sent to you as soon as possible.

### 3.3 Insurance

According to the Regulations 710.11 the participating European Athletics Member Federations are responsible for taking out their own insurance to cover illness or injury to any member of their party when travelling to and from and during the European Combined Events Team Championships.

Please take the necessary steps to fulfil these requirements well in advance.

## 4 ACCREDITATION

### 4.1 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.

### 4.2 Accreditation Centre

The Teams' Accreditation Centre will be located at the Teams' Hotel, next to the Reception Desk. This is where the Team Leaders shall report after their arrival, in order to carry out the administrative procedures.

The opening dates and times of the Teams' Accreditation Centre will be as follows:

- Wednesday 3 July (depending on arrivals)
- Thursday 4 July 08:00-23:00 (depending on arrivals)
- Friday 5 July 08:00-23:00 (depending on arrivals)

### 4.3 Accreditation Procedure

Accreditation cards will be prepared in advance, based on the information provided by the Member Federations through the European Athletics event management system. No changes will be accepted after the final entries deadline.

Team Leaders will be asked to complete the following formalities before they can collect the Accreditation Cards for the whole Team:

- LOC accommodation invoice
- Uniform check
- Athletes' passports check/copy
- Final confirmation of entries
- Collection of competition related forms and information
- Confirmation of departure details
- Confirmation of the Team Leaders email addresses
- Collection of accreditation cards
- Collection of welcome bags



## 4.4 Access Areas for Teams and Special Passes

A description of the accreditation system shall be included on the back of the accreditation card according to Appendix 5.

## 4.5 Loss of Accreditation

Any lost or damaged accreditation cards should be reported to the Accreditation Centre/TIC. Duplicate cards can be obtained where proof of identity can be established.

Unauthorised use of an Accreditation card will result in the card being confiscated.

## 5 ACCOMMODATION

### 5.1 General Information

The LOC has reserved one 4-star Hotel for all Teams (Suite Hotel Jardins D'Ajuda), providing full board accommodation. Suite Hotel Jardins D'Ajuda is located approximately 10km from the Stadium (Centro Desportivo da Madeira) and 20km from Madeira International Airport Cristiano Ronaldo.

Considering the Preliminary Entries, the Teams' Hotel will officially open with full services on 3 July. If members of your federation are planning to arrive earlier, please contact the LOC well in advance to make sure specific arrangements are made.

### 5.2 Information Desk

An Information Desk will be located in the lobby of the Suite Hotel Jardins D'Ajuda with qualified personnel offering relevant information about all aspects of the European Combined Events Team Championships 1<sup>st</sup> & 2<sup>nd</sup> Leagues.

The Information Desk opening hours will be as follows, from 3 to 8 July:

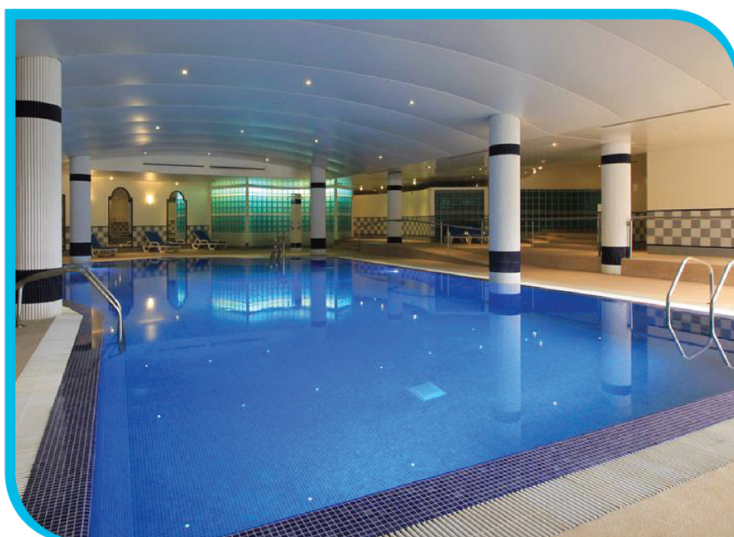
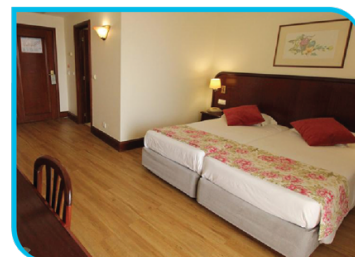
- Wednesday 3 July (depending on arrivals)
- Thursday 4 July 08:00-23:00 (depending on arrivals)
- Friday 5 July 08:00-23:00 (depending on arrivals)
- Saturday 6 July 08:00-23:00
- Sunday 7 July 08:00-23:00
- Monday 8 July 08:00-12:00 (depending on departures).

### 5.3 Official Hotel

The official hotel for the European Combined Events Team Championships 1<sup>st</sup> & 2<sup>nd</sup> League is indicated below with the Internet address of its home page where further details can be found:

## Teams' Hotel & European Athletics Family Hotel

Suite Hotel Jardins D'Ajuda  
 Rua Nova Vale D'Ajuda  
 9000-720 Funchal, Madeira-Portugal  
 Tel: +351 291 708 000  
 E-mail: [jardins.ajuda@hoteisajuda.com](mailto:jardins.ajuda@hoteisajuda.com)  
 Web:  
<http://www.hoteljardinsdajuda.com/>



Reservations will be made by the LOC  
 based on the accommodation  
 requirements indicated in the Final  
 Entries.

## 5.4 Accommodation Costs and European Athletics Quota

### 5.4.1 European Athletics Quota

According to European Athletics Competition Regulation 710.4 accommodation and full board for the visiting teams will be paid for by European Athletics up to 4 days and for the following persons:

- In the case that a team competes in a match, the contribution shall be for a maximum of 4 (four) male athletes, 4 (four) female athletes and 4 (four) officials;
- In the case that athletes compete as individuals the contribution shall be for the athlete(s) and the number of officials as follows:

Number of Athletes	Number of Officials
1	1
2-4	2
5-6*	3

\*Maximum 4 athletes from the same gender

According to European Athletics Competition Regulation 710.4.3., no contribution shall be made in respect of the teams representing the host European Athletics Member Federation.

### 5.4.2 Accommodation Costs

The following rates must be paid by the Member Federations for team members above the previously mentioned quota and for additional days:

Team Members (full board)	Single Room	Twin Room
Out of quota (Athletes and Officials)	150 EUR per night	180 EUR per night
Additional nights (Athletes and Officials)	150 EUR per night	180 EUR per night

All prices include meals and VAT

Each team will be allocated with 1 (one) single room, which will be charged at the rate of a twin room in single occupancy (90 EUR) (up to 4 days maximum). Additional single rooms can be requested and will be given according to availability. The price for the additional single room is 150 EUR for the full board accommodation for all days.

The full board cost for additional nights, out of quota athletes and officials or additional single rooms are paid by the relevant Member Federation.

### 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.

### 5.4.3 Payment Procedures

The accommodation invoice will be sent to each Federation detailing the amount they owe after the final entries. Federations are kindly encouraged to make their payment by bank transfer to the following account:

Bank account name:	AARAM – Associação de Atletismo da Região Autónoma da Madeira
Bank name:	Banco Santander Totta, S.A.
Bank account number:	000800035609020
Bank address:	Largo do Chafariz, 9, 9000-070 Funchal
BIC Swift No:	TOTAPTPL
IBAN:	PT50 0018 000800035609020 80

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

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

### 5.4.4 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 Meals

Meals will be served in buffet style in the Teams' Hotel Restaurant and/or at the Hospitality Area at the Stadium. A large selection of suitable food will be available taking into consideration special diets, religion and culture of the participants.



Meals times and locations shall be as follows:

	Breakfast	Lunch	Dinner
3 July	07:00 – 10:00	12:00 – 15:00	20:00 – 22:00
4 July	07:00 – 10:00	12:00 – 15:00	20:00 – 22:00
5 July	07:00 – 10:00	11:00 – 15:00 At the Hotel and/or at the Stadium (*)	20:00 – 23:00
6 July	06:00 – 10:00	11:00 – 15:00 At the Stadium (*)	20:00 – 23:00
7 July	06:00 – 10:00	11:00 – 15:00 At the Hotel and/or at the Stadium (*)	21:30 Closing Banquet (**)
8 July	07:00 – 10:00	12:00 – 15:00	20:00 – 22:00

(\*) At the Hospitality Area at the Stadium from 11:00 to 15:00.

(\*\*) Please see 12.3. below.

A late serving provision will be made for those athletes retained at the Stadium due to doping controls or protests.

For lunch and dinner mineral water will be available free of charge. All other drinks must be paid for.

**All food restrictions (celiac, vegan, vegetarian, etc.) should be communicated to the LOC in advance.**

Accreditation cards will allow access to meals in the Teams' Hotel Restaurant and Hospitality Area at the Stadium.

Teams leaving immediately after the competition may request dinner boxes from the Hotel no later than 10:00 on Sunday 7 July, at the Hotel Information Desk.

### 5.5.1 Lunch for Athletes and Officials

On the competition days, lunch will be offered to the team members as per point 5.5 above.

## 5.6 Services in the Teams' Hotel

### 5.6.1 Meeting Rooms

One room for meeting opportunities is available at the Teams' Hotel. Reservation shall be required via the Information Desk at a reasonable time in advance. To ensure that all Teams have access to the Meeting Room, usage may be limited.

The Meeting Room opening hours will be as follows, from 3 to 6 July:

- Wednesday 3 July (depending on arrivals)
- Thursday 4 July 08:00-23:00 (depending on arrivals)
- Friday 5 July 08:00-23:00 (depending on arrivals)
- Saturday 6 July 20:00-23:00

### 5.6.2 Rooms for Physiotherapy

Dedicated rooms for physiotherapy will be provided for the teams with medical staff to set-up their own massage beds. There will also be LOC physiotherapy services offered to those teams that do not have their own medical staff (please see 11.2.1 below).

### 5.6.3 Internet Access

Free internet access will be provided at Teams' Hotel. The password should be required at the Reception Desk.

## 6 TRANSPORTATION

Transportation between the Teams' Hotel and the various venues, including official and social functions, will be guaranteed by the LOC shuttle service.

### 6.1 Transport Desk

The Transport Desk will be located at the Teams' Hotel and will be open from 3 to 8 July:

- Wednesday 3 July (depending on arrivals)
- Thursday 4 July 08:00-23:00 (depending on arrivals)
- Friday 5 July 08:00-23:00 (depending on arrivals)
- Saturday 6 July 08:00-23:00
- Sunday 7 July 08:00-23:00
- Monday 8 July 08:00-12:00 (depending on departures).

### 6.2 Bus Shuttle Service

Transfer times between the Teams Hotel and the training/competition venues will be about 20 minutes, depending on the traffic conditions. The following arrangements have been made:

#### Training Day 1

Thursday 4 July		
From Hotel <i>Suite Hotel Jardins D'Ajuda</i>	At/From Stadium <i>Centro Desportivo da Madeira</i>	Number of Buses
08:30	08:50	1
09:00	09:20	1
09:30	09:50	1
	11:00	2
	12:15	2
14:30	14:50	1
15:30	15:50	1
	18:00	2
	19:15	2

### Welcome Dinner

Thursday 4 July		
From Hotel <i>Suite Hotel Jardins D'Ajuda</i>	From Restaurant <i>Restaurant "O Lagar"</i>	Number of Buses
20:15	22:45	1

### Training Day 2 / Competition Day 1

Friday 5 July		
From Hotel <i>Suite Hotel Jardins D'Ajuda</i>	At/From Stadium <i>Centro Desportivo da Madeira</i>	Number of Buses
08:30	08:50	1
08:45	09:05	1
	11:15	1
12:00	12:20	1
12:15	12:35	1
13:30	13:50	1
15:45 *	16:00 **	1
16:15 *	16:30 **	1
	18:15 **	2
	20:30	2
	21:15	2

\* To Stadium Câmara de Lobos

\*\* From Stadium Câmara de Lobos

## Competition Day 2

Saturday 6 July		
From Hotel <i>Suite Hotel Jardins D'Ajuda</i>	At/From Stadium <i>Centro Desportivo da Madeira</i>	Number of Buses
07:00	07:20	1
07:15	07:35	1
07:45	08:05	1
08:00	08:20	1
12:00	12:20	1
12:15	12:35	1
	18:00	1
	19:00	2
	21:30	2

## Competition Day 3

Sunday 7 July		
From Hotel <i>Suite Hotel Jardins D'Ajuda</i>	At/From Stadium <i>Centro Desportivo da Madeira</i>	Number of Buses
07:45	08:05	1
08:00	08:20	1
08:45	09:05	1
09:00	09:20	1
	19:30	2
	20:30	2



## 7 TECHNICAL INFORMATION

### 7.1 Technical Information Centre (TIC)

The TIC shall be located on the ground floor of the Stadium (see Appendix 4).

The main function of the Centre is to ensure smooth communication between each Team Delegation, the LOC, the European Athletics Technical / Doping Control Delegates and the Competition Management, regarding technical matters.

From 4 July, the TIC will be open according to the following schedule:

- Thursday 4 July 09:00-19:00
- Friday 5 July 09:00-21:40
- Saturday 6 July 07:00-22:15
- Sunday 7 July 07:45-21:15

The TIC will be linked to the Teams' Hotel Information Desk set up for this event and is responsible for, but not limited to, the following:

- Display on the relevant notice board of official communications to the teams, including start lists, results and Call Room reporting times
- Distribution of urgent notices to the delegations from the Technical / Doping Control Delegates and competition management via the pigeonholes. It is the Team Leader's duty to collect this kind of information in due time.
- Receipt of final confirmations
- Receipt of written questions to be answered during the Technical Meeting
- Settlement of technical enquiries from delegations
- Distribution of items confiscated at the Call Room
- Registration and collection of personal implements. (e.g. shot put, etc.)
- Managing national record doping control requests
- Receipt of withdrawal forms
- Written Appeals

All technical information regarding the competition will be distributed to each delegation in a special pigeon box given to each team. This information will also be displayed on information boards.

A separate entry card, not by the accreditation card, will control access to the information in the teams' pigeon boxes at the TIC. TIC cards will be given to each Team Leader (1 per competing team).

Teams that were not able to attend the Technical Meeting, under extreme circumstances, can collect their competition numbers/bibs and Start lists for the first competition day from the Accreditation Centre/TIC after the Technical Meeting.

## 7.2 Technical Meeting

The Technical Meeting will be held on Friday 5 July at 10:00, at the Teams' Hotel.

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

Any enquiries concerning the technical conduct of the Championships must be made in writing (in English). These questions will be answered at the Technical Meeting. The forms on which the questions must be written will be distributed upon your arrival at the Accreditation Centre. These forms must be returned to the Accreditation Centre/TIC no later than 21:00 on Thursday 4 July. No questions will be accepted during the Technical Meeting.

The Technical Meeting will be attended by the:

- European Athletics Delegate
- Technical Delegate
- Doping Control Delegate
- European Athletics Officiating persons
- Representatives of the Local Organising Committee
- Competition Director
- Chief Technical Officials
- TIC Representatives
- Competition Data Handling Representatives

Start lists for the first competition day will be ready for collection together with the competition numbers/bibs after the Technical Meeting.

### 7.2.1 Agenda

The Technical Meeting will provide updates and information that is not already mentioned in this Team Manual and will include:

- Presentation of the European Athletics Officiating persons
- Presentation of the relevant competition officials
- Timetable amendments (if any)
- Starting heights and raising of the bar for the vertical jumps
- Specific competition procedures
- Answers to written questions

## 7.3 Documents Distribution

The distribution of competition related information at the TIC will NOT be systematically made through printouts in the Team pigeonholes but will be displayed on the notice boards. It will still be possible to request occasional copies of specific event start lists and / or results at the TIC.

All competition related information will be sent by emails to the team leaders to the email addresses communicated in the Final Entries. Any relevant additional email addresses can be communicated to the LOC at the Accreditation Centre prior to the start of the Championships. When the Team Leaders are collecting the team accreditation cards they will be asked to confirm the e-mail addresses.

Important notices of general interest (e.g. changes to the timetable) will also be displayed on the Posting Board while individual communications to specific teams will be posted through the pigeonholes.

## 8 COMPETITION & TRAINING VENUES, EQUIPMENT & IMPLEMENTS

### 8.1 Competition Area

The European Combined Events Team Championships 1<sup>st</sup> and 2<sup>nd</sup> Leagues 2019 will take place at Stadium Centro Desportivo da Madeira, in Ribeira Brava. A plan of the Stadium and its surrounds is included in this Manual (Appendix 4). The capacity of the Stadium is about 3000 seats.

The Stadium has the following competition sites:

- 8 Lanes
- 2 High Jump sectors
- 2 Pole Vault runways
- 2 Long Jump runways
- 2 Shot Put Circles
- 1 Discus Circle
- 1 Javelin runway

An artificial grass field adjacent to the stadium shall be used for Warm-up (please see Appendix 4).

The Warm-up area shall be open on training and competition days/hours (1:30 hours before the start on competition days).

## 8.2 Training Sessions and Venues

The Training Sessions will be taking place at two locations as follows:

Stadium Centro Desportivo da Madeira					
Day	Time period	Discus Throw	Javelin Throw	Jumping Disciplines	Running Disciplines & Shot Put
Thursday 4 July	09:00 → 10:00			✓	✓
	10:00 → 11:00			✓	✓
	11:00 → 12:00			✓	✓
	15:00 → 16:00			✓	✓
	16:00 → 17:00	✓		✓	
	17:00 → 18:00		✓	✓	
	18:00 → 19:00			✓	✓
Friday 5 July	09:00 → 10:00	✓		✓	
	10:00 → 11:00		✓	✓	

Stadium Câmara de Lobos					
Day	Time period	Discus Throw	Javelin Throw	Long Jumping	Running Disciplines
Friday 5 July	16:00 → 18:00			✓	✓

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

The Weightlifting training room shall be situated on the ground floor of Centro Desportivo da Madeira (please see Appendix 4). The opening hours will be the same as for training (and competition) sessions.

Details about transportation for Training Sessions are included in the Transport section of this Manual. The transport schedule will be displayed at the Teams' Hotel Information Desk.



### 8.3 Orientation Visit to the Competition Venue

Heads of Delegation may visit Centro Desportivo da Madeira, inspecting access routes and other facilities that will be important to the teams, on Thursday 4 July from 18:00 to 19:00.

Heads of Delegation are to meet LOC members at the TIC, at 17:50, from where they will be escorted on this visit.

### 8.4 Training with Official Starters

Training with Official Starters will take place at Centro Desportivo da Madeira on Thursday 4 July, from 18:00 to 19:00.

### 8.5 Resting Area

Each participating team will be provided with a dedicated Resting Room/Tent located next to the Warm-up area of Centro Desportivo da Madeira (please see Appendix 4).

Physiotherapy tables and ice machines will be available next to the Resting Rooms/Area.

### 8.6 Sports Equipment

#### **Vaulting Poles**

Upon arrival, the pick-up of the vaulting poles to Centro Desportivo da Madeira will be arranged by the LOC which will transfer them to a locked store and from there to the training/competition facility at Centro Desportivo da Madeira where they will be at the athlete's disposal. On training days athletes will have to request their vaulting poles at the TIC and show their identification/proof of ownership as all poles or bag of poles shall bear the identification of the athlete (tag of the name and country).

After the competition, the LOC will take the vaulting poles to the Teams' Hotel and from there they will be transported to the airport along with the corresponding Teams. Poles must be clearly marked with name and country signs to ensure prompt delivery.

#### **Markers**

Athletes will not be permitted to use their own markers during the Championships. Those athletes wishing to use a marker will be required to use the markers provided by the LOC at the event site. Officials will also provide adhesive tape for the relay runners at the track.

## 8.7 Implements

### 8.7.1 Official Implements

The implements provided by the LOC (see Appendix 1) are selected from those appearing on the current IAAF approved implements list.

### 8.7.2 Personal Implements

Personal implements shall also be allowed, providing that:

- They are readily identifiable and are IAAF certified
- They are not already on the official list or there is only one implement of a specific model
- They have been checked for compliance with IAAF Rules
- They are made available to all the other competitors

Personal implements will have to be submitted as follows:

- 1<sup>st</sup> League: to the implements check in point located at the TIC or at the Accreditation Centre until Thursday 4 July no later than 21:00. For those teams arriving later personal implements will have to be submitted to the implements check in point located at the TIC until Friday 5 July no later than 10:00
- 2<sup>nd</sup> League: to the implements check in point located at the TIC until Friday 5 July no later than 17:00

If a personal implement cannot be accepted into the pool due to it not meeting the specifications or being unidentifiable, the relevant team will be notified through the TIC, with an explanation, and the implement will be returned. If approved, the personal implements will be under the authority of the LOC from the time of checking to the end of the event, being kept in a locked store and brought to the competition site in due time by the LOC.

After the competition personal implements will be taken to the TIC where teams may collect them.

Note: “IAAF Certified” implements may include older models that previously held a certificate but are not in production any longer. In order to speed up the checking in of eligible personal implements, please come prepared and consult the IAAF list on the website (<https://www.iaaf.org/about-iaaf/documents/technical>) in advance to identify the implement noting its IAAF certification number. If you do not find your implement in the list but you believe that it is/was certified, please contact the IAAF Office at [technicalofficer@iaaf.org](mailto:technicalofficer@iaaf.org) so that its status can be checked and confirmed to you and the LOC in due time.

## 9 COMPETITION REGULATIONS

### 9.1 Team Composition

According to European Athletics regulations for the European Combined Events Team Championships, each Member Federation may enter one team comprising a maximum of 10 (ten) athletes (5 male and 5 female), out of which 8 (eight) athletes (4 male and 4 female) to compete.

Each team shall consist of not less than 3 (three) and not more than four (4) athletes in each discipline (in Decathlon and in Heptathlon).

The Second League may also include athletes competing as individuals provided that the Member Federations of those athletes do not have teams participating in the Super League or First League and that no Member Federation may enter more than 4 (four) individual athletes in the Decathlon or Heptathlon respectively.

Subject to the exceptions stated below, only athletes aged at least 16 (sixteen) years on 31 December of the year of the competition may participate in the European Combined Events Team Championships.

Only athletes aged at least 18 (eighteen) years on 31 December of the year of the competition may participate in the Decathlon.

Please refer to the updated version of the event's regulations on European Athletics website (<http://www.european-athletics.org/european-athletics/competition-regulations/>) for further information.

### 9.2 Entry Procedures

Entries shall be made through the European Athletics Event Management System Arena, which will be accessible at the following link: <https://arena.european-athletics.org/>. Member Federations' entries manager shall use their already known personalised access.

#### 9.2.1 Final Entries

Final entries indicating the names and individual logistical information (detailed travel arrangements, accommodation request and rooming list) of the competitors and of the officials must be received not later than 10 days before the first competition day. According to the regulations the deadlines for the Final Entries are:

- Opening of the Final Entries: **11 June 2019**
- Closing of the Final Entries: **26 June 2019, 14:00 (CET)**

Remark: Athletes' PB and SB for High Jump and Pole Vault will have to be entered in the final entries, as it will decide the groupings. For all other events, please refer to 9.3.

All Member Federations will be able to consult and print out their entries at any time during the opening period and will receive a pdf report with a status of their entries 24h before the deadline as well as one pdf confirmation after the closing of the system.

Detailed travel and rooming list information will have to be registered for each athlete and official during the final entries process.

### 9.2.2 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 sent in advance to all teams by email and distributed to each delegation during accreditation. The forms may be completed, sent back by email or returned **no later than 21:00 on Thursday 4 July, at the Accreditation Centre/TIC.**

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

### 9.2.3 Withdrawal

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

## 9.3 Participation Order/Lanes

The divisions of the athletes into heats and/or groups, the order of attempts in field events and lane allocation for running events have been decided by a draw conducted by European Athletics.

For further information, please see Appendix 3.

## 10 COMPETITION PROCEDURE

### 10.1 Timetable

Please refer to Appendix 2 for the competition timetable

### 10.2 Competition Bibs

Each competitor shall receive 3 bibs (with country code and number), as follows:

- 2 bibs shall be pinned on the front and on the back of the competition clothing for the first 9 Men's and all 7 Women's events, and the third bib on the back of the tracksuit/bag;

The LOC shall produce 1 additional bib (bib 4) to be distributed to the teams at the Combined Events Resting Room prior to the last event to be pinned on the front of the competition clothing for the last Decathlon event (1500m Men) which will indicate the teams' position in the competition (1-8). The bib with country code and number shall be pinned on the back of the competition clothing.

Exceptions are made for all jumping events participants: these competitors are permitted to attach the bib with country code and number only to the front or to the back of their competition clothing.

The competition bibs may not be cut, bent or covered in any way.

### 10.3 Competition Clothing

Competitors must wear the Federation's official team clothing. IAAF Rule 143 will be strictly applied. Please make sure to follow the IAAF Advertising Regulations in force. Clothing and items not conforming to this rule and the current IAAF Advertising Regulations will be removed/taped at the Call Room.

European Athletics has a record of the Team vests of all Member Federations available on European Athletics event management system, Arena, accessible at the following link: <https://arena.european-athletics.org/>.

Member Federations shall confirm their team vests. If the uniform displayed differs from your current official uniform, **the revised Team Vests form must be uploaded by 26 June, 14:00 (CET) at the latest**, using the form sent by European Athletics for that specific purpose. 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.

The rule stipulating the compulsory wearing of the official competition clothing will be applied during the competition but also during any victory lap, interviews at the Stadium and Victory Ceremonies.

### **Dimensions of Spikes**

Spikes, which project from the sole or the heel shall not exceed 9 mm except in the high jump and javelin throw events where they shall not exceed 12mm. Any spike must be constructed in such a way that it will, at least for the upper half of its length, fit through a square sided 4 mm gauge.

### **The Sole and the Heel**

The sole and/or heel may have grooves, ridges, indentations or protuberances, provided these features are constructed of the same or similar material to the basic sole itself. In the high jump and long jump, the sole shall have a maximum thickness of 13 mm and the heel in high jump shall have a maximum thickness of 19 mm. In all other events the sole and/or heel may be of any thickness.

## **10.4 Call Room Procedures**

The Call Room shall be located close to the Stadium finish line and athletes are requested to report to the Call Room before the start of each day 25 minutes (45 minutes for Women Day 2) prior to their first discipline.

It is the responsibility of the team managers 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.

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

- Competition Bibs
- Shoes and Spikes
- Uniforms
- Bags (identification on and content of)
- Any other kind of advertising

## **10.5 Resting Area**

After each event, athletes leave immediately the infield and can go to the Resting Area. From the Meeting Point at the Resting Area they are taken to the next event by a judge at the following times:

- |                      |                                          |
|----------------------|------------------------------------------|
| • Track events       | 10 minutes before the start of each heat |
| • Pole Vault         | 60 minutes before the start              |
| • High Jump          | 35 minutes before the start              |
| • Other Field events | 30 minutes before the start              |

## 10.6 Specific Event Procedures

### 10.6.1 Track Events

Tracksuits shall be put in baskets at the start; these baskets will be taken to the Resting Area after the first race of each competition day.

### 10.6.2 Starter Commands

The starter commands will be given in English, as follows:

For distances up to and including 400m:

- "On your marks
- "Set"
- Firing of the gun

For distances of 800m and 1500m:

- "On your marks"
- Firing of the gun

If for any reason the starter feels it is necessary to interrupt the process, he/she will say:

- "Stand Up"

An electronic gun will be used. For recall an ordinary starter's gun will be used. There are false start indicators installed on the starting blocks.

### 10.6.3 Field Events

In the field events the official practices will be supervised by the judges. Athletes may only use the official markers provided by the LOC for the approach. These will be hand out by the competition officials at the competition area.

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



### 10.6.4 PV and HJ Starting Heights and Progression

When the High Jump and Pole Vault are divided into 2 (two) or more groups, the starting heights and progressions of raising the bar shall be the same in each group and shall go through the hereunder heights:

- |              |            |       |                    |
|--------------|------------|-------|--------------------|
| • Decathlon  | High Jump  | 1.80m | Progression – 3cm  |
| • Decathlon  | Pole Vault | 4.00m | Progression – 10cm |
| • Heptathlon | High Jump  | 1.60m | Progression – 3cm  |

## 10.7 Timing & Measurement

The official timing will be provided by FinishLynx equipment and will be displayed on the official board near the finish line. For all races of 800m or more, the elapsed time will be displayed on electronic timers located at the end of each straight.

Long distance throws will be measured by FinishLynx scientific measurement equipment.

## 10.8 Post Competition Procedures

After the last Men's and Women's event of each competition day, athletes leave immediately the infield through the Mixed Zone where media interviews will be carried out.

The clothing baskets will be brought to the Kit Collection Area next to the Mixed Zone.

## 10.9 Scoring

The finishing positions of the teams in each match shall be decided according to the aggregates of the points (according to the International Scoring Tables for Combined Events) earned by the 3 (three) highest scoring athletes in each Decathlon and Heptathlon, the team having the highest aggregate being the winner, and so on.

A team with fewer than 6 (six) scoring athletes (three per each event) will not be included in the teams' classification.

### 10.9.1 Ties

If two or more scoring teams have an equality of aggregate points, the tie shall be decided according to the aggregates of the placings of the six (three per each event) scoring athletes, on the assumption that the match had been a competition between individuals but after excluding non-scoring athletes. If the tie still exists, it shall be decided according to the relative positions of the highest scoring athlete in

each team, considering both events and if it still remains the following highest scoring athlete is considered and so on.

If there are more than two non-scoring teams (with fewer than three athletes in each event) a normalisation rule will apply to allow fair comparison between men and women performances. This will be valid only when the number of female and male athletes is not the same otherwise the standard calculation for the teams scoring will apply. The scores shall be normalised for both men and for women by using a ratio with a set standard corresponding to the respective men and women World Record in the concerned disciplines<sup>1</sup>. After the normalisation process the team(s) with the lower score will be relegated to the lower league. This regulation will apply only for calculation of the relegation purposes if there are more than two non-scoring teams and these scores will not be published as official results.

(<sup>1</sup> Each performance is divided by the respective gender World Record.)

## 10.10 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 appropriate Referee by the athlete himself/herself or by someone acting on his/her behalf or by an official representative of a team (Rule 146.3).

Where the appropriate Referee is not accessible or available, the protest should be made to him through the TIC. 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).

If the final decision of the Referee is not satisfactory, a written appeal can be submitted to the Jury of Appeal also through the TIC.

Any written appeal to the Jury of Appeal must be made in accordance with Rule 146.5 and signed by a responsible official on behalf of the athlete and submitted to 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 protest is unsuccessful, the deposit will not be returned. The Jury's decision will be provided in writing.

## 11 MEDICAL SERVICES & DOPING CONTROLS

### 11.1 Medical Services

The medical service is in charge of any medical assistance to all accredited guests (Teams, LOC personnel, VIP guests and media) as well as, during the competition, to the spectators in the Stadium.

In case of emergency, please contact the nearest medical first aid station or call the 24/7 Medical Emergency number 112. Below you can find information about the medical care sites and relevant instructions.

#### 11.1.1 Medical Services in the Team Hotel

The Medical Services shall be at the athletes, trainers, other team members as well as members of the competition organisation disposal. The Medical Centre shall be located in Suite Hotel Jardins D' Ajuda and will be open on 3, 4 and 5 July, from 10:00 to 12:00 and from 15:00 to 19:00. During other hours there will be a doctor and nurse on duty.

In case of any emergency, you should either call 112 or contact the hotels' Information/Reception Desks. In addition, the LOC doctor in charge of the medical service can be reached on +351 939012000.

#### 11.1.2 Medical Care at the Training and Competition Venues

The stadium medical service is responsible for any problems concerning the athletes' health. There is also a room for medical attention next to the finish line. 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 Warm-up area on training and competition days/hours.

There shall be one first aid team on the Stadium infield (Centro Desportivo da Madeira), supervised by a doctor and marked with red crosses on training and competition days/hours:

In addition, there shall be one first aid team at Stadium Câmara de Lobos on Friday 5 July during the Training Session.

## 11.2 Physiotherapy Services

### 11.2.1 Physiotherapy Services in the Team Hotel

For those Teams requiring LOC Physiotherapy Services there will be a Team of physiotherapists available at the Teams' Hotel in the following schedule (reservations for treatment can be made at the Information Desk):

- Wednesday 3 July (depending on arrivals)
- Thursday 4 July 19:00-22:00 (post training period)
- Friday 5 July 20:00-23:00
- Saturday 6 July 20:00-23:00
- Sunday 7 July 20:00-23:00

For Teams with their own tables/physiotherapists there will be a Physiotherapy Room available at the Teams' Hotel in the following schedule (reservations can be made at the Information Desk):

- Wednesday 3 July 08:00-23:00
- Thursday 4 July 08:00-23:00
- Friday 5 July 08:00-23:00
- Saturday 6 July 20:00-23:00
- Sunday 7 July 08:00-23:00

### 11.2.2 Physiotherapy Services at the Competition Venue

There shall be well equipped physiotherapy facilities at the Stadium.

All teams shall have facilities prepared as well as two well-equipped physiotherapy rooms, including the availability of a LOC physiotherapist. The physiotherapy rooms will be open on training and competition days/hours.

The team physiotherapists and doctors may use the equipment in the physiotherapy rooms in co-operation with the medical staff.

## 11.3 Doping Controls

### 11.3.1 General Information

Doping controls will be conducted in accordance with IAAF Rules and Anti-doping Regulations. They are in accordance with the revised WADA code in force since 1 January 2019. The controls will be done

under the supervision of the European Athletics Doping Control Delegate. Both urine and blood samples may be collected immediately before, and during, the Championships.

Athletes selected for doping control shall be informed by anti-doping officials. Athletes will be required to sign a doping control notification form. They can be accompanied to the Doping Control Station (DCS) by an accredited team representative of their choice.

A selected athlete should report immediately to the DCS 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 DCS. Athletes are reminded that refusal to provide a sample result in liable to disqualification and may result in 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 Championships.

### 11.3.2 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 European Athletics Doping Control Delegate. In addition, the selection of further athletes may be ordered at the discretion of the European Athletics Doping Control Delegate.

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

### 11.3.3 Additional Controls

Athletes requiring doping control (e.g. for national record) may request to be tested by reporting to the TIC, where a "Doping Control Request Form" should be completed. They will then be escorted to the Doping Control Station.

The cost of this control (including the sample collection material and requested analysis) will be paid by the European Athletics and will be deducted from the member federation's European Athletics subvention after the Championships.

## 12 CEREMONIES AND SOCIAL FUNCTIONS

### 12.1 Welcome Dinner

A Welcome Dinner will be hosted by the LOC at Restaurant “O Lagar”, at 20:30, on 4 July. 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, 5 July, at 17:30, at the Stadium.

No athletes will be involved. The Team Leaders will be invited to take part in the flags parade which will be followed by official speeches to end the Ceremony.

### 12.3 Closing Banquet

The Closing Banquet will take place on 7 July, by 21:30, at the Teams’ Hotel Restaurant. Everyone with accreditation or invitation cards is welcome to attend.

### 12.4 Victory Ceremonies

In principle, 1<sup>st</sup> & 2<sup>nd</sup> Leagues’ Victory Ceremonies for the Winning Teams will take place further to the Closing Banquet, on 7 July, by 22:30. There will also be Victory Ceremonies for Individual Winners in Heptathlon and Decathlon competitions. Three first in men’s and women’s categories of each League will be awarded.

Athletes must wear the official team clothing for the ceremonies.

## 13 DEPARTURE

Teams will be asked to provide full travel details through the European Athletics online 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.

Departure times of the shuttle buses from the hotel will be provided and displayed at the Hotel 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 leaders.

## 14 CONTACT DETAILS

For further details about the European Combined Events Team Championships 1<sup>st</sup> and 2<sup>nd</sup> Leagues 2019 please contact the LOC Event Coordinator, Mr. Jorge Morais, as below:

### **Office of the Local Organising Committee:**

Madeira Athletics Association  
Estádio de Câmara de Lobos  
Sítio do Carmo  
9300-113 Câmara de Lobos  
Tel: +351 291 764 801  
Mail: [geral@atletismomadeira.pt](mailto:geral@atletismomadeira.pt)



## 15 APPENDICES

Appendix 1 – Implements List

Appendix 2 – Provisional Timetable

Appendix 3 – Event Draw

Appendix 4 – Maps of Stadium

Appendix 5 – Accreditation System – Access Zones

Appendix 6 – Key Dates and General Programme

## Appendix 1 – Implements List

IMPLEMENTS	MANUFACTURER	MODEL	CATALOGUE NUMBER	IAAF CERTIFICATION NUMBER	Details	QTY.
<b>Javelin 600 grs</b>	Polanik	Sky Challenger, aluminium	SC 10-600	I-11-0501		2
	Nemeth Javel-Inn	Classic 75 m, aluminium violet/yellow/red	600CS75	I-99-0110		2
	Nordic Sport	Diana Steel Competition	7917603	I-99-0018	flex 6.2	1
	Nordic Sport	Indra Carbon, blue cord, white/blue spiral (flex 5.1)	2917605c	I-03-0301	flex 5.1	1
<b>total: 6</b>						
<b>Javelin 800 grs</b>	Polanik	Sky Challenger, aluminium	SC10-800	I-11-0504		2
	Nordic Sport	Master Classic, metal alloy	7912800a	I-99-0034	flex 7.8	2
	Nemeth Javel-Inn	Standard 70 m, aluminium, violet cord, violet	800S70	I-99-0106		1
	Nemeth Javel-Inn	Club 85m, aluminium, violet cord	800C85	I-99-0104		1
<b>total: 6</b>						
<b>Discus 2 Kg</b>	Nordic Sport	Viking competition, fiberglass, stainless steel rim	6130200	I-12-0610	79%	2
	Polanik	Competition, fiberglass, stainless rim, blue	CPD11-2	I-11-0499	82%	2
	Nordic Sport	Gold, brass rim, fiberglass sides, white/gold	6176200	I-99-0006	85%	2
<b>total: 6</b>						
<b>Shot 4 kg</b>	Polanik	Steel competition, 95mm	PK-4/95	I-12-0588	95 mm	2
	Polanik	Steel competition, 100mm	PK-4/100	I-99-0150	100 mm	2
	Bhalla International	Vinex super, 103mm	VSP-303	I-04-0311	103 mm	2
	Nordic Sport	Steel, red, 109mm	5133402	I-99-0025	109 mm	2
<b>total: 8</b>						
<b>Shot 7,260 Kg</b>	Polanik	Steel competition, 113mm	PK-7,26/113	I-04-0304	113 mm	2
	Polanik	Steel competition, 120mm	PK-7,26/120	I-99-0152	120 mm	2
	Polanik	Steel competition, 125mm	PK-7,26/125	I-13-0652	125 mm	2
	Polanik	Steel competition, 128mm	PK-7,26/128	I-04-0305	128 mm	2
<b>total: 8</b>						

## Appendix 2 – Provisional Timetable

**Day 1 – Friday, 5 July**

1st League		2nd League	
Decathlon	Heptathlon	Decathlon	Heptathlon
14:00	100mH		14:00
14:30	100m		14:30
15:15	High jump A+B		15:15
15:30	Long jump A+B		15:30
16:45	Shot put A+B		16:45
17:30	Opening Ceremony		17:30
18:00	High jump A+B		18:00
18:30	Shot put A+B		18:30
20:00	200 m		20:00
20:30	400 m		20:30
21:00	End of day 1		21:00

**Day 2 – Saturday, 6 July**

<b>1st League</b>		<b>2nd League</b>	
<b>Decathlon</b>	<b>Heptathlon</b>	<b>Decathlon</b>	<b>Heptathlon</b>
09:00		<b>100m</b>	09:00
09:30		<b>100mH</b>	09:30
10:05	<b>110mH</b>		10:05
10:10		<b>Long jump A+B</b>	10:10
10:30		<b>High jump A+B</b>	10:30
11:05	<b>Discus - A</b>		11:05
11:40		<b>Shot put A+B</b>	11:40
12:25	<b>Discus - B</b>		12:25
13:20		<b>High jump A+B</b>	13:20
13:30		<b>Shot put A+B</b>	13:30
14:45	<b>Long jump A+B</b>		14:45
15:45	<b>Pole Vault A+B</b>		15:45
16:10	<b>Javelin - A</b>		16:10
17:00		<b>200 m</b>	17:00
17:25	<b>Javelin - B</b>		17:25
18:00		<b>400 m</b>	18:00
18:40	<b>Javelin - A</b>		18:40
19:30	<b>800m</b>		19:30
19:55	<b>Javelin - B</b>		19:55
21:00	<b>1500m</b>		21:00
21:30	End of day 2		21:30

**Day 3 – Sunday, 7 July**

1st League		2nd League	
Decathlon	Heptathlon	Decathlon	Heptathlon
09:45		<b>110mH</b>	09:45
10:45		<b>Discus - A</b>	10:45
11:15		<b>Long jump A+B</b>	11:15
12:10		<b>Discus - B</b>	12:10
14:30		<b>Javelin - A</b>	14:30
14:45		<b>Pole Vault A+B</b>	14:45
15:55		<b>Javelin - B</b>	15:55
17:30		<b>Javelin - A</b>	17:30
18:30		<b>800m</b>	18:30
18:50		<b>Javelin - B</b>	18:50
20:00		<b>1500m</b>	20:00
20:30	End of day 3		20:30

## Appendix 3 – Event Draw

The divisions of the athletes into heats and/or groups, the order of attempts in field events and lane allocation for running events has been decided by a draw conducted by European Athletics. Each participating team shall be allocated a letter which shall determine the order of attempts in the field events and lane allocation in running events in accordance with the below charts.

The allocation of the position of the athletes within one team (e.g. A1, A2, etc...) shall remain at the discretion of the participating teams. This has to be announced latest during the final confirmation procedure and cannot be changed for the different individual disciplines during the decathlon and heptathlon competitions (athlete allocated with position A1 remains in the same position for all the individual disciplines), except for High Jump and Pole Vault where IAAF Rule 200.7 will apply.

For the 1500 metres (for Decathlon men) / 800 metres (for Heptathlon women) the teams' distribution per heat shall be established by the Technical Delegate according to the teams scoring standings 1 (one) hour before the scheduled time for the first heat of each race. The best 4 (four) scored teams will compete in the same heat which shall be the second one.

Mainly for the 2<sup>nd</sup> League, the charts may be adapted according to the number of teams and individuals entered in the Final Entries.

For the 100m, 100mH, 110mH, 200m and 400m the Technical Delegate may adapt the charts in order to organise only 3 heats, if necessary, according to the number of athletes entered in the Final Entries.

1 <sup>st</sup> League (Men/Women - Teams)	
<b>A</b>	RUS*
<b>B</b>	POL
<b>C</b>	ITA
<b>D</b>	CZE
<b>E</b>	LAT
<b>F</b>	FIN
<b>G</b>	SWE
<b>H</b>	LTU

\*Subject to IAAF's decision to reintegrate All Russia Athletic Federation

2 <sup>nd</sup> League (Men/Women - Teams)	
A	CYP
B	IRL
C	GRE
D	ROU
E	DEN
F	SVK
G	TUR
H	ISL
I	CRO
J	ISR
K	BEL
L	POR

Order of attempts and lane allocation:

### Field Events

Long Jump (for Decathlon men and Heptathlon women)																
Group 2	B3	C3	D3	E3	F3	G3	H3	A3	D4	E4	F4	G4	H4	A4	B4	C4
Group 1	F1	G1	H1	A1	B1	C1	D1	E1	H2	A2	B2	C2	D2	E2	F2	G2

Shot Put (for Decathlon men and Heptathlon women)																
Group 2	C3	D3	E3	F3	G3	H3	A3	B3	E4	F4	G4	H4	A4	B4	C4	D4
Group 1	G1	H1	A1	B1	C1	D1	E1	F1	A2	B2	C2	D2	E2	F2	G2	H2

Discus (for Decathlon men)																
Group 2	G3	H3	A3	B3	C3	D3	E3	F3	A4	B4	C4	D4	E4	F4	G4	H4
Group 1	C1	D1	E1	F1	G1	H1	A1	B1	E2	F2	G2	H2	A1	B2	C2	D2

Javelin (for Decathlon men)	
Group 1	The javelin will start with at least 10 athletes.
Group 2	The groups will be formed with the athletes having finished the pole vault competition.
Group 3	Depending on time needed for pole vault decision will be made whether javelin will be carried out in 2 or 3 groups.

Javelin (for Heptathlon women)																
Group 2	F3	G3	H3	A3	B3	C3	D3	E3	H4	A4	B4	C4	D4	E4	F4	G4
Group 1	B1	C1	D1	E1	F1	G1	H1	A1	D2	E2	F2	G2	H2	A2	B2	C2



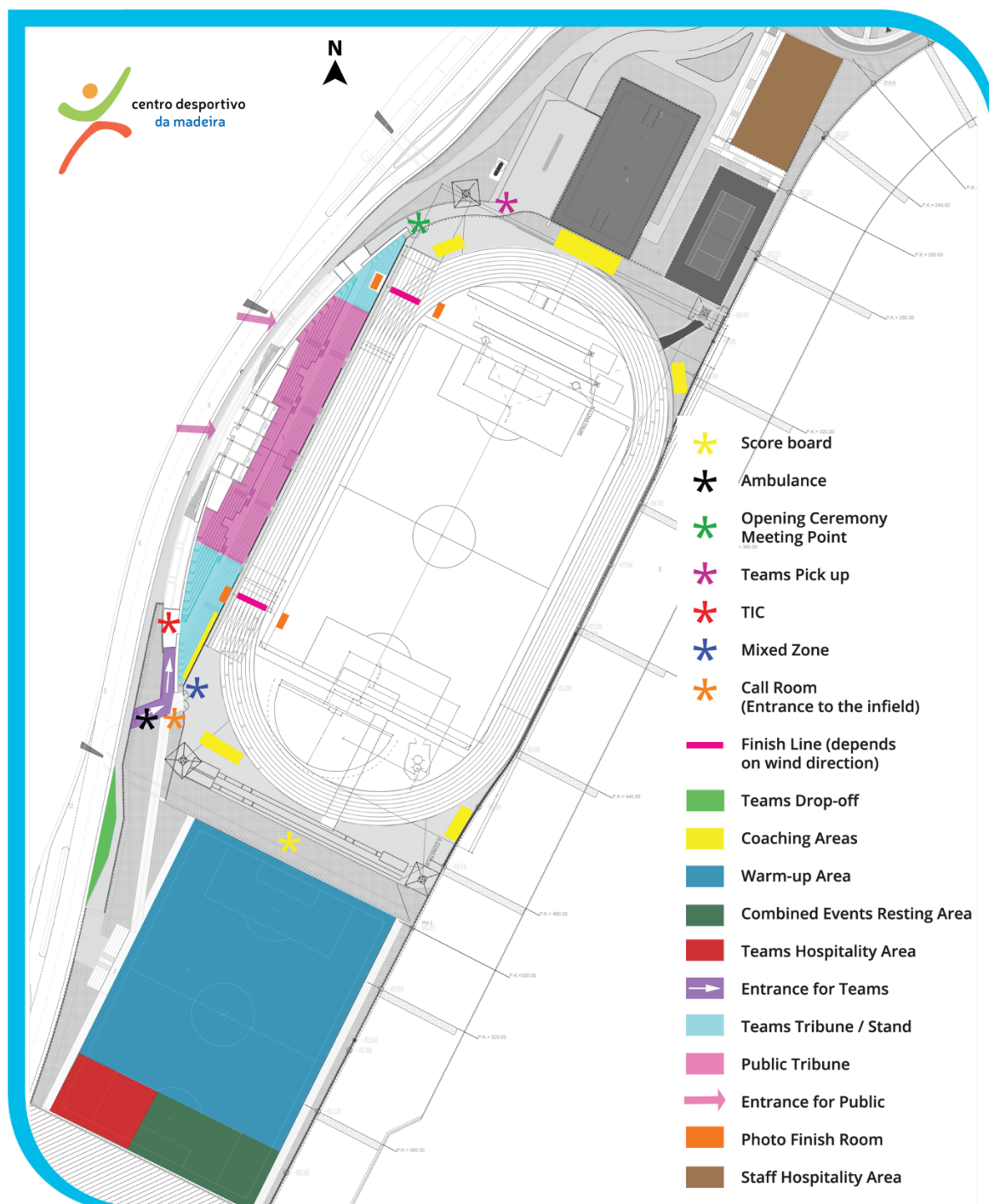
## Track Events

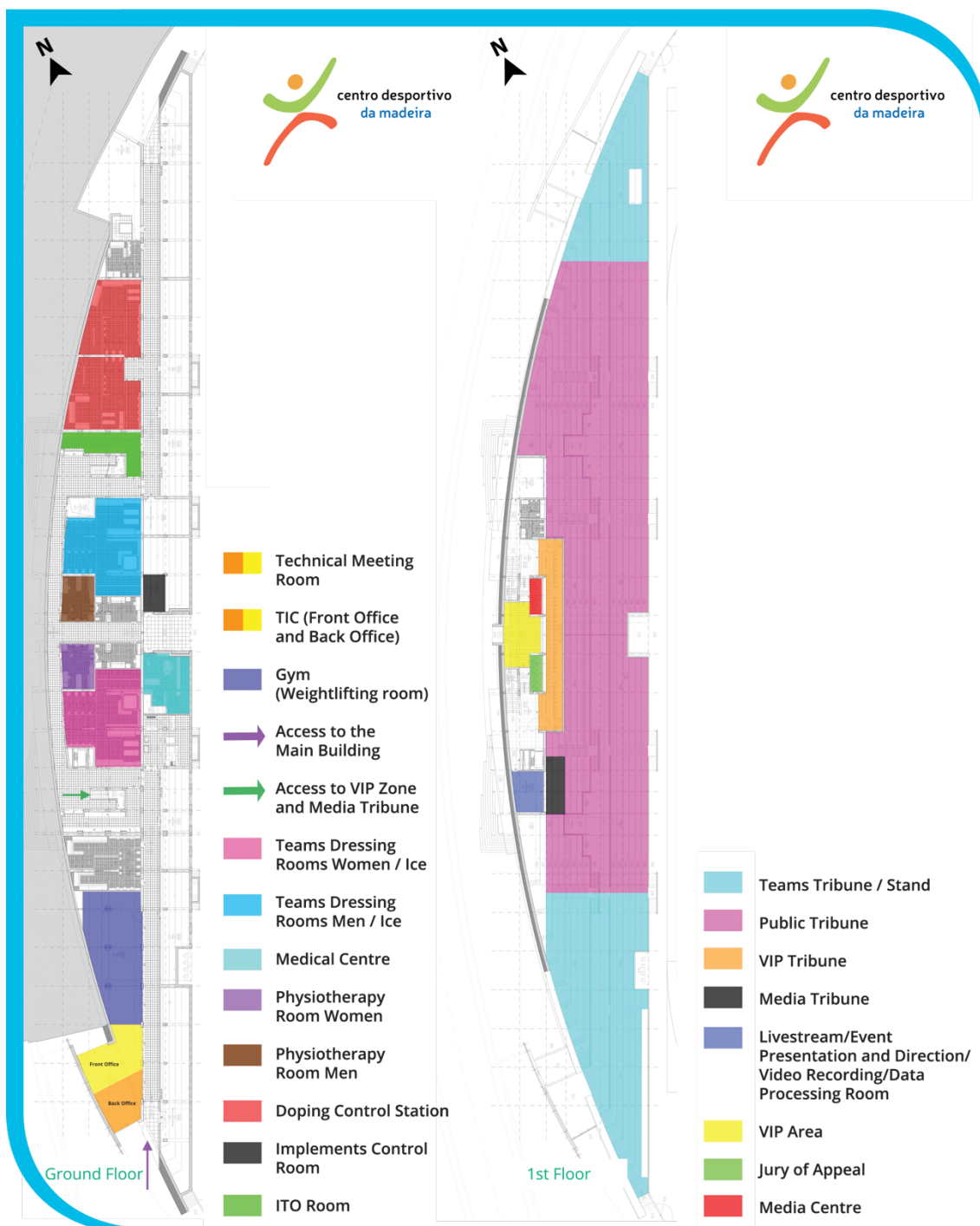
<b>100 metres (for Decathlon men)</b>								
	Lane 1	Lane 2	Lane 3	Lane 4	Lane 5	Lane 6	Lane 7	Lane 8
Heat 1	A4	B4	C4	D4	E4	F4	G4	H4
Heat 2	C3	D3	E3	F3	G3	H3	A3	B3
Heat 3	E2	F2	G2	H2	A2	B2	C2	D2
Heat 4	G1	H1	A1	B1	C1	D1	E1	F1

<b>200 metres (for Heptathlon women) / 400 metres (for Decathlon men)</b>								
	Lane 1	Lane 2	Lane 3	Lane 4	Lane 5	Lane 6	Lane 7	Lane 8
Heat 1	E4	F4	G4	H4	A4	B4	C4	D4
Heat 2	G3	H3	A3	B3	C3	D3	E3	F3
Heat 3	A2	B2	C2	D2	E2	F2	G2	H2
Heat 4	C1	D1	E1	F1	G1	H1	A1	B1

<b>110m Hurdles (for Decathlon men) / 100m Hurdles (for Heptathlon women)</b>								
	Lane 1	Lane 2	Lane 3	Lane 4	Lane 5	Lane 6	Lane 7	Lane 8
Heat 1	F4	G4	H4	A4	B4	C4	D4	E4
Heat 2	H3	A3	B3	C3	D3	E3	F3	G3
Heat 3	B2	C2	D2	E2	F2	G2	H2	A2
Heat 4	D1	E1	F1	G1	H1	A1	B1	C1

## Appendix 4 – Maps of the Stadium





## Appendix 5 – Accreditation System – Access Zones

### Access zones:

1. VIP Area
2. Competition Area (Call Room & Infield)
3. Combined Events Resting Area\*\*\*
4. Teams Hospitality Area, Teams Stand & Warm-up Area
5. Staff Hospitality Area
6. Mixed Zone
7. Media Centre & Media Tribune
8. Event Management

Team Categories	1	2	3	4	5	6	7	8
Athlete		✓	✓	✓		✓		
Head of Delegation / Team Leader	✓			✓		✓		
Team Official				✓		✓		
Coach				✓				
Media*						✓	✓	

\* Limited to 2 passes per team to be collected at the TIC at the Stadium

The Head of Delegation/Team Leader from each Team is invited to the VIP Area and will be given the access number on the accreditation card (zone 1). All Team accreditation cards will allow access to the Team seating area, warm up area, changing facilities, physiotherapy and Teams Hospitality area (zone 4). Only athletes who are competing will have access to the Call Room & Infield and Combined Events Resting Area\*\*\* (zones 2 and 3). Furthermore, the accreditation can be used to access the Team Shuttle Buses.

### Separate cards:

- \*\*\* Separate cards will be issued to Team Officials (3 per competing team), for access to the Combined Events Resting Area (zone 3).
- Separate cards will be distributed to the coaches (1 per competing athlete) for the coaching areas, namely the field events, as Discus, Javelin, Shot Put, High Jump, Pole Vault and Long Jump areas.
- Separate cards will be issued to Team Leaders (1 per competing team), for access to the TIC.
- Separate cards will be issued to access the Doping Control: 1 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 Doping Control Centre.

## Appendix 6 – Key Dates and General Programme

Day	Time	Activity
Wednesday 3 July	All day	Arrivals and Accreditation
Thursday 4 July	All day	Arrivals and Accreditation
	09:00 – 12:00 15:00 – 19:00	Training
	12:00	Press Conference
	18:00	Stadium Inspection
	20:30	Welcome Dinner
	21:00	Delivery of personal implements for 1 <sup>st</sup> League (deadline)
	21:00	Questions for the Technical Meeting (deadline)
	21:00	Final Confirmations (deadline)
Friday 5 July	All day	Arrivals and Accreditation
	09:00 – 11:00 16:00 – 18:00	Training
	10:00	Technical Meeting
	14:00 – 21:00	Competition Day 1
	17:00	Delivery of personal implements for 2 <sup>nd</sup> League (deadline)
	17:30	Opening Ceremony
	09:00 – 21:30	Competition Day 2
Saturday 6 July	09:45 – 20:30	Competition Day 3
Sunday 7 July	21:30	Closing Banquet
	22:30	Victory Ceremonies (in principle for 1 <sup>st</sup> & 2 <sup>nd</sup> Leagues)
Monday 8 July	All day	Departure



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Secretaria Regional  
de Educação  
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Discover  
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TRANSPORTS

Bioforma

Alberto OCULISTA

ROOVERS  
GRUPO

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LAVANDARIA  
clássica