



WORLD ROWING COASTAL CHAMPIONSHIPS MANUAL

TERMS AND CONDITIONS FOR THE ORGANISATION OF THE
WORLD ROWING COASTAL CHAMPIONSHIPS

SECTION G: LOGISTICS

2019 Version

CONTENTS

G.1. ACCOMMODATION.....	3
G.1.1. TEAMS.....	3
G.1.2. FISA AND JURY	3
G.2. FOOD SERVICES	4
G.3. TRANSPORTATION AND PARKING SERVICES	5
G.3.1. TEAMS.....	5
G.3.2. TRAFFIC MANAGEMENT AT THE VENUE.....	5
G.3.3. FISA AND JURY TRANSPORTATION	5
G.4. FAREWELL PARTY.....	6

G.1. ACCOMMODATION

G.1.1. TEAMS

While accommodation does not need to be booked for teams (with the exception of the Development programme), adequate accommodation for participants will be required in all categories as close as possible to the course and venues for social functions. Details of the costs and options of accommodation shall be submitted to FISA at the bid stage and included in the Bulletins.

G.1.2. FISA AND JURY

There are two types of FISA accommodation requirements – Bed and Breakfast, and Half-Board (bed, breakfast and dinner). Typically, Jury members are accommodated under Half-Board while all other FISA Commission members, staff and contractors are under Bed and Breakfast.

The FISA and Jury hotel during the WRCC should be comfortable but need not be luxurious (a three-star hotel is sufficient); proximity to the WRCC venue is the primary consideration.

Single rooms must be provided for all FISA Council, Commission, staff, contractors and Jury members. Should a FISA representative wish to upgrade to a twin or double room, for example if they wish to bring a family member, they should be able to do this at their own expense. The cost of upgrading, and for adding on additional nights if individuals wish to stay longer, should be advised to FISA so that this can be communicated to FISA members along with the process for paying for the upgrade.

Breakfast should be able to be served early enough to allow FISA and Jury members to eat with sufficient time to arrive at the venue two hours prior to the start of racing.

Whenever possible the FISA Council, staff, Commission members, Sports Presentation team and the Jury shall be accommodated by the Organising Committee in one and the same hotel or accommodation unit, however, it is recognised that this is not always possible given the requirement for dinner to be provided for the Jury and the rooms available at each hotel.

G.2. FOOD SERVICES

On-site or nearby catering (e.g. within 10 minutes walking distance) shall be provided throughout the hours of racing. Competitors should be able to purchase a variety of healthy food at reasonable prices.

The Organising Committee shall provide lunch and snacks each day at the venue for the International Jury members and FISA representatives, from two days before the start of racing. FISA shall provide the number of people required to have lunch on each day.

G.3. TRANSPORTATION AND PARKING SERVICES

G.3.1. TEAMS

Teams are responsible for their own transport to and from the airport and between their hotels and the venue, however a welcome desk or notice board should be established at the airport and at hotels to provide information to teams as they arrive. Local advice on how to best travel to the venue should be included in the Bulletins and in the Crew Captains Manual.

G.3.2. TRAFFIC MANAGEMENT AT THE VENUE

It is important to develop a traffic management plan to ensure smooth passage of all the necessary vehicles through the venue, particularly during the peak times when trailers are offloading and loading boats. The traffic management plan should be shared with FISA.

G.3.3. FISA AND JURY TRANSPORTATION

The Organising Committee will supply transport between the nearest international airport or railway station and the venue/hotel for members of the Jury and for all FISA representatives and contractors. FISA would provide to the Organising Committee the arrival and departure times of the FISA representatives, contractors and Jury. It is appropriate people to be grouped together based on their arrival times for transport from the airport, however waiting times should be no more than 45 minutes. An Organising Committee volunteer or representative dressed in visible clothing should meet arrivals at the airport and direct them to the appropriate pick up location.

The Organising Committee will provide suitable and regular transport for Jury and the FISA representatives members between their accommodation and the regatta venue, if it is not within close walking distance (a close walking distance would be confirmed by FISA on the site visit, but usually no more than a 15 minute walk). The schedule of the transport shall be agreed on between FISA and the Organising Committee.

G.4. FAREWELL PARTY

The Organising Committee shall organise an official Farewell Party for the participants on the last night of the championships within which the medal ceremonies will take place.

While there is no set format for the Farewell Party, it could include a meal (sit-down or more informal), a band or DJ and dance floor, cash bar, etc. A proposal for the format of the Farewell Party including attendance costs and inclusions should be provided to FISA four months in advance of the regatta. If a fee is charged for a meal or other activity there must still be free access for all athletes and spectators to be able to attend the medal ceremonies.

The international Jury, FISA Council and FISA Commission members should be invited to attend the Farewell Party free of charge, including the meal (if provided). It is optional for FISA staff and contractors to be invited; however, they must be able to freely access the medal ceremonies to perform their necessary duties. The Organising Committee should confirm if partners of FISA Council, Commission members and Jury members are invited to attend or whether they are able to purchase an additional ticket for the Party.