

roma 2024

 EUROPEAN ATHLETICS
CHAMPIONSHIPS

TEAM
MANUAL

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1 GENERAL INFORMATION

1.1 Safeguarding

European Athletics is committed to the principle of safeguarding in our sport and has developed a safeguarding and abuse prevention programme to ensure the protection and safety of everyone involved in athletics from harassment, abuse, and exploitation. To this end, European Athletics has taken several measures including the implementation of a [European Athletics Safeguarding Policy](#), the availability of a secured and independent [reporting platform](#) and the appointment of a safeguarding officer, whose contacts can be found hereunder:

Name: Mathilde Grenet
Mobile: +41 75 425 50 00
Email: safeguarding.officer@european-athletics.org


To enhance this commitment and increase the visibility on the importance of safeguarding, the following initiatives are part of the European Athletics Safeguarding Programme at the European Athletics Championships 2024:

- The LOC has appointed a Safeguarding Officer and services in accordance with European Athletics Safeguarding Policy, the national laws, and the advice of the European Athletics Safeguarding Officer.
- The LOC Safeguarding Officer along with European Athletics Safeguarding Officer will be present for the whole duration of the event. Contact details will be made available at the Warm-up/Teams Area, Technical Information Centre, and Team Hotels.
- The European Athletics Safeguarding Officer will conduct short safeguarding briefing sessions during the Teams Leaders' Technical Briefing and will schedule with the Team Leaders safeguarding briefs at the respective national teams' meetings.
- The European Athletics Safeguarding Officer will operate a Safe Space, where any team member can get further information or advice on Safeguarding.
- Further activities will take place at the European Athletics Championships venue to engage with the team members on Safeguarding awareness and prevention and information will be made available in due course.

If you have any question or concern about your safety or somebody else's safety during this event, please contact the LOC Safeguarding Officer and/or European Athletics Safeguarding Officer. If the concern relates to an imminent risk of someone's physical integrity or to an emergency for medical assistance, please contact immediately the LOC and/or the local authorities, to the contacts provided in this Team Manual. The Local Safeguarding Officer's contact and other relevant contacts will be also made available at the event venue and official hotels.

1.2 Host Country Italy

Italy, officially the Italian Republic, is a country in Southern and Western Europe. Located in the middle of the Mediterranean Sea, it consists of a peninsula surrounded by the Alps and several islands, notably Sicily and Sardinia. Italy shares its borders with France, Switzerland, Austria, Slovenia and two enclaves: Vatican City and San Marino. Its territory also includes Campione (an exclave surrounded by Switzerland) and the Pelagie Islands (an archipelago in the African Plate). It is the tenth-largest country by land area in the European continent, covering an area of 301,340 sq km, and the third-most populous member state of the European Union, with a population of nearly 60 million. Its capital and largest city is Rome.

Form of Government	Unitary Parliamentary Republic
Location	Southern and Western Europe
Area	301,340 sq km
Population	58,853,482 (2022 est.)
Coastline	7,600 kilometres (4,722 miles) on the Adriatic, Ionian, Tyrrhenian seas
Climate	Mild Mediterranean
Language	Italian
Religion	84.4% Christianity; 11.6% no religion; 1.0% Islam; 3.0% other (2020)
Capital	Rome
Local Time	UTC +1 (CET)
Electricity	220 Volt (C, F, L plugs) 
Driving	Right hand side
Telephone Country Code	0039
Mobile Phone Networks	TIM, Vodafone, Wind-Tre, Iliad, others...
Currency	EURO

1.3 Host City Rome

Rome (Italian and Latin: Roma, Italian: [ˈroːma] is the capital city of Italy. It is also the capital of the Lazio region, the centre of the Metropolitan City of Rome Capital, and a special commune (municipality) named Comune di Roma Capitale. With 2,860,009 residents in 1,285 km², Rome is the country's most populated commune and the third most populous city in the European Union by population within city limits. The Metropolitan City of Rome, with a population of 4,355,725 residents, is the most populous metropolitan city in Italy. Rome is located in the central-western portion of the Italian Peninsula, within Lazio (Latium), along the shores of the Tiber. Vatican City (the smallest country in the world) is an independent country inside the city boundaries of Rome, the only existing example of a country within a city. Rome is often referred to as the City of Seven Hills due to its geographic location, and also as the "Eternal City".

2 TRANSPORTATION

2.1 Arrivals

2.1.1 Official Airports and Welcome Services

The LOC will provide adequate welcome services at the official airports, Leonardo da Vinci-Fiumicino Airport (FCO) and Ciampino International Airport G. B. Pastine (CIA), which are located approximately 22 - 40 minutes to the Team Hotels.

To ensure a proper pick-up procedure, all teams are responsible for including their exact arrival information in the Final Entries. After the closing of the Final Entries, any amendments and updates will have to be sent by email to transportation@roma2024.eu with copy to competition@european-athletics.org.

In case of flight delays or lost luggage, please go directly to the designated desk inside the baggage claim area.

Upon arrival at Fiumicino Airport and Ciampino Airport the teams are kindly asked to approach the Welcome Desks which are located at arrival Terminal. Upon arrival to Tiburtina train station the teams should proceed to the arrival area where they will be welcomed by volunteers holding respective welcome service signage.

The operating hours of the Welcome Desks will be as follows:

Date	Opening hours
04 June	08:00 – until last arrival
05 June	08:00 – until last arrival
06 June	08:00 – until last arrival
07 June	08:00 – until last arrival
08 June	08:00 – until last arrival

* The opening hours are provisional and will be in accordance with the provided arrival times from the Final Entries.

Team Leaders will be directly taken to the Team Accreditation Centre (TAC) to collect all Team Members' accreditation cards. In case of early or late arrivals, accreditation formalities shall be carried out the following morning or as soon as possible.

2.1.2 Arrival by Road

Teams arriving by road are kindly asked to go directly to their allocated Team Hotel, where they will be welcomed at the information desk.

Each Team Hotel provides parking (depending on availability).

To book car and bus parking you can send us an email at teamservices@roma2024.eu to receive a dedicated quotation.

2.1.3 Arrival by Train

To ensure a proper pick-up procedure, all teams are responsible for including their exact arrival information in the Final Entries. If there are any changes for arrival or departure, please ensure that you have include them also in the system.

Teams or Team Members arriving at Tiburtina train station, will be greeted at the corresponding platform by Volunteers, who will ensure smooth arrivals.

2.1.4 Entry Visas

The following countries require visas to enter Italy:
Armenia, Azerbaijan, Kosovo and Türkiye.

Countries requiring visas to enter Italy should obtain them from the Italian Embassy or Consulate in their country. Visa applications should be made in due time (not later than 5 May 2024).

2.1.5 Invitation Letter

Participants who require a visa should contact the LOC (mauro.decarli@fidal.it) to request an invitation letter to initiate visa procedures at the visa issuing authorities as early as possible.

The following information must be included in the request for an invitation letter:

- Full name (First name and family name as written in passport)
- Date of birth
- Country of birth
- Gender
- Passport number and passport issue & expiry date (passport should be valid at least 6 months after the end of competition)
- Residence (Street, Zip Code, City)
- Arrival and departure date
- Function in the Team (Athlete or Official)

It is recommended to attach a proof of affiliation of the team members to the respective Member Federation to the visa request. The invitation will be sent to you as soon as possible.

2.1.6 Insurance

According to the European Athletics Competition Regulations, the participating Member Federations are responsible for taking out their own insurance to cover the risk of illness or injury of any member of their team when travelling to and from the European Athletics event and during the event itself. Please take the necessary steps to fulfil these requirements well in advance.

2.2 Local Transportation

Transportation between the Team Hotels and the various venues, including official and social functions, will be guaranteed by the LOC shuttle service. All transportation schedules will be displayed at info board both in the Team Hotels as well as in the other venues which are serviced

by shuttles. Furthermore, there will be Services Desks operated by volunteers at most of the Team Hotels which can assist with any questions or requests related to transportation.

2.2.1 Bus Shuttle Service

Full details of the dedicated bus shuttle schedule to all venues and days will be displayed at the Information board in each hotel and in virtual TIC.

2.2.1.1 Competition Venue & Warm-up Area & Training Area

A regular bus shuttle service will operate between the official Team Hotels and the Competition Venues & Warm-up Area & Training Area. Regular travel time will be approx. 30 minutes, depending on the hotel location and traffic conditions.

There will also be a shuttle from the main Warm-up Venue to the Warm-up Area for throwing events which will operate regularly during training opening time. Maximum waiting time will be 10 minutes. Athletes and team staff could also choose to cover the distance between the above-mentioned venues by walk (approx. 450m).

2.2.1.2 Road Events

As the Starting Point for 20km Race Walking events will be close to the main Warm-up Area, Athletes and Teams will use the same Drop-Off and Pick-Up Point as for the Competition Venue.

On Half Marathon Event Day (Sunday, 09 June 2024), a shuttle service will take the teams directly from the Team Hotels to the Starting Point at Viale dei Fori Imperiali. After the start of the women's competition Teams staff can also use the same Drop-Off Point as Pick-Up point to go back to their Team Hotel or proceed to the Olympic Stadium and then walk to the Personal Refreshment Station (see details under paragraph 8.6.5.1.)

2.2.2 Public Transportation

All Team Members will have access to Rome's public transportation network with their accreditation card (public companies only: details will be displayed at the information desks in each Team Hotel).

2.2.3 Transportation of vaulting poles

Each team is responsible for organising transportation of its poles until arrival to Rome. To ensure a proper pick-up procedure, all teams are responsible for including their arrival information in the Final Entries including registering the poles as bulky luggage/special travel needs.

Upon arrival at Rome FCO/CIA airport, pick-up of the poles will be arranged by the LOC who will transfer them to the Training Venue (Rosi Stadium), where they will be at the athlete's disposal. All poles or bag of poles should bear the identification of the athlete (tag of the name, country, gender, event, number of poles per bag).

The procedure for handling in vaulting poles is as follows:

- Each team is responsible for the transport of its poles until its arrival at FCO/CIA Airport and from the moment of collection at FCO/CIA Airport, upon departure back home.

-
- Upon arrival at FCO/CIA Airport, the pick-up of the poles will be arranged by the LOC who will transfer them to STADIO PAOLO ROSI training venue, where they will be at the athletes' disposal.
 - At the end of the Championships the poles will be transported back to at FCO/CIA Airport by the LOC.
 - All bags of poles shall bear the identification of the athlete (name, gender, country, event and number of poles per bag).
 - If there are teams that do not need poles transfer from the airport, poles must be directly delivered to STADIO PAOLO ROSI training venue.
 - Once the poles are moved from training to stadium, they will be sent back to training venue after qualification and final.

Team Leaders are requested to liaise with the appointed pole coordinator, Andrea Campitelli (teamservices@roma2024.eu), for any vaulting pole related questions/issues for proper handling.

2.3 Departure

The frequency of this service will be based on the departure schedule, which will be posted at the Information Desk of each Team Hotel at least 48 hours before departure.

Teams will be asked to provide full travel details together with the final entries. After the closing of the Final Entries, any amendments and updates will have to be sent by email to transportation@roma2024.eu with copy to competition@european-athletics.org. Team leader will also have to confirm departure details on site.

3 ACCREDITATION

3.1 General

In general, an accreditation card is proof of authority to access specific zones to carry out a function. It will contain alpha-numeric and colour-coded cardholder categories and numbered Accreditation Zones. The listed zones on each card will indicate the specific access privileges for each individual.

Each Team Member will receive an accreditation card, which must be always worn and should be clearly visible. The accreditation is not transferable and does not allow the holder to take another person beyond checkpoints. The holder is granted access rights only to the zones indicated on the front and shall use the designated entrances accordingly. The accreditation card remains European Athletics property and can be withdrawn at any time.

3.2 Team Accreditation Centre

The Teams' Accreditation Centre (TAC) will be located at Midas Palace Hotel. This is where the Team Leader shall report as soon as possible after his/her arrival, to carry out the administrative procedures.

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

Date	Opening hours
04 June – 07 June	08:00 – 20:00

The opening hours of the Teams' Accreditation Centre will be adapted if necessary. The LOC will consider the team's arrival times & details to enable all teams to pick up their accreditation.

3.3 Registration Procedure

Registration of all Team Members must be done through European Athletics' Entries System, during the Final Entries which will be open from 09 May to 30 May 2024 (14:00 CET). More details as per chapter 7 of the Team Manual.

Please note:

Each accreditation requires a photo (passport type, in colour, recent, in focus, facing the camera, without sunglasses or hat/cap), which needs to be uploaded by the Final Entries deadline. Please upload all photos as a jpeg file. Each photo must not exceed 1.0MB in size. Only completed registrations including approved photos can be produced in advance and thus speed up the issuing process on site.

Accreditation cards will be printed in advance, based on the information provided by the Member Federation through the European Athletics entry system. No changes will be accepted after the Final Entries' deadline.

3.4 Accreditation Procedure

The Team Leaders will be asked to complete the following formalities before they can collect the accreditation cards for the whole team:

- LOC accommodation invoice
- Team vest check
- Collection of competition related updates (if applicable)
- Confirmation of departure details

Please note:

- Anyone picking up one or more accreditations at the Delivery Desk has to sign for them.
- Unauthorised use of an accreditation card will result in the card being confiscated.

Loss or damage of accreditation card:

A lost accreditation card is a potential security risk and will be treated very carefully by the security authorities. Any lost or damaged accreditation cards should be reported immediately to the Teams' Accreditation Centre. In case of losing the accreditation card, a fee of €150 will be charged for the replacement.

3.5 Access Areas for Teams and Special Passes

All team accreditation cards will allow access to the team seating area, warm-up and training areas, changing facilities and physiotherapy rooms. Only athletes who are about to compete will have access to the Call Room and to the infield – escorted by the Officials. Furthermore, the accreditation can be used to access the Team Shuttle services, the meals in the official Team Hotels and the Rome public transportation system (see paragraph 2.2.2).

The Head of Delegation from each team is invited to the VIP Hospitality area and will be given the necessary access rights on the accreditation card.

European Athletics shall provide special passes as required for the following categories:

- Field events coaching area (one per athlete)
- Combined events resting room (one per athlete + one per team)
- Mixed zone (for access to athletes at the end of the mixed zone) – one per team for the teams who have no Team Press Liaison
- Medical Pass (one per team with medical personal, plus one extra for bigger teams, which will be distributed by the Medical Delegate)
- Road races refreshment stations:
 1. Half Marathon Men & Women
 2. 20km Race Walk Men
 3. 20km Race Walk Women

Those special passes will be distributed at TIC, the day before the respective events, upon signature of the Team Leader and will be recognised only in combination with personal accreditation.

Access to the Doping Control Area:

The athlete (and his/her representative) can access the Doping Control Station only when accompanied by a chaperone. A delayed representative, who wishes to accompany his/her athlete, shall go to the TIC from where he/she will be escorted to the Doping Control Station by a volunteer once his/her athlete is identified, and the athlete is not yet accompanied by another representative.

In case the athlete needs to be tested, because of a record or any other reason, he/she shall report to the TIC and fill-in a doping control request form. After completing the administrative duties, the athlete (and his/her representative) will be escorted to the Doping Control Station from the TIC.

3.6 Additional Team Officials Accreditation

The teams may request additional team accreditations (e.g., additional personal coaches) only if the maximum number of team officials as per the ratio of Athletes & Officials has been reached and fully used.

The additional team accreditation would give access to the Team areas, but without being accommodated in the Team Hotel and with no access to the teams' transportation.

Those accreditations shall be requested during the Final Entries and will be charged at the rate of 430 EUR for the duration of the Championships and directly incorporated into the general team accommodation invoice of the respective Member Federations. Those additional accreditation cards can be picked up by the Team Leaders at the Team Accreditation Centre, which is located at Midas Palace Hotel.

European Athletics reserves the right to refuse accreditation to any official that is not clearly identifiable as a team official or a personal coach.

4 ACCOMMODATION

4.1 General Information

The LOC has made accommodation arrangements for Team Members in 6 hotels of similar standard.

The hotels will officially open with full services on 04 June (official period: 05 – 13 June 2024). If members of your federation are planning to arrive earlier, please contact the LOC (email: accommodation@roma2024.eu) well in advance to make sure specific arrangements are made.

4.2 Information Desk

An Information Desk will be in the lobby of each Team Hotel with qualified personnel offering relevant information about all aspects of the European Athletics Championships.

The Information Desks' opening hours will be as follows:

Date	Opening hours
04 June	First arrival – 22:00
05 June	08:00 – 22:00
06 June	08:00 – 22:00
07 June	06:00 – 00:30
08 June	06:00 – 00:30
09 June	06:00 – 00:30
10 June	06:00 – 00:30
11 June	06:00 – 00:30
12 June	06:00 – 00:30
13 June	06:00 – last departure

4.3 Official Team Hotels

The official Team Hotels for the European Athletics Championships are indicated below with a link to the hotel website where further details can be found:

Team Hotel	Address	Website
Ergife Palace Hotel	Largo Lorenzo Mossa 8, 00165 Roma RM	www.ergifepalacehotel.com/en/index
Hotel Roma Aurelia Antica	Via degli Aldobrandeschi 223, 00163 Roma RM	www.hotelromaureliantica.com/en/
Belstay Roma Aurelia Hotel	Via Bogliasco 27, 00165 Roma RM	www.belstayhotels.it/romaurelia/en-GB
Midas Palace Hotel	Via Raffaello Sardiello 22, 00165 Roma RM	www.midasroma.com/en/
Black Hotel	Via Raffaello Sardiello 18, 00165 Roma RM	www.blackhotel.it/en/
Ibis style Roma Aurelia	Via Andrea Ferrara, 33, 00165 Roma RM	https://all.accor.com/hotel/B5E1/index.it.shtml

Reservations will be made by the LOC based on the accommodation requirements indicated in the Final Entries. Team Hotels allocation will be communicated after the closing of the Final Entries.

4.4 Accommodation Costs and European Athletics Quota

4.4.1 European Athletics Quota

European Athletics has previously informed all Member Federations about the allotted free places which were based on the results (places 1-8 achieved) and the number of participants per country at the previous edition of the European Athletics Championships (Munich 2022) as well as the previous European Season Best-List 2023 (please see Appendix 11).

Those Member Federations having been awarded a minimum of 2 (two) free places shall have at least one male and one female athlete competing. ITA as host country of the Championships has not been allotted any free places.

10,000m

Due to the cancellation of the European 10,000m Cup 2024 edition, European Athletics will provide additional support to the accommodation costs for those Member Federations with the participating athletes in 10,000m Men and Women in ECH Rome 2024.

That additional support will be based on the final participating numbers in 10,000m races and will be paid to MFs directly after the event. Meaning, that additional support will not be reflected and counted in the final invoices for teams' accommodation costs at ECH 2024. Post event, EA will pay to respective Member Federations the additional accommodation subvention of EUR 250 per participating athlete, but not more than for 3 men and 3 women per MF (6 athletes in total per MF).

4.4.2 Ratio of Athletes and Officials

The chart with the ratio of Athletes & Officials was also communicated earlier via EA circular letter no. 36/2023 and is available in appendix 12.

Please, bear in mind that European Athletics will not cover these Officials' accommodation costs.

4.4.3 Accommodation Costs

For all athletes within the European Athletics Quota, European Athletics will pay for full board accommodation, as stipulated in the European Athletics Competition Regulations (108.1.4 and 110.4), for a period limited to the number of competition days (6) plus two (official period).

The official period is thus 8 nights: check-in on Wednesday 5 June and check-out on Thursday 13 June 2024. No contribution shall be made for athletes representing the host Member Federation.

The additional nights have been fixed to the following: 2 nights before the official period and 1 night after the official period.

If your team is planning to stay outside this period, the above-mentioned rates will not apply, and a separate agreement will have to be made with LOC, via email address: accommodation@roma2024.eu.

The following rates apply for Team Members. This includes meals, VAT and local tax.

Team Members	Single Room	Twin room
Free Places Quota Athletes during official period	(N/A)	covered by LOC/EA
Accommodation cost	255 EUR per night	320 EUR per night

(1) For the official period, each Team will be allocated a minimum number of single rooms equivalent to 10% of the total number of athletes and officials registered in the Final Entries. Additional single rooms can be requested and will be given according to availability.

(2) In case of later arrival/early departure of the sharing person, the night in the twin room used as a single room will be charged at the rate of the twin room (320 EUR).

4.4.4 European Athletics Regulations

103.13.: European Athletics may reduce financial support (for travel, board/accommodation grants, etc.) to any European Athletics Member Federation which, after having announced its participation, does not take part or attends the competition with a number of athletes and officials higher or lower than the number stated in the Preliminary Entry by 20%. The latter applies only if the Preliminary Entry is more than 4 (four).

110.8.: 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 subsequent any reduction in the actual numbers of athletes and/or officials.

Please note: The team invoice will be based on the accommodation requests included in the Final Entries as well as any additional requirements indicated after the closing of the Final Entries.

4.4.5 Payment Procedures

Each Federation may be requested to make an advance payment of 50% of the total accommodation costs based on their Preliminary Entries. The accommodation invoice will be sent to each Member Federation detailing the amount still due after the Final Entries. Advance payments should be made in EUR by bank transfer to the following account:

Bank account name	FONDAZIONE EUROROMA 2024
Bank name	Banca Popolare di Sondrio
Bank address	Via della Farnesina, 154 00135 Roma
IBAN	IT 44 C 05696 03215 0000 0679 5X01
Swift No.	POSOIT22XXX
Bank reference	Customer & invoice number
Bank VAT	IT00053810149
Company VAT	IT16901951000

The remaining sum (= Final Entry sum – pre-payment) will be invoiced on 01 June 2024, directly after the Final Entry deadline. Should the remaining amount (after the Final Entries) be settled by bank transfer, the Team Leader is requested to provide the LOC with a proof of payment (copy of

bank transfer) upon arrival during the accreditation process. Otherwise, the balance of the payment must be paid on-site by the Team Leader upon arrival at the TAC.

Please note that payment at the TAC can only be made by credit card (Visa, MasterCard) or by cash in EUR (the amounts payable in cash must be less than EUR 5.000,00). Respective logistics and costs must be managed by the team itself. There is no currency exchange on site.

4.4.6 Extra Charges

All extras (e.g. laundry, parking, extra drinks in the Catering Area) must be settled by cash or credit card directly on-site by the consuming person. Each hotel minibar is emptied and can be used to refrigerate own beverages.

Furthermore, the Team Leader will be requested a credit card at check-in by the hotel reception desk to guarantee for their extras and the extras for the entire Team. Any not settled extras (e.g. phone bills or other extra services at the hotel) must be paid by the Team Leader at the latest before the departure. All payments must be made in EUR. We kindly ask the Team Leaders to check the account for extras at the reception one day in advance before departure to avoid long waiting time at check-out on the departure day.

4.4.7 Rooming list

Detailed information about athletes' and officials' rooming list will have to be entered by the Member Federations during the Final Entries process.

After the closing of the Final Entries, any amendments and updates will have to be sent by email to LOC to accommodation@roma2024.eu with copy to competition@european-athletics.org.

While registering their Final Entries, Member Federations will be requested to sign a consent form to allow the list of the room numbers for the members of the respective team to be communicated to Sample Collection Officials. This information will only be used for the purposes of the blood and urine testing, will be confidentially treated, and destroyed once it is no longer required for these purposes.

4.4.8 Meals

All meals will be served in an exclusive or dedicated catering area in buffet style and, to the extent possible, will be similar in all hotels (this might vary on additional nights 03 and 04 June, depending on the hotel occupancy).

The menu plan will be based on European Athletics Nutritional Guidelines. A large selection of suitable food will be available taking into consideration special diets, religion and culture of the participants.

Meals times shall be as follows:

	04 - 06 June	7 June	8 June	9 June
Breakfast	06:00 – 10:30	06:00 – 10:30	06:00 – 10:30	05:00 – 10:30
Lunch	12:00 – 15:00	12:00 – 16:30	12:00 – 15:30	12:00 – 15:30

	04 - 06 June	7 June	8 June	9 June
Dinner	19:00 – 22:00	19:15 – 00:45	19:15 – 00:45	19:15 – 00:45

	10 June	11 June	12 June	13 June
Breakfast	06:00 – 10:30	06:00 – 10:30	06:00 – 10:30	06:00 – 10:30
Lunch	12:00 – 15:30	12:00 – 16:00	12:00 – 15:30	12:00 – 15:30
Dinner	19:15 – 00:45	19:15 – 00:45	19:15 – 00:45	

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

Water, coffee and tea will be available free of charge during the mealtimes. All other drinks must be paid for directly when ordering them.

Moreover, each athlete will be given a refillable ecologic bottle to use during the event. Nevertheless, at the competition, warm-up and training venues bottle water will also be provided.

Accreditation cards will allow access to meals. Furthermore, access to restaurants will only be possible at the hotel where the Team Members are accommodated. The hotel reserves the right to control access via name lists.

4.5 Services in the Team Hotels

4.5.1 Meeting Rooms

A general meeting room per Team Hotel will be available during the official period, for all teams staying at the respective hotel. Bookings can be made by the Team Leader at the Information Desk at a reasonable time in advance. To ensure fair distribution among all teams, usage per team is limited.

Teams requiring any additional service may make separate arrangements through the Information Desk. There is also the possibility to reserve office/meeting rooms for exclusive use at the team's expense (dedicated team meeting rooms with the exclusive right for the whole duration of the Championships). For these, please contact LOC: accommodation@roma2024.eu

4.5.2 Rooms for Physiotherapy

Dedicated rooms for physiotherapy will be provided for the teams with medical staff, if requested via the LOC, so that they can set-up their own massage beds.

There will also be general physiotherapy rooms offered to those teams that did not book their own dedicated physio room. To ensure a fair distribution among all teams, we kindly ask all teams to use these spaces only for the strict essential time. Abuses will lead to restrictions.

4.5.3 Check-in/Check-out times

Check-in after 15:00 and check-out by 11:00. Please note that an early check-in is upon availability. For a guaranteed early check-in, the room needs to be booked for the previous night.

Please contact accommodation@roma2024.eu for specific arrangements outside these times.

4.5.4 Internet access

Free internet access will be provided at each Team Hotel.

5 TECHNICAL INFORMATION

5.1 Technical Information Centre (TIC)

The TIC is located at the competition venue (see Appendix 3).

The main function of the Technical Information Centre is to ensure a smooth liaison between each Team Delegation, the Local Organising Committee, European Athletics Technical Delegates, and the Competition Management of the Championships regarding technical matters.

The TIC will be open according to the following schedule:

Date	Opening hours
Thursday, 06 June	09:00 – 15:00, 17:00 – 21:00
Friday, 07 June	07:00 – 15:00, 16:00 – 24:00
Saturday, 08 June	07:00 – 15:00, 16:00 – 24:00
Sunday, 09 June	07:00 – 15:00, 17:00 – 24:00
Monday, 10 June	07:00 – 15:00, 17:00 – 24:00
Tuesday, 11 June	07:00 – 16:00, 17:00 – 24:00
Wednesday, 12 June	17:00 – 24:00

For Half Marathon, there will be a Sub-TIC located at Viale dei Fori Imperiali (adjacent to Half Marathon start area) (see Appendix 9) which will be open according to the following schedule:

Date	Opening hours
Sunday, 09 June	06:30 – 10:00

The TIC 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 schedule,
- Distribution of urgent notices to the delegations from the Technical Delegates and Competition Management via the virtual TIC and dedicated Team Leaders' Group,
- Managing Written Questions and TIC general inquiries etc. via Virtual TIC or in hard copies available in TIC,
- Managing of Final Confirmations, Relay Order Declarations, and Withdrawal Forms via Virtual TIC,
- Distribution of special passes the day before the respective event, according to start lists,
- Distribution of items confiscated at the Call Room,
- Informing teams in case of any personal implement is not approved after implement control,
- Managing additional doping control requests in case of a national record,
- Registration of Protests & Appeals via Virtual TIC.

The distribution of competition related information and important notices of general interest (e.g. changes to the timetable) at the TIC will NOT be systematically made through printouts in the Team pigeonholes but will be displayed on the notice boards and via virtual TIC. It will still be possible to request occasional copies of specific event start lists and / or results at the TIC.

5.1.1 Posting Board

Teams will find posting boards at TIC displaying all start and results lists and Call Room times and including general information such as weather data or transportation times.

5.1.2 Virtual TIC

Team Leaders will also be provided with an individual and personalised access to European Athletics online tool, where they will be able to:

- make their final confirmations,
- download information posted by the LOC / European Athletics (technical information, qualification procedures and starting heights, daily call room schedule ...)
- fill-in competition forms (question for Technical Briefing, technical enquiries to TIC, withdrawal forms ...)
- Launch protests and/or appeals.

The platform will be accessible at a link to be communicated to the Teams after the Final Entries, together with a detailed user manual. The online tool is accessible via any device (e.g. PC, smartphone, etc) having access to the internet.

European Athletics strongly encourages the Team Leaders to use the Virtual TIC for filling-in all relevant competition forms, including the forms for the protests and appeals.

5.1.3 Orientation Visit and Technical Update

There will be an Orientation Visit at Olympic Stadium and Race Walking course organised on Thursday, 06 June 2024 at 09:00, for the Team Leaders to inspect access routes and other facilities which will be important to the Teams. Team leaders are to meet LOC members at the First Call, from where they will be escorted to this visit. The inspection will be held in English. This competition venue inspection will be followed by a Technical Briefing.

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

There will be no dedicated transport provided for this activity. Team Delegates shall use the Team Shuttle Service from the Team Hotel. Please refer to the Information Desk in the Team Hotel for detailed information.

Please also note that there will be no organised orientation visit to the Half Marathon start area and course and teams shall make reference to the course map for further information.

5.1.4 Written Questions

Any enquiries concerning the technical conduct of the Championships must be made in writing (in English). The questions have to be filled-in online, via the Virtual TIC, by 05 June 2024 at 13:00.

All the latest updates (timetable amendments, qualifying procedures, starting heights and progression, etc.) and the answers to written questions will be provided to the Teams via Virtual TIC.

5.1.5 Team Leaders' WhatsApp Group

A WhatsApp Group including all member federations' Team Leaders will be created on site, in order to offer an additional platform to address instant messages and announcements. Major information of interest for all will be communicated to the Teams by the TIC/European Athletics via this group.

European Athletics kindly asks the Team Leaders to use this group only for questions or concerns of the interest of all teams. For the questions and concerns of his/her team only, a Team Leader is encouraged to use other means of communication with the European Athletics and the LOC (email, submitting a general inquiry form in Virtual TIC, etc.).

6 COMPETITION & TRAINING VENUES, EQUIPMENT & IMPLEMENTS

6.1 Competition Venue

6.1.1 Stadia Events

Olympic Stadium and its surroundings are shown in Appendix 11. The infield layout of the Olympic Stadium is shown in Appendix 4.

6.1.2 Road Events

The Start of the Half Marathon will be at Fori Imperiali (see Appendix 9) and for the Race Walk Events at the entrance of Foro Italico Park (see Appendix 10). The Half Marathon and Race Walk Events will finish at the Olympic Stadium.

The Half Marathon course starts with a very attractive 6 km course through the city centre passing some of Rome’s classic sights such as Piazza Navona, Castel Sant’Angelo and Basilica di San Pietro, followed by a 4,2km loop that will be run three times, before entering the Foro Italico historical sport site and ending through the marathon Gate in the Olympic Stadium (see Appendix 9).

The 20km Race Walking course will be staged on a 1km lap around Marmi Stadium and ending through the Marathon Gate in the Olympic Stadium (see Appendix 10).

The Race Walk course will be accessible for training during the following times:

Date	Times
Thursday, 06 June	09:00 – 11:30

6.2 Warm-up Venue

Details about transportation for training/warm-up sessions are included in the transport section of this manual. The transport schedule will be displayed at the information desk in each Team Hotel.

6.2.1 Stadia Events

6.2.1.1 Main Warm-up Venue

The main Warm-up venue (Appendix 5), Marmi Stadium, is next to Olympic Stadium. There will be a walking tunnel connecting both venues for the easy passage of athletes who are about to compete.

The main Warm-up venue has the following sites:

- 6-lane 400m track / 6-lane straight
- 2 High Jump facilities
- 2 Long Jump/Triple Jump facilities
- 1 Pole Vault facility
- 2 Shot Put facilities
- Weightlifting area
- Team Tents

- Ice baths.

The opening hours of the main Warm-up venue (incl. weightlifting area) will be as follows:

Date	Opening hours
Thursday, 06 June	09:00 – 11:30 (Official Training)
Friday, 07 June	07:30 – 24:00
Saturday, 08 June	07:30 – 24:00
Sunday, 09 June	07:30 – 24:00
Monday, 10 June	07:30 – 24:00
Tuesday, 11 June	07:30 – 24:00
Wednesday, 12 June	17:00 – 24:00

Please bear in mind, that due to the limited capacity of the warm-up venue, access will be guaranteed to the athletes (and their support personnel - coach and physio) competing in the respective session. Access to the warm-up area for other team members may be limited to ensure suitable conditions for warm-up purpose.

Warm-up Area for throwing events will be accessible for training only in line with the dedicated training schedule.

6.2.1.2 Throwing events Warm-up & Training Venue

Warm-up and training for all throwing events will be staged at the Farnesina Stadium (Appendix 7) and will include dedicated areas for Javelin and Discus/Hammer as well as a weightlifting room.

The opening hours of the Throwing Warm-up & Training venue (incl. weightlifting area) will be as follows:

Date	Opening hours
Tuesday, 04 June	14:00 – 20:00 (Training)
Wednesday, 05 June	08:00 – 20:00 (Training)
Thursday, 06 June	09:00 – 11:30 (Official Training), 14:00 – 20:00 (Training)
Friday, 07 June	08:00 – 21:00 (Warm-up, Training)
Saturday, 08 June	08:00 – 21:30 (Warm-up, Training)
Sunday, 09 June	08:00 – 21:30 (Warm-up, Training)
Monday, 10 June	08:00 – 21:30 (Warm-up, Training)
Tuesday, 11 June	08:00 – 21:00 (Warm-up, Training)
Wednesday, 12 June	12:30 – 20:00 (Warm-up)

The Throwing Warm-up venue will be also used for training purposes. Dedicated warm-up and training times for Long Throwing events will be published at Virtual TIC at a later stage.

Equipment and implements required for warm-up will be available at the Farnesina Stadium. 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.

6.2.2 Road Events

6.2.2.1 Half Marathon

Warm-up for the Half Marathon races will be possible at Viale dei Fori Imperiali next to the starting line (see Appendix 9). A limited number of Team Tents for Team Physiotherapy will be available at the venue.

Warm-up area opening hours:

Date	Opening hours
Sunday, 09 June	07:00 – 09:30

6.2.2.2 Race Walk

Warm-up for the Race Walk events will be possible at main Warm-up venue (see Appendix 5). Athletes can use the Team tents located at Marmi Stadium.

Warm-up area opening hours:

Date	Opening hours
Friday, 07 June	07:30 – 24:00
Saturday, 08 June	07:30 – 24:00

6.3 Training Venue

Details about transportation for training sessions are included in the transport section of this Team Manual. The transportation schedule will be displayed at the information desks in each Team Hotel.

6.3.1 Stadia Events

6.3.1.1 Main Training Venue

The main Training Venue is Paolo Rosi Stadium (Appendix 8). The Training venue includes the following sites:

- 6-lane 400 track and 6-lanes straight
- 2 Long Jump/Triple Jump facilities
- 2 High Jump facilities
- 1 Pole Vault facility
- 1 Shot Put facility
- Weightlifting area
- Team Tents
- Ice Baths.

The opening hours of the Training venue (incl. weightlifting area) will be as follows:

Date	Opening hours
Tuesday, 04 June	08:30 – 12:30, 15:30 – 19:30

Date	Opening hours
Wednesday, 05 June	08:30 – 12:30, 15:30 – 19:30
Thursday, 06 June	15:30 – 19:30
Friday, 07 June	08:30 – 12:30, 15:30 – 19:30
Saturday, 08 June	08:30 – 12:30, 15:30 – 19:30
Sunday, 09 June	08:30 – 12:30, 15:30 – 19:30
Monday, 10 June	08:30 – 12:30, 15:30 – 19:30
Tuesday, 11 June	08:30 – 12:30, 15:30 – 19:30
Wednesday, 12 June	08:30 – 12:30, 15:30 – 19:30

Equipment and implements required for training will be available at the Paolo Rosi Stadium. 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.

6.3.1.2 Throwing Training Venue

The Farnesina Stadium (warm-up venue for all throwing events) , will be also the Training venue for all throwing events.

6.4 Official Training at the Competition Venue

Official training for all athletes at the Olympic Stadium will take place on 06 June 2024. The main and the throwing Warm-up areas (in line with the dedicated training schedule) will also be available during this time. The Official Training will be held in one group from 09:00 to 11:30.

During the Official Training, athletes will also have the possibility to train with Official Starters from 09:30 to 11:15.

6.5 Equipment & Implements

6.5.1 Official Implements

The implements provided by the LOC and approved by EA and Technical Delegates (see Appendix 1) are selected from those appearing on the current World Athletics approved implements list.

6.5.2 Personal Implements

Personal Implements shall also be allowed, providing that:

- They are readily identifiable and are World Athletics certified.
- They have been checked for compliance with World Athletics Rules.
- They are made available to all the other competitors until the end of the Final.

Personal implements will have to be submitted to the Implement Control station (located at the main Warm-up venue) the day before the event and no later than 18:00. Personal implements will have to be submitted before the Qualification, the submission of new implements before the Finals will not be allowed.

The opening hours of the Implement Control Station will be as follows:

Date	Opening hours
Thursday, 06 June	09:00 – 11:30
Friday, 07 June	07:30 – 22:00
Saturday, 08 June	07:30 – 22:00
Sunday, 09 June	07:30 – 22:00
Monday, 10 June	07:30 – 22:00
Tuesday, 11 June	16:00 – 23:30
Wednesday, 12 June	17:00 – 23:30

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 at the Implement Control Station.

Personal implements could be collected after the Final of the respective event at the Implement Control Station during the above mentioned opening hours.

Note: “World Athletics 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 World Athletics list on the website (<https://www.worldathletics.org/about-iaaf/documents/technical-information>) in advance to identify the implement noting its World Athletics certification number. If you do not find your implement in the list but you believe that it is/was certified, please contact the World Athletics Office at technicalofficer@worldathletics.org so that its status can be checked and confirmed to you and the LOC in due time.

6.5.3 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.

The number of markers per athlete is limited to two (including the tape markers in the High Jump). Relevant Officials will also provide adhesive tape for the relay runners at the Call Room.

7 ENTRY SYSTEM & FINAL CONFIRMATIONS

7.1 Entry Conditions and Qualification System

Please, refer to European Athletics regulations for the detailed information about entry conditions, age restrictions, 'I Run Clean' certification, and qualification system.

7.2 Entry Procedures

Entries shall be made through the European Athletics Event Management System which will be accessible at the following link: <https://evententry.worldathletics.org/>. Member Federations' entries manager shall use their already known individual and personalised access.

7.2.1 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 as per the deadline below:

- Final Entries:
 - Opening of the Final Entries: Tuesday, 09 May 2024
 - Deadline for the Final Entries: Monday, 30 May 2024 (14:00 CET)

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 after having sent their Final Entries. Detailed travel and rooming list information will have to be registered for each athlete and official during the Final Entries process.

7.2.2 Changes in logistics data

We do understand unexpected changes in the logistics plan could occur, especially in transportation (e.g., cancellation of flights). We would like to make sure these changes are well traceable, therefore please make sure that after the closing of the Final Entries any amendments and updates will have to be sent by email to teamservices@roma2024.eu with copy to competition@european-athletics.org.

7.2.3 Final Confirmation

Team Leaders or their representatives must confirm the names of those competitors already entered who will actually take part in the competition. Confirmation of athletes will not be accepted after the deadline, which is outlined below for all events. Final Confirmations will have to be made online, via Virtual TIC.

Deadline for Final Confirmations:

Competition day	Deadline for Final Confirmation
Friday, 07 June	Wednesday, 05 June at 18:00
Saturday, 08 June	Friday, 07 June at 09:00
Sunday, 09 June	Saturday, 08 June at 09:00
Monday, 10 June	Sunday, 09 June at 09:00

Competition day	Deadline for Final Confirmation
Tuesday, 11 June	Monday, 10 June at 09:00
Wednesday, 12 June	Monday, 10 June at 09:00

7.2.4 Relays Declaration Forms

The composition of each relay team as well as the order of running should be officially declared via Virtual TIC no later than one (1) hour before the published first call time (the time by which the athletes must be present in the First Call) for the respective heat of each round of the competition. Later changes can be only made personally at the First Call and no later than the published first call time (the time by which the athletes must be present in the First Call) for the respective heat. The applicable deadlines will be published as part of the detailed daily Call Room schedule.

7.2.5 Failure to Participate

Any athlete who, after the Final Confirmation has been submitted, or after qualifying during a qualifying round or a heat for any event, fails to participate in the event without giving a valid reason (e.g. a medical certificate provided by and based on an examination of the athlete by the Medical Delegate appointed under World Athletics Rule 6 of the Competition Rules or CR6), shall be excluded from participation in all further events in the competition, including Relays (see World Athletics Rule 4 of the Technical Rules or TR4).

7.2.6 Withdrawal

Withdrawals after Final Confirmation, have to be submitted via Virtual TIC. If the athlete is entered in another event of the Championships, the reason for the withdrawal has to be specified in detail, being its acceptance of the responsibility of the Medical Delegate and Technical Delegates based on the World Athletics Rules.

8 COMPETITION PROCEDURE

8.1 Timetable

Please refer to Appendix 2 for the competition timetable.

In case of any changes or updates following the Final Entries, the updated/latest version of the timetable would be available in the documents section of the Virtual TIC.

8.2 Competition Bibs

8.2.1 General

For individual events, each competitor will receive four personal bibs with names. These must be pinned to the front and back of the competition clothing, to the back of the tracksuit, and to the bag.

- Exceptions are made for jumping events where competitors are permitted to attach one bib only to the front or to the back of their competition clothing (plus their tracksuit and bag).

For track events from 400m and above (including relays and the last race of combined events), athletes will receive their front bib including a transponder at the Call Room. Meaning, the athletes competing in those track events will receive only three bibs in advance and the front bib will be given to them in the Call Room. After the competition, the athletes should return the transponder at the entrance of the Kit Collection Area, where they will be collected by volunteers.

Bibs must not be cut, folded, or covered in any way.

8.2.2 Relays

Each runner in a relay team must wear the bib with the official three-letter country code of his/her national federation on his/her front. These bibs will be distributed in the Call Room. On his/her back the runner must wear the personal bib.

8.2.3 10.000m, Half Marathon and Race Walking Events

Beside two personal bibs with names, each competitor in 10.000m, Race Walking and Half Marathon events will be given two special bibs which must be worn as follows:

- the bib with his/her name and identification number on his/her chest,
- the bib with his/her identification number only on his/her back.

8.2.4 Special Bibs

8.2.4.1 European Champion and European Leader

The defending European Champion (orange background) and the current European Leader competing in an individual event (blue background) will wear a special bib to be worn on the chest.

8.2.4.2 Combined Events

For the Combined Events, the leading athlete after each event will be given a special chest bib (yellow background), indicating he/she is the leading athlete.

In general, these bibs will be distributed at the dedicated Call Room next to the Combined Events Resting Area. In case that the athletes go straight to the next event, the Referee in charge will distribute the special bib.

Athletes competing in the last race of the Combined Events will also be given a special bib, to be worn on their chest, which will indicate their position in the competition prior to the last event.

8.2.5 Hip Numbers

The athletes competing in track events will also be given two adhesive hip numbers at the Call Room, before entering the Field of Play. The hip numbers must be secured to both sides of the athlete's shorts/legs.

8.3 Competition Clothing

Competitors must wear the Federation's official team clothing. World Athletics TR5 will be strictly applied. Please make sure to follow the World Athletics Advertising Regulations in force. Clothing and items not conforming to this rule and the current World Athletics Advertising Regulations will be removed/taped at the Call Room.

European Athletics has a record of the Team vests of all Member Federations accessible at the following link: <https://eathletics.sharepoint.com/sites/EASExtranet>.

Member Federations shall confirm their team vests using the link above. If the uniform displayed differs from your current official uniform, the revised Team Vests form must be uploaded, in one single file, by **30 May 2024**. Otherwise, the existing records will be used as a reference. A competitor wearing any other clothing will have no access to the competition area and will not be allowed to compete.

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 the Medal Ceremonies.

8.3.1 Competition Shoes

All the competition shoes must comply with World Athletics TR5, including the sole and/or heel and the spikes dimensions. It is the athletes' responsibility to make sure that the shoes to be used for competition are on the current list of approved shoe models by the World Athletics. In case of non-compliance with the TR5 or the list of approved shoes, an athlete may be not allowed to compete or disqualified after the competition with the result being void.

The shoes will be checked after the competition within the Kit Collection Area randomly as well in case of doubts or upon special requests, as well as in case of a World or European Record. In the case of World Records, the shoes will be withheld by the relevant Referee and sent later to the World Athletics as per TR5.

8.4 Call Room

8.4.1 Stadia Events

The athletes have to report to the First Call either at Throwing Warm-up venue or at main Warm-up venue, from where they will be accompanied to the Call Room. There will be shuttles from First

Call at Throwing warm-up venue to the First Call at main Warm-up venue. The shuttles will be only for the competing athletes. The coaches and other accompanying personnel will not be allowed to take those shuttles, the main Warm-up venue is reachable by walking.

Access to the First Call will be allowed to athletes only, controlled by accreditation cards and according to the detailed Call Room Schedule that will be published at the Virtual TIC on day-by-day basis.

In general, the following reporting times will be used but may differ slightly in the final Call Room Schedule (all times are prior to the actual starting time of the event):

Event	Report to First Call	At competition site
Track	30 minutes	5-7 minutes
Relays	30 minutes	7 minutes
High Jump	65 minutes	40 minutes
Pole Vault	85 minutes	60 minutes
Long Throws (DT, HT, JT)	65 minutes	30 minutes
Other Field Events	55 minutes	30 minutes

A detailed Call Room schedule will be published each day with the actual times at which athletes are expected to arrive at the First Call. Athletes who fail to report on time to the First Call without a valid reason may be excluded from participating in this and all further events in the Championships, including Relays.

Refreshments (still water) and toilets will be available next to the First Call as well as the Call Room.

8.4.2 Road Events

8.4.2.1 Half Marathon

The Call Room for the Half Marathon events is located at Viale dei Fori Imperiali and close to the Starting line (see Appendix 9). Athletes shall enter the Call Room race ready (if weather allows) or only with small bags. Small bags and clothing can be left in the Kit Collection, which is nearby the Call Room. Access to the Call Room will be allowed to athletes only and according to the following reporting times. All times are prior to the actual starting time of the event:

Event	Report Call Room	At competition site
Half Marathon	20 minutes	5 minutes

Athletes who fail to report on time to the Call Room without a valid reason may be excluded from participating in this and all further events in the Championships.

The normal checks on clothing will take place and the athletes will then jog to the start area, where they will be able to continue to warm-up. The time remaining until the start will be displayed for athletes at five minutes, three minutes and one minute before the race begins. Officials will line

up the athletes selected to start in the first row, after which all other athletes may line up without any pre-set order.

8.4.2.2 Race Walking

The Call Room for the Race-Walking events is located close to the Starting line (see Appendix 10). Athletes shall enter the Call Room race ready (if weather allows) or only with small bags. Small bags and clothing can be left in the Kit Collection, which is nearby the Call Room. Access to the Call Room will be allowed to athletes only and according to the following reporting times. All times are prior to the actual starting time of the event:

Event	Report Call Room	At competition site
20km Race Walking	15 minutes	5 minutes

Athletes who fail to report on time to the Call Room without a valid reason may be excluded from participating in this and all further events in the Championships.

The normal checks on clothing will take place and the athletes will then jog to the start area, where they will be able to continue to warm- up. The time remaining until the start will be displayed for athletes at five minutes, three minutes and one minute before the race begins. Officials will line up the athletes selected to start in the first row, after which all other athletes may line up without any pre-set order.

8.4.3 Call Room Procedures

8.4.3.1 General

In the Call Room the judges will check the following in accordance with World Athletics Rules:

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

Personal belongings (video cameras, tape recorders, radios, CD players, radio transmitters, MP3/MP4, cell phones or similar devices) will not be permitted in the infield as per World Athletics Rule 6 of the Technical Rules or TR6. Competition officials in Call Room will confiscate all unauthorised items. Athletes will receive a receipt for any such items. Upon presentation of this receipt, the athletes will be able to collect such items from the TIC once their event has finished. Please note that the accreditation cards of all athletes (competing in track and field events and road events (Half Marathon and Race Walk)) will be collected in the Call Room. The cards will be redistributed to all athletes after their event in the Post Event Area.

8.4.3.2 Combined Events

Athletes in the Combined Events need to report to the First Call at main Warm-up Area (Marmi) only before their first event of each day (morning session). Then for any other events during the same day, the athletes are to report to the Combined Events Rest Area at the times provided by

the Combined Events Referee, from where they would be escorted directly to the infield. The schedule, as well as any other relevant information for the Combined Events athletes, will be shared with the Team Leaders on virtual TIC and on site at the Combined Events Resting Area.

8.4.3.3 Road Events

For all Road Events, a chip transponder to be put on one of the shoes will be handed out in the Call Room. Athletes must ensure the proper placement of the transponder.

Athletes and Coaches must ensure the proper return of the chip transponder after the race: transponders must be returned immediately after the Mixed Zone, at the kit collection area.

8.5 Coaching Zones

To allow communication between athletes and coaches, seats have been reserved in the stands close to the field events (see Appendix 4). Special passes for each field event will be distributed from the TIC to the teams, according to the Final Confirmations. There will be one pass per athlete competing. The pass is only valid when accompanied by a team accreditation, this accreditation needs to be always visible.

8.6 Specific Event Procedures

8.6.1 Track Events

Athletes in Track Events will be asked to enter infield already dressed in competition clothing. Tracksuits, bags, and other belongings shall be placed in baskets at Call Room, and these will be taken to the Kit Collection Area at the end of the Mixed Zone for collection after the race. Specific procedures in case of bad weather will be declared on site as necessary.

For 100m, 200m, 400m, 100/110m Hurdles and 400m Hurdles (Men and Women) the qualification system will be as follows:

- There will be three rounds: Pre-qualification Round, Semi-Final and Final.
- The Pre-qualification Round will include all athletes entered by the Member Federation and eligible to compete in the Championships, except the 12 top athletes (12 best ranked athletes according to the "Road to Rome" entered by their Member Federation) who will be directly qualified to the Semi-Finals.
- There will be three Semi-Finals where the 12 top athletes and the 12 best athletes from the Pre-Qualification Round will compete.
- The two first athletes in each Semi-Final plus two athletes with the best performance in the Semi-Finals will be qualified for the Final.

After the first heat of the Semi-Finals, two athletes who would be "qualifiers by time" for the Final, at that moment, would be asked to enter a dedicated area (**Hot Seats**) located just before the live Mixed Zone in order to watch there the next heat. After the next heat, those athletes would be replaced by new "qualifiers by time", if relevant.

Once the athletes leave the area, they can proceed to make their way through the Mixed Zone, following the usual procedures.

The following track events are concerned:

- 100m, 100m Hurdles, 110m Hurdles,

-
- 200m, 400m, 400m Hurdles, 800m.

For 4x400m Mixed Relay, the order is defined as man – woman – man – woman.

8.6.2 Field Events

In all Throwing Events, each athlete is allowed to have two practice trials under the supervision of the judges, more if time allows. The athletes will be called to the practice trials in the competition order. In all remaining Field Events, the practice trials will be supervised by the relevant judges.

In Qualification for the Final in Horizontal Field Events, all athletes will be allowed a maximum of three trials, but any athletes qualifying after their first or second trial are not allowed to take any further trials. In the Finals, the top eight athletes after 3rd attempt, will be allowed three additional attempts (six in total).

In the Finals of the Horizontal Field Events, the competing order for the 4th and 5th rounds of trials shall be in the reverse ranking order based on the results after the first three rounds of trials. The competing order for the final round of trials shall be in the reverse ranking order recorded after the 5th round of trials.

In the Long Jump and Triple Jump, as per the WA Rules, a video system will be used to detect, if an athlete breaks the vertical plane of the take-off line with any front part of their take-off foot/shoe. There will be a video screen in the infield, next to the runway, where the athletes would be able to see the video/picture of their take off, in case of need.

There will be also CIS provided next to the athletes' benches in all field events to enable following the live results by the athletes, if needed.

8.6.3 Athlete Replacement Policy

Aim of the Replacement Policy is to avoid empty lanes or starting places in Finals and/or Semi-Finals due to withdrawals from injury or other justifiable reasons, and therefore approved, by an Athlete Replacement.

This Policy will be in place based on following regulations:

- The Policy will apply to Finals and Semi-Finals in all relevant events (including relays and field events).
- A virtual "hot seat" will be implemented, where the next-best ranked athlete(s) or teams would virtually sit and wait for possible withdrawals.
- The lane, or starting order place, left empty will be taken by the next best ranked athlete(s) or teams, and there will be no re-draw or re-ordering of attempts.
- In all races the best ranked athlete(s) will be considered the non-qualified athlete(s) who achieved best times during the previous round. In case of ties, TR21 including TR21.5 shall apply, with the exception that if the tie remains, a draw shall be made. This means e.g. no lane sharing in 800m races when there is a tie.
- In all field events the best ranked athlete(s) will be considered the non-qualified athlete(s) who achieved the best performance during the qualification round. In case of ties for

- ranking based on TR25.22 (all field events except high jump and pole-vault) and TR26.8 (high jump and pole-vault), a draw shall be made.
- Withdrawal and replacement can take place until the published first call time (the time by which the athletes must be present in the Call Room) of the first heat in Semi-Finals and until the first call time for Finals.

Fast and efficient communication between all stakeholders is key to make this Policy successful and allow athletes an opportunity for replacement. Information will be provided to Member Federations, athletes, and all other stakeholders through Virtual TIC and WhatsApp Team Leaders Group.

8.6.4 Combined Events

A resting area for the athletes taking part in Combined Events will be provided near the Post Event Area (see Appendix 11), where athletes can rest and wait for their next event. Fruits, snacks, and drinks will be provided in the Combined Events Catering Room. A sufficient number of toilets and showers will also be available.

Lunches will be served at the Catering Area (next to the Rest Area) for all the Combined Events athletes as per the following schedule:

Event	Date	Time
Heptathlon	Friday, 07 June	13:00 – 15:30
Heptathlon	Saturday, 08 June	13:00 – 15:30
Decathlon	Monday, 10 June	13:30 – 16:00
Decathlon	Tuesday, 11 June	14:30 – 17:00

Access to the Combined Events Resting Area is limited to the competitors and any other accredited team person per athlete (coach, doctor, etc.) who are in possession of the appropriate Combined Events Resting Area pass. These passes (one per athlete and one per team) can be collected at the TIC, the day before the start of each combined event competition.

As the presence of the athletes in the Combined Events Resting Area between events is not obligatory, all athletes must report to this room before the start of an event to undergo their final check.

Combined Events athletes will only go through the Mixed Zone at the end of the last discipline at the end of each day.

8.6.5 Half Marathon

8.6.5.1 Refreshment Stations and Personal Refreshments

The Personal Refreshment Station will be installed on the loop section of the course and the athletes will pass by this station four times, approximately at 7,0km, 11,2km, 15,4km and 19,6km.

Signs indicating the upcoming refreshment station will be displayed 100 m before the station.

Still water in bottles, sponges and ice will be provided by the LOC at the station on the tables located after the Personal Refreshment tables, which can be picked up by the athletes on their own. Water bottles and ice will also be available for the use of the teams at the Refreshment Stations.

According to the number of athletes competing by country, each Team will have its own table, which will be marked with the national flag and the World Athletics country code. The tables are arranged in alphabetical order according to the three-letter country code. If both men and women are participating for the same Team, they will share the table.

A maximum of two Team Officials per race (so in total maximum 4 if men and women compete together) from every team will have access to the Refreshment Station. Those Team Officials must wear a special card issued by the LOC which can be collected at the TIC the day before the respective competition. These Team Officials are authorised to place refreshments directly into the athletes’ hands from the designated place behind the Team’s table. These persons shall not, under any circumstances, run beside an athlete while he/she is taking refreshments, as stated in WA Rule 55.8.5 In this situation or if the athlete collects refreshments from a place other than the Refreshment Station, he/she renders himself/herself liable to disqualification by the Referee.

LOC will provide two bottles for each athlete competing in Half Marathon. The bottles should be picked-up in the TIC the day before the race. Athletes can also use their own bottles, as long as they comply with the World Athletics advertising regulations.

All personal refreshments must clearly display the following information:

- Athletes’ name,
- Athletes’ bib number,
- World Athletics Country Code,
- Kilometre point (7,0km, 11,2km, 15,4km and 19,6km) of the Refreshment Station at which the refreshment is to be placed.

Athletes are responsible for the identification of their bottles. Stickers will be also available at the TIC the day before each competition. Delivery of personal refreshments to the station is to be arranged by the LOC or directly by Team Officials:

- Personal Refreshment Station (1-4):
Team Officials disposing with the special “Road races refreshment stations” pass can bring the athletes’ personal refreshments to the Refreshment Station themselves. In case a Team does not have personnel to serve the athlete(s) at the Personal Refreshment Station, they could drop-off their personal refreshments at the Sub-TIC located next to the Team Tent Area on the day of the competition. The personal refreshment bottles will be stored in insulated boxes and transported to the Personal Refreshment Station by the LOC and placed on the respective table of the team.

Event	Drop-off at Sub-TIC
Half Marathon	Sunday, 09 June 07:00 – 08:00

Shuttle service to the Olympic Stadium and the nearby Personal Refreshment Station will be available for Team Officials at 08:30 and 9:00 from the same place they were dropped off when arriving to the start area of the Half Marathon. As the Personal Refreshment Station is in walking distance from the Olympic stadium, team officials are kindly requested to walk from the drop-off point to the Personal Refreshment Station.

8.6.5.2 Drinking & Sponging Stations

There will be 2 Drinking and Sponging Stations based on the course:

- Drinking/Sponging Station 1 at: approx. 5,0km
- Drinking/Sponging Station 2 at: approx. 9,6km, approx. 13,8km and approx. 18,0km.

Signs indicating the upcoming Drinking/Sponging Stations will be displayed 100 m before the station.

Tables at the Drinking/Sponging Stations will be arranged as follows and at about 10 m between the groups:

- Two tables with water bottles
- Two tables with sponges
- One table with ice

Runners will pick up their bottles and sponges on their own.

A sufficient number of toilets will be located at the end of each Drinking/Sponging station.

8.6.5.3 Half Marathon Team Scoring

The times of the first 3 (three) finishing runners of each team shall be aggregated in order to determine the finishing order, the team with the lowest aggregate time being the winner, and so on. A tie shall be resolved in favour of the team whose last scoring runner finishes nearest to the first place.

A team finishing with fewer than 3 (three) runners will not be classified in the team result.

All runners finishing shall be classified individually and shall be eligible for individual awards.

8.6.5.4 Cut-off time¹

To secure the safe implementation of the track events incorporated to the programme of the Championships in the Olympic Stadium, cut-off times have been established for the Half Marathon races of the European Athletics Championships 2024.

The cut-off mark will be located in the tunnel of the Olympic Stadium, approximately 500m before the finish line (app. at 20,5km) and the cut-off times will be as follows:

Event	Day Time	Race Time
Half Marathon Men	11:15	2:15:00
Half Marathon Women	11:15	1:45:00

¹ the reason for the cut-off times is to ensure the first track events of the session are not delayed or disrupted, therefore the times indicated are not necessarily related to the athlete performances.

To be authorised to continue the respective competition, competitors must pass the set cut-off mark before the time limit set. Athletes who exceed the maximum time will be excluded from the competition, however, will be included to the results (in the position they were competing at the moment of exclusion), but without official time result and thus will not be considered for the calculation of the team results.

8.6.6 Race Walking Events

Race Walking events will be conducted under the WA TR 54.7.3 with the following arrangements:

- The Penalty Zone will have one entrance and one exit at opposite ends (both same size),
- Small barriers and cones will be used to clearly identify the Penalty Zone,
- The athletes are free to stop or continue moving inside the Penalty Zone however there will be no benches and no access to refreshments, drinking, sponging or other kind of assistance but communication with coaches is allowed,
- When an athlete receives 3 Red Cards, he/she must receive a communication from the Chief Judge or his Assistant showing him/her a paddle with the time penalty on both sides and he/she must stop in the Penalty Zone at the first opportunity,
- The applicable period in the Penalty Zone is 2 minutes (120 seconds),
- The time penalty starts immediately as the athlete enters the Penalty Zone, and the athlete will be shown an appropriate card notifying him/her when 10 seconds remain on the time penalty,
- After the time penalty and following the instructions of the official in charge of the Penalty Zone, the athlete shall re-enter the event,
- The athlete is not judged in the Penalty Zone.

If the athlete then receives any additional Red Card(s) (from the judges who had not previously sent him/her one), he/she shall be disqualified, and the Chief Judge or his/her assistant must notify the athlete of his/her disqualification as soon as possible.

If an athlete receives 4 or more Red Cards before stopping in the Penalty Zone, the athlete shall be disqualified, and the Chief Judge or his/her assistant must notify the athlete of his/her disqualification as soon as possible.

If an athlete receives the third Red Card at the late stage of the race and it's not possible for the Chief Judge or his/her assistant to notify the athlete that he/she must stop in the Penalty Zone, the athlete shall finish the race and the penalty time shall be added to his/her official time.

The Chief Judge maintains the power to immediately disqualify the athlete in the last 100m of a race (no time penalty).

8.6.6.1 Refreshment Stations and Personal Refreshments

There will be a Refreshment Station along the Race-Walking course, which will be passed every 1 kilometre.

Signs indicating the upcoming Refreshment Station will be displayed 50 m before the station.

Still water in bottles, sponges and ice will be provided by the LOC in the station on the tables located after the personal refreshments. Race Walkers will pick up their bottles on their own. Water bottles and ice will also be available for the use of the teams at the Refreshment Stations.

According to the number of athletes competing by country, each Team will have its own table, which will be marked with the national flag and the World Athletics country code. The tables are arranged in alphabetical order according to the three-letter country code.

A maximum of two Team Officials per race from every team will have access to the Refreshment Station. Those Team Officials must wear a special card issued by the LOC which can be collected at the TIC the day before the respective competition. These Team Officials are authorised to place refreshments directly into the athletes' hands from the designated place behind the Team's table. These persons shall not, under any circumstances, run beside an athlete while he/she is taking refreshments, as stated in WA TR54. In this situation or if the athlete collects refreshments from a place other than the Refreshment Station, he/she renders himself/herself liable to disqualification by the Referee.

LOC will provide two bottles for each athlete competing in a Race-Walking event. The bottles should be picked-up in the TIC on the day of the race. Athletes can also use their own bottles, as long as they comply with the World Athletics advertising regulations.

All personal refreshments must clearly display the following information:

- Athletes' name,
- Athletes' bib number,
- World Athletics Country Code.

Athletes are responsible for the identification of their bottles. Stickers will be also available at the TIC the day before each competition.

Delivery of personal refreshments to the stations is to be arranged directly by Team Officials.

8.6.6.2 Drinking & Sponging Stations

There will be a Drinking and Sponging Station along the course, which will be passed every 1 kilometre.

Signs indicating the upcoming Drinking and Sponging Station will be displayed 50 m before the station.

Tables at the Drinking and Sponging Stations will be arranged as followed and at about 10 m between the groups:

- Two tables with water bottles
- Two tables with sponges
- One table with ice.

Athletes will pick up their bottles and sponges on their own.

A sufficient number of toilets will be located at the end of the Drinking/Sponging station.

8.6.6.3 Cut-off time²

To secure the safe implementation of the track events incorporated to the programme of the Championships in the Olympic Stadium, cut-off times have been established for the Race Walk events of the European Athletics Championships 2024.

The cut-off mark will be located in the tunnel of the Olympic Stadium, approximately 500m before the finish line (at the position of the second penalty box; app. at 19,5km) and the cut-off times will be as follows:

Event	Day Time	Race Time
20km Race Walk Women	20:30	1:55:00
20km Race Walk Men	19:30	1:30:00

To be authorised to continue the respective competition, competitors must pass the set cut-off mark before the time limit set. Athletes who exceed the maximum time will be excluded from the competition, however, will be included to the results (in the position they were competing at the moment of exclusion), but without official time result.

8.6.7 Assistance at road races

During the competition, athletes are not allowed to receive any kind of assistance in any manner. When a competitor is unable to continue walking/running due to physical difficulties, he/she must inform the nearest judge. To indicate his intention of quitting the race, the athlete shall remove the bibs with his/her name and identification number.

A competitor is not permitted to receive assistance from any person other than a member of the designated medical team, who may carry out an on-the-spot medical examination. There will be a first aid station located along the route.

8.7 Post Competition Procedures

After the competition, athletes leave immediately through the Mixed Zone and return the transponders in the kit collection area.

In the Mixed Zone, all athletes meet the media: first TV, then radio and finally the written press. It is for the athlete to decide whether he/she will give an interview.

The accreditation cards for all athletes (competing in track and field events and road events) and the personal bags for athletes competing in track events will be brought to the Post Event Area located after the Mixed Zone.

8.8 Protests and Appeals

Protests and Appeals are permitted and will be processed in accordance with World Athletics TR 8. In the first instance, protests must be made orally to the Referee by the athlete himself/herself or by someone acting on his/her behalf or by an official representative of a team (World Athletics

² the reason for the cut-off times is to ensure the first track events of the session are not delayed or disrupted, therefore the times indicated are not necessarily related to the athlete performances.

TR 8). Such person or team may protest only if they are competing in the same round of the event to which the protest (or subsequent appeal) relates.

Where the appropriate Referee is not accessible or available, the protest should be made online through the virtual 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 official TIC posting board). If the final decision of the Referee is not satisfactory an appeal can be submitted to the Jury of Appeal also through the virtual TIC. Any written appeal to the Jury of Appeal must be made in accordance with World Athletics TR 8 and by a responsible official on behalf of the athlete and submitted online within 30 minutes after the official announcement of the decision made by the Referee.

When submitting an appeal form, the team acknowledges that a fee of 100 EUR will be deducted from European Athletics Subvention to be paid by the end of the year unless the appeal is successful. The Jury's decision will be provided in writing.

9 MEDICAL SERVICES & ANTI-DOPING

9.1 Medical Services

The LOC 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.

The LOC will provide a central medical number to contact 24/7 for all the medical issues.

In case of emergency, please contact the nearest medical first aid station or call the 24/7 Medical Emergency number 112.

9.1.1 Medical Services in the Team Hotels

There will be a first aid station at each Team Hotel Cluster. The phone number of medical help will be displayed at the championships Information Desk in each of the Team Hotels.

9.1.2 Medical Care at the Competition Venue, Warm-up, Training Areas and Road Events

The medical centre at the Olympic Stadium is located next to the Post Event Area (see Appendix attached 7e - Olympic stadium - mixed zone, offices and post event area) and will be open according to the following schedule:

Date	Opening hours
Thursday, 06 June	08:00 – 13:00
Friday, 07 June	08:00 – 15:30 / 17:00 – 00:00
Saturday, 08 June	08:00 – 15:30 / 17:00 – 00:00
Sunday, 09 June	08:00 – 15:30 / 17:00 – 00:00
Monday, 10 June	08:00 – 15:30 / 17:00 – 00:00
Tuesday, 11 June	08:00 – 16:30 / 17:00 – 00:00
Wednesday, 12 June	18:30 – 00:00

The medical centre at the Warm-up Venue (Marmi stadium) is located within the track.

Date	Opening hours
Thursday, 06 June	08:00 – 13:00
Friday, 07 June	06:30 – 00:30
Saturday, 08 June	06:30 – 00:30
Sunday, 09 June	06:30 – 00:30
Monday, 10 June	06:30 – 00:30
Tuesday, 11 June	06:30 – 00:30
Wednesday, 12 June	16:00 – 00:30

The medical centre at the Throwing Warm-up and Training Venue (Farnesina stadium) is located within the track.

Date	Opening hours
Tuesday, 04 June	13:00 – 21:00
Wednesday, 05 June	07:00 – 21:00
Thursday, 06 June	08:00 – 21:00
Friday, 07 June	07:00 – 22:00
Saturday, 08 June	07:00 – 22:00
Sunday, 09 June	07:00 – 22:00
Monday, 10 June	07:00 – 22:00
Tuesday, 11 June	07:00 – 22:00
Wednesday, 12 June	11:30 – 21:00

The medical centre at the Training Venue (Paolo Rosi stadium) is located within the track.

Date	Opening hours
Tuesday, 04 June	7:30 – 20:30
Wednesday, 05 June	7:30 – 20:30
Thursday, 06 June	14:30 – 20:30
Friday, 07 June	07:30 – 20:30
Saturday, 08 June	07:30 – 20:30
Sunday, 09 June	07:30 – 20:30
Monday, 10 June	07:30 – 20:30
Tuesday, 11 June	07:30 – 20:30
Wednesday, 12 June	07:30 – 20:30

During other hours medical help is available on call and the number will be displayed at the Information Desk in each Team Hotel.

The team medical personnel only - holding the required special pass - will have access to the medical centre of the Olympic Stadium when an athlete of his/her own team is hurt or needs other medical attention. All other medical stations shall be accessible by all team members without a medical pass.

There will be 4 first aid teams on the infield in the Olympic Stadium

Separate first aid teams will be present and available at the warm-up and training areas during opening hours.

Adequate First Aid Teams will be stationed throughout the courses of the Road Events. For the Half Marathon races, vehicles designated for drop-offs will be available to transport injured athletes back to the primary Medical Centre located at the Olympic Stadium.

9.1.3 Medical Seminar and Medical Meeting

The European Athletics Medical Seminar will take place on 5 June 2024 between 14:00-18:30 at Hotel Belstay Roma Aurelia.

Medical Meeting of the European Athletics Championships 2024 – where the LOC will provide relevant and updated information about medical and emergency services – will be organised at the beginning of the Medical Seminar on 5 June at 14:10.

9.2 Physiotherapy Services

9.2.1 Physiotherapy Services in Team Hotels

There will be rooms available for physiotherapy in the Team Hotels where the Teams can set-up their own physio beds for treatments. Ice and extra towels will be available here.

In case of a medical issue, athletes who do not bring their own physiotherapist can use the LOC physiotherapy service available at the Warm-up and Training venues. Booking of the physio services shall be made through the Team Hotel Information Desk.

9.2.2 Physiotherapy Services at Warm-up and Training Venues

There are well equipped physiotherapy facilities at both warm-up areas. Ice and Ice baths will be provided.

9.2.2.1 Main Warm-up Venue (Marmi stadium)

Every team has its own designated facility, complemented by a fully stocked physiotherapy tent, which also offers the services of LOC physiotherapists. This tent is accessible throughout the Marmi Stadium's operating hours. Team physiotherapists and doctors are welcome to utilize the tools and equipment in the physiotherapy room, working alongside the medical personnel. Additionally, teams can rent therapy benches from the Equipment Hire Tent as required.

The following tools and equipment will be available in the LOC physiotherapy room:

- 1 individual use bathtub for medical treatment of EHS
- 8 physio beds
- 2 large recovery bathtubs
- Ice machine and storage

9.2.2.2 Throwing Warm-up and Training Venue (Farnesina Stadium)

Every team has its own designated facilities, complemented by a fully stocked physiotherapy tent, which also offers the services of LOC physiotherapists. This tent is accessible throughout the Farnesina Stadium's operating hours. Team physiotherapists and doctors are welcome to utilize the tools and equipment in the physiotherapy room, working alongside the medical personnel. Additionally, teams can rent therapy benches from the Equipment Hire Tent as required.

The following tools and equipment will be available in the LOC physiotherapy room:

- 1 individual use bathtub for medical treatment of EHS
- 8 physio beds
- Ice machine and storage

9.2.2.3 Physiotherapy Services at Training Venue (Rosi Stadium)

Every team has its own designated facilities, complemented by a fully stocked physiotherapy tent, which also offers the services of LOC physiotherapists. This tent is accessible throughout the Rosi Stadium's operating hours. Team physiotherapists and doctors are welcome to utilize the tools and equipment in the physiotherapy room, working alongside the medical personnel. Additionally, teams can rent therapy benches from the Equipment Hire Tent as required.

The following tools and equipment will be available in the LOC physiotherapy room:

- 1 individual use bathtub for medical treatment of EHS
- 8 physio beds
- 2 large recovery bathtubs
- Ice storage and storage

9.3 Physiotherapy Services for Half Marathon

Physical therapy services will be available in the team tent area before and after the race. Throughout the race, the physiotherapists will relocate to the medical centre at the Olympic Stadium to provide immediate care to the athlete's post-race.

9.4 Import of Medication and Medical Equipment

Team healthcare personnel are responsible for the compliance with the administrative and custom regulations concerning medication as well as for the storage and safekeeping of their delegation's medicines and supplies in line with the [Decree of the Ministry of Health 16 November 2007](#). The LOC is not responsible for, and shall have no liability relating to, or arising out of the bringing to Italy, storage or monitoring of the supplies and medicines by the team.

9.5 Injury and Illness Surveillance

An Injury and Illness Surveillance Study will be conducted on the side-lines of the Championships, to continue the collection of the valuable information and gain knowledge on how European Athletics can contribute to the prevention and early detection of injuries and illnesses in Athletics.

The data collected will be used to develop adapted prevention strategies, educational activities and tools applied to Athletics. Similar to the previous Championships, the team Physicians and Physiotherapists of the participating national teams are requested to report daily all newly incurred injuries and illnesses linked to competitions and/or training using a specially designed online platform available online. The link to the online platform as well as the log-in credentials assigned to each Member Federation will be distributed shortly before the Championships.

As an alternative option, a single-page report form will also be available in the TIC. The hard copies of the filled in reports shall be returned on a daily basis to the research team via the drop box located at the TIC. Injury and illness data will also be obtained from the medical staff of the local organizing committee.

All information reported will only be used for scientific study and will be treated with strict confidentiality. The study has received Ethical Approval by the University-Hospital of Saint-Etienne (France).

Based on the knowledge on injuries and illnesses at the European Athletics Championships, documents (infographics and videos) have been developed on health protection which are available through this [link](#).

9.6 Doping Controls

9.6.1 General Information

Doping controls will be conducted in accordance with World Athletics Anti-Doping Rules which are compliant with the WADA code in force since 01 January 2021. 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 a trained chaperone. Athletes will be required to sign a doping control notification form and they have the right to 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 refusing or failing to comply with the Anti-Doping procedures may constitute an Anti-Doping rule violation and could render them 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 World Athletics Therapeutic Use Exemption system prior to attending the Championships.

9.6.2 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.

9.6.3 Additional Controls

Athletes requiring doping control (e.g. for a national record or ratification of performance) may request to be tested by reporting to TIC, where a "Doping Control Request Form" should be completed. The form is also available online via virtual TIC. Nevertheless, a hard copy needs to be brought to the DCS to conduct the extra test.

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

10 CEREMONIES & SOCIAL FUNCTIONS

10.1 European Athletics – LOC Dinner

The European Athletics Dinner will be held on Thursday, 06 June at 20:00. Each Team will have one representative invited (Head of Delegation). Invitation card will be sent by email in due time.

10.2 Opening Ceremony

The Opening Ceremony will take place on 07 June at 18:05 at Medal Plaza. No Team Members will be involved but are welcome to attend.

10.3 Medal Ceremonies

All Medal Ceremonies (except the Medal Ceremonies for Half Marathon and Half Marathon Team which will take place in the Olympic Stadium) will take place at the Medal Plaza, located next to the Olympic Stadium (see Appendix 3) in line with the medal ceremony timetable (see Appendix 2b).

Medallists will receive their medals either on the day of the competition following the end of the evening session or the next day before the start of the evening session. Please find more details on the Medal Ceremony times in the Medal Ceremony timetable.

Depending on the Medal Ceremony time, athletes attending a Medal Ceremony on the same day of their final will either be accompanied directly from the kit collection area to the Medal Plaza or will receive a notification card with date, time, and meeting point. For the ceremonies held on the next day, athletes will receive a notification card and will need to come to the TIC from where they will be accompanied to the Medal Plaza.

Athletes must wear the official team clothing for the ceremonies and the presentation bibs provided by the LOC. No other items shall be taken to the podium, such as flags, bags, electronic devices or other.

10.4 Closing Party

The Closing Party of the European Athletics Championships 2024 will take place on 12 June at Magnolia Lounge Bistrot. Every Team member is welcome to attend!
Details on starting time available at the Team Hotels Information Desks. Dinner will be served in Team Hotels.

11 APPENDICES

Appendix 1 – Official Implement List

Appendix 2 – Timetable

Appendix 2b – Medal Ceremony Timetable

Appendix 3 – Competition Venue area

Appendix 4 – Infield Layout

Appendix 5 – Warm-up venue (Marmi Stadium)

Appendix 6 – Flows to Competition Venue

Appendix 7 – Long Throws Warm-up and Training Venue (Farnesina Stadium)

Appendix 8 – Training Venue (Paolo Rosi Stadium)

Appendix 9 – Half Marathon

Appendix 10 – Race Walk

Appendix 11 – European Athletics Quota

Appendix 12 – Ratio of Athletes and Officials

Appendix 1 – Official Implement List

MEN				
Catalogue No.	Manufacturer	Description	Colour	Certification No.
SHOT 7.26kg				
F251	NISHI	Steel, dia: 125.5mm	Silver	I-99-0087
F251C	NISHI	Steel, dia: 129mm	Silver	I-99-0083
5131722	Nordic	Valhalla, Ductile Cast Iron, dia: 125mm	Black	I-22-0344
MS18-7,26/125	Polanik	Old School by Tomasz Majewski, Steel dia 125mm	Various	I-19-0946
DISCUS 2kg				
7101200	Anand	ATE Superb Spin, steel rim, ABS plates	Orange	I-18-0939
D2000SKYM	Denfi Sport	Skymaster, Chrome Rim, Mixed Carbon/plastic plates	Red/white centre	I-02-0270
CPD11-2	Polanik	Competition Plastic, Steel Galvanised Rim, Synthetic Sides	Blue	I-11-0499
720-1200	UCS	Orange Flyer Medium Moment, steel rim, fibreglass	Orange	I-99-0122
HAMMER 7.26kg				
F201/F352/F353A/NF354	NISHI	Steel and Tungsten, dia: 110mm	Orange	I-99-0079
PM-7,26/110-S/UP/UW-115	Polanik	Competition, stainless steel, dia: 110mm	Silver	I-00-0203
PM-7,26/110-M/UP/UW-115	Polanik	Competition, brass, dia: 110mm	Gold	I-00-0206
ZH-7,26-B/UW-115	Polanik	Ziolkowski Black, steel, dia: 110mm,	Black	I-10-0469
JAVELIN 800g				
800CS95	Nemeth	Classic 95m Aluminium	Violet/yellow/orange, violet cord	I-99-0101
800C85	Nemeth	Club 85m, aluminium, violet cord	Violet/yellow/blue	I-99-0104
7918802c	Nordic	Valhalla, Medium NXB, Hybrid Carbon	Yellow/lilac spiral, grey Cord	I-18-0915
7918803c	Nordic	Valhalla, medium NXS, Hybrid Carbon	Yellow/lilac spiral, black cord	I-18-0916
WOMEN				

Catalogue No.	Manufacturer	Description	Colour	Certification No.
SHOT 4kg				
F253	NISHI	Steel, dia: 103mm	Silver	I-99-0089
F253C	NISHI	Steel, dia: 109mm	Silver	I-99-0084
5131402	Nordic	Valhalla, Ductile cast iron, dia: 103mm	Black	I-22-0335
5131403	Nordic	Valhalla, Ductile cast iron, dia: 109mm	Black	I-22-0336
DISCUS 1kg				
7101100	Anand	ATE Superb Spin, Steel Rim, ABS plates	Orange	I-18-0938
D1000JSUS	Denfi Sport	Jurgen Schult Ultimate Spin, Chrome Rim, Carbon Grey	White/yellow centre	I-99-0099
F303B	NISHI	Super, steel rim/FRP sides	Black/red/white	I-99-0086
F333A	NISHI	Super HM, steel rim, GFRP side	Purple/black/white	I-02-0256
HAMMER 4kg				
NF211/NF355	NISHI	Steel and Tungsten, dia: 95mm	Orange	I-19-0942
5127400A/5120040	Nordic	Stainless steel, dia: 95mm	Silver	I-99-0010
PH-4-B/UW-110	Polanik	Premium Line Black, steel dia: 95mm	Black	I-10-0466
PM-4/95-S/UP/UW-110	Polanik	Competition, Stainless steel, dia: 95mm	Silver	I-00-0201
JAVELIN 600g				
600CMC75	Nemeth	Club 75m 600g, Medium composite	Violet/yellow/blue	I-13-0628
600C70	Nemeth	Club 70m, Aluminium	Violet/yellow/blue, violet cord	I-10-0459
600C75	Nemeth	Club 75m, Aluminium	Violet/yellow/red, Violet Cord	I-99-0103
7918603c	Nordic	Valhalla, Medium NXS Hybrid Carbon	Yellow/Lilac spiral, black cord	I-18-0911

Additional Implements may be added to the list, if requested by Member Federations directly or by manufacturers with the endorsement of a Member Federation, by 31 March 2024, and if supplied to the LOC free of charge. All such implements must have World Athletics certification and must be approved by the European Athletics Technical Delegates. Six items of each implement model must be supplied by the Member Federation or manufacturer concerned and must be sent to the LOC by 31 April 2024 at the latest.

Personal Implements will also be allowed, providing that:

- They are readily identifiable and are World Athletics certified.
- They have been checked for compliance with World Athletics Rules.
- They are made available to all the other athletes until the end of the Final of the event.

In order to speed up the checking in of eligible personal implements, please come prepared and consult the approved list on the website (<https://www.worldathletics.org/about-iaaf/documents/technical-information>) in advance to identify the implement noting its certification number.

If you do not find your implement in the list but you believe that it is/was certified, please contact the World Athletics office at technicalofficer@worldathletics.org so that its status can be checked and confirmed to you and the LOC in due time.

Personal implements that are not identifiable or cannot be found on the certified list will not be accepted!

Appendix 2 – Timetable

DAY 1 | FRIDAY 7 JUNE

MORNING SESSION			
09:35	Discus Throw	M	QA
09:40	100m H Hep	W	
10:03	Shot Put	W	QA
10:03	Shot Put	W	QB
10:10	100m H	W	R1
10:40	110m H	M	R1
10:55	Discus Throw	M	QB
11:10	Triple Jump	W	QA+B
11:35	High Jump Hep	W	A+B
11:45	1500m	W	R1
12:15	Discus Throw	W	QA
12:20	800m	M	R1
12:55	Long Jump	M	QA+B
13:05	3000m SC	W	R1
13:35	Discus Throw	W	QB
EVENING SESSION			
18:35	20km Race Walk	W	Final
18:40	Shot Put Hep	W	A+B
19:55	Shot Put	M	QA
19:55	Shot Put	M	QB
20:30	High Jump	W	QA+B
21:00	Discus Throw	M	Final
21:10	100m	M	R1
21:33	Shot Put	W	Final
21:45	200m Hep	W	
22:20	4x400m Relay Mixed	X	Final
22:40	5000m	W	Final

DAY 2 | SATURDAY 8 JUNE

MORNING SESSION			
10:05	Hammer Throw	M	QA
10:10	3000m SC	M	R1
10:40	Pole Vault	W	QA+B
10:50	100m	W	R1
11:30	Hammer Throw	M	QB
11:45	400m	M	R1
12:10	Long Jump Hep	W	A+B
12:20	400m	W	R1
EVENING SESSION			
18:00	20km Race Walk	M	Final
18:05	Javelin Throw Hep	W	A
19:20	Javelin Throw Hep	W	B
19:50	800m	M	SF
20:08	Long Jump	M	Final
20:12	100m H	W	SF
20:38	110m H	M	SF
21:02	Shot Put	M	Final
21:10	100m	M	SF
21:37	Discus Throw	W	Final
21:47	800m Hep	W	Final
22:08	100m H	W	Final
22:18	110m H	M	Final
22:28	5000m	M	Final
22:53	100m	M	Final

DAY 3 | SUNDAY 9 JUNE

MORNING SESSION			
09:00	Half Marathon	M	Final
09:30	Half Marathon	W	Final
10:05	Hammer Throw	W	QA
10:45	Triple Jump	M	QA+B
11:30	Hammer Throw	W	QB
11:35	High Jump	M	QA+B
11:50	200m	M	R1
12:40	400m H	W	R1
13:20	400m H	M	R1
EVENING SESSION			
20:05	400m	W	SF
20:30	High Jump	W	Final
20:38	400m	M	SF
21:05	100m	W	SF
21:11	Hammer Throw	M	Final
21:21	Triple Jump	W	Final
21:35	200m	M	SF
22:04	3000m SC	W	Final
22:27	800m	M	Final
22:38	1500m	W	Final
22:53	100m	W	Final

DAY 4 | MONDAY 10 JUNE

MORNING SESSION			
10:05	100m Dec	M	
10:18	Pole Vault	M	QA+B
10:25	Javelin Throw	W	QA
10:35	200m	W	R1
11:05	Long Jump Dec	M	A+B
11:20	1500m	M	R1
11:45	Javelin Throw	W	QB
11:50	800m	W	R1
12:40	400m H	M	SF
13:05	Shot Put Dec	M	A+B
13:15	400m H	W	SF
EVENING SESSION			
19:30	High Jump Dec	M	A+B
20:15	Pole Vault	W	Final
21:05	200m	W	SF
21:33	Hammer Throw	W	Final
21:40	400m	M	Final
21:50	400m	W	Final
22:00	3000m SC	M	Final
22:20	400m Dec	M	
22:50	200m	M	Final

DAY 5 | TUESDAY 11 JUNE

MORNING SESSION			
09:35	110m H Dec	M	
10:10	800m	W	SF
10:30	Discus Throw Dec	M	A
10:35	Long Jump	W	QA+B
10:45	4x400m Relay	M	R1
11:15	4x400m Relay	W	R1
11:35	Discus Throw Dec	M	B
11:55	Pole Vault Dec	M	A
12:00	4x100m Relay	M	R1
12:30	4x100m Relay	W	R1
13:00	Javelin Throw	M	QA
13:10	Pole Vault Dec	M	B
14:25	Javelin Throw	M	QB
EVENING SESSION			
19:05	Javelin Throw Dec	M	A
19:50	10,000m B-race	W	B-race
20:15	Javelin Throw Dec	M	B
20:35	High Jump	M	Final
20:55	Triple Jump	M	Final
21:05	400m H	M	Final
21:16	400m H	W	Final
21:30	10,000m	W	Final
21:38	Javelin Throw	W	Final
22:25	1500m Dec	M	Final
22:50	200m	W	Final

DAY 6 | WEDNESDAY 12 JUNE

EVENING SESSION			
20:12	10,000m B-race	M	B-race
20:20	Pole Vault	M	Final
20:28	Javelin Throw	M	Final
20:54	Long Jump	W	Final
21:06	4x400m Relay	W	Final
21:19	4x400m Relay	M	Final
21:31	800m	W	Final
21:44	10,000m	M	Final
22:28	1500m	M	Final
22:38	4x100m Relay	W	Final
22:50	4x100m Relay	M	Final

Appendix 2b – Medal Ceremony Timetable

MEDAL CEREMONIES' TIMETABLE 07-12 JUNE 2024 MEDAL PLAZA - STADIO OLIMPICO ROMA

DAY 1 | FRIDAY 7 JUNE

EVENING SESSION		
23:20	20km Race Walk	W
23:25	Shot Put	W
23:30	Discus Throw	M

DAY 2 | SATURDAY 8 JUNE

AFTERNOON SESSION		
17:36	5000m	W
17:41	4x400m Relay	X

EVENING SESSION		
23:20	20km Race Walk	M
23:25	Heptathlon	W
23:30	Shot Put	M

DAY 3 | SUNDAY 9 JUNE

MORNING SESSION		
12:25	Half Marathon*	M
12:30	HM Teams*	M
13:05	Half Marathon*	W
13:10	HM Teams*	W

AFTERNOON SESSION		
19:15	100m H	W
19:20	110m H	M
19:25	5000m	M
19:30	Discus Throw	W

EVENING SESSION		
23:15	Long Jump	M
23:20	High Jump	W
23:25	3000m SC	W
23:30	100m	M

DAY 4 | MONDAY 10 JUNE

AFTERNOON SESSION		
18:40	Hammer Throw	M
18:45	800m	M
18:50	1500m	W
18:55	Triple Jump	W

EVENING SESSION		
23:20	100m	W
23:25	400m	M
23:30	400m	W

DAY 5 | TUESDAY 11 JUNE

AFTERNOON SESSION		
18:20	3000m SC	M
18:25	Pole Vault	W
18:30	Hammer Throw	W

EVENING SESSION		
23:15	200m	M
23:20	400m H	M
23:25	400m H	W
23:30	10,000m	W

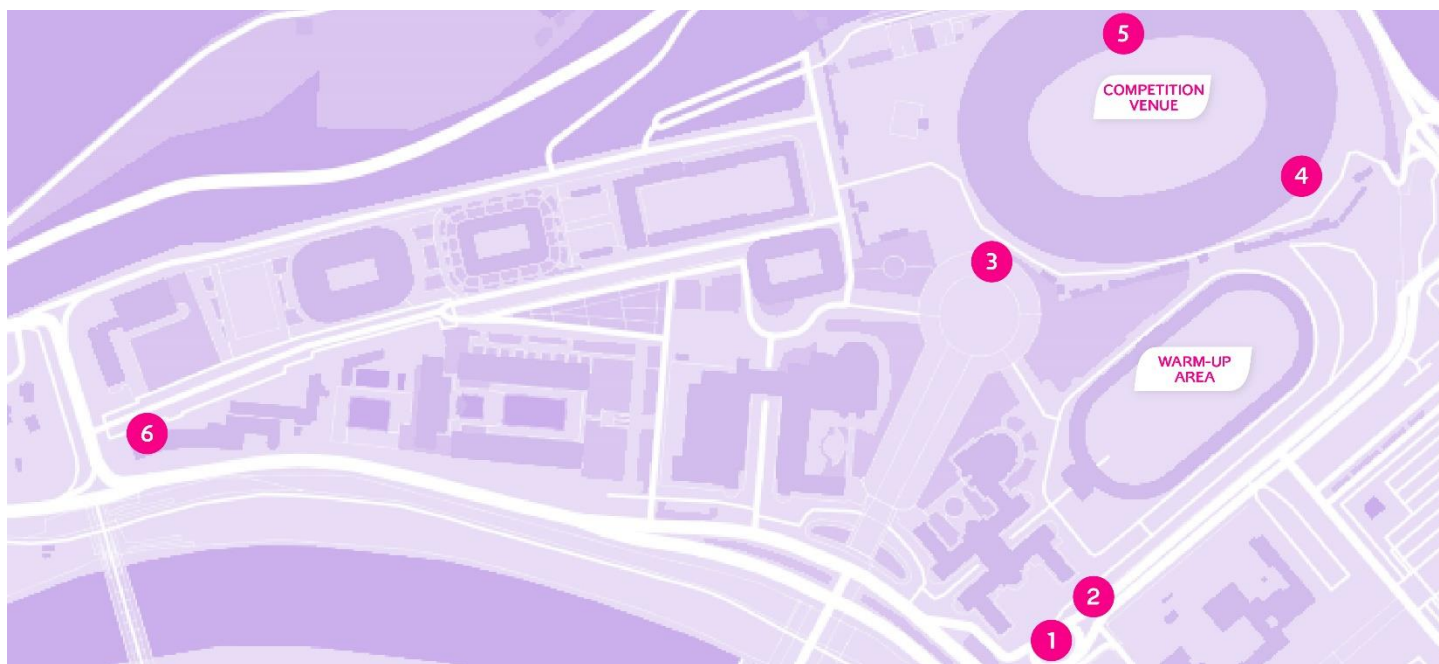
DAY 6 | WEDNESDAY 12 JUNE

AFTERNOON SESSION		
19:25	200m	W
19:30	Triple Jump	M
19:35	Decathlon	M
19:40	Javelin Throw	W
19:45	High Jump	M

EVENING SESSION		
23:15	4x400m Relay	W
23:21	4x400m Relay	M
23:27	800m	W
23:32	Javelin Throw	M
23:37	10,000m	M
23:42	Long Jump	W
23:47	Pole Vault	M
23:52	1500m	M
23:57	4x100m Relay	W
00:03	4x100m Relay	M

* The Medal Ceremonies for Half Marathon and Half Marathon Team will take place in the Olympic Stadium on 09 June 2024.

Appendix 3 – Competition Venue area

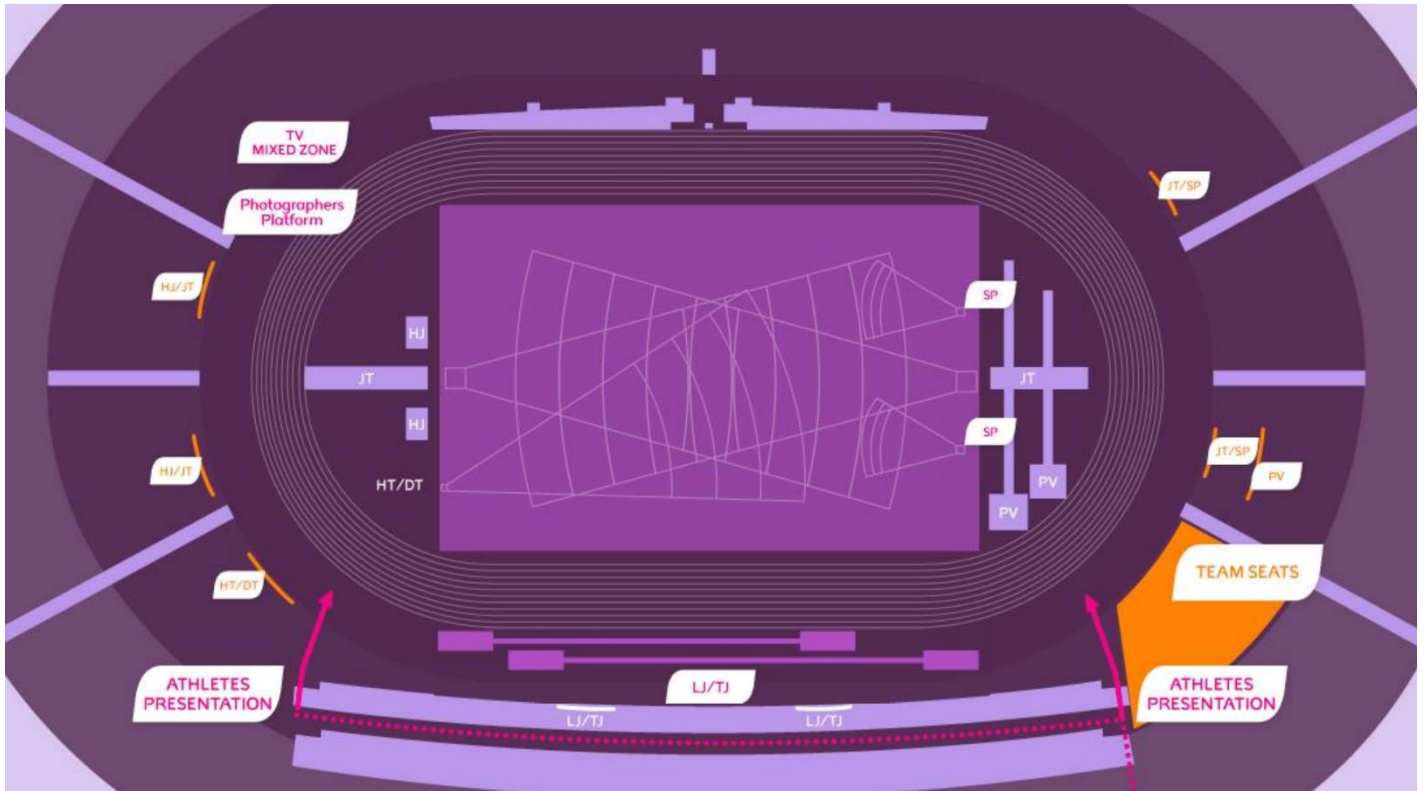


Main Competition Venue - Olympic Stadium
Main Warm-Up Area - Marmi Stadium

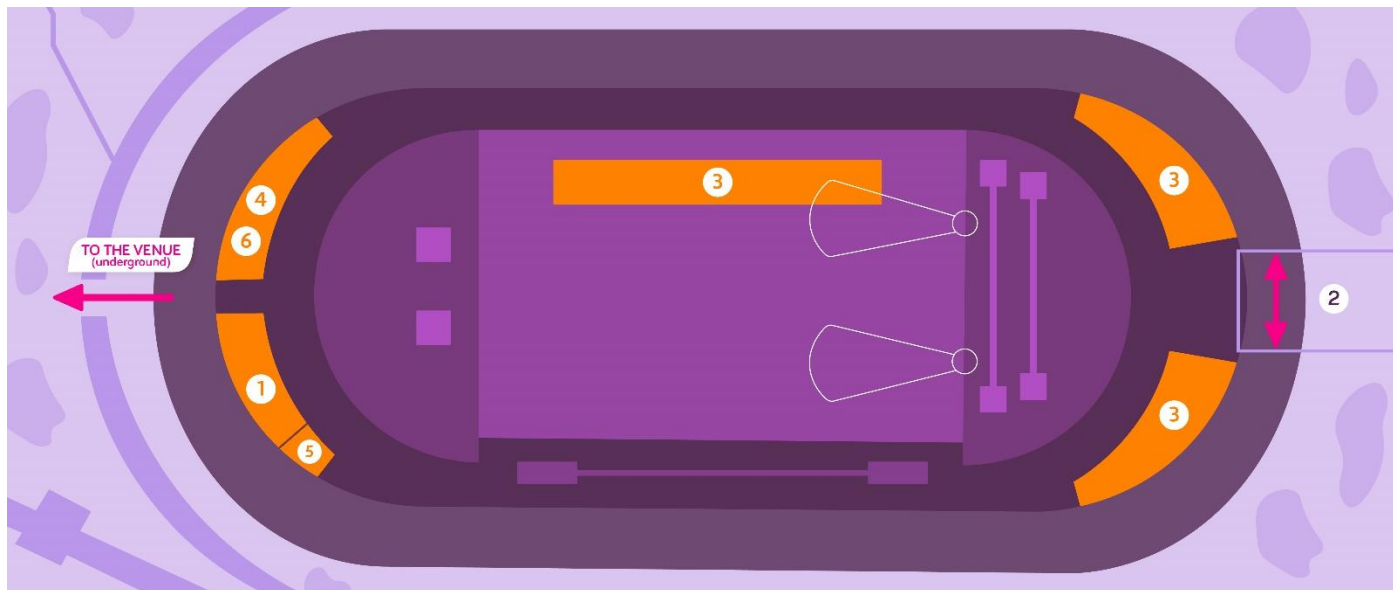
Legend:

1. Drop-Off & Pick-Up (Teams)
2. Transportation Office (bus)
3. Medal Plaza
4. TIC (level 0); Team Seats (level +1 and above)
5. Antidoping Control (level -1)
6. Accreditation Centre

Appendix 4 – Competition Venue - Infield Layout



Appendix 5 – Main warm-up Area (Marmi Stadium)



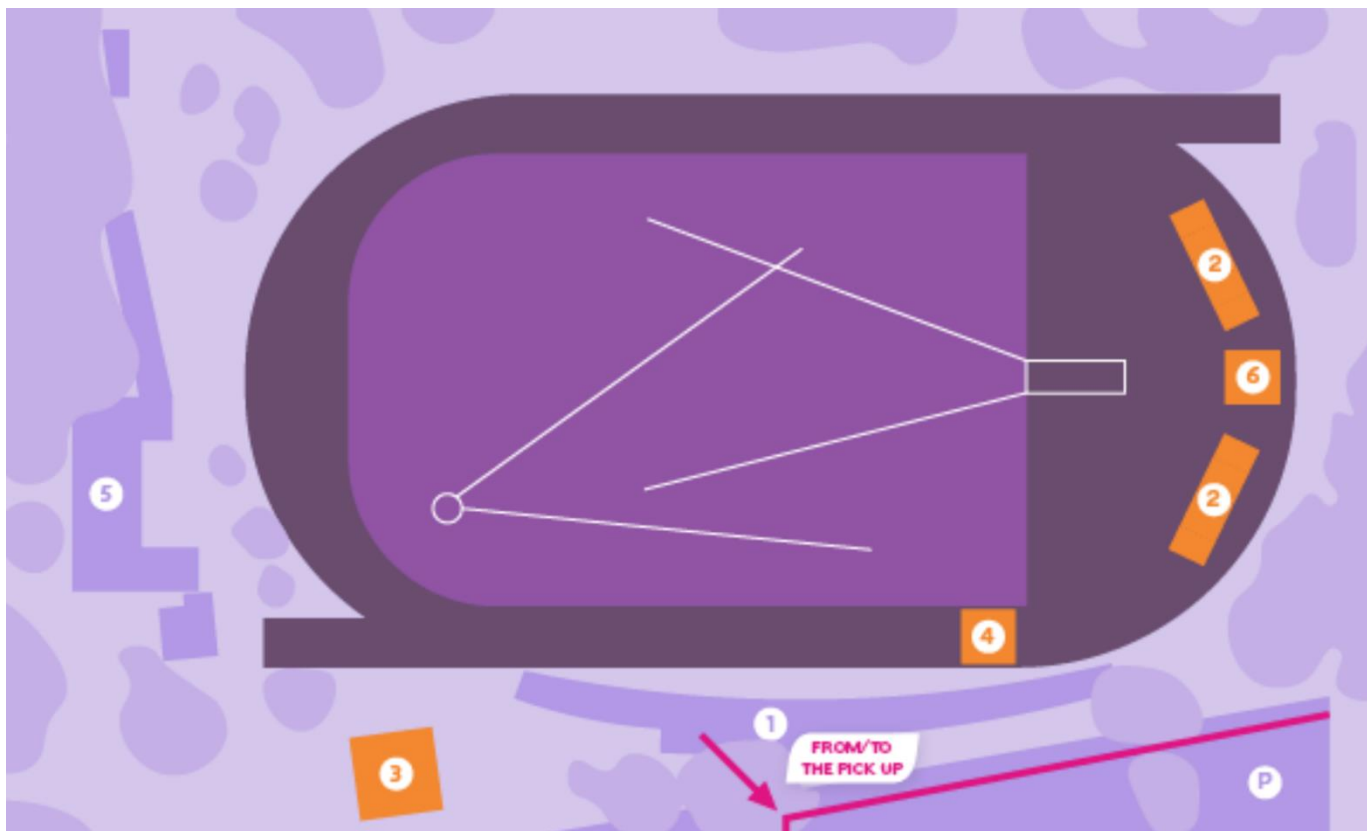
Legend:

1. First Call
2. Level 0 (under tribune):
 - Changing rooms
 - Toilettes
 - Ice baths
3. Team Tents & Physiotherapy Area
4. Weightlifting Area
5. Personal Implements Checking Office
6. First Aid

Appendix 6 – Flows to Competition Venue



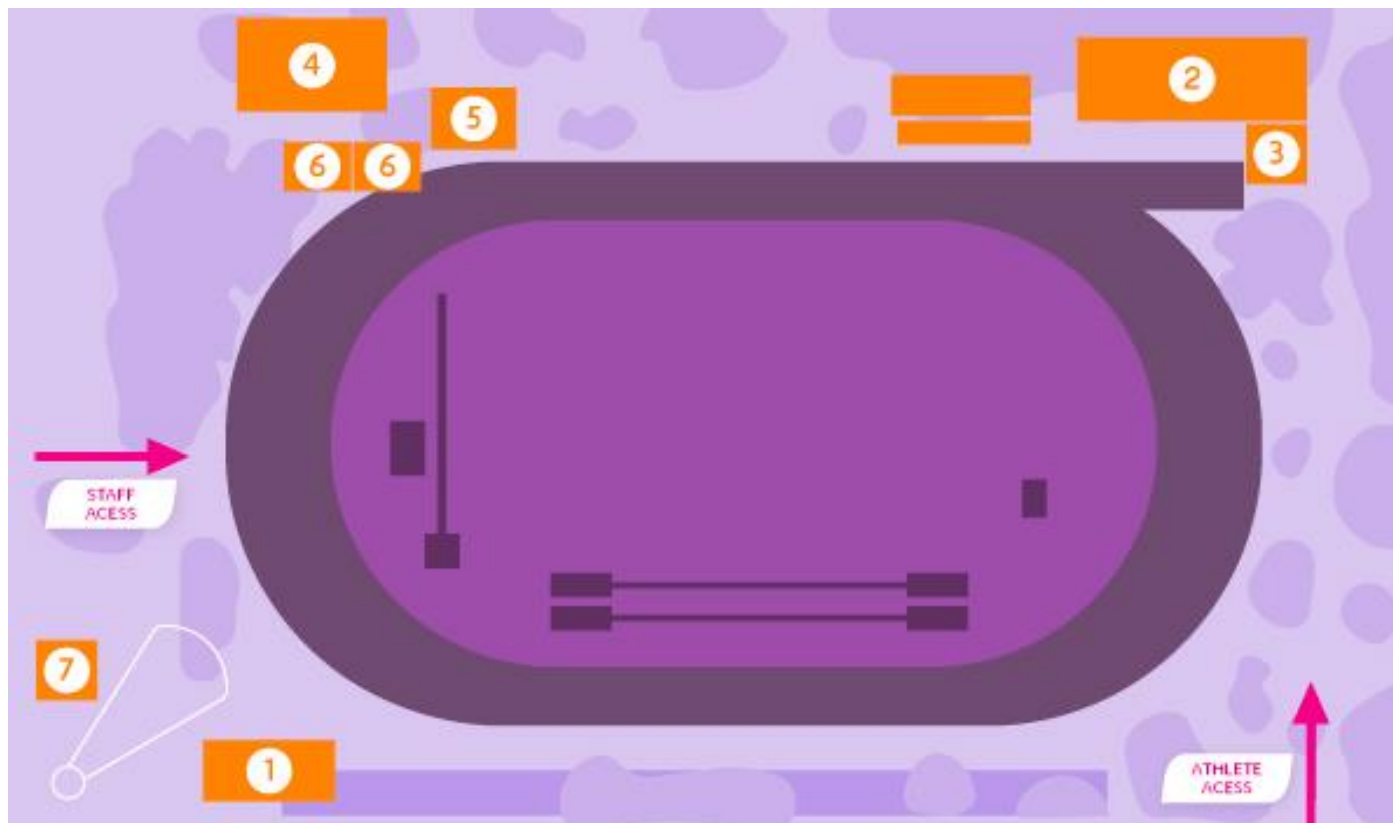
Appendix 7 - Long Throws Warm-up and Training Area (Farnesina Stadium)



Legend:

1. Level 0 (under tribune):
 - Changing rooms
2. Team Tents & Physiotherapy Area
3. Weightlifting Area
4. Gathering Point (Athletes to the First Call)
5. Office, Implement Storage
6. First Aid
- P. Pick-up Shuttle Bus to Olympic Stadium

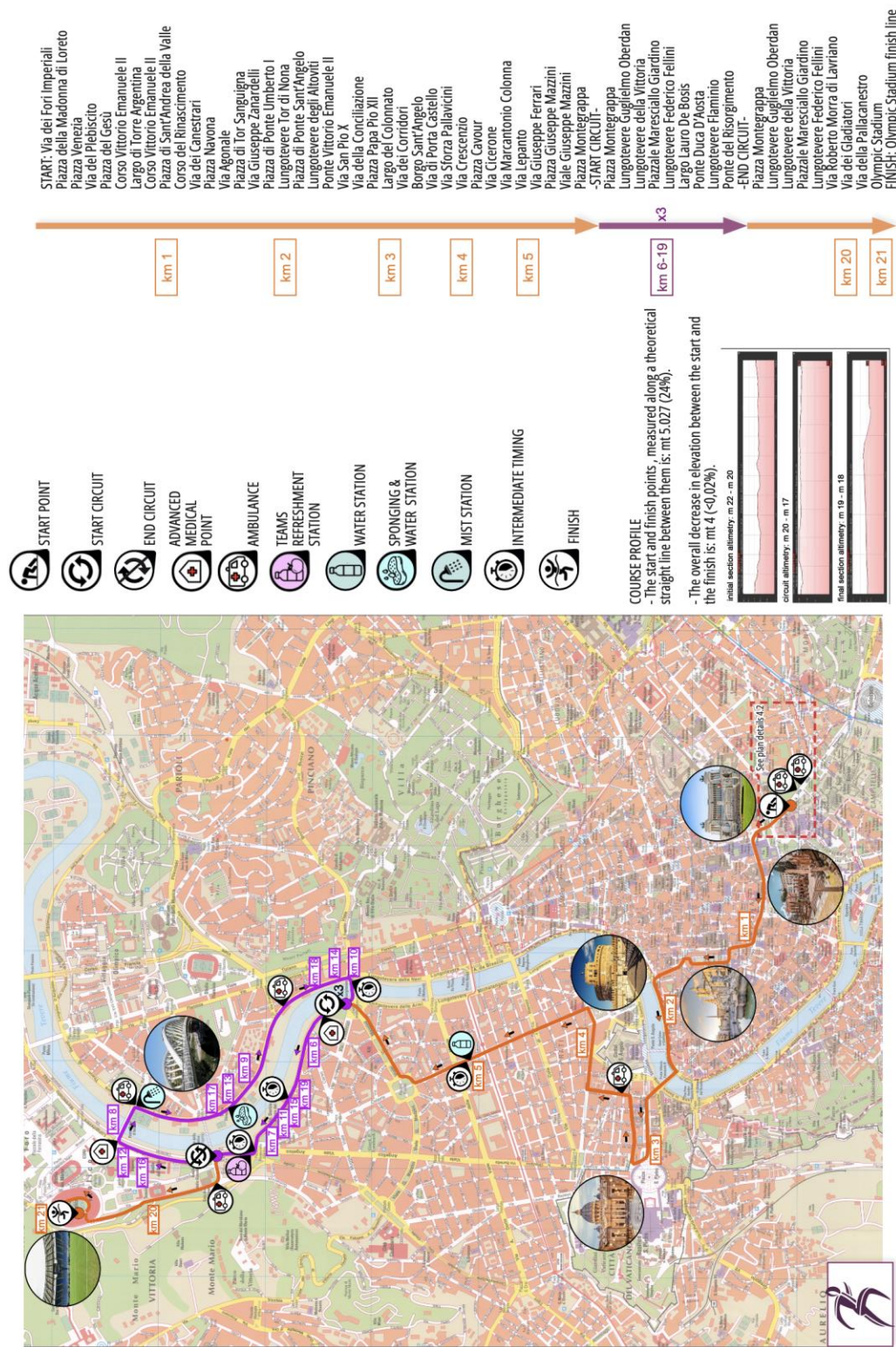
Appendix 8 – Main Training Area (Paolo Rosi Stadium)

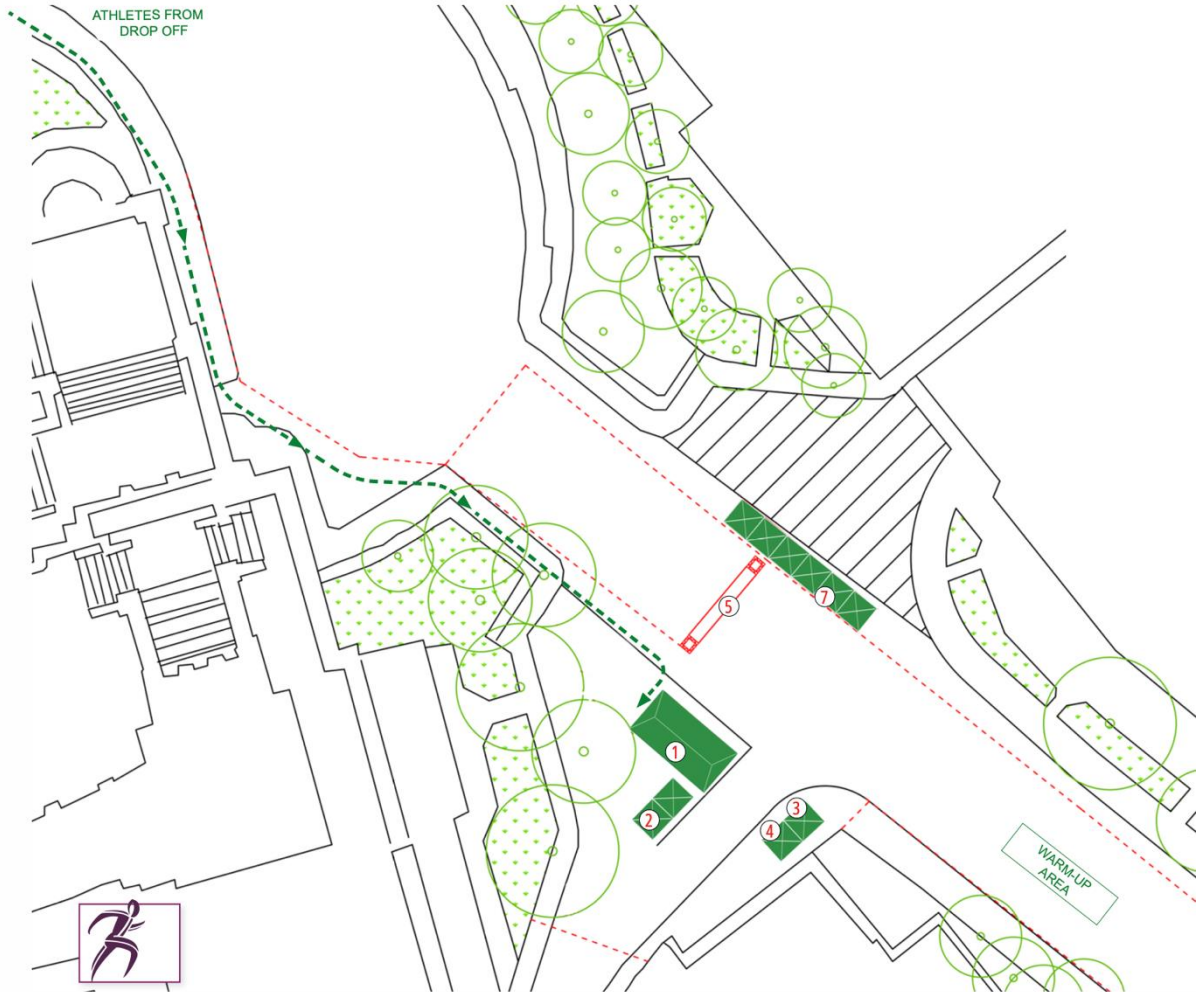


Legend:

- 1. Weightlifting Room
- 2. Teams & Physiotherapy Area
- 3. Medical Room
- 4. Changing rooms
- 5. Ice baths
- 6. Toilettes
- 7. Poles storage

Appendix 9 – Half Marathon

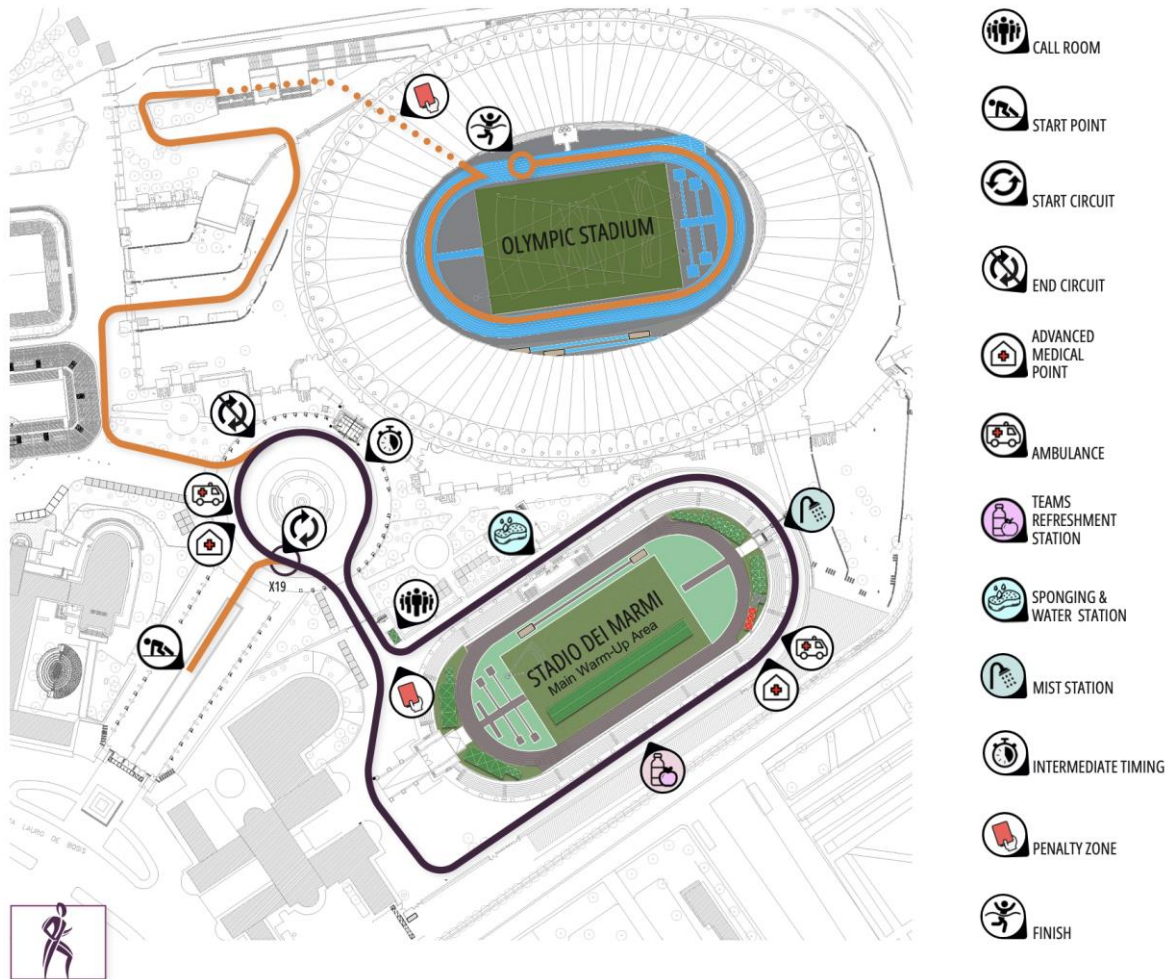




Legend:

- 1. Team Tent
- 2. Call Room
- 3. Sub-TIC
- 4. LOC Office
- 5. Start Gantry
- 7. Technical Partner, Event Presentation, Officials

Appendix 10 – Race Walk



Appendix 11 – European Athletics Quota

	Athletes		Athletes
ALB	2	ISR	7
AND	2	ITA	HOST
ARM	2	KOS	2
AUT	6	LAT	5
AZE	2	LIE	2
BEL	15	LTU	8
BIH	2	LUX	4
BUL	4	MDA	2
CRO	6	MKD	2
CYP	4	MLT	2
CZE	14	MNE	2
DEN	6	MON	2
ESP	33	NED	25
EST	8	NOR	16
FIN	17	POL	28
FRA	34	POR	10
GBR	45	ROU	7
GEO	2	SLO	7
GER	41	SMR	2
GIB	2	SRB	7
GRE	12	SUI	21
HUN	11	SVK	6
IRL	11	SWE	19
ISL	3	TUR	10
		UKR	20

Appendix 12 – Ratio of Athletes and Officials

Number of Athletes from - to	Number of Team Officials up to ⁽¹⁾
1 – 3	3
4 – 6	4
7 – 10	7
11 – 15	11
16 – 20	13
21 – 25	17
26 – 30	19
31 – 35	23
36 – 40	25
41 – 45	29
46 – 50	32
51 – 55	37
56 – 60	40
61 – 70	49
Plus 10	+ 9

(1) Team Officials include: Head of Delegation, Team Leader(s), Coaches³, Medical Staff (medical doctors and physiotherapists), Team Press Liaison and others. The number of above-mentioned team officials is eligible for fixed price accommodation and other benefits. European Athletics will not cover these officials' accommodation costs.

The teams may purchase additional team accreditation (without accommodation and transportation but including accreditation with access to the warm-up, training facilities and team areas) only in case the maximum number of team officials as per the above ratio have been reached and fully used. Those packages will be charged at the rate of EUR 430 for the duration of the Championships and directly incorporated to the invoice of the respective Member Federations.

³ Coaches also include Personal Coaches

roma 2024

EUROPEAN ATHLETICS CHAMPIONSHIPS

OFFICIAL PARTNERS



BROADCAST PARTNER



PREFERRED SUPPLIERS



OFFICIAL SUPPLIERS



MEDIA PARTNERS



TICKETING SUPPLIER



MARKETING SUPPLIER



METaverse SUPPLIER



HR SUPPLIER



SUPPLIER



INSTITUTIONAL PARTNERS

