

2nd MEDITERRANEAN — U23 CHAMPIONSHIPS



04-05
JUNE 2016

RADES ATHLETICS
STADIUM



TEAM MANUAL

CONTENTS	Page
1. GENERAL INFORMATION	4
2. ORGANISATIONAL STRUCTURE	4
2.1 Mediterranean Athletics Council	4
2.2 Mediterranean Athletics Delegates	5
2.3 Mediterranean Athletics Office	5
2.4 Executive Board of French Athletic Federation	5
2.5 Local Organising Committee	5
2.6 Competition Organisation	5
3. ARRIVALS	6
3.1 Arrival by Air	6
3.1.1 Welcome Service	6
3.1.2 Transportation of Equipment	6
3.2 Arrival by Road	6
3.3 Visa Requirements	6
4. TRANSPORT	7
4.1 Transport and Accommodation Desk	7
4.2 Bus Shuttle Service	7
4.3 Return to Airport	7
5. ACCOMMODATION & HOTEL INFORMATION	7
5.1 General Information	7
5.2 Information Desk	7
5.3 Official Hotels	7
5.4 Costs and Mediterranean Athletics Quota	7
5.5. Payment Procedures	8
5.6 Meals	9
5.7 Meeting Rooms for Teams	9
5.8 Medical Services in the Hotels	9
5.9 Telephone Calls	9
6. ACCREDITATION	10
6.1 General	10
6.2 Accreditation Procedure	10
6.3 Loss of Accreditation	10
6.4 Access Areas for Teams	10
7. TECHNICAL INFORMATION	10
7.1 Technical Information Centre (TIC)	10
7.2 Technical Meeting	11
7.2.1 Technical Meeting Agenda	12
7.3 Equipment	12
7.4 Inspection of the Competition Venue	12
7.5 Competition Area	13
7.6 Dressing / Warm up / Physio area	13
7.7 Training	13

CONTENTS	Page
8. COMPETITION REGULATIONS	13
8.1 Team Composition	13
8.1.1 Individual Events	13
8.1.2 Relays	14
8.2 Competition Entry Procedures	14
8.2.1 General Information	14
8.2.2 Final Entries	14
8.2.3 Final Confirmation	14
8.2.4 Withdrawal	14
8.3 Competition Bibs	14
8.4 Competition Clothing	15
9. COMPETITION PROCEDURE	15
9.1 Timetable	15
9.2 Warming up Before Events	16
9.3 Assembly and Call Room Procedures	16
9.3.1 Last Checkpoint	16
9.4 Event Presentation Format	17
9.5 Competition Preparations	17
9.5.1 Field Events	17
9.5.2 Trials in Field Events	17
9.5.2.1 Measurements	17
9.5.3 Track Events	17
9.6 Starter's Commands	17
9.7 Timing	17
9.8 Leaving the Stadium during the Competition	18
9.9 Leaving the Stadium after the Competition	18
9.10 Drinking Stations	18
9.11 Protests	18
9.12 Interviews	18
9.13 Victory Ceremonies	18
9.14 Doping Control	18
9.14.1 General Information	18
9.14.2 Selection of Athletes	18
9.14.3 Additional controls	18
10. MEDICAL AND DOPING CONTROL	19
10.1 General	19
10.1.1 General	19
10.1.2 Medical Services	19
10.1.3 Medical Care at the Stadium	19
10.1.4 Physiotherapy and Warm-up area	19
10.1.5 Designated medical institutions	20
10.1.6 Insurance	20
10.2 Doping Control	20
10.2.1 General Information	20
10.2.2 Selection of Athletes	20
10.2.3 Additional Controls	21
11. INFORMATION	21
12. SECURITY	21

MEDITERRANEAN — U23 CHAMPIONSHIPS



CONTENTS	Page
13. OPENING & CLOSING CEREMONIES	21
13.1 Opening Ceremony	21
13.2 Closing Ceremony	22
13.3 Closing Banquet	22
14. DEPARTURE	22
15. CONTACT DETAILS	22
16. APPENDICES	23
Appendix 1 – General map	24
Appendix 2 – Stadium map	25
Appendix 3 – Qualification standards	26
Appendix 4 – Provisional Timetable	27

1. GENERAL INFORMATION

The 2nd Mediterranean Athletics U23 Championships will take place 4 and 5 June 2016 in Tunis.

Official Language	Arabic
Population	11 Millions
Currency	Dinars (TND) based on the decimal system; there are one Thousand cents to each dinar. Coins are issued to the value of 5m ,10 m, 20m , 50m, 100m , 500m , 1D, 2D, 5D . Notes are issued to the value of 5D, 10D, 20D, 50D Money can be changed at any bank and at most of the hotel reception desks.
Time	Local Time is: GMT
Electricity	The electric current is 220 Volts (50Hz) and the plugs used are two round pins.
Water	Tap Water is Completely Safe for drinking
Country Code	Telephone Country Code is: +216
Mobile Phone Network	Tunisian Mobile phone networks under 3G, GSM. You are advised to contact your own country's mobile phone operator to determine if your country has an international roaming agreement with Tunisia, which will allow temporary connection with Tunisia Network.

Mobile Phone Companies Tunisie Telecom, Orange, Oreedoo.

International calls + or 00 (buzz) - country code - city/town code – telephone number

Business opening hours of the main establishments are as follows:

	Monday-Friday	Saturday	Sunday
Banks	8:00-16:00	Closed	Closed
Post Offices	8:00-12:00 14:00-17:00	9:00-12:00	9:00-12:00
Shops	9:00-20:00	9:00-20:00	9:00-20:00
Administration	9:00-12:00 14:00-17:00	Closed	Closed

2. ORGANISATIONAL STRUCTURE

2.1 Mediterranean Athletics Council

Co-President	Bernard Amsalem (FRA) Fathi Hachicha (TUN)
Vice Presidents	Amar Bourras (ALG) Panagiotis Dimakos (GRE)
Council Members	José-Luis De Carlos (ESP) Fatih Cintimar (TUR) Alfio Giomi (ITA) Waleed Hussein (EGY) Vladimir Mikulec (CRO) Khalid Mouitar (MAR)

General Secretary
Deputy General Secretary

Elie Saade (LIB)
Jean Gracia (FRA)
Slaheddine Boudhina (TUN)

2.2 Mediterranean Athletics Delegates

Organization Delegate
Technical Delegate
Project leader

Jean Gracia (FRA)
José-Luis de Carlos (ESP)
Christophe Halleumieux (FRA)

2.3 Mediterranean Athletics Office

Mediterranean Athletic Union - Provence Athletics
37 bis rue Rouet – 13006 Marseille, France
E-mail: mau@athe.org

2.4 Executive Board of Tunisia Athletic Federation

President	Fathi Hachicha
Vice-President	Hichem Hajri
Vice-president	Khaled Amara
Vice-president	Issam Hamdouni
General Secretary	Nejib Boukottaya
Treasurer	Sofiane Essid
Members	Mounir Belkhiria Thouraya Boussarsar Jawher Sahmim Samiha Mkaouer Zouheir Abderrahim Mouna Ben M'hamed Jalel Haddad
Head Coach	Slaheddine Drissi

2.5 Local Organising Committee

President	Fathi Hachicha
Vice-presidents	Sofiane Essid Khaled Amara
General Coordinator	Nejib Boukottaya
Finance	Slah Maaoui
Protocol	Sarra Touibi, Lotfi Bouguerra
Accreditation and Facilities	Lotfi Bouguerra
Transportation	Zouheir Abderrahim
Accommodation	Mounir Belkhiria
Event Presentation	Jihed Zammouri
Medical and doping control	Dr Fathi Kaouech
Media	Kawther Baioui, Slaheddine Boudhina
Communication and marketing	Hichem Hajri, Slaheddine Boudhina
Volunteers	Sarra Touibi, Lotfi Bouguerra
Technology	Néjib Maalaoui
Competition	Slaheddine Drissi

2.6 Competition Organisation

Meeting Manager	Slaheddine Drissi
Competition Director	Ahmed Waslati

Technical Director
Competition Referee
Call Room Referee
Starter
Results
Chief Photofinish
TIC Manager

Cherif Hannachi
Ahmed waslati
Mohamed Smairi
Rafaa Allagui
Moncef Glenza
Marwan sahli
Ali Ltifi

3. ARRIVALS

3.1 Arrival by Air

Tunis airport, Carthage (TUN) is the official airport.

3.1.1 Welcome Service

Upon arrival, teams will be met by LOC volunteers. A welcome desk will be located at the arrivals area after baggage reclaim.

Once luggage has been collected, team members will be transported by bus to the hotel.

Buses will be allocated to teams and will be clearly identified by signage.

The transfer time from the airport to the official hotels is between 30' and 45' depending on traffic condition.

3.1.2 Transportation of Equipment

Poles are transferred directly to the stadium, please make sure the equipment are labelled with the name/team of the athlete. Secured room is planned at the competition venue.

After the last day of competition, LOC organize the transport of the poles back to the hotels.

3.2 Arrival by Road

Teams arriving by road are kindly asked to go directly to their hotel, where representatives from the LOC will welcome them. Teams allocation information will be send a few days before the final entries closure.

3.3 Visa Requirements

The following countries require visas to enter: **ALB – CYP – EGY– LIB – PLE – SYR.**

Participants who require a visa should contact the LOC to obtain a special invitation letter from Tunisian Athletic Federation by sending an e-mail to nejibboukottaya@yahoo.fr or a fax to + 216 71 755 900 with the following information:

- > Full name (first name and family name as shown in passport)
- > Gender
- > Date of birth
- > Home Address
- > Number of the passport
- > Passport Number and Passport Expiry Date
- > Function in the Team (athlete or official)

It is also advisable to state the name (or city) of the Tunisian embassy/consulate where the applicant will apply for a visa.

4. TRANSPORT

4.1 Transport and Accommodation Desk

The information desk will be located in the lobby of hotel, which will be open from 2 June (9:00-20:00 or from the first team arrival) to 6 June (9:00-20:00 or until the last team departure).

Competition day, information desk will be opened until 22:00

4.2 Bus Shuttle Service

- Competition site: a regular bus shuttle service will be provided for team; transfer time is around 30' depending on traffic conditions. Athletes will be dropped at the team entrance.
- Dedicated buses service will be provided for transport between the team hotels and official venues such as: Training venue, Welcome dinner and Technical Meeting. Information and timetable will be available at the information desk of the hotel.

Accreditations cards are required to benefit from shuttle services.

Shuttle time will be available at the information desk.

4.3 Return to Airport

Transport will be arranged according to the flight schedules submitted by the teams. Further information will be available from the hotel information desks.

Generally, departure from the hotel is planned 3 hours before the flight departure.

5. ACCOMMODATION & HOTEL INFORMATION

5.1 General Information

One team hotel will be used for all Teams and accredited persons.

5.2 Information Desk

An information desk will be located in the lobby of hotel, which will be open from 2 June (8:00-20:00 or from the first arrival) to 6 June (8:00-20:00 or until the last team departure).

Competition day, information desk will be opened until 22:00

5.3 Official Hotel

Team Hotels/VIP Hotel and Accreditation Center

Hôtel	City	Stadium	Website
Mouradi Gammarth *****	Tunis	30 km	http://www.elmouradi.com

5.4 Costs and Mediterranean Athletics Quota

According to this competition's regulation, Mediterranean Athletics may cover up to three days accommodation and board of participating athletes within the Free Places Quota. No contribution shall be made in respect of athletes representing the host Mediterranean Athletics Member

Federation. Mediterranean Athletics has previously informed all Member Federation about the allocated free places.

Country	Athletes*	Officials
Albania (ALB)	3	1
Algeria (ALG)	5	1
Andorra (AND)	2	1
Bosnia and Herzegovina (BIH)	3	1
Croatia (CRO)	7	1
Cyprus (CYP)	4	1
Egypt (EGY)	4	1
France (FRA)	32	1
Greece (GRE)	8	1
Israel (ISR)	4	1
Italy (ITA)	32	1
Kosovo (KOS)	3	1
Lebanon (LIB)	3	1
FYR of Macedonia (MKD)	2	1

Country	Athletes*	Officials
Libya (LBA)	2	1
Malta (MLT)	3	1
Morocco (MAR)	11	1
Monaco (MNE)	2	1
Montenegro (MNE)	3	1
Palestine (PLE)	2	1
Portugal (POR)	9	1
San Marino (SMR)	2	1
Serbia (SRB)	5	1
Slovenia (SLO)	9	1
Spain (ESP)	25	1
Syria (SYR)	2	1
Tunisia (TUN)	--	--
Turkey (TUR)	13	1

* the number of Athletes for whom the LOC is paying the accommodation must include a minimum of one athlete of each gender.

TUN as host of the Championships has not been allotted any free place.

The following rates apply for full board accommodation:

Euros - Full board included VAT	Per day per person Twin Room	Per day per person Single Room
Quota Athletes / Officials	Paid by LOC	Paid by LOC
Non-Quota Athletes / Officials	90	110
Out of official period (1)	90	110

(1) Official period: from 3 to 6 June (3 nights)

The Team Leader must settle any extra charges (bar, laundry, telephone etc) at the hotel reception desk, before departure. The team leader will be requested to provide a credit card at the time of checking in at the reception desk to cover any extras.

5.5 Payment Procedures

5.5.1 Team Members

An invoice will be sent to each Member Federation detailing the amount they owe based on their preliminary entries. Federations have to make an advance payment of at least 80% by 27 May 2016. Advance Payments should be made in Euros by bank transfer to the following account:

Bank account name: Banque Internationale Arabe de Tunisie (BIAT)
 Bank reference: Agance La Fayette
 Bank account number: 080060110520000674
 Swift No: BIATTNTT
 IBAN: TN5908006011052000067413

Please note: A copy of the bank transfer will be required on arrival.

The balance of the payment must be paid on-site by the Team Leader on arrival at the Athletes Accreditation Centre in Tunis. Payment can be made by credit card (Visa and MasterCard only) or by cash in Euros.

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.

5.6 Meals

Meals will be taken at the restaurant of the hotel, with the following opening time:

- Breakfast : from 07:00 to 09:30
- Lunch: from 11:30 to 13:00 **(14:00 for Sunday 3 June)**
- Dinner: from 19:30 to 22:00

In addition for **Saturday 4 June**, a brunch will also be available for late competitors from 15:00 to 16:00.

Accreditation cards will allow access to the restaurant (control at the entrance).

For lunch and dinner, mineral water is available free of charge. All other drinks must be paid for. A late serving provision will be made for those athletes detained at the stadium due to doping controls or protests.

A final banquet and party with all teams' members will be organised on Sunday 5 June 2016 starting at 21:00 all information will be given at the arrival.

5.7 Meeting Rooms for Teams

Arrangements can be made for team meeting rooms through the information desk in the hotels. Requests shall be made at reasonable time in advance.

5.8 Medical Services in the Hotels

The Emergency number for First Aid and Ambulance is 199 (free of charge). For any emergency please address to reception of any hotel, open 24 hours/24 hours. A medical centre will be located in Teams headquarter (see specifically 10.2).

5.9 Telephone Calls

The telephone will be automatically activated to make room-to-room calls. Any athletes or delegation officials requiring the use of the room phone for outgoing calls must make arrangements with the information desk at the hotel. The telephone will be made available upon the presentation of a credit card to cover all charges.

All delegations will receive a telephone contact list of important telephone numbers for the MAU U23 Championships.

6. ACCREDITATION

6.1 General

Each team member will receive an accreditation card, which must be worn at all times and should be clearly visible. Security personnel will control all areas. The accreditation is not transferable and does not allow the holder to take another person beyond checkpoints.

6.2 Accreditation Procedure

Accreditation cards will be prepared in advance of the event, based on the information provided by the Member Federation in the final entries. No changes will be accepted after the final entry deadline.

Accreditation cards will be distributed to the team leader at the main accreditation centre at Hotel.

Opening hours:

- Thursday : 14:00 – 20:00
- Friday : 09:00 – 20:00
- Saturday : 09:00 – 12:00

Team leader will be transported to the accreditation centre after his/her arrival in team hotel, to finalise administrative and financial aspects.

The Team Leader will settle the payment of accommodation for team members outside the Mediterranean Athletics quota and confirm the athletes participating in the Championships. After the payment and confirmation the Team Leader can collect the accreditation cards and other documents/gifts.

6.3 Loss of an Accreditation Card

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

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

6.4 Access Areas for Teams

All team accreditation cards will allow access to the team tribune, warm up area, changing facilities and physiotherapy rooms. Only athletes who are about to compete will have access to the call room and to the infield.

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

Separate cards will be issued for access to the teams' information available in the TIC, Coaching Zones, Mixed Zone and Doping Control.

7. TECHNICAL INFORMATION

7.1 Technical Information Centre (TIC)

The main function of the centre is to ensure smooth communication between each Team Delegation, the LOC and Mediterranean Athletics Technical Delegates and the Competition Administration, regarding technical matters.

The TIC is located in the stadium map (see Appendix 1).

The TIC will be open at the following times:

- Friday 3 June : 14:00 – 20:00
- Saturday 4 June : 11:00 – 22:00
- Sunday 5 June : 11:00 – 22:00

The TIC will be linked to all information desks set up for this event and shall be responsible for the following:

- Receipt of written questions to be answered during the Technical Meeting
- Competition information (start lists, results, etc)
- Liaison points concerning technical matters between Team Delegate(s), Technical Delegate(s), Mediterranean Athletics and LOC
- Urgent notices – collection and delivery of any urgent written notices to the Team Delegations from Technical Delegates, Mediterranean Athletics and LOC
- Settlement of technical enquiries from the teams
- Registration and collection of personal implements. (e.g. shot put, etc.)
- Recovery of confiscated items at the call room
- Request of documentation for national records (additional doping control and Omega photo finish prints)
- Withdrawal of athletes
- Receipt of final declaration of members of relay teams
- Receipt of protests from the teams
- Official invitation and/or entrance tickets ordered by the teams

All technical information regarding the competition will be distributed to each delegation in a special mailbox given to each team. This information will also be displayed on information boards. Information put in the mailboxes will include daily programme, start lists, results as well as official information from Mediterranean Athletics and LOC. Access to the information on the teams' pigeon boxes will be controlled by a separate entry card, not by the accreditation card. TIC cards will be given to each team leader.

Teams that are unable to attend the Technical Meeting, due to unforeseen circumstances, can collect their competition numbers from the information desk at the Team hotel after the technical meeting.

7.2 Technical Meeting

The Technical Meeting will be held on Friday 3 June at 19:30 at the Hotel.

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 Meeting.

All questions related to the Technical Meeting must be presented in writing, in English, before 18:00 to Team hotels info desk. The Technical Meeting will be conducted in English and French.

A shuttle service from the team hotels will be provided for this meeting – please refer to the information board in the Team hotels

The Technical Meeting will be attended by:

- Mediterranean Athletics Co Presidents (or a representative)
- Mediterranean Athletics Delegates
- Jury of Appeal
- International/Area Technical Officials (ITO/ATO)

- Representatives of the Local Organising Committee
- Relevant National Competition Officials
- Meeting Manager
- TIC Representatives
- Mediterranean Athletics Staff

7.2.1 Agenda

The preliminary agenda of the Technical Meeting includes:

- Welcome from the LOC President or his representative
- Welcome from the Mediterranean Athletics Co Presidents or its representative
- Presentation of the International Officials
- Presentation of the Competition Officials
- Information from the Technical Delegates on the following points:
 - Qualification system for track and field events
 - Raising of the bar (Qualifying Rounds and Final)
 - Answers to written questions submitted by the delegations
 - Other important issues
- Doping Control & Medical
- Presentation of the competition and warm up venues
- Opening and Closing Ceremonies
- Distribution of Competition Bib Numbers

7.3 Equipment

The implements provided by the LOC are selected from those appearing on the current IAAF approved equipment list.

Federations requiring IAAF approved equipment not listed by the LOC may present such equipment prior to the competition at CIT, Friday 3 June not after 16:00 for inclusion in the competition pool, subject to checking. Teams will be required to complete the data form when such implements are presented. Teams will be notified at the Technical Meeting of any items not accepted for competition. Equipment will be returned at the TIC only after the completion of a final, even if the athlete has not qualified for the final.

Basic implements will be provided for warm up and training.

Vaulting poles will be delivered in the stadium by the LOC in the evening before the start of each pole vault event. The poles will be kept in a locked store and will be brought to the competition site in due time by the organisers. After the competitions, the organisers will take the poles to the teams hotels and further transportation will be arranged by the organisers as required.

7.4 Inspection of Competition Venue

Heads of Delegation may visit the competition site, inspecting access routes and other facilities which will be important to the teams on Friday 3 June at 16:00. Heads of Delegation are to meet LOC members at stadium entrance, who will then escort them on this visit.

A further presentation regarding the competition and warm up areas will be given at the Technical Meeting.

7.5 Competition Area

Competition site and its surroundings are shown in appendix 1 of this document. There are around 1000 of seats in the stadium.

The stadium has the following competition sites:

- 400m track with 8 lanes
- 100m straight with 10 lanes
- 1 High Jump site
- 1 Pole Vault site
- 2 sites for Long/Triple Jump
- 2 Shot Put Circles
- 2 Discus/Hammer Throw
- 2 Javelin throw site

7.6 Dressing / Warm up / Physio area

The Warm up area is located near the competition track (see Appendix 1), and includes:

- Grass area
- 400m straight with 2 lanes

In addition, team tents, physiotherapy tables and ice are available in the warm-up area.

Dressing rooms with showers are located in the stadium.

Athletes' seats will be available in a dedicated area.

7.7 Training

Athletes will have the possibility to train in the competition site Friday 3 June, from 16:00 to 18:00.

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

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

Training with Official Starters will take place at competition track on Friday 3 June from 17:00 to 18:00.

8. COMPETITION REGULATIONS

8.1 Team Composition

There will be 21 men's events and 21 events for women.

8.1.1. Individual events

A Member Federation may enter 2 (two) or 3 (three) athletes in each individual event of whom up to 2 (two) may participate provided all of them shall have achieved the qualifying standard for that event (Appendix 3). For 10.000m event, the 3 athletes can participate.

8.1.2. Relays

Each MAU Member Federation may enter 1 (one) team in each relay event. Up to 6 (six) athletes may be entered for each relay. From these 6 (six) and from any other athletes entered for any event in the MAU U23 Championships, the 4 (four) athletes to participate must be nominated at the time specified for the Final Declaration.

8.2 Competition Entry Procedures

8.2.1 General Information

Competitors must comply with eligibility qualifications for Area Games or Championships as set out in the IAAF rules. Furthermore they must comply with the following conditions of age:

Only athletes aged at least 18 (eighteen) and not more than 22 (twenty two) years on 31 December of the year of the competition may participate in the MAU U23 Championships. For the competition of 2016, athletes have to be born in 1994, 1995, 1996, 1997 or 1998.

Competitors must be able to present, if requested to do so by the Technical Delegates, an official document stating their birth date. No athlete may compete in the Mediterranean Athletics Championships unless entered by a Mediterranean Athletics Member Federation.

8.2.2 Final Entries

Final entries shall be made through the Mediterranean Athletics form sent to each MAU member. Not later than 24th May, 10 (ten) days before the first day of the MAU U23 Championships, each MAU Member Federation shall send to MAU a final number of athletes per events, plus the names of accompanying officials. Monday of the championships, final names of the athletes must be sent with a maximum of 10% difference from the final entries; no subsequent changes may be made thereto without the consent of MAU. Final Entry information shall be supplied in the manner to be prescribed by MAU and shall include such details as required by MAU, including the names and best performances of each athlete.

8.2.3 Final Confirmation

Forms for the final declaration and confirmation will be distributed to each delegation during accreditation. The forms must be completed and submitted to the TIC or at the info desk of the Teams hotels.

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 14:00 on Friday, 3 June 2016 for all events.

The composition of each relay team as well as the order of running shall be officially declared at the TIC, no later than one hour before the published first call time for each relay race.

8.2.4 Withdrawal

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

8.3 Competition Bibs

The LOC will provide the teams with competition bibs after the Technical Meeting.

For individual events, each competitor will receive 2 number or nominative bibs.

These must be pinned to the front and back of the competition clothing. Exceptions are made for High Jumpers and Pole Vaulters: these competitors are permitted to attach the bib only to the front or to the back of their competition clothing (plus their tracksuit and bag). Bibs must not be cut, folded or covered in any way.

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. On his/her back the runner must wear the personal bib.

8.4 Competition Clothing

Competitors must wear the respective Member Federation's official team vest.

Mediterranean Athletics has a record of the Team vests of all Member Federations through IAAF or continental areas. If the registered uniform differs from your current official uniform, a full set of photographs must be provided to the Mediterranean Athletics (preferably in an electronic version) by Monday, 30 May 2016 at the latest:

- JPEG file, maximum resolution and size 300 dpi / 500KB
- Compressed ZIP file, if possible
- Mailto: competition@Mediterranean-athletics.org
- Otherwise, the existing records will be used as reference.

Team clothing must be uniform. **A competitor wearing any other clothing will have no access to the competition area and will not be allowed to compete.**

This rule applies both to competition clothing (vest, shorts and tights) as well as to tracksuits. The rule stipulating the compulsory wearing of the official competition clothing will be applied during the competition but also during any victory lap, interviews at the Stadium and Victory Ceremonies.

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

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

Clothing & shoes will be checked in the call-room before athletes enter the infield.

As far as advertising is concerned, the Organisers refer to IAAF Rule 8 & 143 and the IAAF Advertising Rules and Regulations, in which detailed instructions regarding competition clothing and other equipment are given. Compliance with rules will be checked in the call-room and at the competition sites during the competitions. Athletes may not enter the competition site wearing clothes that do not comply with rules.

9. COMPETITION PROCEDURE

9.1 Timetable

Please refer to Appendix 3 for the provisional competition timetable.

9.2 Warming Up Before Events

Warming up will take place in the dedicated area (see map in Appendix 1).

9.3 Assembly and Call Room Procedures

The call for the participants will be made in the tent alongside the warm up area. It is the responsibility of the team officials to ensure that their athletes are aware of the last check-in times for entry to the Call Room. Athletes arriving late may be excluded from participation in the event.

Athletes must report to the Call Room before each event as follows:

- Pole Vault 75 minutes prior to the scheduled starting time
- High Jump 45 minutes prior to the scheduled starting time
- Field Events 40 minutes prior to the scheduled starting time
- Track Events 25 minutes prior to the scheduled starting time

The above times may be changed for qualifying rounds due the number of entries.

The first call will be announced on an information board.

In the Call Room the judges will check the following in accordance with IAAF 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 IAAF Rule 144.2. Competition officials in Call Room will confiscate all not authorised 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.

When all the control has been completed Call Room officials will accompany the athletes from the Call Room onto the infield according to the following schedule:

- Pole Vault 60 minutes prior to the scheduled starting time
- High Jump 30 minutes prior to the scheduled starting time
- Field Events 25 minutes prior to the scheduled starting time
- Track Events 10 minutes prior to the scheduled starting time

A detailed list of Call Room times will be handed out at the TIC day by day for the following day. Team Leaders must inform all their athletes about the times at which they must report in Call Room and on the procedures to be followed in Call Room.

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

The above mentioned times may need to be adapted to the number of participating athletes in the qualifying rounds.

9.3.1 Last Checkpoint

Athletes will be escorted from the Call Room to the competition area.

9.4 Event Presentation format

Athletes in Finals are presented to the crowd before each event. After entering to competition area from call room and last preparation, announcers namely present each athlete just before events start.

For races, athletes are presented by lane order. For field events, presentation is made by order of passage; athletes have to remain aligned during all the presentation.

Announcers comment the event throughout its duration.

9.5 Competition Preparations

9.5.1 Field Events

Each athlete is allowed, in the case of throwing events, to 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 the remaining field events, the practice trials will be supervised by the relevant judges.

In qualification for the final in Long Jump, Triple Jump and Shot Put all athletes will be allowed a maximum of three trials, but any athlete qualifying after their first or second trial are not required to take any further trials. In those finals all athletes are allowed six.

9.5.2 Track Events

Tracksuits shall be placed in baskets at the start, and these will be taken to the mixed zone for collection after the race.

9.5.2.1 Starter's Commands.

The starter's commands will be given in English

The starter's command for the distances up to and including 400m and 4x400m relay are:

- ON YOUR MARKS
- SET
- GUN

For distances of 800m and over, the commands will be:

- ON YOUR MARKS
- GUN

9.6 Measurements

Starting blocks have a false start detection system and are linked to the false start console.

All field events will be measured by EDM apparatus except High Jump and Pole vault, which will be done manually.

9.7 Timing

The official timing system will be displayed on the official electronic timing instrument and photo finish cameras provided. For all races of 800m or more, the elapsed time will be displayed on electronic timers located at the end of each lap.

9.8 Leaving the stadium during the competition

An athlete may only leave the competition area when accompanied by a judge. The intention has to be communicated to the Referee.

9.9 Leaving the stadium after the competition

After the competition, athletes leave immediately through the mixed zone. The exit route passes the interview cameras of the TV, then through the radio interview room into the mixed zone. The clothing baskets will be brought to the mixed zone.

9.10 Drinking Stations

Water or soft drinks are provided in the infield, mixed zone and in the warm-up area.

9.11 Protests

Protests and appeals are permitted and will be processed in accordance with IAAF Rule 146.

In the first instance, protests must be made orally to the Referee by the athlete himself/herself or by someone acting on his/her behalf or by an official representative of a team (Rule 146.3). 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 to him through the TIC. Protests concerning the result or conduct of an event shall be made within 30 minutes of the official announcement of the result of that event (posted on the TIC information board).

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

Any written appeal to the Jury of Appeal must be made in accordance with Rule 146.5 and signed by a responsible official on behalf of the athlete and submitted to TIC within 30 minutes after the official announcement of the decision made by the Referee.

When submitting an appeal form, a deposit of EUR 75, as set in the rules, must be paid. If the protest is unsuccessful, the deposit will not be returned. The Jury's decision will be provided in writing

9.12 Interviews

Immediately after the competition, the flash interview group will interview the winning athletes. These interviews will be distributed on information sheets to the media. 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 first three athletes in each event may be asked to attend an official press conference. These press conferences will take priority over all other interview requirements. They will usually be held before doping controls.

9.13 Victory Ceremonies

Teams will receive detailed information on the victory ceremonies for individuals and teams at the Technical Meeting.

Athletes must wear the official team clothing for the ceremonies and the presentation bibs provided by the LOC. Team Leaders are requested to check their countries respective flags and anthems at the time of the Accreditation.

Relays Victory ceremonies will be organised during the closing dinner.

10. Medical and Doping Control

10.1 Medical

10.1.1 General

The medical service is in charge of any medical assistance to the team leaders, the competition organization, the information personnel, the honorary guests as well as, during the competition, to the spectators in the stadium.

In case of an emergency please contact the nearest medical aid station, in other cases the given instructions should be followed. Below is information on the medical care sites and relevant instructions. Dr Fathi Kaouech is in charge of the medical service. Contact detail will be communicated to the Team Leader at the arrival.

10.1.2 Medical Services

The medical teams in the medical centers (physiotherapy and medical services) will take care of the athletes, trainers, other team members as well as members of the competition organization. The medical centres is located at the competition site. Medical service begins on Friday 3 June and will be open as follow:

- Friday 3 June 14:00 – 20:00
- Saturday 4 June 10:00 – 22:00
- Sunday 5 June 10:00 – 22:00

Out of these periods including during the night, services will be offer for emergencies situation, a phone number to reach the medical staff in the night will be given to the team leaders.

The Emergency number for First Aid and Ambulance is 199 (free of charge).

10.1.3 Medical Care at the Stadium

The stadium medical service is responsible for any problems concerning the athletes' health. The medical centre is located next to the track. The team doctors have access to the medical service facilities when an athlete of his/her own team is hurt or is needed medical attention. There are also well equipped physiotherapy facilities here. The stadium medical service is also responsible for first aid in the warming up area and on the track.

Dedicated team medical staff consists of 03 Medical Doctors and 05 Physiotherapists during competition time.

10.1.4 Physiotherapy and warm-up area

Physiotherapy facilities are in connection with the Medical Centre and located in the warm-up area. This area is fully equipped with massage table and ice. Access is available during warm-up opening times.

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

No treatment will be allowed on the main warm-up area. In case of injury the LOC medical team will help the athlete to go to the physiotherapy area or the medical centre to be treated by the LOC medical service or by his or her team doctor or physiotherapist.

10.1.5 Designated medical institutions

In case of need imaging tests like MRI or CT Scan, X-Ray the athlete can be send in the El Menzah Clinic.

It should be also noted that expenses incurred at designated medical institutions and other external medical institutions are to be borne by the concerned athletes or team.

For any other emergency situation Tunisian public system will be used 199, Free of Charge.

10.1.6 Insurance

Participating Mediterranean Athletics members are responsible for their own insurance to cover the risk of illness or injury of any member of their team, travelling to and from an Mediterranean Athletics competition and during an event itself. Please make the appropriate arrangements to meet these requirements well in advance.

10.2 Doping Control

10.2.1 General Information

Doping control shall be conducted in accordance with IAAF Rules and Procedures under the supervision of the Mediterranean Athletics Doping Control Delegate. Both urine and blood samples may be collected immediately before and during the Championships.

Athletes selected for doping control shall be informed by anti doping officials. Athletes will be required to sign a confirmation of notification. Athletes who are to be tested may invite a team official to accompany them to the Doping Control Centre (DCC).

A selected athlete should report immediately to the DCC 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 DCC. Athletes are reminded that refusal to provide a sample can render them liable to disqualification and may lead to further disciplinary action.

Athletes who are required to use prescribed medication for the treatment of a medical condition should ensure that they have registered their medication, where necessary, through the IAAF Therapeutic Use Exemption system prior to attending the Championships.

Athletes and Team Managers are reminded that athletes must be able to provide photographic identification (accreditation card, passport or national identity card) if notified for doping control.

10.2.2 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 Mediterranean Athletics Doping Control Delegate. In addition, the selection of further athletes may be ordered at the discretion of the Mediterranean Athletics Doping Control Delegate.

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

10.2.3 Additional Controls

Additional athletes, such as those achieving National Records who have not been selected for doping control, may present themselves for testing. These athletes must report to the TIC where they will have to complete the "Doping Control Request Form". They will then be escorted to the Doping Control Station.

The cost of this control will be paid by the Member Federation through an invoice after the event.

11. Information

Stadium Boards

A clock showing the race time is positioned on the in-field in the arrival area.

Announcements

Official announcements will be made in English and French.

Start Lists

Start Lists will be available for Team Leaders at the TIC and Teams' Hotels.

Result Lists / Intermediate Scores

Results will be displayed on the notice boards near the TIC and near in the warm up area.

Complete Set of Result Lists

Copies of the results of each day's events will be distributed to each Team Manager at their hotel or at the TIC each evening of competition. Completed results in the form of a booklet will be issued to Team Managers at the Closing Banquet.

12. Security

Instructions given by the LOC, the security personnel and the police must be followed in all areas, as well as during transport from one location to another.

The accreditation card must be worn at all times. If an accreditation is lost, this should be reported immediately to any LOC information desk.

The emergency phone number is 112 (police, ambulance and fire department). If necessary, the police can be contacted via the TIC at the Stadium. The TIC can also be contacted for lost and found objects.

13. Opening & Closing Ceremonies

13.1 Opening Ceremony

The Opening Ceremony will take place on Saturday 4 June 2014, commencing at 15:00, at the beginning of first session.

It will be a short ceremony with flags parade and official speeches; there is no team participation. Ceremony is located infield, no athlete are present on the competition. For athletes competing at first events special process will be explained at technical meeting.

13.2 Closing Ceremony

The Closing Ceremony will take place on Sunday 5 June immediately after the last event. Details will be given at technical meeting.

13.3 Closing Banquet

The Closing party will take place on Sunday 5 June at 21:00 in the Hotel. All accredited team members (athletes and officials) are invited.

14. Departure

Teams will be asked to provide full travel details in the final entry system. Teams will also receive a departure form, which should be completed and returned to the information desk in the hotel, at least 24 hours before departure, especially if there are any changes to the previously confirmed details.

Departure times of the shuttle buses from the hotel will be provided and displayed at the hotel information desk.

All outstanding fees, charges and possible other expenses must be settled with the cashier. If necessary on the day of departure the Team Liaison Officer checks the rooms together with the team leaders.

Poles will be transferred together with the teams.

15. Contact Details

For further details about the Mediterranean Athletics U23 Championships, please contact:

15.1 Mediterranean Athletics, Organising Committee Offices Location and Opening Times

El Mouradi Gammarth Hotel

Les côtes de Carthage, La Marsa, Tunis, BP 597-2070, Carthage, Tunisia
Tel : +216.71.274.300

ElMouradi Gammarth Hotel	Opening Times
Thursday 2 June	14:00 -20:00
Friday 3 June	09:00 - 20:00
Saturday 4 June	09:00 – 12:00
Sunday 5 June	09:00 12:00

15.2 Others

Mediterranean Athletics

Mediterranean Athletic Union - Provence Athletics
37 bis rue Rouet – 13006 Marseille, France
E-mail: mau@athle.org

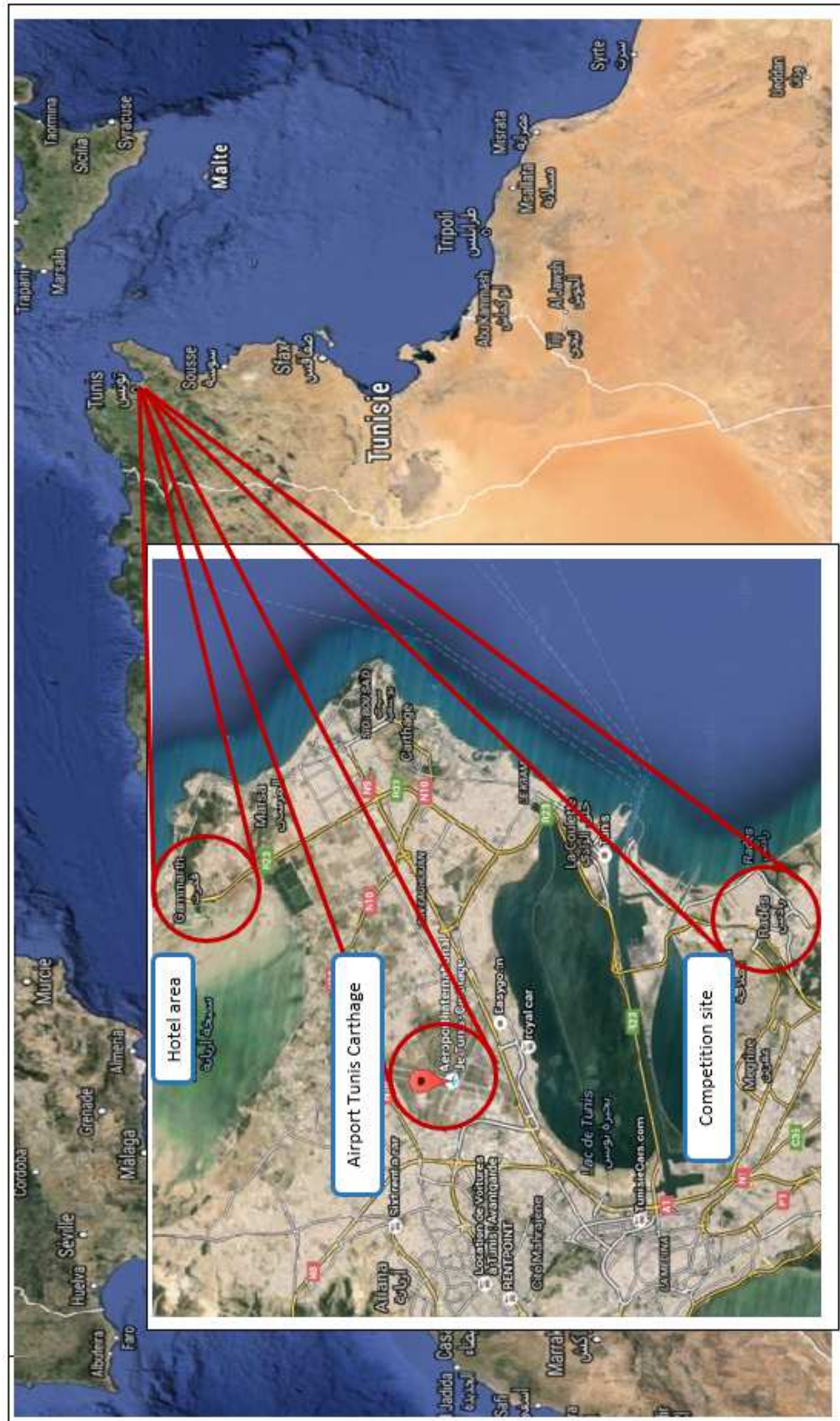
Tunis Athletics Federation

Maison des Fédérations, Cité Olympique 1003 Tunis – Tunisie
Tél +216.71.751.945 ; Fax +216.71.755.900
E-mail : tun@mf.iaaf.org
Web : www.fta.tn

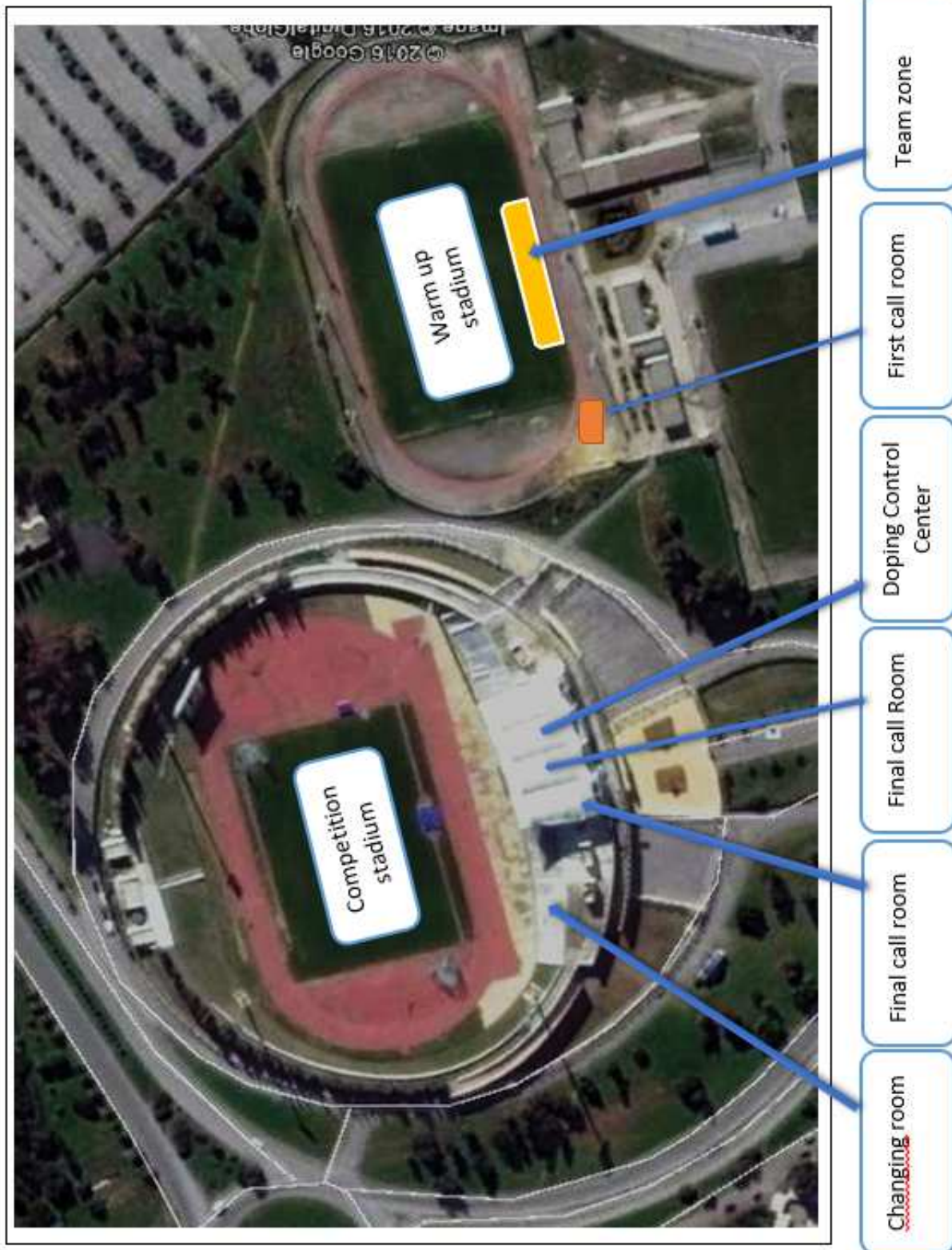
16. Appendices

- Appendix 1 – General map
- Appendix 2 – Stadium map
- Appendix 3 - Qualification standards
- Appendix 4 – Provisional Timetable

Appendix 1: General map



Appendix 2: Stadium map



Appendix 3: Qualification standards

Men	Event / Epreuve	Women
10"55	100m	11"74
21"25	200m	23"94
47"10	400m	54"00
1'48"00	800m	2'06"00
3'43"00	1500m	4'20"00
14'10"00	5000m	16'30"00
30'15"00/14'10"00 (5000m)	10,000m	36'00"00/16'30"00 (5000m)
14"14	110m hurdles	13"74
52"00	400m hurdles	59"64
8'55"00	3000 m steeple chase	10'40"00
2m14	High Jump	1m81
5m20	Pole Vault	4m00
7m50	Long Jump	6m20
15m75	Triple Jump	13m00
18m00	Shot Put	14m20
54m00	Discus Throw	50m00
65m00	Hammer Throw	60m00
68m00	Javelin Throw	51m00
-	Relay 4 x 100m	-
-	Relay 4 x 400 m	-
44'00"00/1h28'00" (20km)	10,000m walk	50'00"00/1h44'00" (20km)

Appendix 4: Provisional timetable

Saturday, 4th June

<i>Opening Ceremony</i>			
15:00			
15:30	Hammer Throw	Final	Men
15:40	400 h	Semifinal	Men
15:45	400	Semifinal	Men
16:05	400	Semifinal	Women
16:20	100	Semifinal	Men
16:30	Triple Jump	Final	Women
16:40	800	Semifinal	Men
16:50	800	Final	Women
16:50	Javelin Throw	Final	Men
16:55	Pole Vault	Final	Women
17:00	3000 st	Final	Women
17:20	10000 Walk	Final	Women
17:25	10000 Walk	Final	Men
17:45	High Jump	Final	Men
18:10	100	Final	Men
18:15	Long Jump	Final	Men
18:20	100	Final	Women
18:20	Discus Throw	Final	Women
18:30	400 h	Final	Women
18:40	1500	Final	Men
18:50	5000	Final	Women
18:55	Shot Put	Final	Men
19:10	110 h	Final	Men
19:20	10000	Final	Men
19:20	Javelin Throw	Final	Women
19:55	200	Semifinal	Men
20:05	200	Semifinal	Women

Sunday 5th June

15:30	400 h	Final	Men
15:35	Hammer Throw	Final	Women
15:40	400	Final	Women
15:40	Long Jump	Final	Women
15:45	400	Final	Men
15:50	Pole Vault	Final	Men
15:55	1500	Final	Women
16:00	Shot Put	Final	Women
16:00	High Jump	Final	Women
16:05	200	Final	Men
16:15	200	Final	Women
16:25	3000 st	Final	Men
16:40	5000	Final	Men
17:00	100 h	Final	Women
17:00	Triple Jump	Final	Men
17:05	Discus Throw	Final	Men
17:10	800	Final	Men
17:20	10000	Final	Women
18:00	4 x 100	Final	Women
18:10	4 x 100	Final	Men
18:20	4x 400	Final	Women
18:30	4x 400	Final	Men