



# Rules of TWG

IWGA The World Games



# RULES of TWG

As per Article 1.6. of the Constitution of the IWGA these Rules of The World Games have been established to govern all aspects of awarding, organising and staging The World Games, as defined in Article 2.2 of the Constitution.

IWGA

26.08.2011

# Rules of TWG

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# IWGA The World Games

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### 1. PURPOSE

As per Article 1.6. of the Constitution of the IWGA these Rules of The World Games have been established to govern all aspects of awarding, organising and staging The World Games, as defined in Article 2.2 of the

### 2. CONDITIONS FOR AWARDING AND ORGANISING TWG

#### 2.1 PARTNERSHIP

The organisation of The World Games is achieved through partnership between the IWGA and the Host City.

The two parties will conclude an agreement for this purpose. The IWGA shall be responsible for arranging the

participation of International Sports Federations, and providing world top class competitions, whilst the Host

City shall be responsible for

- the provision of all facilities including all relevant competition and/or training equipment for the sports disciplines using the facilities
- provision of personnel to operate the equipment, and provide the services required to stage The World Games
- covering the operating costs of the IWGA for a four (4) year period, of which the last year is the calendar year of the event.
- In order to assist the Host City in financing the organisation of the event, the IWGA may, under agreed conditions and subject to the provisions of other contracts, transfer the commercial rights of the event to the Host City.

#### 2.2 RIGHTS OWNERSHIP AND TRANSFER

##### 2.2.1

The IWGA holds the right to commercially exploit sponsorship and all licensing rights in relation to The World Games on a worldwide basis.

##### 2.2.2

The IWGA holds the right to commercially exploit all broadcast and/or narrowcast and/or any other form of communication rights relating to the transmission of The World Games to the public, including those related to television, radio, Internet and television and radio archives, on a worldwide basis.

##### 2.2.3

The IWGA may opt to retain the rights it holds to The World Games, and to provide the Host City with the opportunity to generate income through these proprietary rights. The exploitation of commercial and media rights to The World Games will then be done jointly between the IWGA, its partner(s) and the Host City. Any revenue from the exploitation of such rights shall be split between the IWGA and the Host City according to terms and conditions included in the Host City Contract, with the bulk of income going directly towards the financing of a particular World Games edition.

##### 2.2.4

Alternatively, and also with the aim of contributing to the financing of The World Games, the IWGA Executive Committee may opt to assign any or all of the commercial and media rights described above to the Host City and/or the Local Organising Committee on such terms and conditions as it sees fit.

#### 2.3 FORMAL SELECTION OF THE HOST CITY

The formal confirmation of the selection of the Host City

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and the dates of The World Games is made by the IWGA AGM, preferably before the preceding World Games. (Const.7.1.5.)

Such decision cannot be taken unless:

- a binding agreement has been concluded and signed with the Host City;
- the Host City has provided evidence of the levels of support offered by governmental authorities and sports organisations in its country

### 2.4 TENDER FEE

The ExCo may require the payment of a tender fee by the Cities applying to stage The World Games.

## 3. HOST CITY TASKS AND COMMITMENTS

### 3.1 HOST CITY TASKS

The following tasks are to be undertaken by the Host City free of any charge to IWGA, and this will be part of the agreement between the IWGA and the Host City;

#### 3.1.1

To set up a Local Organising Committee (LOC) with a supporting office for the execution of all duties and fulfilment of all tasks relating to organising and staging the Games.

#### 3.1.2

To recruit sufficient capable personnel to staff all sectors of the organisation.

#### 3.1.3

To provide functional and equipped office space for all those involved in preparing, organising, staging and winding up the Games.

#### 3.1.4

In accordance with the respective IFs' rules, to provide the sports facilities required for the Games, inclusive of all relevant equipment - among others office equipment - in operational order for the Games, as well as the personnel to operate them.

#### 3.1.5

To provide accommodation for all participants and for the officials and guests of the IWGA.

#### 3.1.6

To provide a suitable local transportation system for the benefit of all accredited competitors, officials and media personnel.

#### 3.1.7

To finance and arrange the facilities for anti-doping control tests. The number of anti-doping control tests to be carried out during a World Games event will be determined by the ExCo before concluding the agreement with the Host City and will not be less than five percent (5%) of the total number of participating athletes.

#### 3.1.8

To arrange for medical services and first aid at sports arenas, including transport arrangements to hospitals.

#### 3.1.9

To provide banners, decorations, direction signs etc. in the City and the sports installations.

#### 3.1.10

To arrange for security services for the protection of participants and spectators.

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### **3.1.11**

To arrange for insurance against liability claims and claims for damages for non-performance.

### **3.1.12**

To establish and execute communication programmes for public relations and promotion.

### **3.1.13**

To plan and implement programmes/initiatives to promote The World Games at the local as well as the national level from the date of award through to celebration.

### **3.1.14**

To collaborate with the IWGA in the production of materials for international communications and promotion in the lead-up to the Games.

### **3.1.15**

To engage in institutional/public relations and promotional activities at the international level jointly with the IWGA.

### **3.1.16**

To provide during the Games sufficient properly installed and equipped space for IWGA officials and their guests to work and meet.

### **3.1.17**

To plan and provide a Main Press Centre and satellite press centres at each of the venues, including comprehensive facilities enabling all media personnel to carry out their work.

### **3.1.18**

To plan and provide an International Broadcast Centre, plus facilities at the various venues for the Games Host

Broadcaster and the rights-holding broadcasters to carry out their work.

### **3.1.19**

To provide services and information to Press and Media as described in TWG Rules 11.4,,14,15 & 16.

### **3.1.20**

To contract the services of the Games Host Broadcaster, an entity qualified to produce the international television signal for the Games to the requirements and standards described in TWG Rule 16, and of a Media Rights Distributor in accordance with the agreement reached with IWGA under TWG Rule 16.

### **3.1.21**

To arrange The World Games Opening and Closing Ceremonies and the medal ceremonies for each competition, including supplying the medals (of which no less than two [2] complete model sets shall be presented to the IWGA).

### **3.1.22**

To arrange for and cover expenses of at least one (1) meeting of the ExCo of the IWGA in the Host City each calendar year during the period of preparation, including the year of The World Games. The President of the IWGA will co-ordinate with the Host City on the possible participation of any additional officials of The World Games required for each meeting.

## **3.2 HOSPITALITY COMMITMENTS**

The Host City further undertakes the following hospitality functions:

### **3.2.1**

To include, within the scope of The World Games, a general cultural and social programme. Additional sports may

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be shown as part of this social and cultural programme provided that these are not on the official sports programmes mentioned in TWG Rules 5.3 and 5.4. Such disciplines cannot be Olympic Programme sports. The social programme arranged by the Organisation Committee shall put emphasis on cultural activities and actions of international solidarity.

### 3.2.2

For the purpose of promoting international communication: to create suitable amenities near one of the principal sports installations, where all World Games participants may meet, have meals and attend social events.

### 3.2.3

To arrange for suitable tourist packages for foreign visitors that will enable them to be introduced to the City and the Region.

### 3.2.4

To provide receptions and invitations to social events during The World Games.

### 3.2.5

To provide a commemorative gift to all participants.

## 3.3 VISAS AND INSTITUTIONAL SUPPORT

The Host City will use its best efforts to:

### 3.3.1

Facilitate the issue of entrance visas to participants, officials, support services and media personnel where these are required.

### 3.3.2

Ensure that the National Olympic Committee, National Sports Federations, and governmental authorities and

other independent sports organisations at national, regional and local level be prepared to support the event through their organisational capabilities and manpower.

## 3.4 OTHER COMMITMENTS OF HOST CITY

### 3.4.1

The Host City shall observe and implement the Rules of The World Games as they read on the day the agreement between the IWGA and the Host City is signed. Any subsequent amendments by IWGA to the Rules of The World Games will only be applied by mutual consent.

### 3.4.2

The Local Organising Committee shall provide meeting rooms free of charge

- For permanent use during the Games by the ExCo of the IWGA. These must be equipped with telephone, fax, PCs, printing and photocopying facilities;
- On previous announcement: for assemblies of the IWGA and for press conferences of the IWGA;
- Likewise on previous announcement: for assemblies and/or press conferences of the participating Federations

## 4. THE LOC & THE COCOM

### 4.1 THE LOCAL ORGANISING COMMITTEE (LOC)

#### 4.1.1

The Local Organising Committee (LOC) mentioned in TWG Rules 3.1.1. shall be set up no later than six (6) months after The World Games has been awarded to the Host City. The Host City will appoint its Chairman and his or her deputy after consultation with the ExCo of the IWGA. The Chairman will appoint further members from the governmental and sports authorities of the host coun-

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try, and to achieve the best co-operation such members must have the support of the authorities of the Host City and of the relevant sports organisations.

### 4.2.2

The Local Organising Committee shall execute all responsibilities of the Host City regarding The World Games and in this respect among other things take care of

- Social programmes
- Tickets
- Promotional material for national use
- Promotional material for international use, such as posters and brochures Public relations, press and information services
- Transportation
- Accreditation
- Technical equipment for competition and training facilities
- Accommodation and meals
- Medical services
- Security services
- Arrangements for meetings and congresses
- Ceremonies
- Decoration, medals, awards and souvenirs.

### 4.1.3

As soon as possible, but no later than at the end of the previous World Games, the Local Organising Committee shall establish a headquarters with a permanent address, equipped with the necessary communication equipment.

### 4.1.4

From one (1) week before the start of The World Games until two days after the Closing Ceremony, the headquarters shall be open twenty-four (24) hours per day.

## 4.2 THE CO-ORDINATION COMMITTEE (COCOM)

A Co-ordination Committee for conducting the communications between the IWGA and the Host City shall be established within three (3) months of the end of the previous World Games. It will consist of an equal number of members from the ExCo of the IWGA and the Local Organising Committee, and its Chairman will be the President of the IWGA. (By Law 5.4.)

## 5. PARTICIPATION IN THE WORLD GAMES

### 5.1 ELIGIBILITY REQUIREMENTS (CONST. 5)

In order to be eligible for inclusion in The World Games programme, each Member IF must guarantee to organise an elite competition, reserved for invited competitors of the highest international standard only. In selecting the competitors and/or teams the IF shall seek to achieve a satisfactory balance between competitors' positions on world ranking lists and the fair representation of as many as possible of its member nations. Sports, or disciplines of sports seeking to be admitted to the programme for the first time, should not show characteristics that are very similar to those of sports or disciplines of sports already on the sports programme.

### 5.1.1

Pursuant to Article 5 of the Constitution Member IFs must, in order that sports or disciplines of sports under their control may be eligible for participation, produce documentary evidence

- that they effectively control such sports or disciplines of sports world-wide and

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- that these sports disciplines are being practised in a competitive way in at least three (3) of the world's continents;
- that they have organised at least three (3) World Championships or comparable events for the sports disciplines concerned.

### 5.1.2

In addition, the sports or disciplines of sports of each IF shall meet the following eligibility criteria

- the sport must be competitive and the results of the competition measurable;
- the sport may not depend solely or principally on non-human energy for the achievement of the sporting performance;
- the sport does not depend on the availability of ice and/or snow for its competitions.

### 5.1.3

Member IFs applying to participate in The World Games shall provide at the time of application a specification of all the technical requirements for their events laid down in their current regulations. Any subsequently enacted changes to these regulations will only apply or be enforceable at The World Games concerned, if both the Host City and IWGA have accepted these changes in writing.

## 5.2 APPROVAL OF PARTICIPATION BY EXCO (CONST. 5)

The Executive Committee (ExCo) has the power to approve participation in The World Games in each Host City. The ExCo will select suitable sports, or disciplines of sports from the range of those eligible, taking into account, amongst other factors :

### 5.2.1

Infrastructure, facilities, and geographical, meteorologi-

cal and other constraints in the Host City.

### 5.2.2

The costs of staging each event.

### 5.2.3

Each Member IF's compliance with IWGA's administrative and sporting requirements relating to the organisation of The World Games.

### 5.2.4

If the Member IF concerned has participated previously in The World Games, the subsequent evaluation by the ExCo of its organisation and performance.

### 5.2.5

The Anti-Doping record of athletes from each Member IF.

## 5.3 THE OFFICIAL SPORTS PROGRAMME

The Official Sports Programme of The World Games (Const. 5)

The ExCo, following evaluation of the criteria mentioned above, takes the final decision on the composition of the official sports programme.

## 5.4 THE INVITATIONAL SPORTS PROGRAMME OF THE WORLD GAMES

In mutual agreement with the Host City, the ExCo may establish a so-called "Invitational Sports Programme" for sports, sport disciplines which, on the day of the final decision on the official sports programme, do not fulfil one or more of the requirements mentioned in Rule 5.1.. Participants of such sports or disciplines of sports do not automatically qualify for free accommodation and the medals awarded to them will be different, but all other stipulations of these Rules apply equally to them.

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### 6. THE NUMBER OF PARTICIPANTS

#### 6.1 NUMBER OF PARTICIPANTS

The ExCo of the IWGA determines the number of participants in the various disciplines for each participating International Sports Federation. The ExCo will attempt to achieve a suitable balance with regard to the number of competitors in the various sports events. The popularity of a sports event in the world as well as the manner of presentation of the competition and its attractiveness shall be taken into account.

#### 6.2 NUMBER OF OFFICIALS

The constraints limiting the number of participating athletes also require the application of strict rules regarding the number of officials. The agreed numbers must be strictly observed by all parties.

#### 6.3 TEAM COMPETITIONS

Team competitions shall be limited to a maximum of eight (8) teams from different countries unless the ExCo of the IWGA decides on a lower limit. The hosting country should be included, provided that the standard of their team is at a level acceptable to the relevant International Sports Federation.

#### 6.4 SINGLE & TEAM RESULTS

The results in single sports events cannot at the same time count for team events. No competitor may receive more than one medal for a performance in a given event, even if overall results are published for combinations of more than one event.

#### 6.5 NUMBER OF MEDALS

The IWGA will determine the number of medals to be awarded in each competition, and these numbers may be different from the established practices in IFs.

#### 6.6 NAMES OF PARTICIPANTS

IFs shall send the names of their participants to the Local Organising Committee as soon as possible after the 1st of January in the calendar year of The World Games, in accordance with the published accreditation procedures. The number of nominations may not exceed those allowed by the IF Commitment.

### 7. THE IF COMMITMENT

#### 7.1.1

The IF Commitment is a document issued by the IWGA and signed by its CEO, in which are recorded the following elements relating to the participation of the International Sports Federation concerned:

- Number of competitors;
- Number of competition officials (judges, referees, delegates, technicians, IF Competition Manager, Information Technology Expert);
- Number of essential team officials (coaches, doctors, physiotherapists etc)
- Arrival and departure dates;
- Number of beds/ nights;
- Allocated venue;
- Number of medals;
- Dates of competitions.

The IF Commitment shall become valid upon receipt by IWGA of a copy signed by an authorised signatory of the International Federation. When the IF signs this document, it commits to participating in The World Games under the conditions indicated. Total or partial failure to do so may result in the IF being required to compensate the Host City/IWGA for financial and other damages caused, and in the IF's exclusion from The World Games

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in future. Although the IWGA is under no obligation to accept changes, an IF may request IWGA to vary the terms of its commitment at any time up to 6 months before the start of The World Games. After that date, no further changes will be accepted.

### 8. THE IF COMPETITION MANAGERS

#### 8.1 APPOINTMENT AND TASKING

For each World Games the participating IF must appoint a suitably qualified and experienced Competition Manager who ideally would have his or her residence in or close to the country where the event takes place. During the Games the Competition Manager is the main person responsible for the participants of his or her Federation. Competition Managers will be provided with a task description by the ExCo of the IWGA.

#### 8.2 RESPONSIBILITIES

IF Competition Managers will be responsible for:

- Forwarding all information to the participants of their Federations;
- All announcements in the catering centres about meals;
- The control of all accommodations in the housing areas of the participants of their Federations;
- The determination of responsibilities in case of breakages or damage; the Federations shall be held responsible for such damages and breakages and it is their responsibility to seek compensation (from their national associations or from the participants of their sports);
- Assisting with the accreditation procedure for all participants of their Federations;
- Checking the technical installations of the training and competition venues for their sports;

- Assisting their Federations in providing adequate technical officials for the control of the competitions.

#### 8.3 HOUSING

The IF Competition Managers shall be housed in rooms of their own with telephones in the hotel or at the campus where the participants of their Federations are staying. Office equipment shall be placed at their disposal by the LOC.

### 9. ACCREDITATION

#### 9.1 ACCREDITATION OFFICE

The Local Organising Committee shall establish an Accreditation Office where all competitors, officials and participants shall receive a personal Identity Card (ID Card). ID Cards for competitors and officials can only be issued against a corresponding nomination form received from the respective International Sports Federation within the time limit set by the ExCo of the IWGA. Nomination forms shall either be sent to the Accreditation Office by e-mail or, alternatively, the necessary data shall be entered into the online registration application system. If the necessity arises to change any of the participants on the list of nominations originally submitted, the International Federation concerned shall officially inform the Local Organising Committee in writing (by e-mail or via the online registration application system), giving the names of new participants and whom they are replacing. Such information shall be sent immediately after each change is made.

#### 9.2 ID CARDS

ID Cards shall be issued in different colours for categories of various priority status, such as:

##### 9.2.1 CARD A

- The highest representative of the City and the



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State to an extent to be agreed in detail between the ExCo of the IWGA and the Local Organising Committee.

- The highest representatives of international and national sports organisations to an extent to be agreed in detail between the ExCo of the IWGA and the Local Organising Committee.
- The President and the Secretary General of each International Sports Federation whose sports or disciplines of sports are on the programme of the current World Games.
- The Members of the ExCo of the IWGA.
- The Members of the Local Organising Committee.
- VIP's.
- The observers of the Host City of the next World Games event.

### 9.2.2 CARD B

- The members of the technical committees of the sports events.
- The Technical Delegates of the International Sports Federations.

### 9.2.3 CARD C

- Competitors, officials, coaches, trainers, judges, referees, umpires and jury members according to the agreements reached with the respective International Sports Federations
- The ancillary personnel of the Local Organising Committee
- Physicians under contract, medical staff, FICS chiropractors
- Security personnel
- Cleaning staff

### 9.2.4 CARD D

- Sports writers and non rights-holding broadcasters
- Photographers
- Games Host Broadcaster television personnel including commentators, producers, directors, cameramen and technical staff.
- The personnel of PR and Marketing Consultants, where applicable.
- The personnel of IT and other service providers.

## 9.3 IDENTIFICATION

ID Cards can only be issued in exchange for a properly completed application form approved by an authorised signatory of a participating IF, the LOC or the IWGA. Each individual must present his or her personal identity document, passport or, where applicable, the duplicate of the approved application/nomination form.

The LOC, in agreement with IWGA, shall determine the areas to which each category of ID Card grants access.

## 10. TRAVELLING EXPENSES

The participating IFs or the participants in the competitions shall bear the cost of travelling to the airport or railhead nearest to the Accreditation Office. The Local Organising Committee shall arrange for free transport from and back to the airport or railhead nearest to the Accreditation Office, or to the accommodation area of the participants. The LOC shall provide free local transport shuttles at appropriate times during The World Games between accommodation areas, meal centres, and ceremonial, training and competition areas.

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### 11. ACCOMMODATION AND MEALS

#### 11.1 HOTEL OR CAMPUS LODGING

Accommodation will be provided in hotels and/or on a campus for all participants according to the numbers mentioned in the IF Commitment.

#### 11.2 NUMBER OF BED NIGHTS AND MEALS

The participants shall be hosted for as many days as possible during The World Games, in accordance with the provisions of the Host City contract. The number of bed nights for which free accommodation will be provided shall be at least the number of days required for the competition and official practice period plus one (1) day – or two (2) days for designated participants travelling very long distances –, whilst ensuring participation of the athletes in either the Opening or in the Closing Ceremony or in the World Games Party. Three (3) free meals will be provided on each full day (incl. breakfast and at least one hot meal). On the day of arrival dinner only will be provided free of charge and on the day of departure breakfast only.

#### 11.3 SPECIAL GUESTS

The Presidents and the Secretaries General of the participating International Federations shall be the guests of the IWGA. They will be accommodated in single rooms at the same hotel as the Members of the ExCo of the IWGA. These invitations are personal and cannot be transferred to other persons without the specific authorisation of the IWGA President. Other IF guests may be invited at his discretion.

#### 11.4 PRESS & MEDIA

Suitable accommodation and meals shall also be provided, at their own expense, to accredited representatives of the press and media.

#### 11.5 MEAL LOGISTICS

The Local Organising Committee shall guarantee:

- To provide at least one (1) hot meal on all days, in general between 12.00 and 22.00 hours. On behalf of participants in each event, one of their Delegates will – if so requested by the Local Organising Committee – indicate on the previous day the exact number of meals and the time at which they are required. Participants who, due to time constraints of their competition, wish to have their hot meal outside these hours must make special arrangements with the Local Organising Committee.
- To provide packed lunches to participants in case they cannot take their regular meals. The number required must be announced to the LOC on the previous day.
- Opportunities to purchase drinks and snacks at or close to the sports facilities and the accommodations, preferably until two (2) hours after the end of the last competition each day.

### 12. SPECIAL SERVICES

The Local Organising Committee shall guarantee:

#### 12.1 LAUNDRY SERVICE

Opportunities for participants to use a laundry service close to the accommodations, at their own expense.

#### 12.2 LEISURE

Opportunities for leisure, relaxation and entertainment for the participants.

#### 12.3 INFORMATION

Information about all these services at well-chosen locations. This also applies to information about meals in the

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catering centres.

### 13. MEDICAL SERVICES

#### 13.1 FIRST AID

The Local Organising Committee shall guarantee that a first-aid service is available at all sports facilities. Sports or disciplines of sports which consider permanent on-site standby service necessary during their competitions will have to make arrangements themselves and at their own expense.

#### 13.2 PROFESSIONAL MEDICAL TREATMENT

Medical service close to the sports facilities as well as in the nearest hospitals shall be guaranteed by the

Local Organising Committee which for this purpose shall conclude the necessary contractual agreements.

#### 13.3 CHIROPRACTIC

FICS (Fédération Internationale de Chiropratique du Sport) is the world governing body of sports chiropractic and the professional organization through which sports chiropractic care is coordinated and provided to athletes, staff and volunteers during The World Games. Under an agreement with IWGA, FICS will provide sports chiropractic services before, during and after training and competition to assist athletes to perform at their best. These services will be available on an equal basis to all athletes at the TWG as an integral part of the overall sports medicine services.

#### 13.4 DOPING CONTROL

As part of its doping control programme the IWGA Executive Committee shall adopt Anti-Doping Rules, which shall be an integral part of these Rules of The World Games. By their application to participate in The World Games the Members of the IWGA shall implicitly recognise and agree to abide by the provisions of the IWGA

Anti-Doping Rules.

### 14. COMMUNICATION BETWEEN THE WORLD GAMES PARTNERS

Communication between the ExCo of the IWGA and the Local Organising Committee on the one hand, and the International Sports Federations on the other shall be carried out as follows:

#### 14.1 BULLETIN

Before the start of the activities of the Local Organising Committee: by circulation of a Bulletin by the IWGA Press Officer to the Federations.

#### 14.2 LOC INFORMATION CIRCULARS

After the start of the activities of the Local Organising Committee: by circulating, in close co-operation with the IWGA Press Officer, current information about the situation of the preparations and other important details.

#### 14.3 PROGRAMME BROCHURE

A programme brochure will be produced by the Local Organising Committee, in which due recognition shall be given to The World Games and its organisation.

### 15. PRESS INFORMATION

#### 15.1 PRESS SERVICE

The Local Organising Committee will, in close co-operation with the IWGA Press Officer, provide information and press service before, during and after the The World Games. The press service will record the events in such a way that statistical evaluation is possible and will provide, among other things:

- The necessary information with respect to the participating International Sports Federations.

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- Explanations of the various sports events included in the programme and their rules.
- Descriptions of the sports installations with dates and times of the competitions.
- Information about participants and high-ranking athletes and, for team sports, the team composition.
- Interim and final results.
- The names of the judges and referees.
- Information about the spectator capacity of arenas and the actual numbers of spectators.
- Other important information.

### 15.2 INFORMATION FLOW

This information must be made immediately available to the accredited members of press and media. The information should also be made available via the usual communication channels to the media in general. Information about The World Games and its competitions shall be announced to the public via the usual communication channels, such as Internet, and other new media.

### 15.3 LANGUAGES OF PUBLICATION

The press and information service shall publish its releases in the language of the country where the The World Games takes place and in English for world-wide publicity of items that are of more than local or national interest.

### 15.4 PLANNING

The press and information service shall, in close co-operation with the IWGA Press Officer, start its activity three years before the start of The World Games, beginning with a thorough description of the sports installations, the planned accommodations, the available rooms and the introduction of the Members of the ExCo of the IWGA

and the Local Organising Committee.

### 15.5 PRESS CONFERENCES

In addition to the work of the press and information service, press conferences shall be held before and during the event. The Press Section of the Local Organising Committee shall co-ordinate these press conferences with the Press Officer of the IWGA.

### 15.6 ANNOUNCEMENT OF ACCREDITED REPRESENTATIVES

Particular attention shall be given to the early announcement of the accredited representatives of the press and mass media, the participating sports federations and the invited sponsors and VIPs.

## 16. GAMES BROADCASTING REQUIREMENTS

### 16.1 OWNERSHIPS OF RIGHTS

The Rights to International Media distribution for The World Games belong to the IWGA which will make arrangements for sale and other distribution with appropriate agencies. The income will be split by percentages prior to the contract signing with the Host City.

### 16.2 APPOINTMENT OF HOST BROADCASTER

The Local Organising Committee is responsible for the contracting of an entity qualified to serve as the Games Host Broadcaster (GHB) (Rule 3.1.20).

### 16.3 INTERNATIONAL TV SIGNAL

The GHB shall be required to produce the international television signal in picture and sound – for live or delayed transmission – in wide-screen high-definition format and in the television standard of the host country.

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### 16.4 IMPARTIALITY

The international signal must be objective and impartial, not focused on specific athletes or countries, but covering the contests for a global audience.

### 16.5 COVERAGE

As a minimum from the semi-final stages onward, coverage of all events on the Official Sports Program shall be part of the international signal, as well as the World Games Opening and Closing Ceremonies, and the medal ceremonies for all events.

### 16.6 BROADCAST MANUAL

The GHB shall produce the international signal in compliance with the technical and editorial requirements set forth by the IWGA in its broadcast manual.

### 16.7 BROADCASTING STANDARDS

In order to ensure uniformly high standards for broadcasting across successive editions of The World Games, the IWGA and its partner(s) assist the Host City and the GHB in their efforts to develop and implement the broadcast concept/plan for a particular edition. The IWGA, its Member International Federations (IFs) and partner(s) transfer specific know-how in the production of coverage on the sports of The World Games to the GHB.

### 16.8 MEDIA RIGHTS STRATEGY

The media rights strategy aiming to maximize the levels of exposure as well as revenue shall be defined jointly between the IWGA, its partner(s) and the Host City.

### 16.9 DISTRIBUTION OF COVERAGE

The worldwide distribution of coverage on The World Games shall be entrusted to (a) partner(s) of the IWGA, or in the absence of such partners to another qualified entity that the IWGA and the Host City agree upon.

## 17. RESERVATION OF SEATS AND PRESS & MEDIA ENCLOSURES

### 17.1 RESERVED SEATS

Reserved spectator seats shall be available for all accredited persons. Holders of A Cards shall be entitled to a second free entrance ticket for the seat next to them, provided that this has been requested at the time of accreditation or in advance by permission of the ExCo of the IWGA or the Local Organising Committee.

### 17.2 PLACES OF HONOUR

Seats in the places of honour shall be reserved for:

- The head of State and the highest political authorities in the Host City's country.
- The most important international sports authorities, including the Members of the International Olympic Committee.
- The three highest authorities of the Host City.
- The President of the highest sports authority and the President of the National Olympic Committee of the Host City's country.
- The Members of the ExCo of the IWGA and their partners.
- The Presidents of International Sports Federations in membership of the IWGA.

### 17.3 PRESS & TV

Seats and dedicated areas for press and TV reporters shall be in locations which will provide them with a good view and technical facilities appropriate to their duties.

### 17.4 TV CAMERAS

Television cameras shall be located in dedicated restricted zones with an unobstructed view of the various

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competitions.

### 17.5 PHOTOGRAPHERS AND CAMERAMEN

Photographers and cameramen who have been accredited shall be provided with distinctive apparel such as bibs which will authorise them to have access to a reserved area close to the competition area, provided that they do not interfere with the progress of the sport event.

### 17.6 ALLOCATION OF SPARE SEATS

The number of seats reserved for non-competitors and athletes at venues other than their own competition venue will be limited in accordance with the demand for such seats. Any available seats will be allocated on a "first-come, first-served" basis.

## 18. FLAGS AND NATIONAL ANTHEMS

For The World Games, the rules regarding the use of flags and national anthems are those of the IWGA. These rules override any conflicting International Federation rules. At the sports installations and at the accommodations, the flags of The World Games, the International Sports Federations, the International Olympic Committee and of the Host City and hosting country may be flown.

### 18.1 OPENING, CLOSING AND MEDAL PRESENTATION CEREMONIES

The rules regarding use of flags and anthems at all ceremonial events during The World Games are given in paragraphs 20 & 21 below.

### 18.2 OTHER USE OF FLAGS, LOGOS AND ANTHEMS BY HOST CITY

In accordance with Article 1.5. of the Constitution of the IWGA, any flags, logos and anthems designed for The World Games in a specific Host City need the approval of the ExCo of the IWGA and once approved become the property of the IWGA. The rights of the Host City to use

such flags, logos and anthems in promotional activities will be laid down in the agreement between the IWGA and the Host City.

## 19. PROTOCOL

### 19.1 IWGA PRESIDENT

At all official functions and ceremonies the President of the IWGA will be the guest of honour. He or she will represent the IWGA at all functions and ceremonies.

### 19.2 IF EVENT CEREMONIES

IF Presidents, or in case of a Federation participating with more than one distinct discipline of sports, the Presidents or Chairmen of the respective disciplines of sports of the International Sports Federations, will preside over all ceremonies in connection with their events.

### 19.3 OFFICIALS OF PARTICIPATING FEDERATIONS

Presidents and Secretaries General of the participating Federations will be guests of honour at all events.

### 19.4 COMMEMORATIVE GIFT FOR ORGANIZERS

All those who have contributed to the organisation of The World Games in whatever way or manner, as professionals or volunteers, shall receive a commemorative gift, the nature of which the ExCo of the IWGA will decide together with the Local Organising Committee.

## 20. THE WORLD GAMES OPENING AND CLOSING CEREMONIES

### 20.1 THE WORLD GAMES OPENING CEREMONY

#### 20.1.1

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The ExCo of the IWGA shall agree with the Local Organising Committee on the content of the programme of the World Games Opening Ceremony. When a parade of participants is to be included in the Opening Ceremony, this must take place at the very beginning of the programme so that participants are able to see the ceremony in its entirety. The participants will march in by country, in alphabetical order according to the language of the host country, behind their national flags. The delegation of the host country will march in last.

### 20.1.2

A Master of Ceremonies will introduce the Chairman of the Local Organising Committee who will give a short speech. The Host City shall co-ordinate with the IWGA regarding other dignitaries to be included as speakers at the Opening Ceremony. The Master of Ceremonies will then introduce the President of the IWGA who will deliver a short address, ending with an invitation to the guest of honour to declare The World Games open. The guest of honour will be the Head of State or the highest political or sports authority of the host country or the chief representative of a world sports organisation.

### 20.1.3

After the guest of honour has declared The World Games open there will be a simultaneous raising of the flags of The World Games, the International Olympic Committee, the Host City and the host country, as the national anthem of the host country is played. .

### 20.1.4

The participants will then march out of the arena and take their seats in the stands to watch the remaining events of the Opening Ceremony

### 20.1.5

The Opening Ceremony will conclude with suitable sporting and cultural spectacles and demonstrations.

### 20.1.6

The flags of the participating International Sports Federations may be flown at the Opening Ceremony venue, together with those of The World Games, the International Olympic Committee, the Host City and the host country.

## 20.2 THE WORLD GAMES CLOSING CEREMONY

### 20.2.1

The World Games Closing Ceremony shall be held at a location agreed by the ExCo of the IWGA. The delegations of the participating Federations, Members of the ExCo of the IWGA and Members of the Local Organising Committee will attend.

### 20.2.2

The highest authority of the Host City will be the official host of the Closing Ceremony.

### 20.2.3

The President of the IWGA will deliver an address of thanks on behalf of the IWGA and he or she will present to the City authority a souvenir World Games flag which will be retained by the Host City as a permanent memento.

### 20.2.4

The representatives of the Host City of the next World Games, if present, will attend to receive the official World Games flag.

### 20.2.5

The Closing Ceremony will be followed by a social gathering.

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## 21. CEREMONIES FOR INDIVIDUAL SPORTS AND EVENTS

### 21.1 OPENING CEREMONIES

International Federations may choose to hold simple Opening Ceremonies at their individual events, or collectively for all their sports disciplines. If they do so, these ceremonies shall follow the format shown at Annex A to these Rules.

### 21.2 MEDAL CEREMONIES

Medal Ceremonies for the different sports disciplines shall also be of uniform format and follow standardized procedures, shown at Annexes B and C. The Local Organising Committee and the IWGA will co-ordinate with the International Federations on the involvement of officials in IF Opening and Medal Ceremonies.

### 21.3 RESOURCES REQUIRED

The following physical and human resources will be required for Medal Ceremonies

#### 21.3.1

A three-level winners' podium (order from left to right: 2,1,3)

#### 21.3.2

A recorded special fanfare

#### 21.3.3

An official co-ordinator

#### 21.3.4

A team of medal bearers (preferably girls in national costumes) and two high-ranking medal presenters (preferably more in the case of team sports), at least one of whom should be from the IF concerned.

#### 21.3.5

A Master of Ceremonies

#### 21.3.6

Recordings of the national anthem(s) of the gold medal winner(s).

#### 21.3.7

The flags of the three medal winners. The flags and national anthems used in the ceremony shall be those as recognised by the IOC for each delegation and all three flags shall be of one size.

#### 21.3.8

An official photographer.

#### 21.3.9

The winners' medals which shall have the World Games logo on the obverse side with space for name and event, and the coat of arms or the seal of the Host City on the reverse side. In a team sport at least one (1) additional medal shall be given to the national association to dispose of as they wish.

### 21.4 RESTRICTED ITEMS

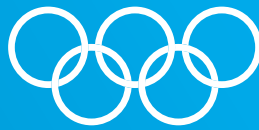
The presentation of gifts is not permitted during the Medal Ceremonies, nor are loudspeaker advertisements, commercial messages and detailed information about the medal winners.



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<b>Enacted on</b>	25th	July	1989
<b>Amended on</b>	16th	October	1992
	20th	October	1994
	17th	October	1996
	17th	October	1997
	1st	August	2000
	1st	June	2001
	1st	January	2005
	15th	January	2011
	26th	August	2011

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International World Games Association (IWGA)

**IWGA HEADQUARTERS** Avenue de la Gare 12 - CH-1003 Lausanne, Switzerland · CHE-100.602.518 VAT

Tel.: +41 21 601 03 21 · Mobile: +41 79 352 03 19 · [office@theworldgames.org](mailto:office@theworldgames.org)