



INTERNATIONAL FENCING FEDERATION

HANDBOOK OF SPECIFICATIONS

Grand Prix and World Cup Competitions



2011

The Grand Prix and the World Cup competitions are our sport's shop-window.

These competitions must therefore be perfectly organised and standardised with a pre-established schedule and equipment similar to those used for the World Championships.

This is the reason why the conditions described in this handbook of specifications are compulsory.

This handbook of specifications is available on www.fie.ch

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1. ADMINISTRATIVE AND LOGISTIC OBLIGATIONS

1.1 ENTRY OF FENCERS

Participation

The participation to Grand Prix competitions is determined by article o.79 of the FIE Rules.

Participation in Worlds Cups is determined by articles o.78.1 and o.78.2 of the FIE rules.

Entry

The entries of fencers are to be made by National Federations, **via the FIE Website according to article o.54 of the FIE Rules.**

[Fencers entered on the FIE Web site are considered present at the competition.](#)

Entry fees

The amount of entry fees is in article 6.2 (chapter 6) of the Administrative Rules of the FIE.

1.2 DESIGNATION AND EXPENSES

Designation

12 Referees, 1 Refereeing Commission Delegate and 1 Supervisor-President of the Directoire technique are nominated for these competitions, among whom :

- **7 international Referees and 1 Delegate to the Refereeing Commission are designated by the Executive Committee**, upon proposition of the Refereeing Commission, taking into account the criteria of proximity with the organising country.
- **5 international Referees from the region will be brought by the organising country.**
- **1 President of the Directoire technique named by the FIE Executive Committee.**

The World Cup competition being organised together with a team competition, the Referees will officiate for both competitions.

All the Referees nominated for the Grand Prix and World Cup competitions must attend the refereeing meetings to be held the day before the competitions. The organisers are responsible for the administrative and logistic organisation of these meetings. Their national referees are invited to participate in these refereeing meetings.

Expenses

Please refer to the FIE Administrative Rules, CHAPTER 7

Video-refereeing, wireless apparatus and transparent mask

Video-refereeing is obligatory at Grand Prix and individual and team competitions, Use of video-refereeing is outlined in article t.42.3 of the FIE Technical Rulebook.

Wireless systems are mandatory in Grand Prix at the 3 weapons, starting from the table of 32.

The wearing of transparent visor masks is optional at sabre. It is temporarily forbidden at foil and epee.

1.3 TRANSPORTATION – ACCOMMODATION

Transportation

- shuttle buses will be provided between :
 - the hotels and the venue of the competition
 - the hotels and train stations/airports, according to the arrival times stated by the delegations.

- precise timetables (which must be adhered to) will be distributed and posted in the hall of each official Grand Prix hotel and at the venue of the competition.

Accommodation

- The Responsible of the Organising Committee in charge of this mission must ensure that all the participants are adequately accommodated.
- the latter will have beforehand negotiated special rates.

2. INFRASTRUCTURES AND PREMISES

The halls intended for competitions must have the following facilities :

- air conditioning to ensure that the temperature remains between **15** and **20** degrees.
- Non-blinding lighting for pistes and other areas in accordance with television standards.
- simple decor in good taste (flags of participating nations, lights, flowers...)
- cloakrooms, showers, bathrooms...



The installation of an adequate **public address system** to allow the supplying of information simultaneously to all people present on the entire site of the competitions (competition halls, cloakrooms, other rooms...)



The organising body must inform itself of the electrical needs (positioning, number, power, voltage, etc.) of the various service providers and presenters (results system and posting, video, wireless, etc.).



All FIE competitions must be organised using only materials and equipment approved (homologued) by the FIE, such as:

- **Fencing Pistes**
- **Signal boxes and reels**
- **Wireless systems**
- **Video-refereeing equipment**
- **Equipment for weapon control**

2.1 COMPETITION HALLS

The International Fencing Federation proposes several layouts of the site of competition, with corresponding timetables of programmes, depending on the number of fencers entered :

- with a maximum of 86 fencers entered, the whole competition will take place on 5 pistes only :

- 1 hall with 4 coloured pistes + 1 hall for the final
- or**
- 1 hall with 5 coloured pistes (piste for the final in the center)

- with more than 86 fencers entered, the phase of round of pools and the tables of 128 and preliminary 64 will take place on (8+1) pistes. From the final table of 64, the competition will only take place on 4 pistes.

- direct elimination matches (preliminary 128s and 64s, final 64s) must begin as soon as pistes are free regardless of the other three matches' completion. They must still respect the posted schedule and allow for the minimum delay between matches, shown below, in accordance with the rules:

- sabre: 15 minutes
- foil: 20 minutes
- épée: 20 minutes

- 1 hall with 4 coloured pistes + 1 hall for the final + 4 other pistes
- or**
- 1 hall with 5 coloured pistes, (piste for the final in the center) + 4 other pistes



Direct Elimination Hall

- **4 pistes** or 4 carpets of **different colours**.
- Each one of the **4 coloured zones** will have approximately a dimension of **20 meters in length by 10 meters in width**.
- each piste will be equipped with the following, in accordance with the FIE norms :
 - a scoring hits apparatus including 2 reels
 - **wireless apparatus following the competition rules as delineated on page 8.**
 - an electronic scoring board for each piste, with two sides if tiers of seats are located on both sides, indicating the names and nationality of the fencers, the score, the rounds, the cards, the time, the priority (see drawing in **attachment**).
 - The four scoring boards must be visible and legible from any stands.
 - an electronic scoring board indicating the matches and timetable of the table of 32, even the table of 64 (see drawing in **attachment**).
 - spare scoring hits apparatus with reels must be arranged.
 - A fixture for the video-refereeing camera (outside of the bouting area whenever possible) which must be on the referee's side.



For Team World Cups, team zones will be set up outside the bouting area for concerned teams. These zones will also act as the coaches' area during the individual direct eliminations tables.



- the **refereeing zone will be at a minimum of 3m50 from the piste**.
- the entire 4 fencing areas will be surrounded by fences.
- additional zones with tables and chairs will be set up for :
 - the representatives of the Directoire Technique
 - a medical service
 - the FIE Delegates
 - the running of the scoring boards
 - the press

- the **installation of a public address system with a microphone** will be at disposal of the Directoire Technique.
- a **security service** will ensure the good circulation of the persons and make sure that the only ones in the fencing zone are the fencers in match and the referee, and that only authorised persons are present in the hall of competitions (officials, referees, technicians, photographers...)
- this hall must contain tiers of seats or gallery to welcome the expected number of spectators.
- the following drawings present the layout of a hall of 4 pistes and the **minimum distances to be respected**.



A **call room of at least 40 m²** should be located inside the hall of competition but must be clearly delimited and its access controlled. It must contain an area for **the control of weapons** and chairs **for the fencers and referees waiting**.

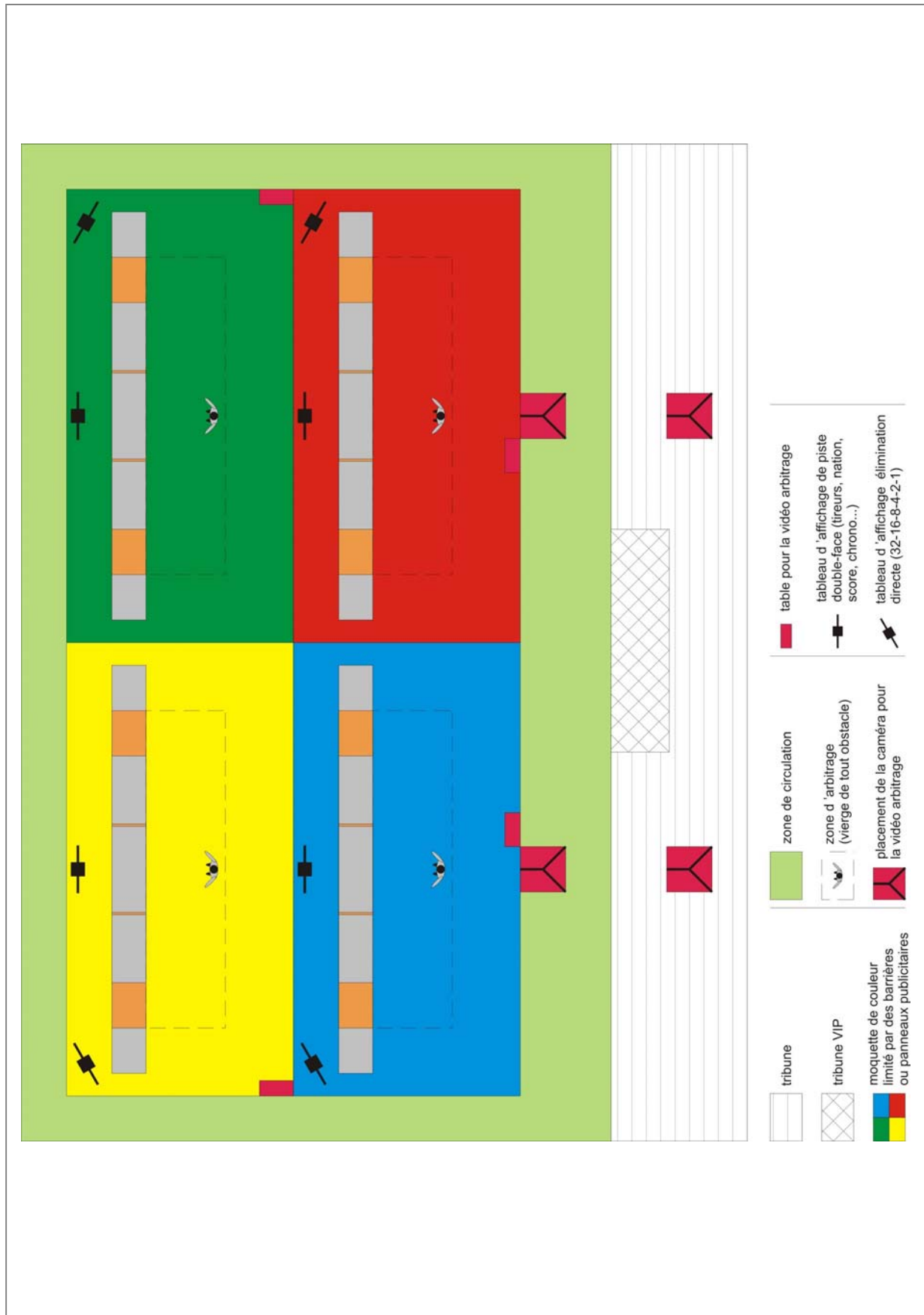
If necessary, this call room could be located next to the competition hall or in a hall adjacent to the hall of competition.



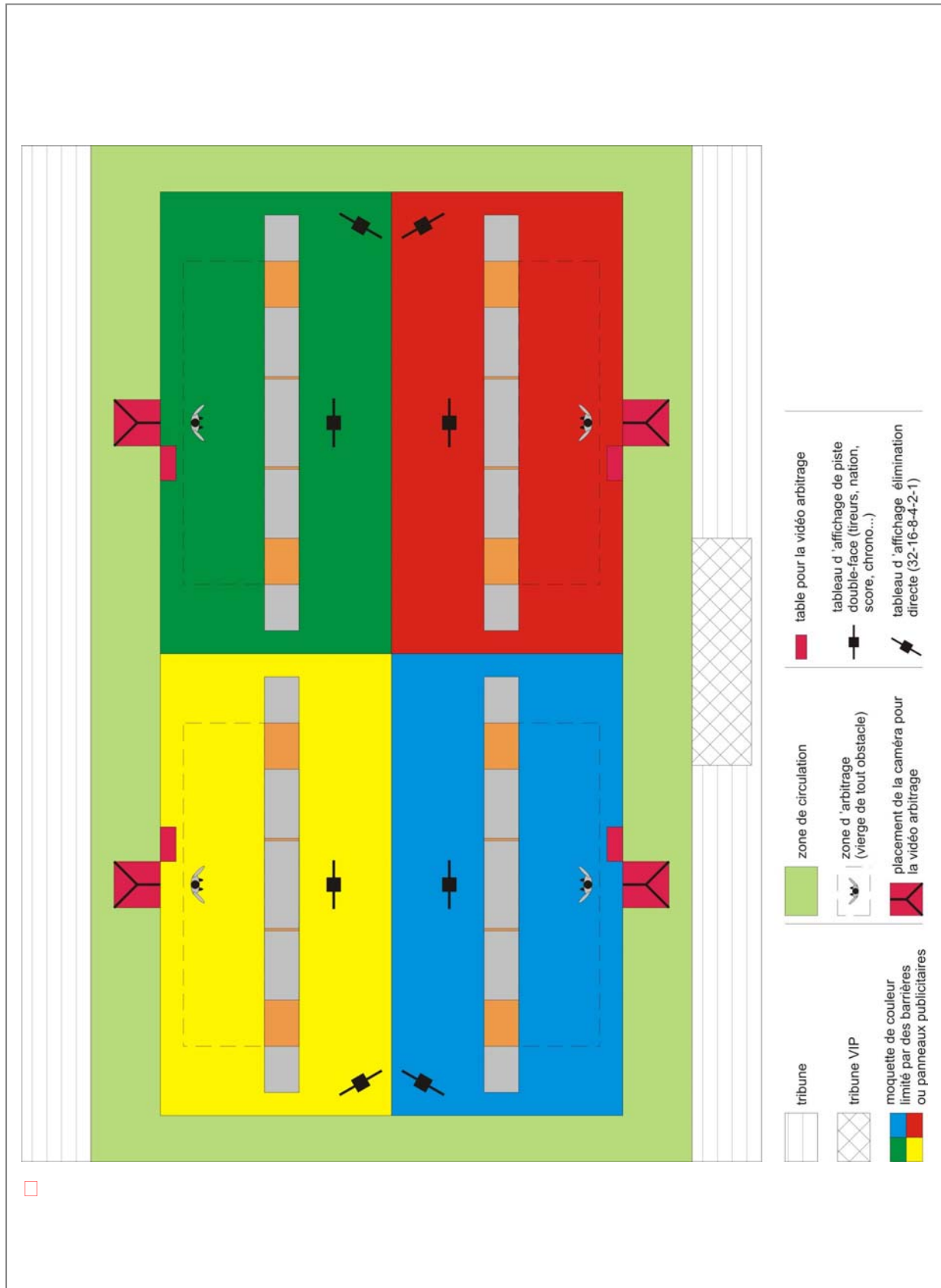
Accessibility

- the officials
- the referees
- the technicians
- the enrolled fencers and their trainers
- the staff of various media
- the doctors and physiotherapists

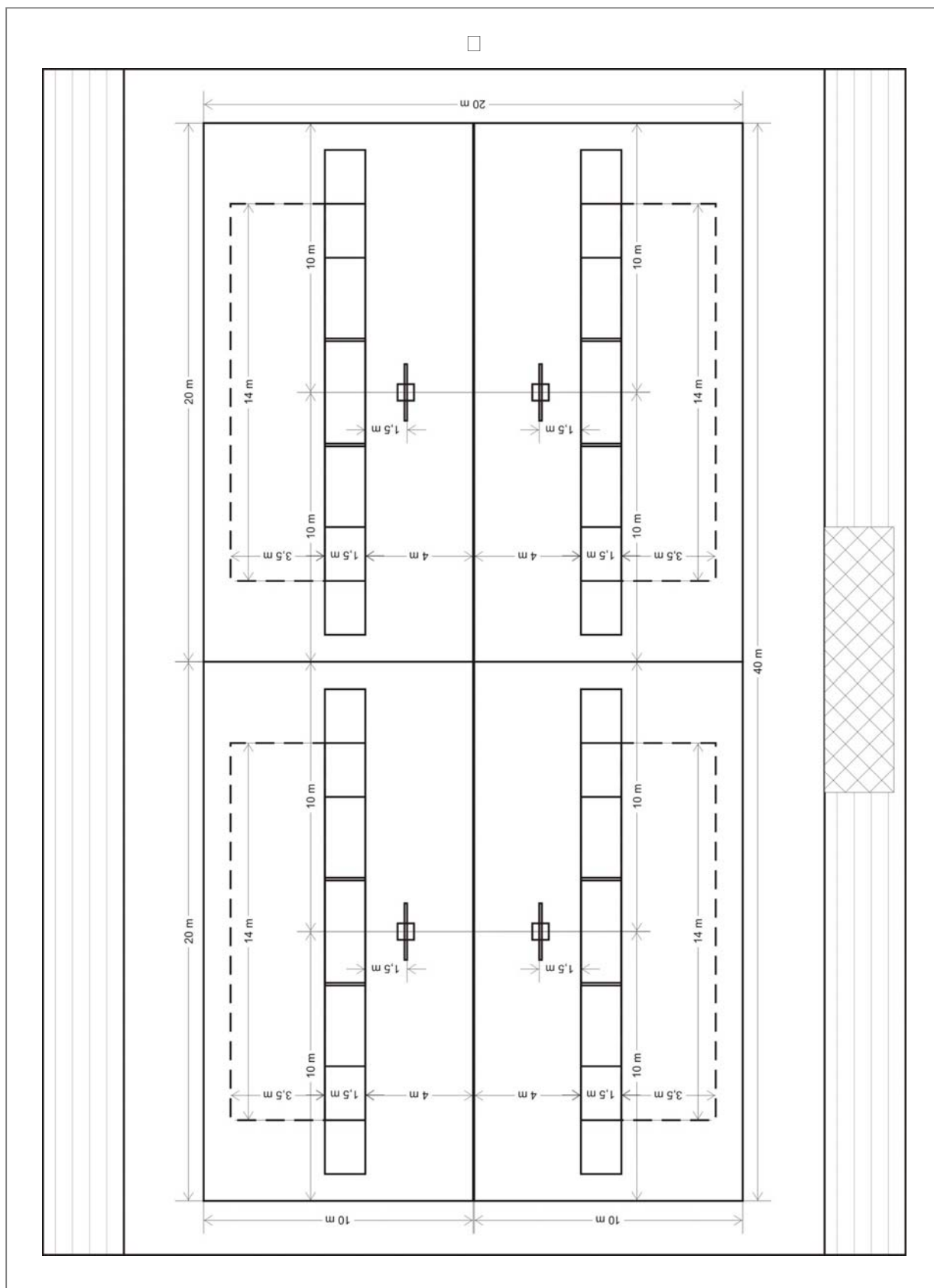
Drawing of the direct elimination hall and one of the stands



Direct elimination hall design with two stands



Master diagram for the direct elimination hall with two stands (dimensions)



Hall for the final

- 1 single piste :

- 1,50 m to 2 m in width.
- 18 m in length.
- on a podium raised by 30 to 50 cm with the necessary secondary safety features at the end of the piste (a suitable slope).

- this hall must contain tiers of seats or gallery to welcome the expected number of spectators.

- the piste must be equipped with the following, to comply with the FIE norms :

- a scoring hits apparatus including 2 reels ; **wireless apparatus in accordance with competition regulations as given on page 8.**
- an electronic scoring board with two sides (in case of tiers of seats on both sides) indicating the names and nationalities of the fencers, the score, the rounds, the cards, the time, the priority (see drawing in **attachment**).
- 2 large stopwatches at the end of the pistes or two large repeating signal machines
- an adequate installation of several sets of extension lights will be settled to ensure a good vision for the referee and the public.
- Signal boxes with spare reels on hand.
- an electronic scoring board for the bouts of the table of 4, large enough to be read by the last rows of the public. (see drawing in **attachment**).
- a location for the video-refereeing camera (outside of the bouting area).

- for team competitions, a reserved zone at each end of the piste, outside from the fencing zone, will be set up for fencers and trainers (with chairs).

For Team World Cups, team zones will be set up outside of the bouting area.

- the **refereeing zone will be at a minimum of 4 meters** from the piste.

- a **location for the video refereeing** situated on the same side as the referee.

- zones with tables and chairs will be set up for :

- the representatives of the Directoire Technique.
- the FIE Delegates.
- a medical service.
- the running of the scoring board.

- a **public address system** will be installed :

- a microphone for the Directoire Technique.
- a wireless microphone for the referee.

- a wireless microphone for the speaker.
 - the playing of national anthems and background music.
- a **security service** will ensure the good circulation of the persons and make sure that the only ones in the fencing zone are the fencers in match and the referee and that only authorised personnel be present in the competition hall (officials, referees, technicians, photographers...).



A call room will be set up next to the finals hall, if the one of the 4 coloured pistes is too far away.



- a **podium**, with a large step to allow space for both third places, for the individual medal ceremonies. **For Team World Cups a much wider podium is required allowing all four members of a team to climb atop it.**
- a **mechanism for hoisting the 4 flags** of the nations represented on the podium.
- an **area** which is close but independent of the finals hall, for fencers **to warm up** while waiting for their match.
- a **medical service** with First Aid Station.
- an appropriate location for the press and the television cameras.
- a neat decoration of the hall :
- the FIE flag and the flag of the organiser's country, surrounded by the flags of all the participating countries.
 - carpeting, flowers decoration...
- the location and the dimensions of advertisements must be submitted to the FIE and they must conform to its rules.
- the following diagrams present the layout of the hall for the final with the **minimum distances to be respected.**

Accessibility

- the officials
- the referees
- the technicians
- the enrolled fencers
- the trainers during the minute of break of the individual competition
- the fencers and trainers during the team competition
- the doctors and physiotherapists of each delegation
- the press photographers

Drawing of the hall for the final and a single stand

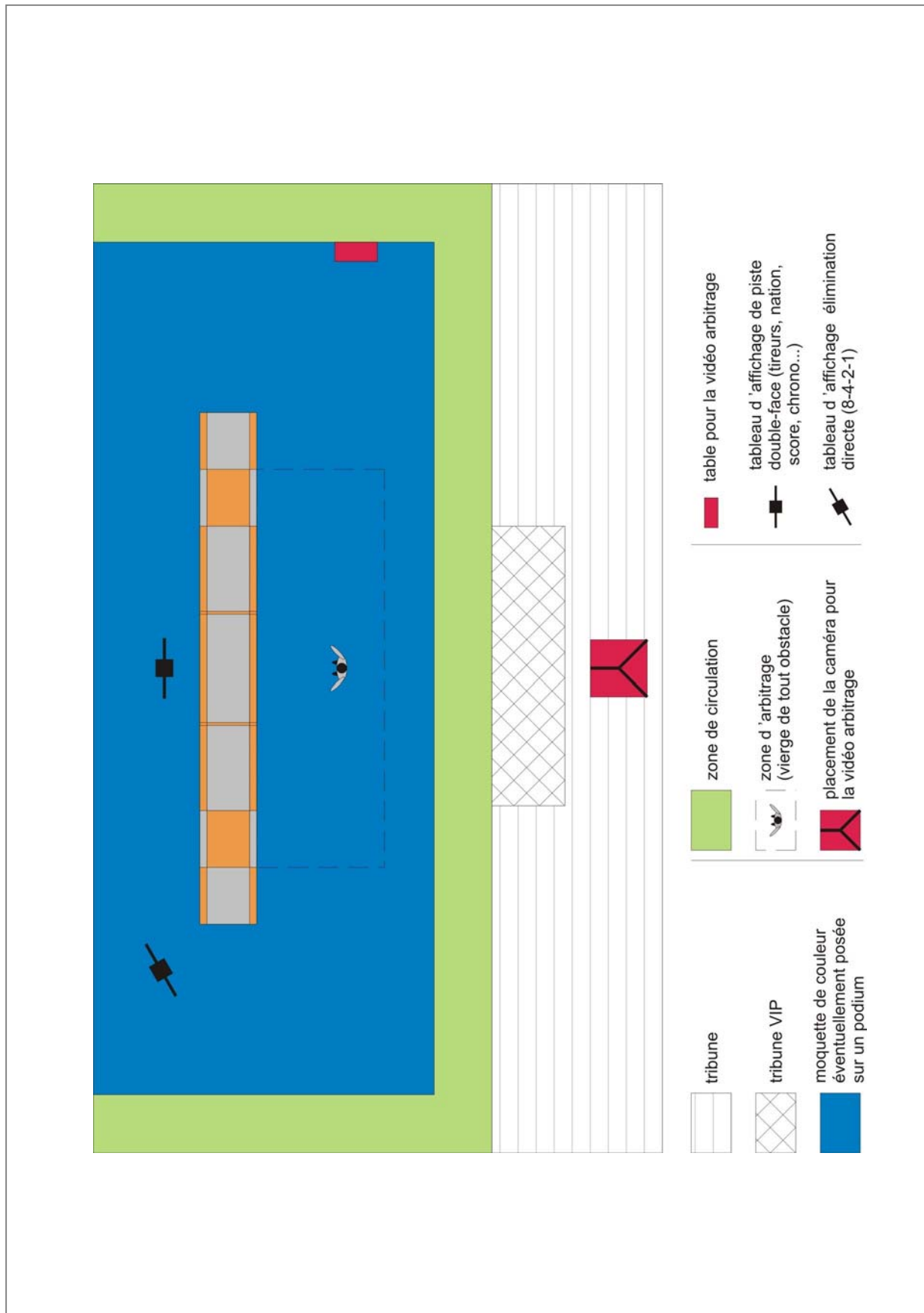
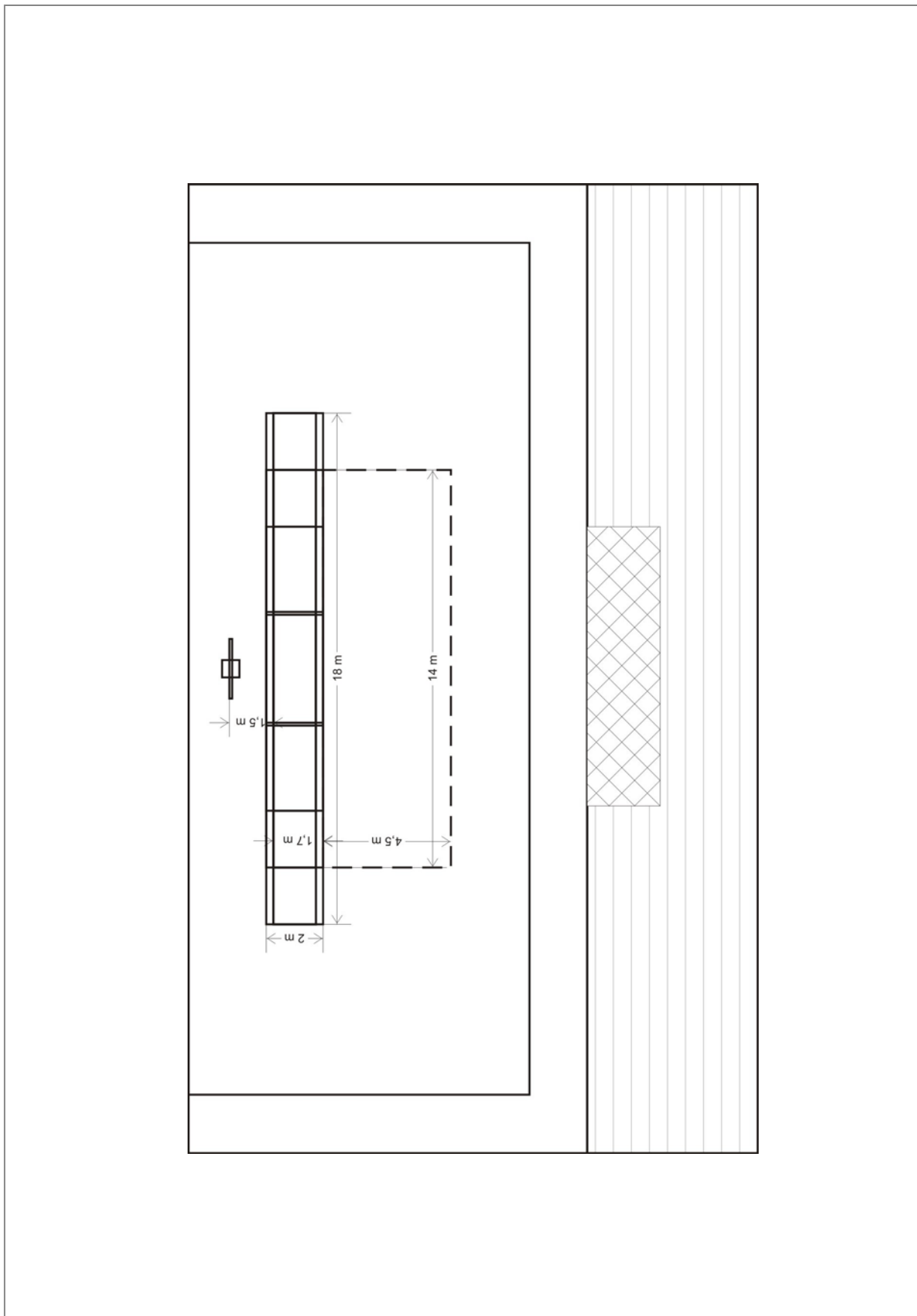
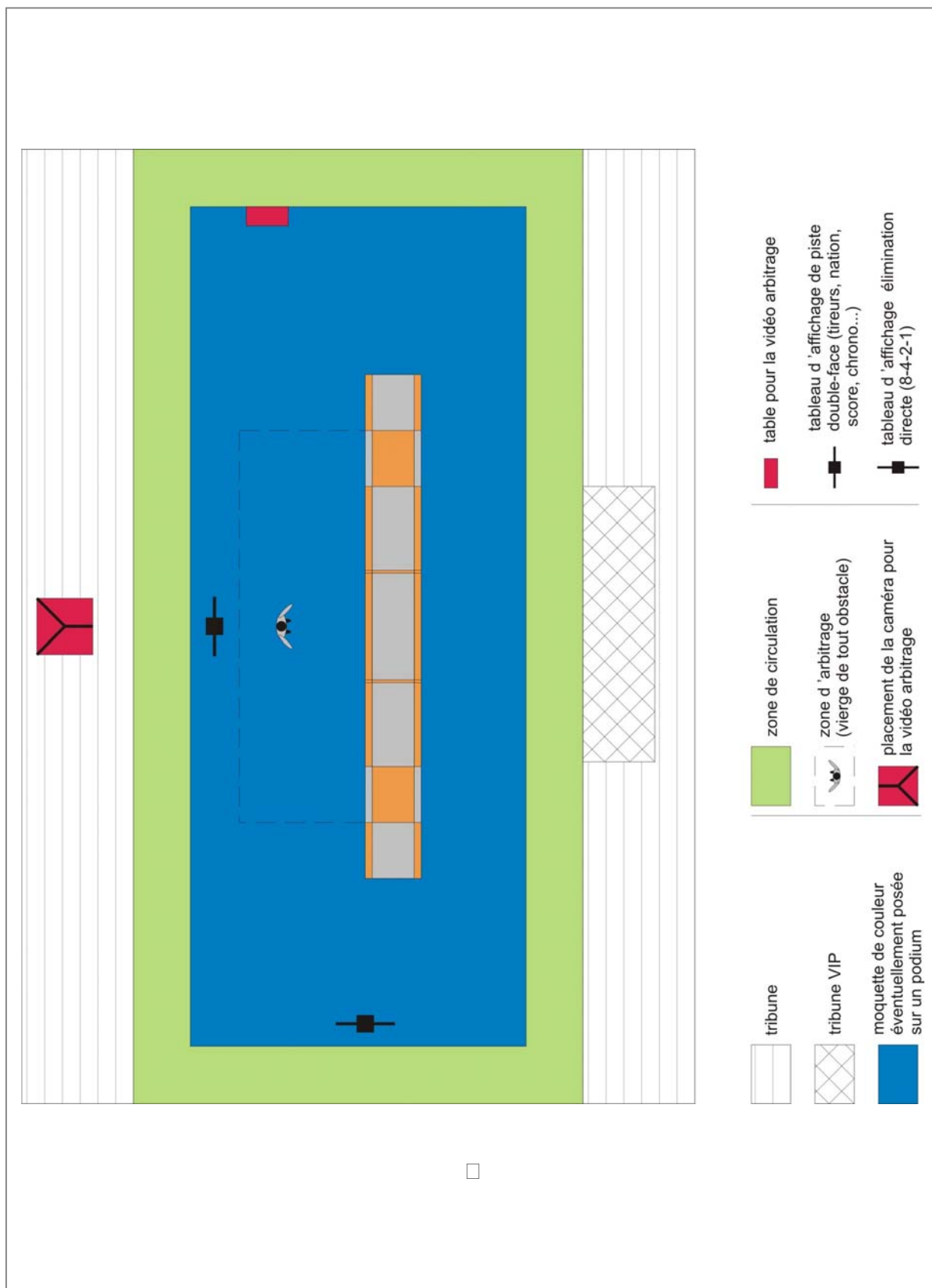


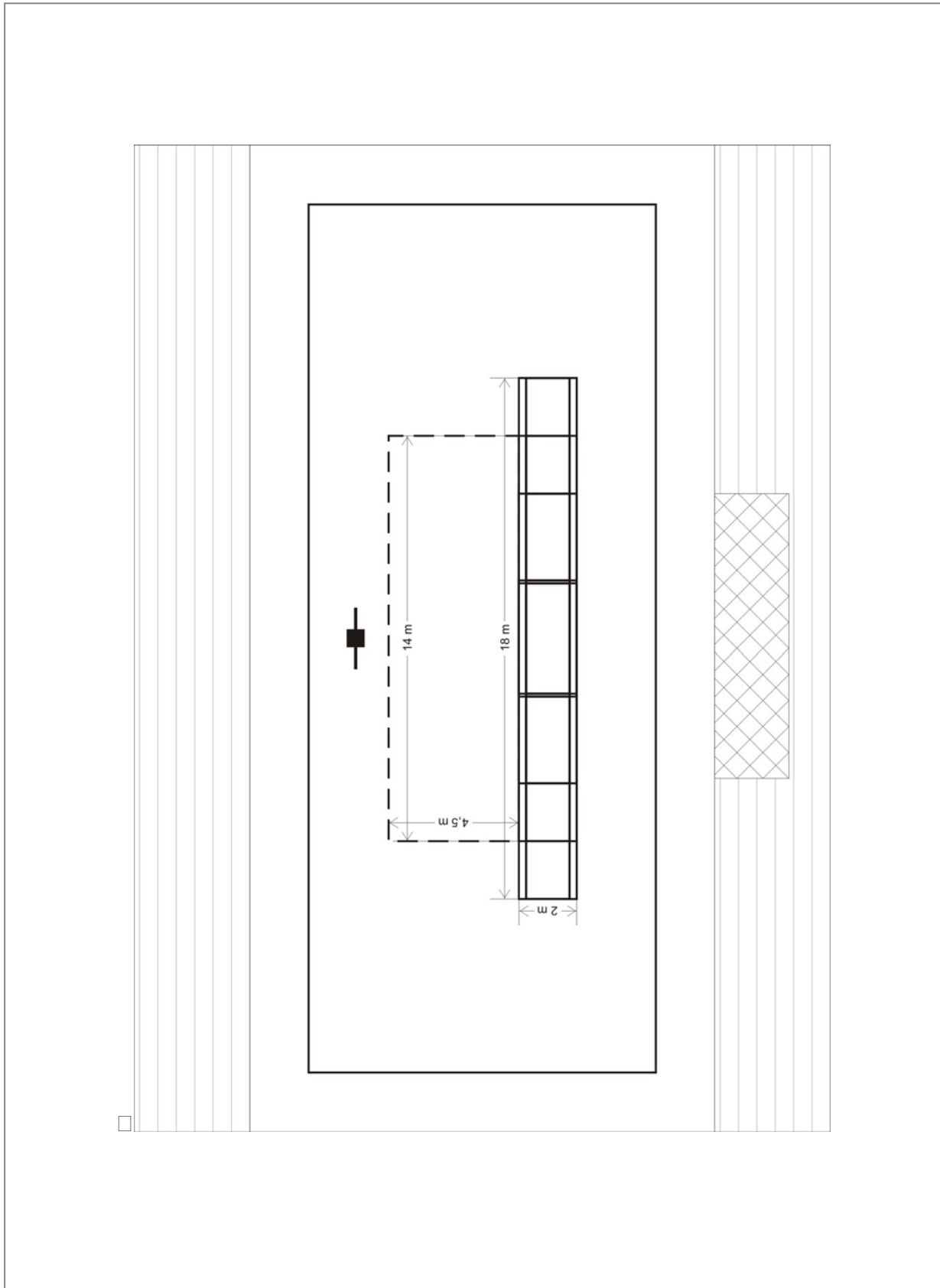
Diagram of the hall for the final and a single stand (dimensions)



Finals hall design with two stands



Master design for the finals hall with two stands (dimensions)



Direct elimination and finals hall

- **5 coloured pistes**, or regular pistes on **differently** coloured carpets, with **1 piste for the final** raised on a podium in the middle of these 4 pistes.

- **4 coloured zones** will approximately have a dimension of **20 meters in length by 8 meters in width**.

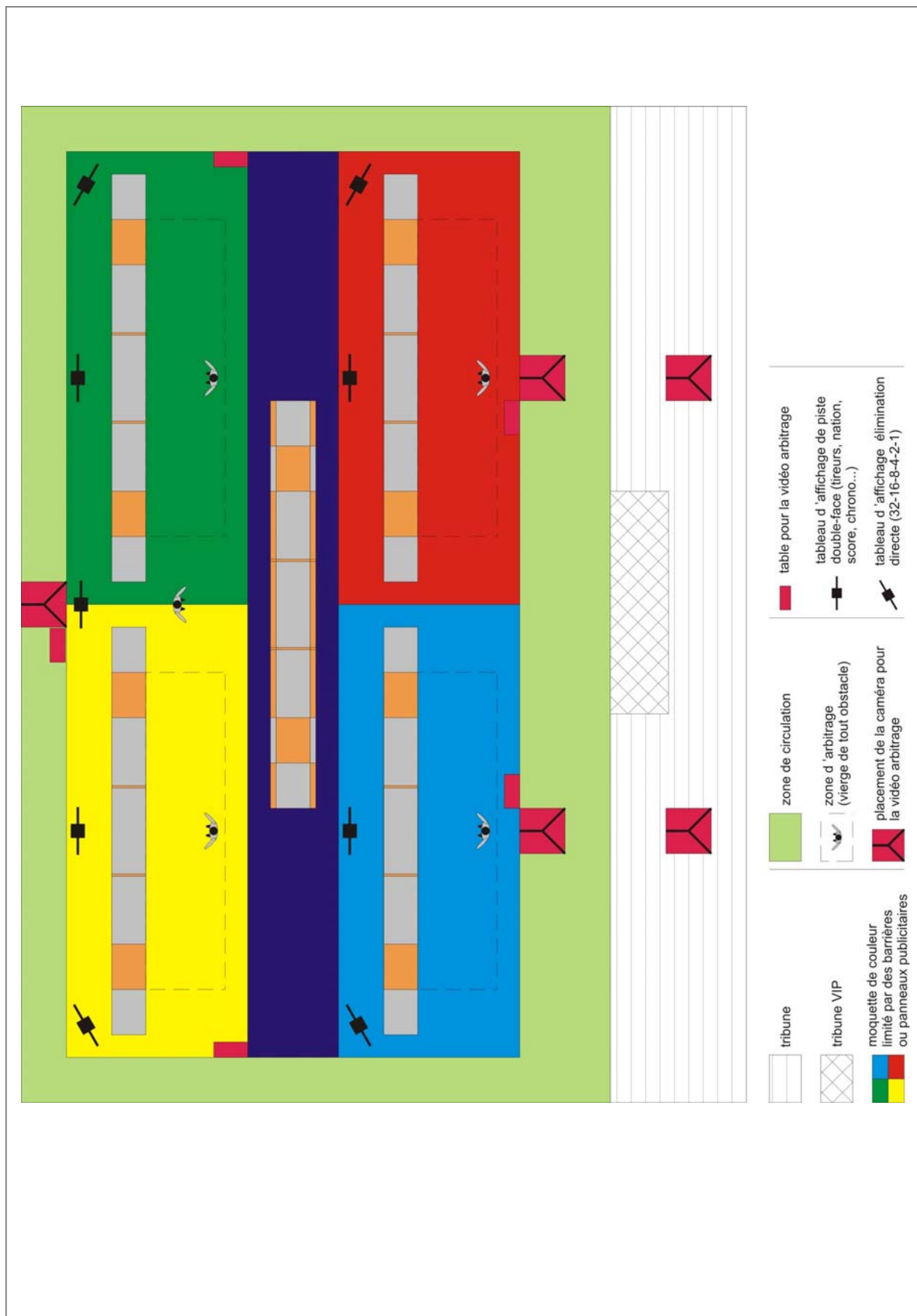
- **1 zone of different colour of about 40 meters in length by 4 meters in width** will come in between the coloured pistes to welcome the podium for the final (as presented in the following diagram).

- the necessary equipment and the configuration of this hall includes the separated directives previously described for the hall of 4 coloured pistes and the final.

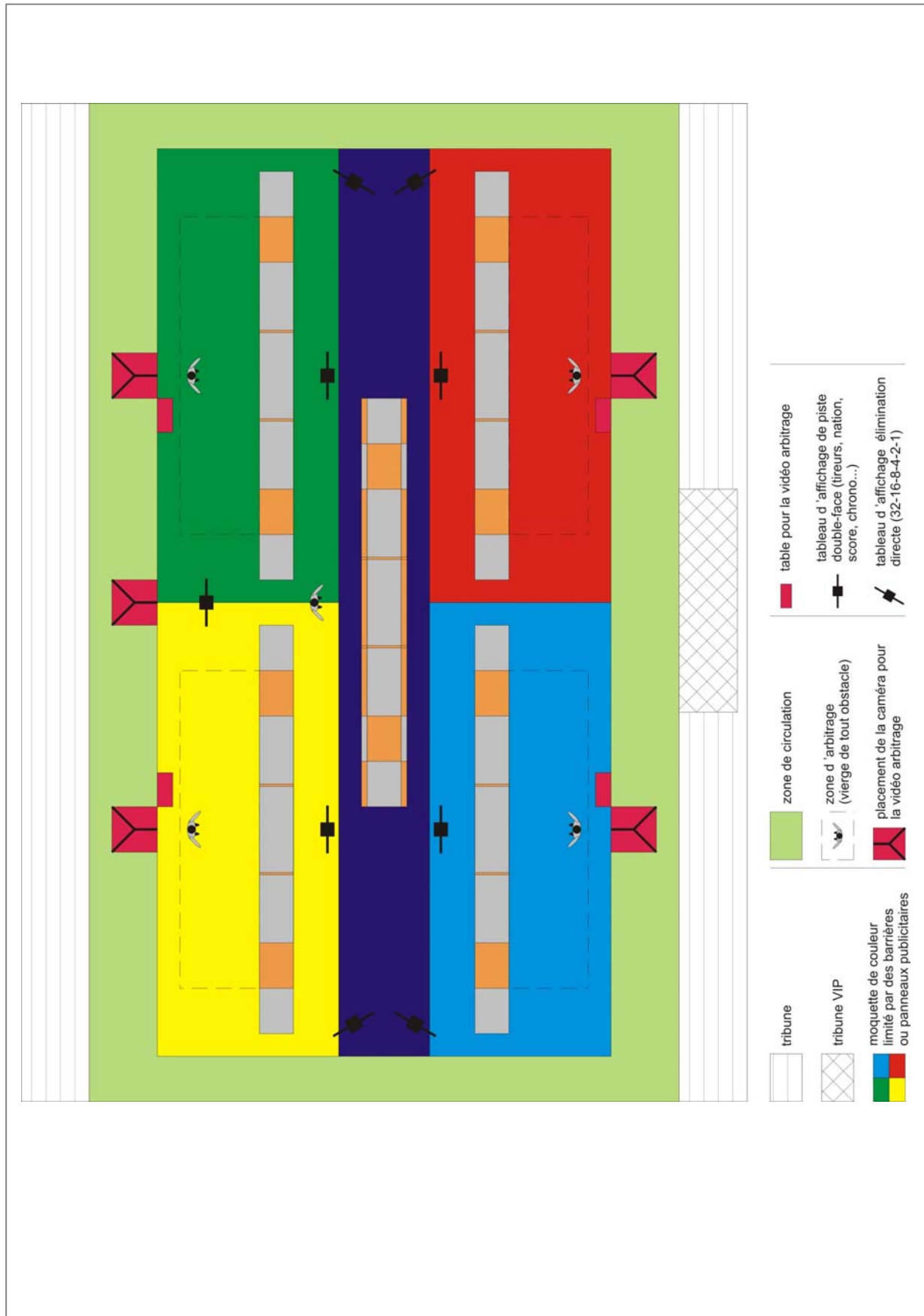
- before the finals, the equipment unnecessary for the good process of the finals will be removed to ensure a better visibility of the fencing zone.

- the following diagrams present the disposition of a hall of 5 pistes and the **minimum distances to be respected**.

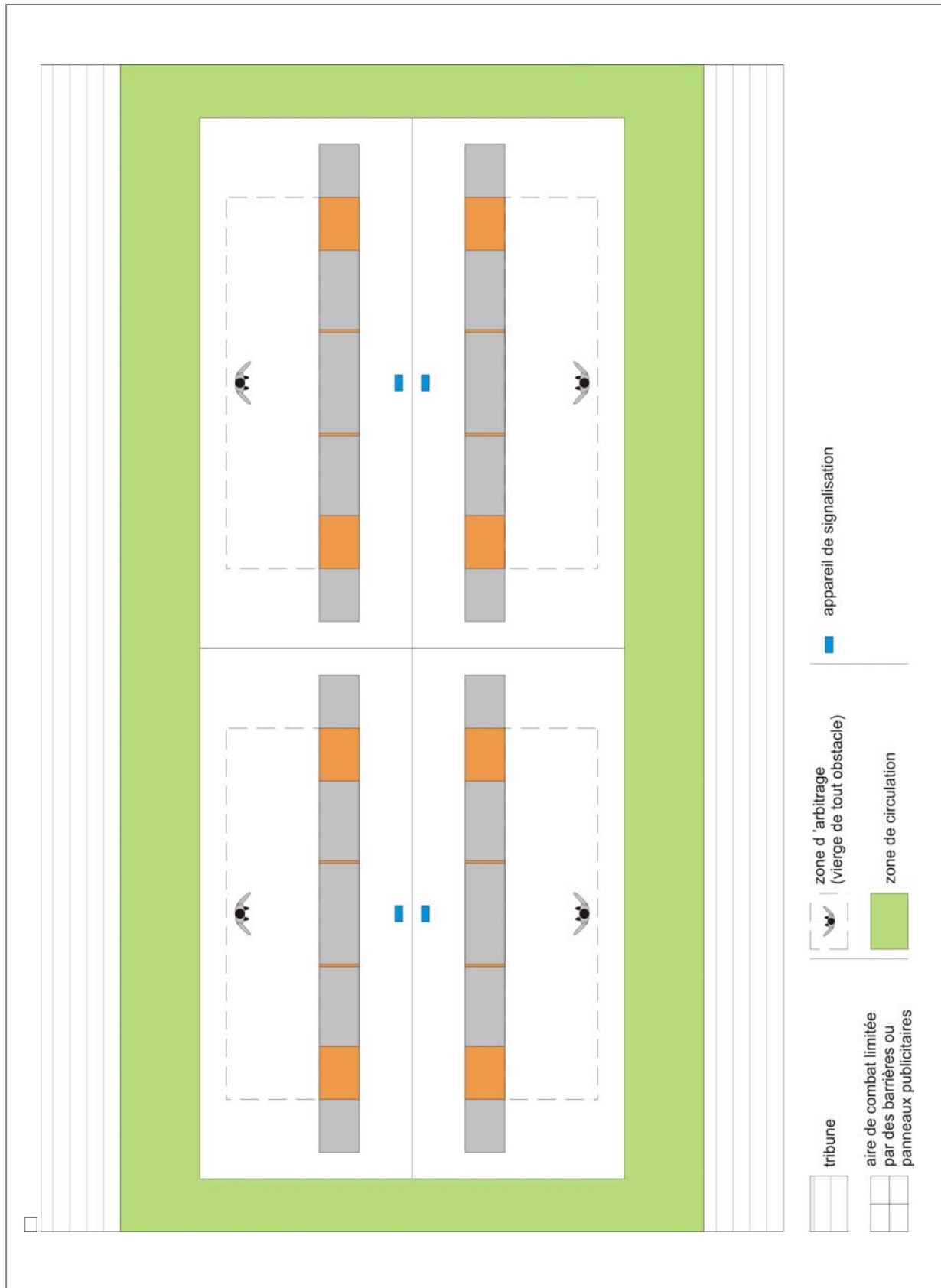
Drawing of the direct elimination and finals hall with a single stand



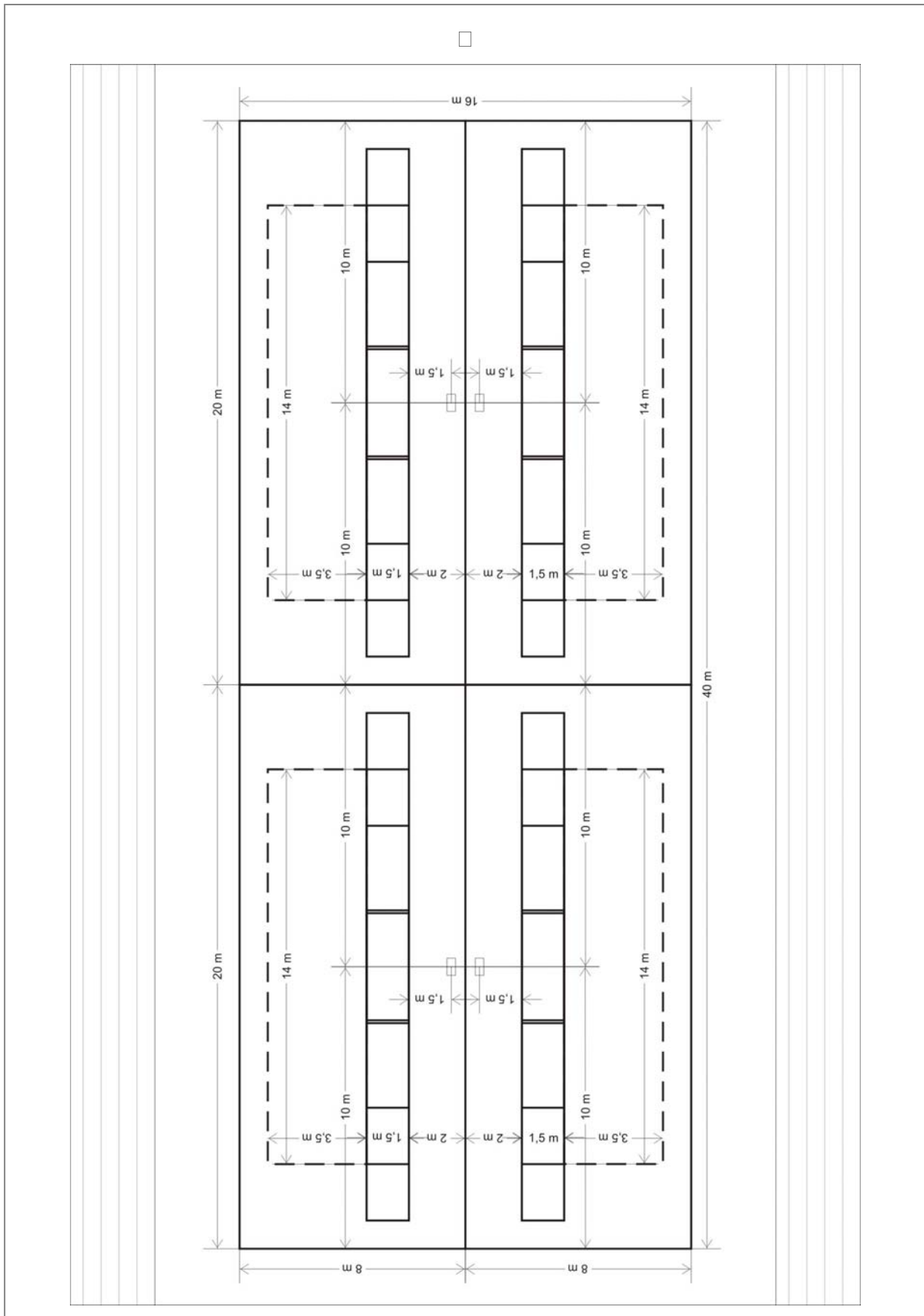
Drawing of the direct elimination and finals hall with two stands



Design for the four adjoining pistes





Master diagram for the four adjoining pistes (dimensions)



2.2 THE OTHER PREMISES

Office for the Directoire Technique

- minimum surface : 30 m².
- at least 3 tables of 2 m. in length with chairs.
- 1 computer to run the competition with 1 printer (if possible laser).
- 1 computer with printer, with text and table softwares.
- spare materials in case of technical emergency (printer, computer, ink cartridges, etc.)
- 1 access to internet.
- 1 fast photocopier.
- 1 telephone and 1 fax machine (on site).
- 1 microphone to supply information on the entire site of the competition.
- 1 space reserved for the FIE Refereeing Delegate .


The zone for the display of results will be close to.


Accessibility

- the members of the Directoire Technique
- the assigned staff
- the FIE supervisor
- the heads of delegations

Zone for the posting of results

Large boards will be set up in a space large enough to allow an easy consultation for a large number of persons. Several spaces will be put in place.

Rooms for checking weapons and equipment

- a large room to welcome the fencers and allow the storage of equipments to be checked.

Accessibility

- the assigned staff
- the fencers

- a room adjacent to the precedent one with the necessary equipment to check the weapons and equipments, in conformity with the FIE norms.

Accessibility

- the authorised staff only
- the SEMI Delegates

This room must be operational and **open 24 hours before the beginning of the event.**

- 2 control stations for the weapons will be installed in the call room.

Rooms for medical services

- 1 room to welcome the **First Aid Station**.

- 1 **room for the anti-doping control**, incorporating waiting room and adjoining toilets (ladies and gentlemen).

The **medical handbook of specifications** is to be consulted on the FIE Internet Website.

Other rooms and spaces

- **1 workshop for weapon repair**, provided with two work benches with vices and necessary tools for assembling weapons to be put at disposition of the delegations before the competition, and throughout its duration.

- **1 rest room for the referees** with refreshments and snacks available, as well armchairs and a large table.

3. THE COMPETITION

3.1 PROGRAMME OF THE COMPETITION

It will include :

- the day before the beginning of the events or on the morning of, depending on the schedule set for the start of the competition:

- meeting of the Referees
- meeting of the Directoire Technique
- meeting of the Heads of Delegations

- the programme of the two days of competition

Proposed schedule

The entries being closed according to the deadlines provided for by article o.54.2, **the organiser of the competition must establish the list of exempted fencers as well as the poules according to art. o.31.2 and o.31.3 of the FIE rules.**

No modification concerning the 16 exempted fencers previously communicated, can be done.

Transportation between the hotels and the venue of the competition, at intervals taking into account these timetables, will have to be arranged and posted (each fencer must have the possibility to arrive at least 1 hour before the beginning of his round of pool).

Initial competition schedule (prospective)

First day :

- 08h00 : beginning of the rounds of pools
- followed by : preliminary table of 128

Second day :

- 09h00 - 12h00 : table of 64
- 12h00 - 16h00 : table of 32
- 18h00 : final

Day Three (World Cups : team events) :



Competition schedules will depend on the number of registered teams and the listed time for the finals. The Bout Committee must consider these factors when scheduling competitions and allow the amounts of time for matches as listed below:

- épée: 1h00 per match
- foil: 1h15-1h10 per match
- sabre: 0h45-0h35 per match

3.2 THE DIRECTOIRE TECHNIQUE

Assigned staff

Specialised staff :

- the Directoire Technique will be composed as specified in article 0.78 of the Rules
- **2 computer operators specialised in the software programme processing the data of the competition, in conformity with the FIE Rules.**

Other staff :

- 2 persons to verify the documents, file, archive and carry the notices on the board.

Functions

- posting of the formula of the competition (number of participants, number of pools, number of eliminated after the pools ...).
- composition of pools and **posting of pools.**
- **posting of results after the pools** and of the **ranking of qualified and disqualified athletes.**
- **drawing lots of referees** and **establishment of the bout sheets.**
- **all the documents produced by the Bout Committee must be posted.**

←-----→
The Directoire Technique must send the results and the whole file of the competition in XML format one hour after the end of the competition at the latest.
←-----→

Allocation of pistes

For the allocation of colours and numbers of the pistes from the preliminary 64 tables as well as for elimination team matches, the Bout Committee must respect the following order:

- blue piste
- yellow piste
- green piste
- red piste
- piste 5
- piste 6
- piste 7
- piste 8

The next few pages demonstrate the complete tables to be followed.



When the table is incomplete in an individual event, matches must be organised in such a fashion that the maximum amount of matches from each quarter of the table correspond to the correct colour.

When the table is incomplete in a team event, at least one match from each quarter must correspond to the correct colour.



Piste colours and numbers for individual competitions

Prel T 64	T 64	T 32	T 16	T 8	semi-final	final							
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Piste colours and numbers: team events

Tableau principal				
T 32	T 16	T 8	semi-final	final
$\frac{1}{32}$				
$\frac{17}{16}$ 5	$\frac{1}{16}$ bleue			
		$\frac{1}{8}$ bleue		
$\frac{9}{24}$ bleue	$\frac{9}{8}$ bleue			
$\frac{25}{8}$			$\frac{1}{4}$ bleue	
$\frac{5}{28}$	$\frac{5}{12}$ jaune			
$\frac{21}{12}$ jaune		$\frac{5}{4}$ jaune		
$\frac{13}{20}$ 6	$\frac{13}{4}$ jaune			
$\frac{29}{4}$			$\frac{1}{2}$ podium	
$\frac{3}{30}$	$\frac{3}{14}$ verte			
$\frac{19}{14}$ 7		$\frac{3}{6}$ verte		
$\frac{11}{22}$ verte	$\frac{11}{6}$ verte			
$\frac{27}{6}$				
$\frac{7}{26}$			$\frac{3}{2}$ rouge	
	$\frac{7}{10}$ rouge			
$\frac{23}{10}$ rouge		$\frac{7}{2}$ rouge		
$\frac{15}{18}$ 8	$\frac{15}{2}$ rouge			
$\frac{31}{2}$				

Tableaux de classement	
Classement 5-8	
$\frac{1}{4}$	place 5-6
$\frac{1}{4}$ 5	$\frac{1}{2}$ rouge
$\frac{3}{2}$ 6	
Classement 9-16	
$\frac{1}{8}$	$\frac{1}{4}$
$\frac{1}{8}$ 5	$\frac{1}{4}$ 5
$\frac{5}{4}$ 6	$\frac{1}{2}$ verte
$\frac{3}{6}$ 7	
$\frac{7}{2}$ 8	$\frac{3}{2}$ 6
Classement 11-12	
	$\frac{1}{2}$ 5
Classement 13-16	
$\frac{1}{4}$	place 13-14
$\frac{1}{4}$ 5	$\frac{1}{2}$ 6
$\frac{3}{2}$ 6	
Classement 15-16	
	$\frac{1}{2}$ 7

3.3 THE SCORING STAFF

Each fencing area (one piste) must have 2 persons:

-1 timekeeper to use the remote.

- 1 person to look after the pool or bout sheet, to be signed by the Referee, the fencers or the team captains.

- Both of these people must be:

- trained for the task
- punctual
- wearing uniforms (t-shirt and trousers).

Distribution of results

Central notice board

- walls or boards accessible to all with a good lighting
- easily legible (if possible, enlarged to A3 format)
- posting of all the documents issued by the Directoire Technique : composition of the pools, direct elimination table, rankings, notices ...

3.4 THE CONTROL OF WEAPONS AND EQUIPMENT

Fencers equipment and materials must adhere to regulations set forth by the FIE (article 9.4.4 of the Administrative Rules, o.7 of the Organisational Rules, t.43 and t.45 of the Technical Rules, m. 8, m.9, m.12, m.13, m.17, and m.23 of the Equipment Rules). They must also follow the clothing manufacturing regulation 4.

All weapons and/or material that do not meet the standards will be refused.

The organiser must nominate a person in charge of the equipment control. This control must take place in three stages during the competition, to comply with the FIE Rules (article o.7), as follows :

- general weapon control before the competition.
- verification during the pools and preliminary rounds of direct elimination.
- further verification before each bout of the table of 64 and of the final

General control

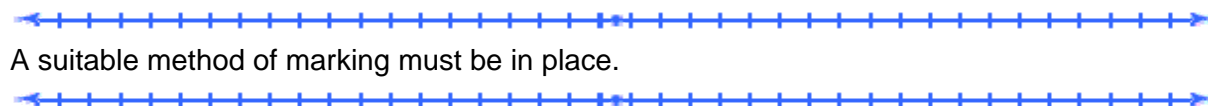
- **Receipt of equipment :**

labelling and provision of receipt, storage of fencing bags, indication of the time when equipment is ready for collection

- **Control of equipment :**

blades, masks, jackets, breeches, plastrons, body wires and mask cords

- **Pick-up of equipment.**



A suitable method of marking must be in place.

Verification during the pools and preliminary rounds of direct elimination

This verification must be carried out before each bout by the referee who must have access to the necessary test apparatus (test weights, gauges) at each scoring table.

Verification during the table of 64 and the final

This verification must be done, jointly by 2 controllers, in the hall or next to the call room. The weapons will be brought to the pistes by volunteers and remitted to the fencers under the surveillance of the Referee.

3.5 THE FINAL

Running of a final

1. presentation of the finalists :

- announcement of their respective sporting achievements (the 2 best significant results)
- they must be dressed in fencing clothes, or in their official track-suit, with a weapon in their hand. They must salute the public, coquille to the chin.

The sporting achievements will have been collected beforehand .

2. presentation of referees.

Fencers and referees will have been instructed beforehand about the introduction ceremony and the etiquette process relating to the prize-giving ceremony.

3. the bouts must begin immediately after the presentation.

The fencers must present themselves fully dressed, with their weapons checked.

4. the final bout will take place 10 minutes after the last semi-final.

5. the awarding of prizes must take place quickly after the final bout.

Television crews must have the opportunity to interview the finalists « in the heat of the moment ». A certain degree of liberty should therefore be given.

- the following must be ready or prepared as quickly as possible :
 - the podium.
 - the medals, cups and trophies.
 - the national flags of the finalists ready for hoisting at base of the mast.
 - the national anthem of the winner.
- the officials scheduled to award the prizes, in conformity with the FIE protocol (article 10.2.3 and 4.5.1 of the Administrative Rules), will have been warned beforehand and will be led from the stand of honour to the podium by an hostess.
- the security personnel must ensure that there is not an invasion of the piste by the public.
- as their places are announced, the finalists, previously informed, arrive in official track-suits, without weapons, on the podium.

The commentator – speaker

A commentator, directed by the Master of Ceremonies, will conduct all these public phases.

The animation must :

- be sober.
- speak French, then in the language of the organising country.
- not interfere during the bouts and not comment on the referee's decisions.



Slack periods will be filled (entertainment, exhibition, back-ground music ...).



Reserved zones in the gallery of the hall of the final

Groups of seats will be reserved for :

- the FIE supervisor of the competition
- VIPs
- the referees
- the athletes
- others...



The rest of the seating place can be given to the public.



4. MEDICAL SERVICE AND ANTI-DOPING CONTROL

Please refer to the attached Medical handbook of specifications.

Anti-doping control will adhere to article 5.6.1 of the **FIE** Anti-Doping Rules.

5. MISCELLANEOUS

5.1 PUBLIC ADDRESS SYSTEM AND INTERNAL COMMUNICATIONS

General sound system

The installation of an appropriate sound system must allow the supplying of information simultaneously to all people present at the venue of the competition (competition halls, cloakrooms, adjacent halls...)

Sign-posting with arrows

Taking into account the large number of people attending the events, it is necessary to organise the flow of circulation of participants and spectators and facilitate the location of the places with a wide sign-posting system with numerous arrows.

5.2 PUBLICITY - PROMOTION – PARTNERSHIPS

The organiser formally accepts the responsibility of promoting fencing at a regional, national and international level, by means of all forms of media, and particularly through television. This action, particularly important for our sport, will be dealt in close collaboration with the President of the Promotion and Publicity Commission of the FIE.

Press, radio and télévision

For the Grand Prix events, the organiser must make an agreement with the national or local television to produce at least the final. The TV signal must imperatively be made available to the company which is streaming the images so that they may be broadcasted over the Internet.

Partners and sponsors

All sponsorship projects must be submitted to the FIE President in order to take cognisance of contracts and exclusive rights already existing within the FIE.

The billboards, in the competition halls, should preferably be **monochrome and of standard sizes**, and placed in a way which does not interfere with the view of the television cameras. This is **compulsory in the finals hall**.

Logo and flag of the FIE

The FIE logo : respect of the « Charte Graphique », which will be forwarded by the FIE office on request.

The FIE flag will be hoisted or hung in the competition hall.

5.3 SUGGESTIONS

Catering

The « non-stop » nature of the events requires permanent catering at reasonable prices, at the site of the competition :

- bar and sale of drinks,
- sandwiches and fast food service,
- « Classic » restaurant

Security guards - Stewards - Police services

- taking into account the cost of equipment installed, a 24-hour **security service** is absolutely essential.
- regulation of access to the various sites of the competition means that a **steward service** which is « friendly but firm » is needed so that the rules are complied with. The members of this service can be equipped with walkies-talkies.
- a « discreet » **police service** and the presence of a **fire service** should also be planned.

6. ANNEXES

Electronic scoring boards present on each piste of direct elimination

Table of match :

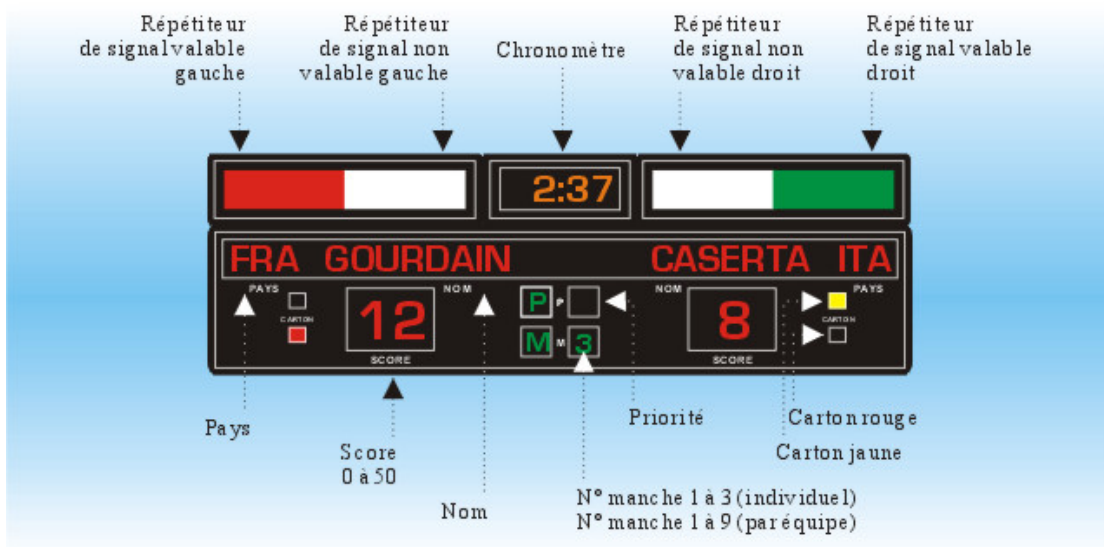
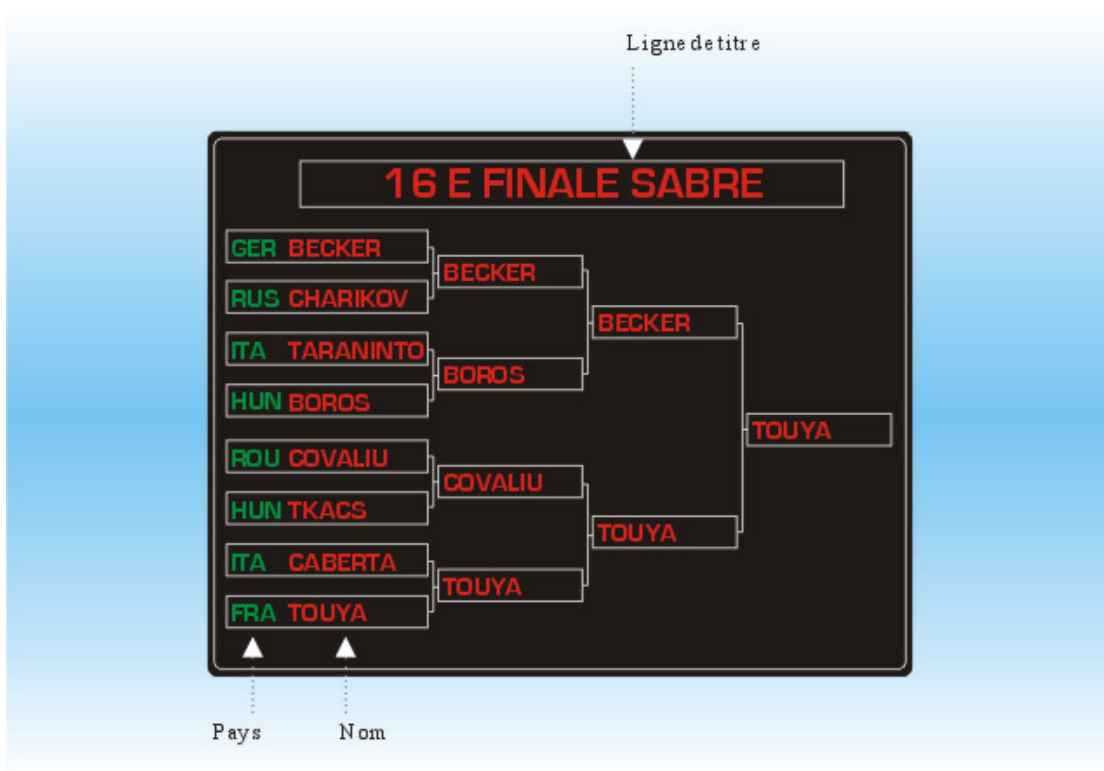


Table (tree) of direct elimination :



Other handbooks of specifications to be consulted

- **Medical handbook of specifications**
- **Press recommendations**

These handbooks of specifications are available on www.fie.ch