

## PRINCIPLES FOR THE SELECTION AND MANAGEMENT OF EUROPEAN ATHLETICS MEETINGS

(9 November 2009 – Interim version in force from 2010, editorial changes August 2010)

### 1. Objectives

- 1.1. To maintain an official system of co-operation and liaison between the European Athletic Association (hereinafter European Athletics), the IAAF, the Member Federations, the meeting organisers and the athletes.
- 1.2. To create an understandable link between the meetings.
- 1.3. To implement a recognisable consequence of the results.
- 1.4. To give a clear status to each level of meeting.
- 1.5. To provide an incentive for meeting organisers to strive for a greater status for their meeting.
- 1.6. To protect all categories of meetings on the international calendar.
- 1.7. To ensure equal competition possibilities for each discipline.
- 1.8. To protect athletes by providing categories according to a ranking system.
- 1.9. To ensure observance of standard conditions, as specified below, by European Athletics.

### 2. Procedure of making an Application

Applications for European Athletics status **Premium or Classic League** shall be submitted on the appropriate form by the Member Federations to the European Athletics Office by September of the year preceding that of the meeting.

### 3. How to apply for Up-grading

- 3.1. European Athletics will only consider applications for European Athletics status from those meetings that have previously held an international meeting with national permit status for a minimum of one (1) year.
- 3.2. Any Member Federation applying for an upgrading of status shall submit, in its application, results of the last meeting and details which support such up-grading in accordance with the requirements of status detailed below.

### 4. Guidelines for Selection of European Athletics Premium or Classic Meetings

- 4.1. European Athletics will accept meeting status of three levels
  - a) European Athletics Premium meetings organised in a League (approximately 12 - 14 meetings)
  - b) European Athletics Classic meetings organised in a League (approximately 50 meetings)
  - c) As decided by the IAAF Council in 2009 and according to IAAF Rule 1 (i): International Invitation Meetings and competitions, other than those referred to in Rule 1.1(e), where appearance fees, prize money and/or the value of non-cash prizes exceed USD50,000 in total or USD8,000 for any one event.

- 4.2. The requirements for each category are stated in Appendix A.
- 4.3. The ranking, and consequent up-/ downgrading, of each individual meeting will be done through an evaluation process conducted by an Evaluation Panel (details to follow in Appendix C).
- 4.3.1. The European Athletics top group of meetings will consist of the IAAF World Classic Meetings from Europe and the approx 5 – 7 best ranked meetings from Europe based on the overall evaluation, who have applied and fulfilled the conditions to be included in the Premium League. They will have, in principle, the right to the status of European Athletics Premium meeting (see point 6).
- 4.3.2. The second group of meetings will be chosen according to the following items:
- Fulfil the requirements for the European Athletics Classic meetings
  - Evaluation report by Panel
  - Position in the ranking
  - Tradition of the meeting
  - Consistent excellence of the meeting's National Federation concerned
  - Geographic position
- 4.3.3. Any meeting in Europe which comply with the IAAF rule 1(i) must request a permit including the date from European Athletics. Not respecting this regulation will lead to sanctions.

## **5. Guidelines of Scheduling**

- 5.1. The allocated date for any European Athletics meeting is a consequence of the conditions set to obtain a permit. The following conditions will be applied:
- Protection windows between meetings of the same or even other concerned levels and the same events to avoid any conflicts in the calendar
  - Recommended dates for the National Championships
  - Recommended dates for international matches
  - Clear qualification criteria in a further step will be implemented under which an athlete can enter in a higher category of a meeting. Dates for reviewing the qualification status will be additionally set.
- 5.2. In principle, not more than one (1) European Athletics One-Day outdoor meeting may be staged in the same town in any one year. The European Athletics Premium meetings have priority

## 6. Programme

A balanced programme for the two levels will be mandatory to apply. The following groups will be allocated by draw to the different meetings of the two leagues during the European Athletics Convention every October:

a) Four groups of disciplines applicable for the *European Premium League*:

Group A		Group B		Group C		Group D	
Men	Women	Men	Women	Men	Women	Men	Women
100	100 h	200	400	400	200	800	100
1500	3000 st	3000/5000	1500	110 h	800	400 h	3000/5000
			400 h			3000 st	
HJ	TJ	LJ	HJ	PV	LJ	TJ	PV
HT	JT	JT	SP	DT	HT	SP	DT

b) Four groups of disciplines applicable for the *European Classic League*:

Group A		Group B		Group C		Group D	
Men	Women	Men	Women	Men	Women	Men	Women
100	100 h	200	400	400	200	800	100
1500	3000 st	3000/5000	1500	110 h	800	400 h	3000/5000
			400 h			3000 st	
HJ	TJ	LJ	HJ	PV	LJ	TJ	PV
HT	JT	JT	SP	DT	HT	SP	DT

c) Each European Athletics meeting should organise at least 2 events (M&W) for Under 23 European athletes, for which the payment of prize money is not an obligation.

Meeting organisers must include the disciplines from its group, and thereafter will have the discretion to add further disciplines, subject to the conditions below:

- The discretionary disciplines cannot conflict with those being staged by another meeting of the same league within five nights (before or after), unless both meetings agree at least 14 nights in advance and this agreement is ratified by European Athletics. The final decision on any arbitration remains with European Athletics.

- If a discipline is to be held that conflicts with another meeting of the same league within five days (before or after) and an agreement has not been reached, then only athletes from that Member Federation or from a lower athlete category may compete (see Appendix B).
- Any change made to the programme must be immediately notified by the meeting organiser to the European Athletics Office.

## **7. Reporting Procedure**

- 7.1. Following each European Athletics meeting the meeting organiser must submit a written report concerning the organisation and staging of the meeting (including final account, payment confirmation, any other relevant information) to the European Athletics Office no later than 60 days after the meeting.
- 7.2. Following each European Athletics meeting, the designed European Athletics Delegate shall be required to submit a written report concerning the staging of the meeting. This report including the results and doping control forms shall be forwarded to the European Athletics Office not later than 10 days after the meeting attended.
- 7.3. The analysis of these reports will assist the Evaluation Panel in determining the status of a meeting the following year.

## **8. Requirements of Status of European Athletics Meetings (complementing Appendix A)**

- 8.1. The meeting organiser must be the National Federation or a Member of the National Federation, and must agree to abide by the Rules of the IAAF and European Athletics.
- 8.2. In case the National Federation is not the meeting organiser a strong cooperation and communication between both organisations must be established.
- 8.3. An official Delegate, appointed by European Athletics, shall be received by the meeting organiser. This Delegate shall be experienced in technical matters, and shall be ready to give technical assistance when required. He/she shall supervise the meeting, is responsible for the correct conduct of the doping controls (for Classic meetings only) and adherence to the advertising rules and regulations.

For Premium meetings a Doping Control Delegate, appointed by European Athletics, shall be received by the meeting organiser. This delegate will take care of the supervision of medical and doping control area.

Normally the Delegate(s) should not be a citizen of the country where the meeting is held. The organiser shall pay the travel and accommodation costs for up to three days.

- 8.4. Meeting Organisers must sign a liability insurance policy, in favour of the athletes, officials and spectators, to cover risks for which they may be retained liable and present a copy to European Athletics. It is recommended that other insurance policy should be signed against the risks of cancellation. Athletes have to cover their own insurance for accident.
- 8.5. Doping control tests, normally five (5) at each Classic meeting and six (6) at each Premium meeting, shall be conducted at random, and analysis must be performed at a WADA accredited laboratory, in accordance with the IAAF guidelines. The analysis reports shall be directly submitted by the laboratory to the European Athletics Office and as a copy to the IAAF Anti-Doping department. The costs of the control (incl. personnel), the dispatch of samples and their analysis must be borne by the meeting organiser.
- 8.6. Medical services shall be provided as indicated in Appendix A.
- 8.7. Food and accommodation standards should correspond to normal international level according to Appendix A.
- 8.8. Local transport shall be provided from airport to hotel, to training areas and to the competition venue for all athletes.
- 8.9. All equipment and implements shall meet IAAF technical rules in force at the time of the meeting.
- 8.10. In the case of European Records, all documentation necessary for the ratification have to be forwarded to European Athletics not later than one month after the competition. It is therefore recommended that all required papers are completed during the competition and signed by the responsible officials. In doing this, all the necessary material can then be collated and sent without delay to the national federation for approval. Meeting organisers shall consult the current European Record lists before the competition and obtain the appropriate European Record Application Forms from the European Athletics Website: [www.european-athletics.org](http://www.european-athletics.org).
- 8.11. The following criteria for the number of participating countries (national, continental, international) will be strictly applied, including under 23 events:
  - a) Minimum 8 different countries (including host country),
  - b) Minimum 6 athletes per event (100m, LJ, etc) of which at least 3 from different European countries,
  - c) Per event (100m, LJ, etc) European athletes from 3 different countries (lane disciplines) or 4 (other disciplines),

- d) From all participating athletes at the meeting, minimum 50% must be European athletes,
- e) Maximum of 4 athletes, excluding the pacemakers, per country can participate at each event (excluding the host country).

Failure to meet the above thresholds will make the meeting organiser liable for sanctions (see Appendix D) unless it can be demonstrated to the satisfaction of the Evaluation Panel that the situation was caused by athletes' cancellation or any other cause beyond control.

- 8.12. All payments shall be effected in accordance with IAAF Rules and Regulations **within 90 days.**

The meeting organiser will maintain copies of all financial documents which may be called for inspection if required by European Athletics.

- 8.13. European Athletics has the right to penalise meetings, athletes, Member Federations, Athletes Representatives or others, if they do not comply with the set principles according to Appendix D.
- 8.14. European Athletics has the right to downgrade or exclude a meeting according to the evaluation process indicated in Appendix C.
- 8.15. The Meeting Organiser should send the results of the meetings immediately after the conclusion of the meeting to European Athletics. The information must be sent by E-mail.

## APPENDIX A – MEETING REQUIREMENT CRITERIA

Note: for European Athletics Area Permit Meetings the conditions are according to IAAF Rule 1. (j)

Requirements	European Premium	European Classic
Events & Athletes	<ul style="list-style-type: none"> <li>Events according to allocation: <b>Group A, B, C or D</b></li> <li>8 countries (including host country),</li> <li>6 athletes per event, at least 3 from different European countries,</li> <li>Per event European athletes from 3 different countries (lane disciplines) or 4 (other disciplines)</li> <li>Per meeting min 50% European athletes</li> <li>Maximum of 4 athletes, excluding the pacemakers, per country can participate at each event (excluding the host country)</li> </ul>	<ul style="list-style-type: none"> <li>Events according to allocation: <b>Group A, B, C or D</b></li> <li>8 countries (including host country),</li> <li>6 athletes per event, at least 3 from different European countries,</li> <li>Per event European athletes from 3 different countries (lane disciplines) or 4 (other disciplines)</li> <li>Per meeting min 50% European athletes</li> <li>Maximum of 4 athletes, excluding the pacemakers, per country can participate at each event (excluding the host country)</li> </ul>
Technical facilities	<ul style="list-style-type: none"> <li>8 lanes</li> <li>Capacity of 5000, <b>minimum 60% spectator attendance (3000)</b></li> <li>Video boards</li> <li>2 infield timing boards (double sided)</li> <li>One infield scoring board per field event</li> <li>EDM + automatic false start apparatus, full electronic timing</li> <li>Electronic Wind gauge</li> <li>IAAF track certificate class 2</li> </ul>	<ul style="list-style-type: none"> <li>6 lanes</li> <li>Capacity of 3000, <b>minimum 60% spectator attendance (1800)</b></li> <li>2 infield timing boards</li> <li>Wind gauge</li> <li>Automatic false start apparatus, full electronic timing</li> <li>EDM (recommended)</li> </ul>
Equipment & Implements	<ul style="list-style-type: none"> <li>All equipment &amp; implements must be IAAF certified</li> </ul>	<ul style="list-style-type: none"> <li>All equipment &amp; implements must be IAAF certified</li> </ul>
International Officials	<ul style="list-style-type: none"> <li>1 Technical Delegate</li> <li>1 Doping Control Delegate</li> </ul>	<ul style="list-style-type: none"> <li>1 Technical Delegate</li> </ul>
Accommodation	<ul style="list-style-type: none"> <li>4 stars hotel</li> </ul>	<ul style="list-style-type: none"> <li>3 stars hotel</li> </ul>
Transportation	<ul style="list-style-type: none"> <li>On site for athletes and officials</li> <li>Flights for Delegates</li> </ul>	<ul style="list-style-type: none"> <li>On site for athletes and officials</li> <li>Flight for Delegate</li> </ul>
Medical	<ul style="list-style-type: none"> <li>Physiotherapy service <b>starting 48h before (during office hours)</b></li> <li>First aid ambulance <b>at event</b></li> <li>Doctor/Physician <b>on site</b></li> </ul>	<ul style="list-style-type: none"> <li>Physiotherapy service <b>starting 48h before (during office hours)</b></li> <li>First aid ambulance <b>at event</b></li> <li>Doctor/Physician <b>on site</b></li> </ul>
Anti-Doping	<ul style="list-style-type: none"> <li>Minimum 6 doping controls</li> </ul>	<ul style="list-style-type: none"> <li>Minimum 5 doping controls</li> </ul>
TV	<ul style="list-style-type: none"> <li>Live</li> </ul>	<ul style="list-style-type: none"> <li>20 minutes of highlights</li> </ul>
Media	<ul style="list-style-type: none"> <li>Tribune with dedicated seats</li> <li>Dedicated website</li> <li>Start list and immediate/Live results on website</li> <li>Regular press releases (min 4)</li> <li>Photographers to have access to WIFI or internet access in the media working area</li> <li>Press conferences (2 minimum)</li> </ul>	<ul style="list-style-type: none"> <li>Dedicated website</li> <li>Start List and immediate/Live results on website</li> <li>Regular press releases (2 minimum)</li> <li>Press Conference (recommended)</li> </ul>

Requirements	European Premium	European Classic
Budget & Financial obligations	<ul style="list-style-type: none"> <li>Total budget 500,000 EUR minimum (incl. prize money)</li> <li>Prize money budget 120,000 EUR minimum for the athletes</li> <li>payments within 90 days</li> <li>Audited accounts of the previous year</li> <li>Detailed budget including prize money structure and travel &amp; accommodation of appointed officials</li> <li>Local transportation for athletes, coaches, managers</li> <li>Doping control organisation and analysis</li> </ul>	<ul style="list-style-type: none"> <li>Total budget 100,000 EUR minimum (incl. prize money)</li> <li>Prize money budget 40,000 EUR minimum for the athletes</li> <li>payments within 90 days</li> <li>Audited accounts of the previous year</li> <li>Detailed budget including prize money structure and travel &amp; accommodation of appointed officials</li> <li>Local transportation for athletes, coaches, managers</li> <li>Doping control organisation and analysis</li> </ul>
Prize Money Before tax (brutto)	<ul style="list-style-type: none"> <li>Exacts prize money structure must be published on meeting website 30 days before competition</li> <li>Total prize money budget (min 120,000 EUR) must be paid to athletes for ranked performance during the meeting</li> <li>Prize money does not include appearance fee</li> <li>Minimum prize money must be:               <ul style="list-style-type: none"> <li>1<sup>st</sup> Place 1800 EUR</li> <li>2<sup>nd</sup> Place 1400 EUR</li> <li>3<sup>rd</sup> Place 900 EUR</li> <li>4<sup>th</sup> Place 600 EUR</li> <li>5<sup>th</sup> Place 400 EUR</li> <li>6<sup>th</sup> Place 300 EUR</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Exacts prize money structure must be published on meeting website 30 days before competition</li> <li>Total prize money budget (min 40,000 EUR) must be paid to athletes for ranked performance during the meeting</li> <li>Prize money does not include appearance fee</li> <li>Minimum prize money must be:               <ul style="list-style-type: none"> <li>1<sup>st</sup> Place 700 EUR</li> <li>2<sup>nd</sup> Place 500 EUR</li> <li>3<sup>rd</sup> Place 300 EUR</li> <li>4<sup>th</sup> Place 200 EUR</li> <li>5<sup>th</sup> Place 100 EUR</li> </ul> </li> </ul>
Logo-branding and advertisement	<ul style="list-style-type: none"> <li>Premium logo on all printed materials, TV graphics, and website (linked to European Athletics)</li> <li>European Athletics advertising boards</li> </ul>	<ul style="list-style-type: none"> <li>Classic logo on all printed materials and website (linked to European Athletics)</li> </ul>
Event Presentation	<ul style="list-style-type: none"> <li>Guidelines to be set</li> </ul>	
Insurance	<ul style="list-style-type: none"> <li>Liability for Officials and Spectators</li> <li>Meeting cancellation</li> <li>Financial loss</li> </ul>	<ul style="list-style-type: none"> <li>Liability for Officials and Spectators</li> <li>Meeting cancellation</li> </ul>

## APPENDIX B – ATHLETE CATEGORISATION & INVITATION

### Introduction

The categorisation of the athletes will be implemented at a later stage. Additional work has to be done which should also include first experiences with the new categorisation of the meetings and the league system. Therefore the following requirements serve as an orientation of the direction we are working on. The implementation of this part of the new system should happen in 2011 at the latest.

Each athlete has to be qualified for a level of competitions based on the following qualification criteria:

<b>Categories</b>		
<b>Diamond League</b>	Criteria on world ranking, OG & WCH medals, WR holders, fulfilled qualification criteria by performance and position	<b>I AAF</b>
<b>European Premium League</b>	Criteria on World and European ranking, OG, WCH and ECH finalist, fulfilled qualification criteria by performance and position	<b>European Athletics MF</b>
<b>European Classic League</b>	Criteria on World and European ranking (places, fulfilled qualification criteria by performance and position	
<b>Area Permit Meetings</b>	Permit by Area according to IAAF rules. No ranking for athletes on this level.	
<b>NATIONAL COMPETITION PROGRAMME – no ranking for athletes.</b>		<b>MF</b>

It is the intention to publish the first athlete classifications at the European Athletics Convention. This list will form the first classification for the outdoor one-day meetings structure of the following year .

An updated list will be published every Monday during the outdoor season. Athletes will not be demoted during an outdoor season, even if better performances are achieved by other athletes, therefore the number of athletes in each category is likely to increase during the season.

Twice a year, during the season, the list of qualified athletes will be adapted according to the achieved results during the actual season.

Specialist input from European Athletics statisticians will be required to determine the details of the classification system.

Should a one-day meeting organiser wish to substitute a particular distance race as part of the programme at their meeting, the following rules would apply:

<b>Discipline to be staged</b>	<b>Athlete categorisation to be used</b>
1000m	800m
1 mile	1500m
3000m	5000m/10000m

- A single category of athletes will be created for the 5000m discipline that combines results and rankings for both 5000m and 10000m. This will ensure that medallists / record holders in 10000m have the opportunity to be invited to compete in the one-day meetings.

## Invitations

*The invitation criteria will obviously be implemented at the same time as the qualification system of the athletes. (See remarks appendix B)*

One-day meeting organisers will then select athletes for invitation to their meeting from the level of athletes' classification that corresponds to their meeting tier, with the following conditions:

- In each discipline of the main programme, there will be a maximum of four athletes from a single Member Federation, except for host country and pacemakers who will not finish the race.
- Each meeting can invite athletes from its Member Federation at its total discretion. For example, an Olympic gold medallist could compete at any level of meeting within his/her own Member Federation including the Classic league, without restriction.
- Strict adherence to the requirements set under 8.11.

Athletes from higher classifications (League) can be engaged under the following conditions:

1. Until the deadline **of two months**, as long as there is no event (discipline) organised within 4 days before or after the meeting.
2. Within 14 days of a meeting, as long as they are not contracted to compete at a meeting in their league.

Meeting organisers from higher leagues are encouraged to invite athletes from lower classification when the athlete has won an event in a lower league.

Any athlete cancelling an appearance is not permitted to compete in another Premium or Classic meeting within a seven days window.

The implementation of a wildcard system will be verified for promotional reasons as well as to secure the requested quantity and quality of European athletes.

## APPENDIX C - EVALUATION

1. European Athletics Premium and Classic meetings will be evaluated, ranked and monitored by an Evaluation Panel:
  - A European Athletics Council Member
  - A meeting event organiser
  - An athlete representative
  - A Competition Committee member
  - Ev. other appointed experts
  
2. A Member Federation can apply one season in advance for an upgrading of its meeting status (according to Principle 3.).
  - 2.1. At the meeting organisers' expense, an evaluation can take place
  - 2.2. The final decision for an upgrading will be made by the European Athletics Council following the Evaluation Panel recommendation.
  
3. The downgrading of a meeting will also be overseen by the Evaluation Panel. For serious shortcomings in a meeting's performance, this can be with immediate effect at the Evaluation Panel's discretion and final approval of the European Athletics Council and/or Executive Committee.
  - 3.1. The final decision for downgrading will be made by the European Athletics Council following the Evaluation Panel recommendation.
  
4. Meetings will be evaluated on factors that are within their control. For example, no meeting will be penalised for poor athlete performances if it is clear that weather conditions were difficult.
  - 4.1. Among other the following criteria will be closely controlled:
    - Financial aspects
    - Regulations and contractual conditions
    - Technical requirements
    - Quality guidelines for the different fields of activities
    - Permit conditions, up and downgrade regulations
    - Presentation, PR and Television requirements
    - Branding and advertisement rights

## APPENDIX D – SANCTIONS

**It is the intention to set up a sanction procedure for not respecting the regulations. A panel will propose sanctions to the Council for decision.**

The implementation will be done in a further step after the necessary juridical verifications and the correct procedures are developed.

Sanctions are foreseen for the following issues:

ISSUE
Not adhering to rules on advertising
Wrongly accepting too highly ranked athletes
Not following the price money structure (e.g. non-compliance)
Failure to pay athletes within the agreed timescales (no more than 60 days from the meeting or no more than 10 days from receipt of an invoice, unless doping procedures have not be completed)
Failure to follow the guidelines regarding the number of disciplines
Not following the number of European athletes (8.11 a)-e))
Exceeding maximum of 20% of the total prize/appearance budget of the meeting (not including travel expenses) for a single athlete
Athletes cancelled but appearing within a seven day window in another meeting

## APPENDIX E – SCORING OF THE LEAGUE

**It is the intention to implement this part of the system in a second step.**

The system will include the following aspects and needs further work to be completed.

Each event takes place 5 - 6 times. Each discipline will be awarded with the same amount of points at each meeting.

The 4 best results of each athlete will be considered for the classification. The athlete with most of the points will be the winner of the concerned League (Premium and Classic). In case there is a tie, the higher number of first places will be considered.

Place	Points
1	4 points
2	2 points
3	1 point

In addition the athletes with the highest number of victories in the League should be awarded in order to give more value.

The winner of the League will be qualified in the following year to the next higher ranked league for the whole year.

### Qualification criteria for athletes

The following qualification criteria should be further developed to create a more appealing consequence of the results and increase the link between the meetings and the awareness towards the public.

- Qualification to the next higher League is achieved by 2 victories or more than 8 points
- The winner of the League is qualified for the next League
- Defined places in the Diamond League and the Premium Meeting is considered as a fulfilled standard for the ECH
- Negotiations with the IAAF should lead to a similar procedure for the WCH and OG as well as for the whole One-Day Meeting system.

The first group of qualified athletes for the following year will be published at the European Athletics Convention. A permanent update will be delivered. An overlook of the qualified athletes from the previous year is requested 1<sup>st</sup> July and 15<sup>th</sup> August.