

HOST CONTRACT

FOR THE XIX WINTER EUROPEAN YOUTH OLYMPIC FESTIVAL

- Liberec Region, City of Liberec (CZE) –



**EUROPEAN
YOUTH
OLYMPIC
FESTIVAL**



**HOST CONTRACT
FOR THE XIX WINTER EUROPEAN YOUTH OLYMPIC FESTIVAL**

(Hereinafter the “Event”)

Contract executed in

on

Between:

The European Olympic Committees (hereinafter “the EOC”)

represented by

Mr. Spyros Capralos, President

Mr. Carlo Mornati, Secretary General

on the one hand, and:

The National Olympic Committee of Czechia (hereinafter the “NOC”)

represented by

Mr. Jiri Kejval, President

and:

The Liberec Region (hereinafter the “Host”)

represented by:

Represented by Mr. Martin Půta, Governor

and

The City of Liberec (hereinafter the “Host”)

represented by:

Mr Jaroslav Zámečník, Mayor



**EUROPEAN
YOUTH
OLYMPIC
FESTIVAL**

and

EYOF 2029 Ltd.

represented by:

Ms. Veronika Zemanová, Managing Director

Hereinafter also jointly referred to as the “Parties”, on the other hand.



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**EUROPEAN
YOUTH
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RECITALS

- A. The EYOFs are the exclusive property of the EOC which owns all rights and data relating thereto, in particular, and without limitation, all rights relating to their title, organisation, exploitation, broadcasting, recording, representation, reproduction, access and dissemination in any form and by any means or mechanism whatsoever, whether now existing or developed in the future, and whereas the EOC may license all or part of its rights to the EYOF on terms and conditions set forth by the EOC;
- B. The City of Liberec and Liberec Region have been approved as the Host of the Event by the EOC;
- C. The Host has requested, and the EOC has accepted, that the Host hosts the Event, and the Host has undertaken to organise the Event at its cost in full compliance with the EOC Documents¹, this Contract and the Instructions of the EOC and that it procures the full compliance of the Host to all requirements herein;
- D. On 19th March 2025, the Government of the Czech Republic officially approved the intent of the NOC's candidacy, including the necessary financial backing and required governmental guarantee, so securing Host Government's support for the Event;
- E. It is the responsibility of the EOC to secure the participation of the sports in the Event through the European or International Federations as applicable;
- F. It is the mutual desire of the Parties that the Event be organised in the best possible manner, adopting the best practice, and that it will take place under the best possible conditions for the benefit of the competitors, and that the Event leaves a positive legacy for the Host and the Host's country while also promoting the EOC and the Olympic Movement in a positive way;
- G. The Host and the NOC acknowledge that doping is contrary to the fundamental principles of sport and will adopt and implement drug testing regulations and anti-doping procedures in accordance with this Contract and will comply with all Instructions of the EOC in its fight against doping;
- H. The Host acknowledges and agrees that concern for sustainability is an important consideration in conducting its activities and undertakes to consult with the EOC on sustainability issues, in addition to complying with all related applicable laws and regulations;
- I. The Parties agree that the foregoing Recitals shall form an integral part of this Contract;
- J. The NOC has established EYOF 2029 Ltd. as a wholly-owned subsidiary, specifically dedicated to the preparation, organisation, and delivery of the Event in accordance with the EOC Rules and the EYOF Charter.

¹ "EOC Documents" means the EOC Constitution, any EOC regulations, guidelines, technical manuals, instructions, policies and procedures issued or adopted by the EOC, in force and as amended from time to time including, among others, the EOC Guidelines for Sustainability, Safeguarding and Gender Equality.

1 BASIC PRINCIPLES

1.1 Organisation of the Event

The EOC hereby entrusts the organisation of the Event to the NOC and the Host, who undertake, jointly and severally, to fulfil their obligations in full compliance with the provisions of the EYOF Charter, the terms of this Contract and the instructions of the EOC.

This Contract comes into effect on the date of signature and covers the entire period of the preparation and holding of the EYOF and ends with the presentation of the Final Report at the following EOC General Assembly.

The Event will take place on the following dates:

Official opening of Athletes' Village and Arrival Day:	27.1.2029
Opening Ceremony date:	28.1.2029
Closing Ceremony date:	2.2.2029
Official closing of Athletes' Village and Departure Day:	3.2.2029

Based on the dates above, the Event Period is from 27.1.2029 to 3.2.2029.

1.2 Prior agreements of no effect

The Host and the NOC hereby declare and agree that any undertaking or agreement that does not have the approval of the EOC, and which was concluded by either of them prior to the execution of this Contract and having any connection whatsoever with the Event is inoperative against the EOC and shall, as regards the application and implementation of this Contract, be null, void and entirely without effect.

1.3 Creation of the Organising Committee (OC)

The Host and the NOC shall constitute the OC as soon as possible but not later than three months after signing this Contract and are responsible for ensuring that OC adheres to all its terms, so that all terms of this Contract relating to the OC and in particular all the rights, obligations, and guarantees of the OC provided for in this Contract are binding upon the OC as if it were an original Party hereto.

The OC shall be established as the body responsible for the substantive and operational delivery of the Event. The OC shall be supported by its executive and service entity, which shall be the company EYOF 2029 Ltd. accordance with Recital J and Clause 7.1 of this Contract. The Parties expressly agree that the OC and EYOF 2029 Ltd. are responsible for the professional and technical execution of the Event, while the legal and financial liability for all commitments and obligations under this Contract remains with the NOC and the Host, as further specified in Clause 1.5.

The OC shall include, among its members, the President and/or Secretary General and Vice president of the NOC of the host country, and at least one member each in representation of, and designated by, the Host.

Once constituted and duly notified by the EOC, the OC shall act, either directly or through EYOF 2029 Ltd., as the sole operational and administrative interlocutor of the EOC in all matters concerning the planning, organisation and delivery of the Event, without prejudice to the rights and obligations of the other Parties under this Contract.



1.4 Compliance of the Organising Committee with this Contract

Hence, the Host and the NOC undertake to:

- 1) Ensure that the OC complies with this Contract, without limitation, and to forward to the EOC written confirmation thereof, no later than one month after its creation;
- 2) obtain and forward to the EOC written confirmation from the OC that it is responsible for the substantive and operational management of the Event, as further specified in Clause 1.5 of this Contract.

The Parties acknowledge that the Host, the NOC, EYOF 2029 Ltd. and the OC, in performing their obligations, are bound by the mandatory provisions of Czech national legislation, specifically the Public Procurement Act and the regulations governing public subsidies provided by the National Sports Agency (NSA) and other public authorities. All procurement of goods and services for the Event must be conducted in accordance with these legal frameworks.

1.5 Obligations and responsibilities of the Parties

The NOC, EYOF 2029 Ltd. the Host and the OC, each insofar as it concerns them, shall be responsible for the preparation, organisation and staging of the Event; they assume entire responsibility for the Event and will ensure the staging of the Event in the proper manner.

The NOC and the Host shall be jointly and severally liable for all legal, financial, and contractual guarantees, representations, and commitments under this Contract. The OC and EYOF 2029 Ltd. shall be responsible for the substantive and operational management of the Event.

Except where expressly stipulated otherwise in this Contract, particularly in Clauses 7.1 and 7.4, all obligations of the Host, the NOC, the OC and EYOF 2029 Ltd. pursuant to this Contract shall be discharged at their expense, subject to the conditions and availability of public funding.

1.6 Indemnification and waiver of all claims against the EOC

The Host, the NOC and the OC hereby jointly and severally waive, save for claims pursuant to Clauses 2.5., 7.4, and 10.5 of this Contract, any claim against the EOC for any damages, including costs, resulting from all acts or omissions relating to the Event, including, but not limited to, force majeure, as well as any performance, non-performance, violation or termination of this Contract.

This indemnification shall not apply to wilful misconduct or gross negligence by the EOC.

1.7 Entry formalities and customs

The NOC of the host country, the Host and the OC shall provide a guarantee from the appropriate authorities undertaking to facilitate free access to the country for all participants and officials, whatever their country of origin, on presentation of a passport or equivalent identity document and/or facilitating the issuance of entry visas as well as the temporary import of equipment and supplies for the purpose of the Event (e.g. rifles and ammunition, medical accessories etc.)

To this end the OC shall take all necessary measures to facilitate the importation, free of customs duties, of the supplies and equipment (including medical supplies and equipment) needed by the EOC, the NOCs and the participating Federations for the Event, and of the supplies and equipment needed by the accredited media



and sponsors, on condition that such supplies and equipment are used during the Event and re-exported to their country of origin after the Event.

1.8 Conditions of participation

Only the athletes properly entered by their NOCs according to the deadlines for entries, age categories and official quotas are eligible to take part in the Event.

The qualification criteria are fully in the control of the respective NOC, with the exception of team sports where the qualification system of teams will be duly communicated by the EOC to the OC no later than 18 months prior to the official opening of the Event.

1.9 Athletes' age categories

Athletes' age categories will be set in cooperation with the Federations in the Sport Data Overview and will be communicated by the EOC to the OC no later than 18 months prior to the official opening of the Event.

1.10 Quotas

The participation quotas will be set in the Sport Data Overview and will be communicated by the EOC to the OC no later than 18 months prior to the official opening of the Event.

1.11 Athletes' Nationality & Eligibility

The verification of athletes' nationality and their eligibility to represent a specific NOC is the sole responsibility of the respective NOC and the EOC, in accordance with the EYOF Charter and EOC regulations.

The OC shall have no obligation to verify the nationality, citizenship, or legal status of the participants. The OC shall rely entirely on the entry data and guarantees provided by the respective NOCs and approved by the EOC.

Any disputes, claims, or legal issues arising from an athlete's nationality or eligibility shall be resolved between the EOC and the relevant NOC, and the OC shall be held harmless from any liability or costs resulting from such disputes.



2 PRINCIPLES OF ORGANISATION

2.1 EOC EYOF Commission

The EOC Executive Committee shall charge the EOC EYOF Commission with the task of representing the EOC in any matter relating to the EYOF.

2.2 EYOF Coordination Commission

In cooperation with the EOC Executive Committee, the EYOF Commission shall nominate an EYOF Coordination Commission with responsibility for managing the working relationship of, on the one hand, the OC and, on the other hand, the EOC, the participating Federations and the NOCs.

The EYOF Coordination Commission shall monitor the preparations for the Event by the OC, provide help, and exercise any other authority that may be delegated to it by the EOC. This may include the power to issue binding directions to the OC and to enforce compliance with decisions or instructions of the EOC. The OC shall implement, without delay, all decisions and instructions issued by the EYOF Coordination Commission pursuant to such delegated authority.

The EYOF Coordination Commission consists of five members:

- Chair;
- two members;
- EOC Medical Delegate;
- EOC Sport Director.

The EYOF Coordination Commission shall meet with the OC, with all its Functional Areas, on a regular basis as outlined in Clause 2.7 or as required by the EYOF Coordination Commission. Apart from regular communication with the OC, the EYOF Coordination Commission shall carry out an inspection visit to the Host as least once per year and meet with the representatives of the OC.

The OC is responsible for the preparation of the EYOF Coordination Commission visits (invitation, schedule etc.). The visit structure is indicated in Appendix B to this Contract.

2.3 EOC Sport Director

The EOC Sport Director is the first point of contact for the OC and is the liaison between the OC, EYOF Coordination Commission, EOC EYOF Commission and the participating Federations.

The EOC Sport Director shall provide responses or decisions to the OC's requests in a timely manner. Should the EOC Sport Director fail to respond to a specific request within a reasonable timeframe, the OC shall issue a formal reminder to the EOC Sport Director.

If no response or decision is received within 10 working days after the OC's formal reminder, the OC reserves the right to escalate the matter directly to the EOC Secretary General and/or the EOC CEO.

In such an event, any delays in the preparation or delivery of the Event caused by the EOC's lack of response or delayed decision-making shall not be considered a breach of this Contract by the NOC or the OC, and the OC shall be entitled to an appropriate extension of any affected deadlines.



2.4 Promotion of Olympism

The Host, the NOC and the OC shall encourage the development and promotion of Olympism and its basic principles and values with which it is associated, in particular the sporting, social, educational and moral aspects.

2.5 General organisation of the Organising Committee

The Host, the NOC, OC, EYOF 2029 Ltd. each insofar as it concerns them shall be responsible for the successful organisation and planning of the Event.

No later than six months after its creation, the OC shall submit a Master Plan with EYOF General Timeline to the EYOF Coordination Commission.

The structure of the Master Plan is indicated in Appendix A to this Contract.

All substantial changes to this Master Plan shall be subject to the prior approval of the EYOF Coordination Commission.

The Master Plan with EYOF General Timeline (the milestones the OC with given deadlines if it is to deliver on its commitments) is a critical framework that the OC must prepare and follow, with key deadlines which the EOC will use to monitor the progress of the project.

The EOC needs to approve the Master Plan with the EYOF General Timeline and may impose additional requirements, if necessary, when the OC is not on track with preparations or should significant difficulties emerge.

One of the most critical elements of the EYOF General Timeline is the Proof of Concept and Feasibility Report (the 'cut-off date') that the EOC sets at one year prior to the Event. At this stage, the Proof of Concept and Feasibility Report should be prepared, incorporating—though not limited to—the following: signed accommodation agreements, transportation, financial guarantees, documentation of full-time professional staff employment, workforce recruitment plan including volunteers, a comprehensive overview of all Functional Areas' services and activities, confirmation from Technical Delegates regarding competition and training venues, signed venue agreements, and the formation of the competition committee. If, at this point, the staging of the Event is clearly in serious jeopardy—even after additional requirements have been implemented—the EOC reserves the right to intervene. The EOC may then reduce the Event's format (for example, by decreasing the number of sports or athletes) or enforce other measures to resolve the issues. The final recourse is to exercise the right outlined in points 10.4 and 10.5 of this Contract.

Conversely, the OC reserves the right to issue a formal Alert Notification to the EOC if the staging of the Event is in serious jeopardy due to the EOC's lack of cooperation, delayed decision-making, or failure to fulfil its obligations. If the EOC fails to rectify such situation within 30 days of the notification, the OC shall be entitled to reduce the Event's scope or services affected by such non-cooperation, or to exercise the right of withdrawal under Clause 10.5 without any penalty, while reserving the right to claim compensation for any resulting additional costs or damages.



2.6 Organising Committee reporting to the EOC

The OC shall, on a quarterly basis from the moment of the formation of the OC and/or at any time requested by the EOC, and at its own expense, provide the EOC with updates, details and deliverables, and report regarding the planning, preparation and organisation of the Event.

As part of regular reporting, the EOC shall closely monitor the progress of preparations by holding a series of meetings with the OC to ensure the Event stays on track:

- Quarterly Meetings: From the moment of the formation of the OC;
- Monthly Meetings: Beginning one year before the Event;
- Weekly Meetings: In the final two months leading up to the Event;

The OC shall also have its own internal meeting schedule to ensure all aspects of the Event are coordinated. It must hold regular meetings on a monthly or weekly basis (closer to the Event, the meetings must be more frequent) with the heads of all functional areas, as well as with external stakeholders who provide key services (e.g., accreditation, IT, media, streaming etc.).

Knowing that a critical and continuous part of the organisation of an EYOF is change management, the OC must systematically and consistently manage any alterations or changes to the Event plan. This includes documenting it and continuously informing key staff members about all changes and updates throughout the entire timeline to ensure everyone is on the same page. If the change represents a substantial deviation from the Master Plan and the EYOF General Timeline, the EYOF Coordination Commission needs to be included in the change of plans and approve it.

The OC shall forward to the EOC an Annual Progress Report one month before the annual General Assembly in English on the progress of preparations for the Event. The report shall be sent to the EOC in electronic version as per the structure in Appendix A, no later than one month before the EOC General Assembly.

The OC shall further present a report to the EOC General Assembly, based on its Progress Report. The date and the duration of this oral presentation will be determined by the EOC and communicated to the OC in due time.

Whenever it may deem it necessary, the EOC may ask for additional written Progress Reports or presentations to the EOC Executive Committee.

The OC shall in any case immediately inform the EOC of any difficulties it may face in complying with its obligations under this Contract.

To ensure the efficiency of the reporting process, the EOC shall, no later than 6 months after the signing of this Contract, provide the OC with a clear definition of the required reporting templates, the scope of the deliverables, and a designated list of EOC contact persons for each functional area. For all meetings and reports mentioned above, the EOC undertakes to provide formal feedback or approval within 10 working days of receipt. In the absence of such feedback, the report or proposal shall be deemed accepted, allowing the OC to proceed with the preparations without delay.

2.7 Publications

The OC shall publish and distribute a variety of official documents and other communications to NOCs and accredited persons, in English, including the list of obligatory publications below. Should it so choose, the OC is free to translate these documents into other languages.

All publications shall be submitted by the OC to the EYOF Coordination Commission for its approval before they are distributed.



List of obligatory and other recommended publications:

- Invitations
- Chart of sports, disciplines, events, age categories, quotas
- Official sport competition and training schedule
- Overall Event programme
- Chefs de Mission Manual
- Technical Manuals (technical manuals for all sports on the programme of the Event, registration and accreditation, medical, anti-doping, security, transport)
- Guide for accredited persons (with the basic information about the Event, programme, transportation and all and any other useful information)
- Information newsletters;
- Info kits for various accredited groups (EOC Family, media, sport officials, etc.);
- Leaflets for the public;
- Progress reports;
- Final report;
- Tickets and invitations ;
- Posters;
- Documents and materials for the promotional campaign;
- Various presentations (e.g., ppt);
- and other documents and presentations based on the EOC instructions;

In the interest of sustainability, the OC must avoid printing documents that can be made available electronically.

2.8 Chefs de Mission Manual, Seminar and Meetings

The Chefs de Mission Manual is one of the most important documents issued by the OC and shall include all services, activities and other important information (see Appendix A) as a guideline for participating NOCs.

The OC undertakes to organise a Chefs de Mission Seminar three months before the opening of the Event. The scope and instructions concerning the organisation and staging of this Seminar are given in Appendix B to this Contract.

During the Event a minimum of three Chefs de Mission meetings shall be planned. Depending on need and according to requests made by the OC and/or to the EYOF Coordination Commission, other Chefs de Mission meetings may take place. These meetings have to be duly announced to the Chefs de Mission.

Regular coordination meetings of the OC and the Coordination Commission shall take place during the Seminar and Event.

2.9 Organising Committee Final report and documentation upon conclusion of the Event

Within four months after the conclusion of the Event, the OC shall publish a Final Report in English. This report shall be signed by representatives of the OC, the NOC and the Host.

It shall be sent to the EOC in electronic format, which will distribute it to the participating NOCs. The information requested in the Final Report is given in Appendix A to this Contract.

Together with the Final report, the OC must provide the EOC with a variety of information, documents and materials for the EOC archive. The data and materials the OC needs to provide is given in Appendix A to this Contract.

The OC shall present a final report to the EOC General Assembly, based on its written Final report. The date and the duration of this oral presentation will be determined by the EOC and communicated to the OC in due time.

2.10 Transfer of knowledge and EYOF Debriefing

Transfer of knowledge is the very important process of transferring information from one OC to another, with the aim of avoiding “reinventing of the wheel”, sharing and inheriting knowledge and experience and reducing the overall risk and/or mistakes of staging an EYOF.

Fulfilling its role as a coordinator and facilitator in the transfer of information, the EOC has initiated the Transfer of Knowledge Process, which includes:

- The provision of documents and materials from the previous EYOF, which the EOC shall deliver to the OC in a structured electronic format within 30 days of signing this Contract;
- EYOF Observer programme;
- EYOF Shadowing programme;
- EYOF Debriefing (separate meeting for Winter and Summer, generally held alongside the General Assembly held in the same year);
- Professional EOC assistance to the OC, the specific scope and contact persons of which shall be defined by the EOC in writing upon the OC's request.

The representatives of the OC must at their own cost take part in the Chefs de Mission Seminar and the Observer Programme and Debriefing at least for the preceding EYOF.

The OC shall organise the Observer Programme during the Event and optionally initiate the Shadowing Programme as stated hereinafter.

The OC must take part in the EYOF Debriefing session. Such Debriefing will take place within three months after the conclusion of the Event, and the future EYOF organisers shall be invited.

The OC shall prepare a presentation including facts and figures, lessons learnt from the organisation, and recommendations for future organisers as well as the EOC. Exact instructions will be provided by the EOC in due time.



3 ORGANISATION OF ACCOMMODATION

Since accommodation is a crucial area, the OC needs to prove, by signed agreement(s), to the EOC that it has secured a proper number of suitable beds according to estimated size of individual accreditation groups at least one year before the Event. The EOC needs to approve the proposed accommodation facilities.

3.1 Athletes' Village

The OC shall provide accommodation for athletes, team officials and other team personnel in an "EYOF Athletes' Village" or similar set up. It is preferable for the EYOF Athletes' Village to be located on one site. If this is not the case, the OC must ensure the same conditions and quality of accommodation for all NOC delegations.

All Village facilities shall be in compliance with all applicable national building regulations and standards, including, but not limited to, those mentioned below, as well as security, safety, hygiene and other standards typical of this kind of facility, all of which must be approved by the EOC.

The OC shall therefore:

- a) provide accommodation with full board as near as possible to the competition sites and administrative and accreditation centres during the Event Period;
- b) make available for Chefs de Mission their accommodation with full board on the dates agreed; and,
- c) provide accommodation for up to 2,000 members of the NOC delegations (athletes and officials).

Accommodation, meals and level of comfort for the participants should be to a minimum standard comparable to a 3-star hotel. Unless otherwise authorised by the EYOF Coordination Commission, depending on the size of the room, the occupancy must not exceed four persons per room. The room occupancy rate must in every case be approved by the EYOF Coordination Commission.

The ratio of athlete to WC/shower should not ideally exceed 4 athletes per WC/shower. This ratio shall be applied to the extent possible, subject to available capacities.

Athletes and officials must have entirely separate rooms and sanitary facilities (showers and WCs). Within the athlete facilities, gender-based separation must be strictly maintained for rooms, showers, and WCs.

Daily arrangements must be made for a Chambermaid and Housekeeping Service to maintain resident accommodation in a clean and acceptable condition (sanitary facilities, collection of waste disposal etc.). Bed linen must be changed once in the middle of the Event week. Sets of towels must be changed at least three times per week.

The EYOF Athletes' Village(s) must be accessible 24 hours a day.

Each Chef de Mission must be provided with a single room.



The NOC Delegations must be provided with additional dedicated rooms to serve as an office (with a desk and chair) and medical room, according to the size of the delegation as follows:

NOC Delegation size*	NOC Office	Medical room
Up to 9	0	0
10 and more	1	1**

**the NOC Delegation size is calculated by adding the number of athletes, team officials, general officials, Chef de Mission and Deputy(ies) Chef de Mission participating*

***only if the NOC brings a physician and/or physiotherapist*

Also, several meeting rooms free of charge must be provided in the EYOF Athletes' Village for meetings of the Chefs de Mission, for sports technical meetings, and as meeting rooms for the NOCs (subject to the prior reservation).

3.2 Accommodation for Technical officials and Referees

The OC shall also guarantee the appropriate number of necessary rooms for international Technical Delegates, judges/referees, and other nominated sports officials during the Event. The Technical Delegates and selected international sports officials shall be accommodated in single rooms in hotels of not less than 3 stars standard.

The international judges/referees and officials should preferably be accommodated in single rooms, and if not in twin rooms as agreed with the respective Federation, in one/two hotels of minimum level of 3 stars in order to ensure they all have the same conditions during their stay. In no case shall the judges/referees be accommodated in the EYOF Athletes' Village.

3.3 Accommodation for the Olympic Family and distinguished guests

The OC shall be responsible for organising accommodation for EOC Executive Committee members, EOC EYOF Commission members, EYOF Coordination Commission members, Athletes' Commission members, Presidents and Secretaries General of the participating NOCs, participating Federations' representatives, EOC staff, and guests and other members of the Olympic Family and distinguished guests in an official EOC Family Hotel(s) as close as possible to the competition sites. The choice of the hotel(s) must be approved by the EYOF Coordination Commission and the EOC's specific requirements must be followed, including dedicated rooms for the EOC Head Office staff and EYOF Coordination Commission to serve as offices and meeting rooms for the purposes of the EOC.

With the exception of the EYOF Coordination Commission, the above-mentioned groups in Clause 3.3 will bear their own costs for their accommodation and board.

3.4 Media accommodation

The OC shall ensure that accredited media representatives have at their disposal accommodation in a group of hotels in a range of categories, with the necessary working conditions and at reasonable prices.

This accommodation shall be situated as near as possible to the major sports venues and shall be available to media representatives for the Event Period.



The media representatives bear their own costs for accommodation and board.

The NOC Media Representative(s) acting as press attaché(s), according to Sport Data Overview, may be accommodated with their delegation in the EYOF Athletes' Village.

3.5 Accommodation for families and visitors

The OC shall use its best endeavour to help the athletes' families and visitors to find accommodation in the Host's city. This can be done via the OC or by recommending an agency/agencies or tourist office on the official website.

3.6 Price Control

The OC shall use their best endeavour to ensure that reasonable prices for hotel rooms in and around the Host's city are charged to accredited and non-accredited persons attending the Event.



4 ORGANISATION OF VARIOUS FUNCTIONAL AREAS

4.1 Entries and Accreditation

The NOC of the host country, together with the OC and the EOC, shall send a common invitation to the Event to all NOCs recognised by the EOC (with the exclusion on any NOC that has been suspended by the IOC and/or EOC), sixteen months before the Event. The invitation shall contain a request for confirmation of participation by the NOCs.

The OC can require preliminary entries by number, although this is not a mandatory step. If not, the procedure shall be as follows:

- The final entries by number shall be requested at least four months prior to the Event.
- Entries by name (the long list) shall be submitted at least 4 weeks prior to the Event.
- Final entries by name (the short list) from the original long list shall be confirmed no less than 2 weeks prior to the official arrival day for the Event. An individual athlete may be substituted in this last two-week period for reasons of illness or injury (same gender and/or sport only), with EOC approval.

The NOCs are responsible for submitting correct personal data of the persons listed in the final entry by name, since any participant, especially athlete, may be disqualified and the accreditation revoked if any discrepancy is found. After confirming personal data at the final stage of the registration process, the NOC is entitled to receive its accreditations. The EOC in any case reserves the right to ask NOCs to certify the age of participating athletes.

Final entries by number shall constitute the financial commitment of each NOC vis-à-vis the OC, save for the following exceptions:

- NOCs with delegations of up to 50 members can decrease their delegation by 10%, and NOCs with delegations of 51 members and over by 5% of their final entries by number without financial consequences, provided this is done in the period between submission of final entry by number and the short list deadline.
- NOCs may submit a written request to adjust the allocation of athletes and officials between sports and/or gender, provided the total remains within the original quota confirmed in the final entries by number. Such requests must be sent no later than 30 days prior to the official arrival day to the Event and are subject to approval by the OC based on available capacity. However, if the OC does not approve the requested change, the decision must be reviewed and confirmed by the EOC.
- NOCs can increase the numbers from the final entry by number in the period between submission of final entry by number and the short list deadline but only based on the approval of the OC (based on number of available beds).

4.2 NOC Relations & Services

The OC shall set up an NOC Relations & Services Department, which serves as the main liaison with the NOCs during preparations and the Event. This department shall collect and handle all the queries and requests of the NOCs and regularly inform the NOCs about all the important information, including facts & figures, related to the organisation of the Event.

This work demands staff with Olympic environment experience and good communication and language skills.



The NOC Relations & Services Department shall also be responsible for the special non-public section on the official website dedicated to NOCs (special access rights/NOC Extranet) and the NOC Services Centre to be set up at the EYOF Athletes' Village for the duration of the Event.

The NOCs Relations & Services Department shall also be responsible for the NOC Assistants (volunteers), who must have a basic knowledge of one or two foreign languages, allocated to each NOC (1-2 Assistants per NOC depending on the size of the NOC delegation) and who will act as the go-between between NOCs and the OC.

4.3 Catering

The OC is responsible for ensuring full board (breakfast, lunch and dinner) catering services for the respective groups of accredited people during the period from official arrival day till the official departure day as set for each group of accredited persons (e.g. Technical Delegates, Chefs de Mission, Judges, NOC Delegations, etc.). Particular attention must be paid to the catering facilities and food preparation areas and their compliance with hygiene standards. Catering services must operate with the highest degree of efficiency and rapidity.

An on-site catering facility (dining hall of sufficient capacity with controlled access) must be provided in the EYOF Athletes' Village with full, varied meals – preferably buffet style - and a choice of beverages to suit the diet, amount and nutritional needs of athletes, and all special dietary requirements, at least three times a day during the Event Period.

If there are multiple Athletes' accommodations and distances to the main dining hall are beyond reasonable travel time, the OC shall ensure the same conditions and quality of food and beverage for all NOC delegations at their own accommodation to eliminate or minimize unnecessary travel for participants. The final decision regarding the organisation of catering facilities and services shall be approved by the EOC and together with the food and beverage menu must be submitted at least six months and approved at least four months before the Event by the EYOF Coordination Commission.

The opening hours for the dining hall(s) must be established in accordance with the sports schedule and in order to accommodate expected peaks and be approved by the EYOF Coordination Commission.

In case of particular mealtime clashes with official sports or other schedules, meals must be provided in the sports venues or respective place. Unlimited drinking water and ice must be provided at each venue.

On the day of the Opening and the Closing Ceremony a packed meal shall be provided to the NOC Delegations, after the end of the Ceremonies.

The OC shall also provide a meal travel pack on the day of NOC delegations' departure based on NOCs' request at least two days prior to departure, if their departure is prior to regular mealtime.

4.4 Transport

Throughout the Event Period the OC is responsible for providing a free of charge, safe, legal, reliable and efficient system of transport for all the accredited persons, and for the equipment needed by athletes for training and competition, between the airport(s) (official port(s) of entry), and the accommodation sites, and to and from all official competition and non-competition venues (including training venues) connected with the Event. Also, several dedicated cars, as well as a car on request system, must be provided as per EOC instructions.

The scope of Transportation includes:



- Planning and operating of an efficient transportation system based on the schedule of the Event, and needs of different groups of participants and organisers
- Coordination with local/state authorities (traffic police etc.) and all OC departments
- Operating the dispatching centre(s)
- Coordination of access and parking (based on the vehicle access and parking permits) in the official venues
- Ensuring signage and easy orientation for travelling to the venues
- Collecting the transport related facts and figures from the NOCs (via NOC Relations and Services department) and other accredited participants e.g., arrival and departure data, numbers of vehicles, size of equipment etc.
- Route maintenance

Special attention must be paid to the arrival and departure days of the NOC delegations and also to the transportation of equipment to the storage areas (hotels, venues etc.).

The main transport mall must be in the EYOF Athletes' Village (or in its immediate vicinity) and must be designed to ensure a safe division between the transit of vehicles and pedestrians.

Team sports must be provided with a suitably sized dedicated vehicle for each team.

Special attention must be paid to the transportation to and from the Opening and Closing Ceremony. Transportation should also be provided for the athletes and officials who wish to go and encourage their teammates as spectators.

Dedicated cars must be provided at least to:

- EOC President
- EOC Secretary General
- EOC EYOF Commission Chair
- EOC Chief Executive Officer
- EYOF Coordination Commission members (each)
- Nominated Technical Delegates (on demand)
- EOC Head Office staff (one car)

The final number of dedicated cars and/or drivers needed will be communicated to the OC by the EYOF Coordination Commission no later than one year prior to the official opening of the Event.

A transportation desk must be operated in the NOC Services Centre and in the EOC Family Hotel. A smooth dedicated transportation system for all sports officials including judges and referees must be ensured.

The OC shall engage expert(s) with experience in multi-sport events, or similar, transport planning and operations, who will prepare the transportation project and system, and the detailed plan must be submitted at least six months and approved at least four months before the Event by the EYOF Coordination Commission.

4.5 Security

The OC undertakes to ensure that all the appropriate and necessary security measures are taken by the competent authorities of the host country and the Host in order to guarantee the safe and peaceful staging of the Event, and the security and safety of all participants.



It is of essential importance to set up a transparent structure and to perform risk assessments in cooperation with the competent authorities, in order to determine what security measures are required.

The detailed security plan must be submitted at least six months and approved at least three months before the Event by the EYOF Coordination Commission.

The minimum requirements are to secure and check entry to the Athletes' Village on a 24/7 basis, the access to the zones in the official competition and non-competition venues and at the Ceremonies areas, on the basis of the accreditation, zoning and ticketing system.

All venues must be well-secured and guarded 24/7.

All official areas and thoroughfares must be well illuminated at night.

Emergency evacuation procedures must be established in accordance with local regulations. This procedure must be made available and clearly explained to all Chefs de Mission upon arrival.

4.6 IT Services

IT services, all of which, unless otherwise specified in this Contract, are for the account of the OC, are a vital element in the preparation and staging of an EYOF, requiring selection, implementation, testing and operating up-to-date and functional Information and Technology systems, tools and facilities (hardware and software) in official competition and non-competition venues, including data and timing & scoring systems with web results, in order to guarantee reliable and rapid production and transmission of information and services to accredited participants and the public, as well as to support the other departments of the OC.

4.6.1 Registration and Accreditation System

In order to ensure the use of a functional system commensurate with the standards required for an EYOF, the OC undertakes to use the Registration and Accreditation system selected for it by the EOC at the terms and conditions indicated in Appendix C. The EOC confirms that the core Registration and Accreditation System, including all required modules, technical updates, and remote technical support, shall be provided to the OC free of charge.

The OC's commitment to use the EOC system is strictly conditional upon the EOC delivering a fully functional, final version of this system, including all necessary technical documentation and support specifications, to the OC no later than 31 December 2026.

If the EOC fails to provide the system in a ready-to-use state by this deadline, or if the provided system fails to meet the functional requirements of the OC, the OC shall be free to choose and implement its own Registration and Accreditation system. In such an event, the EOC shall be obligated to fully reimburse the OC for all documented costs associated with the procurement, implementation, and operation of this alternative system. This reimbursement shall be provided as an additional financial contribution, over and above the subsidy mentioned in Clause 7 of this Contract.

Furthermore, the OC must set up a Main Accreditation Centre, located adjacent to the EYOF Athletes' Village, and Sub-Accreditation Centres in the official EOC Family Hotel and the Media Accreditation Centre.

The design of the Event (Festival) Identification and Accreditation Card as well as the accreditation matrix (defining the groups, zones, access rights and privileges of accredited people) must be in conformity with the EOC EYOF Promotion and Visibility Guidelines for OCs and be approved by the EYOF Coordination Commission no later than 9 months before the Event.



The EOC reserves the right to update Appendix C in order to ensure the services listed meet the latest standards of technological advancement. Such updates must be communicated to the OC no later than 31 December 2027. Any updates requested by the EOC after this deadline shall be subject to a mutual written agreement and shall only be implemented if they do not result in additional costs for the OC or conflict with ongoing public procurement processes.

4.6.2 Other IT Services

With respect to all information technology services not expressly covered by Appendix C or by Clause 5.4 of this Contract, the Host and/or the OC may select and engage their preferred IT service providers through a transparent and non-discriminatory tender process in accordance with the Czech public procurement legislation and the rules of the National Sports Agency (NSA). The EOC shall be consulted regarding the technical adequacy, reliability, and compatibility of the proposed systems with the operational needs of the Event and the EOC's standards, However, the final selection shall remain the sole authority of the OC in compliance with the aforementioned legal obligations.

The OC shall be responsible for securing, maintaining, and funding all necessary licences, access rights, software subscriptions, and user accounts for the duration of the Event. The granting of access or use rights to the EOC for any such systems shall be limited to the duration of the Event and shall be subject to the licensing terms and data protection regulations (GDPR) applicable to the OC and its providers.

4.6.3 Data Protection and GDPR Compliance

The Parties mutually undertake to comply with all applicable international data protection laws, including the GDPR and any national Personal Data Protection Laws, in relation to the processing of personal data under this Contract. Each Party, as a data controller, shall ensure the lawful, transparent, and secure processing of personal data, implement appropriate technical and organisational measures, and cooperate to address any data breaches or data subject requests in accordance with applicable legislation.

In this context, an important part of the registration and accreditation process is the implementation of the Entry and Eligibility Conditions Form (EECF) and the Notification and Acknowledgement of Authorised Representatives of the Responsible Organisation (NARRO) on personal data collection that must be duly completed, signed and submitted to the OC, which shall not issue accreditations where these forms are not duly completed. The OC shall ensure that these forms are processed and stored digitally. The EOC shall be granted secure, remote read-only access to these digital records for verification purposes, or the OC shall provide electronic copies of the forms upon specific request, in compliance with applicable data protection laws (GDPR).

4.6.4 Internet Connection (Wi-Fi)

Free Internet connection (Wi-Fi) must be made available to all accredited participants at their accommodation and at competition venues, and for media in the media centres.

4.6.5 Local Phones

Should they be requested, local SIM cards (with a basic data package) shall be provided to members EYOF Coordination Commission and Technical Delegates who reside outside the European Union (non-EU). The OC shall not be obligated to provide hardware (mobile phones) unless specifically agreed upon for operational reasons. The final number of required SIM cards will be formally communicated to the OC by the EOC Sport Director no later than year prior to the official opening of the Event.



4.7 Medical services

The OC is responsible for all health and medical services connected with the Event, through the intermediary of the competent authorities of the host country.

It shall be responsible for the implementation of all necessary and appropriate medical and health service measures by preparing a detailed plan, with risk assessment, according to the guidelines provided by the EOC Medical Commission.

The EOC Medical Commission shall designate one of its members as Medical Delegate and Member of the EYOF Coordination Commission, to liaise between the EOC and the OC on all matters pertaining to health, medical services and doping controls.

Medical care shall be provided free of charge to all people accredited for the Event, and in all circumstances arising during their stay in the host country.

Provision must be made for a record to be kept of all injuries, and their daily reporting by the OC to the EOC Medical Delegate.

A Village Medical Centre must be established to provide primary medical care for residents of the Athletes' Village.

All competition and training venues must include medical facilities and personnel providing services in accordance with the EOC Anti-Doping Rules, Federation Medical Regulations, and the instructions of EOC Medical Delegate. Medical Services at sports venues must focus on treatment of injured competitors and emergency evacuation to a hospital, by helicopter if the hospital is more than a 30-minute drive away.

All competition and training venues must have a sufficient supply of ice and drinking water for teams and officials, and medical staff.

There shall be a meeting of the Medical Department with the NOC delegation physicians at the beginning of the Event (usually on the day of the Opening Ceremony). In addition, local medical staff and volunteers need to be well educated/trained and coordinated to perform their duties with maximum efficiency and expertise well in advance of the Opening Ceremony.

The OC shall ensure that designated medical staff, medical facilities and ambulance services are contracted and secured in due time to guarantee full medical coverage during the Event. Documentation of these secured services shall be made available to the EOC for review upon request, but no later than 6 months prior to the Event.

4.8 Doping Controls

The OC shall implement an anti-doping programme and carry out doping controls in full compliance with the World Anti-Doping Code and the EOC Anti-Doping Rules.

The doping control services shall be provided by the National Anti-Doping Organization of Czechia (Czech NADO). The specific terms, scope of testing, and financial conditions of these services shall be governed by a separate agreement to be concluded between the OC and the Czech NADO.

The OC shall bear the costs of the testing programme as defined in the aforementioned separate agreement. The minimum number of tests and the location of anti-doping stations shall be determined in cooperation with the EOC Medical Delegate and the Czech NADO, taking into account the specifics of the winter sports programme.



The OC shall apply the rules of the Olympic Charter and the World Anti-Doping Code in accordance with the instructions of the EOC. Analyses shall be carried out by a laboratory accredited by WADA.

The minimum number of doping tests to be carried out shall indicatively be 75 urine tests and 10 blood tests.

An Anti-doping station(s) must be set up either in the venues or in a central location depending on the travel times from venues. In case of an adverse analytical finding (AAF) the OC must immediately inform the EOC Medical Delegate, and the EOC EYOF Commission Chair, and the follow up must be done based upon WADA approved EOC Anti-Doping Rules.

4.9 Workforce

The OC must appoint experts within six months after it is constituted to fulfil key roles, and they should be fully involved at least one and a half years before the Event. Cooperation of the NOC staff at operational level is crucial and the OC needs to explore options for their inclusion. In addition, some functions or services may be outsourced, and therefore a number of contractors will be associated with the Event.

If the EOC establishes that the OC is not meeting the Master Plan and related EYOF General Timeline, has problems at fulfilling its contractual obligations, and/or the level of services does not meet minimum standards, the EOC may, at the recommendation of the EYOF Coordination Commission, request that the OC at its own expense hire expert(s) – possibly also with the inclusion of Federations - based on the recommendation and approval of the EOC.

It is also important to note that volunteers represent the biggest workforce that the OC will use, particularly for temporary positions required during and shortly before the Event.

A programme to attract volunteers for the Event shall be launched well before the Event.

It is recommended that schools and Sports clubs are included in the promotion of the EYOF volunteer programme.

Volunteer requirements from each functional area should be assessed in advance to inform recruitment, define roles, and determine needs. General training (including Safeguarding and Medical) of volunteers for the Event as well as job-specific training must be provided months before the Event and specific-detailed training on-site upon their arrival. This is a major task, also requiring the involvement of other OC departments and not just that in charge of volunteers. Volunteers should be available a couple of days or even more before the Opening Ceremony and remain until all departures are completed.

The OC must provide the EOC with 3 volunteers to act as assistants. The specific duties and responsibilities of such assistants will be communicated to the OC by the EOC no later than 3 months prior to the official opening of the Event. These assistants shall be available to the EOC for the duration of the Event Period only.

4.10 Observer and Shadowing programmes

4.10.1 Observer programme

During the Event, the OC undertakes to prepare and run an EYOF Observer programme for the OCs of the future EYOFs and cities interested in bidding for the EYOF.

OCs of selected multisport or other sports events may also participate and benefit from this programme, subject to the prior approval of the EOC.



The purpose of the Observer Programme is to provide the participants with the possibility of observing Event operations, functions, processes and staff in full Festival-mode action, to have access to the various managers and knowledgeable staff to enhance the learning process, to share the experience of the OC, be briefed on pros and cons, and meet other organisers, to discuss, and to understand the spirit and standards of the EYOF.

It is important to understand that the Observer Programme is one of the key elements of the EYOF Transfer of Knowledge Process.

The Observer Programme shall last no longer than 3 days and should include:

- an opening session, providing the general information on the OC and the Event;
- a venues tour;
- a presentation of the OC departments by key managers;
- Questions and Answers;

The detailed Observer programme shall be designed with the assistance of the EOC and approved 3 months before the Event. The final list of participants shall be approved by the EOC.

The participants in the Observer programme shall bear all costs for their travel and stay. The OC is free to charge a reasonable participation fee to be approved by the EOC.

4.10.2 Shadowing programme

The purpose of the EYOF Shadowing Programme is to provide a unique opportunity for the OC of the next EYOF event to gain hands-on experience and a deeper understanding of event operations. This programme allows participants to attend and assist at the current Event, actively engaging within various functional areas and key staff.

What to Expect:

- **Hands-on Experience:** Participants will be active in Event operations, including functions, processes, and staff management. This offers a real-time view of crucial tasks in the final months/weeks leading up to the Event and during its initial, critical days.
- **Knowledge Transfer:** The program facilitates direct engagement with experienced managers and knowledgeable staff, providing insight into the practical aspects of delivering a successful multi-sport event.

Important Considerations:

- **Initiation:** The program is not obligatory. It must be initiated by the future OC at least four months before the Event and requires approval from the current OC.
- **Duration:** The duration is agreed upon by both the current and future OCs, but it is recommended to begin no more than two months before the Event and should last at least until the end of the Observer programme.
- **Participant Roles:** Participants are expected to perform activities as volunteers and tasks that highlight key points for successful event delivery. A detailed program will be created with the assistance of the OC. The final list of participants must also be approved by the OC.
- **Costs & Benefits:** Participants are responsible for all their travel, and board and lodging costs. The OC will, in turn, provide them with all other benefits given to other Event volunteers.

This program serves as a valuable, practical learning experience to ensure the continued success of future EYOF events.



4.11 Sustainability

The OC undertakes to carry out its obligations and activities under this Contract in a manner which embraces the concept of sustainable development in line with the EOC's sustainability policies as published on its website, and in compliance with applicable environmental legislation.

5 ORGANISATION OF SPORTS

5.1 Sports programme

The 2029 Winter EYOF sports programme may include:

1. Alpine Skiing,
2. Biathlon,
3. Cross Country Skiing,
4. Figure Skating,
5. Ice Hockey,
6. Short Track Speed Skating,
7. Ski Jumping,
8. Snowboarding,
9. Ski Mountaineering.
10. Curling,
11. Nordic Combined,
12. Freestyle skiing.

The sport programme for the Event shall be determined and proposed by the OC. The final selection of sports must be confirmed and fixed by EOC and OC no later than 31 December 2026.

The OC shall submit the daily sports programme for each sports discipline to the EOC for approval at least one year before the Event.

5.2 General Rules

- 1) The total number of athletes and officials (NOC Delegations) should not be more than 2,000.
- 2) Every sport on the programme shall be for both boys and girls.
- 3) The number of teams in Ice Hockey is 6 for boys and 6 for girls.
- 4) The sport disciplines and events, number of participants per country and per sport (quotas), qualification systems for team sports, procedures for judge/referee designation and other technical issues must follow the Sport Data Overview and other EYOF Regulations and be approved by the EOC latest 18 months before the Event.

The EOC reserves the right to change events or any regulations or conditions if requested by the respective participating Federation or if such changes are deemed to be in the interests of the EYOF.

Within the limits established above as to the number of athletes, the choice of which athletes participate is the final prerogative of the EOC together with the relevant Federation(s), including eventual minor changes

beyond the deadline for final entries by name. Such changes must be consulted with the OC, and the OC shall assess whether it is able to carry out such last minute changes.

5.3 Minimum technical requirements for each sport

The OC shall undertake to respect the Rules of the participating Federations and run the competitions in accordance with them.

Close co-operation of the OC with the National Sports Federations and local sports clubs must be established from the outset.

The OC must submit any technical consideration to the relevant participating Federation for approval, via the designated Technical Delegate(s) and the EYOF Coordination Commission. In no case shall the OC contact any participating Federation directly unless otherwise authorised by the EOC Sport Director.

The basic Technical Regulations for each sport shall be included in the Sport Technical Manual (see Appendix A) as a guideline for participating NOCs.

The OC must appoint a Sports Director responsible for the coordination of all sports and must establish a functional management system for each sport by way of a Competition Committee. This Committee is responsible for the preparations and running of the respective sport, its events and sport venue operations and must closely cooperate with the designated Technical Delegate(s) and follow their instructions.

The Competition Committee, which must be set up no later than twelve months before the Opening Ceremony, must include officials such as: Chief of the Competition, Venue Manager, Race Secretary, and other officials as is customary for the organisation of a top sports event in the respective sport discipline.

The Competition Committee will also be responsible for Technical meetings during the Event.

5.4 Data, Timing, Scoring and Result Service

The OC must, at its cost, provide a computerized Data & Timing & Scoring and Results Service with web results approved by the EOC in alignment with each participating Federation at least eight months before the Event, and the look and feel of the web results with specific data at least three months before the Event. This must include the equipment required to provide the service (timing and scoring, computing equipment, communication facilities), a software system compliant with Federation rules and regulations and personnel to run the service. In addition, an emergency procedure must be available to run competitions in case of failure of any component and/or power and/or internet cuts.

At the end of the Event, the OC must supply the EOC with a complete set of results, in PDF format and/or any other required by the EOC that the OV is able to provide.

5.5 Start Bibs and Start and Finish Installations

The OC shall be responsible for the Start Bibs according to the rules and regulation of the respective participating Federation. The same applies for start and finish installations, and other sport equipment in the venues. Special attention must be paid to the safety of athletes in the venues (protections, nets etc.). Any and every use of the EOC brand, as well as the Host's brand in association with the EOC brand, must follow the EYOF Promotion and Visibility Guidelines for OCs supplied by the EOC. Consequently, the design and look of the start bibs, the start and finish installations and the look and feel of the venue dressing must be in



accordance with the EOC/EYOF Promotion & Visibility Guidelines for OCs and be approved by the EOC and respective Technical Delegate(s).

5.6 Test events

In order to test the preparedness of the OC and of the venues, the OC may choose to become involved in the organisation of any national and/or international sports events in the country at least in the season prior to the Event as this can serve as an important EYOF rehearsal. The OC is not, however, obligated to organise or fund any such test events.

This provides an opportunity to action all operational procedures and to resolve eventual problems prior to the actual Event, particularly with regard to the integration and coordination of services provided by different departments (sports administration and services, accreditation, transportation, protocol, technology, etc.).

5.7 Competition and training venues

The competition and training venues provided by the OC must be of an adequate standard and in sufficient numbers for each sport. They must fulfil the requirements and criteria established by the participating Federations and the needs of all accredited groups within the Event, as well as the general public, and must be confirmed by the Technical Delegate or a contact person from the Federation concerned at least one year prior to the Event. At the time of confirmation, the OC needs to show signed agreements with the venue owner(s).

The OC must make every effort to ensure that competition venues are located as near as possible to the Athletes' Village and the administrative and accreditation centres.

The sports venues proposed by the OC in the Master Plan may only be changed due to exceptional circumstances, and with the prior approval of the EOC and relevant Federation(s).

Although lighting conditions at the venues are dictated by Federation regulations, internet streaming must also be taken into consideration for the Event's broadcast.

5.8 Technical Delegates and International Sports Officials nominated by participating Federations

The EOC shall request each participating Federation concerned to designate Technical Delegates and the necessary International Sports Technical Officials for each sport, preferably two years before the Event. In case the Federation has not nominated the Technical Delegate by this deadline, they shall provide a contact person until the Technical Delegate is nominated.

The Technical Delegates shall supervise the observance of the Federation's Rules and shall be consulted by the OC in all relevant aspects of their corresponding sports (technical matters, competition and training sites, designation of referees/jury members and other technical officials, sport programme, etc.). They shall be invited by the OC to participate in at least two meetings to be held in the Host's city:

- a joint meeting of the OC, the EYOF Coordination Commission and the Technical Delegates, to be organised as soon as the Technical Delegates are appointed;
- Seminar for the Technical Delegates as a joint meeting on the occasion of the Chefs de Mission Seminar and EYOF Coordination Commission inspection.



The OC is entitled to invite the Technical Delegates in addition to the above mentioned two visits and the Technical Delegates have the right to visit the OC and the relevant venue in case of need or when suggested by the EYOF Coordination Commission.

Board and lodging, travel expenses (economy class flight ticket, most direct route from city of origin), per diem in accordance with Federation Rules and Regulations - but no more than 120 EUR per day - for the nominated Technical Delegates and Sports Officials shall be covered by the OC. All these expenses shall be covered for visits before and during the Event.

5.9 Judges and Referees

NOCs taking part in the Event must bring with their delegation international Referees and Judges for specific sports as indicated in the Sport Data Overview. The NOCs must cover their travel, board and lodging, and pay the OC the official EYOF participation fee for each Judge/Referee.

If any specific International Sports Officials and Judges/Referees are required by the participating Federations, over and above the Judges or Referees provided by the participating NOCs, such Judges/Referees shall be nominated by the participating Federation(s) concerned. The board and lodging, travel expenses (economy class flight ticket, most direct route from city of origin) and per-diem in accordance with Federation Rules and Regulations - but no more than 120 EUR per day - for such Officials and Judges/Referees must be covered by the OC.

The nomination criteria and numbers as well as system of sharing costs for Judges/Referees nominated either by the NOC or Federation will be duly communicated at least 18 months before the Event by the EOC to the OC and the NOCs.

The OC must provide and be responsible for the necessary competent national Judges and Referees and other necessary Sports Technical Officials, besides those nominated by the participating Federations and NOCs, for the perfect execution of the Event.



6 CEREMONIES, ACCOMPANYING/SOCIAL PROGRAMME, HOSPITALITY AND PROTOCOL

No competitions may take place during the Opening and Closing Ceremonies.

6.1 Opening Ceremony

The Opening Ceremony, which must be organised in accordance with the EYOF Ceremonies Guidelines and the instructions of the EYOF Coordination Commission, shall take place on the date agreed under Clause 1.1.

All NOC delegations, members of the Olympic Family, distinguished international and national guests, as well as the representatives of media, must be invited to the Opening Ceremony.

The Opening Ceremony shall be organised as a seated event for all accredited participants and last no longer than ninety minutes in total.

The ceremony shall include all the obligatory elements, including the playing of the national anthem, the raising of the national flag, participants' parade, official speeches, declaration of the opening of the Event, EOC anthem and EOC flag hoisting, lighting of the Flame, oaths and cultural programme.

The scenario of the Opening Ceremony shall be submitted to the EOC for approval three months before the Event. Furthermore, the list of the invited guests, including seating order, must be submitted to the EOC for approval.

6.2 Closing Ceremony

The Closing Ceremony, which must be organised in accordance with the EYOF Ceremonies Guidelines and the instructions of the EYOF Coordination Commission, shall take place on the date agreed under Clause 1.1.

All NOC delegations, members of the Olympic Family, distinguished international and national guests, as well as the representatives of media must be invited to the Closing Ceremony.

The Ceremony shall include all the obligatory elements such as national anthem and flag folding, flag Bearers' parade, official speeches, declaration of the closing of the Event, EOC anthem and EOC flag furling, extinguishing of the Flame, handing over the EOC flag to the next organiser.

The Official part of the Closing Ceremony should not take longer than 30 minutes and be followed by a Farewell Party for the athletes. The programme for this party should be appropriate for young people.

The scenario of the Closing Ceremony and Farewell Party shall be submitted to the EOC for approval three months before the Event. Furthermore, the list of invited guests, as well as the seating order, must be submitted to the EOC for approval.

6.3 Flower Ceremony, Victory Ceremony and Medal Awards

Unless otherwise authorised by the EOC, the Flower Ceremony shall take place immediately after the event at the corresponding venue. No national anthem nor the national flags are involved in this ceremony.

The Victory Ceremonies and Medal Awards shall take place in the evening at a so-called “Medals Plaza”, a square in the Host’s city or in the Athletes’ Village (location must be approved by the EYOF Coordination Commission).

Medals and flowers/mascots to the first three athletes/teams shall be presented by a representative of the EOC, and one representative of the host country or Federation/NOC/Host/OC.

The list of the persons presenting the medals and mascots/flowers must be well prepared and approved by the EOC, and persons must be duly invited, instructed, transported and accompanied to the ceremony area.

At the Victory Ceremony, the OC shall hoist the national flags, or in case of specific provision the EOC flag, of the first three athletes/teams and play the national anthem, or in case of specific provision the EOC anthem, of the winner.

The Victory Ceremonies and Medal Awards must be organised in accordance with the EYOF Ceremonies Guidelines and the instructions of the EYOF Coordination Commission.

6.4 Medals, Diplomas, Participation Certificate

The OC is responsible for the creation and provision of:

- a) Medals – there must be a sufficient number of sets of medals (gold, silver and bronze). A number of reserve medals must be foreseen in case of a tie. Three sets of medals must be provided to the EOC for its archive. The OC shall follow the design instructions of what must appear on both sides of the medals according to the EOC/EYOF Promotion and Visibility Guidelines for OCs. The design of the medal and the ribbon must be submitted to the EOC for its approval no later than three months before the Event.
- b) Diplomas – diplomas must be presented to the first three athletes/teams on the podium. Instructions regarding the content will be provided by the EOC. The final draft must be sent to the EOC for approval no later than three months before the Event.
- c) Participation Certificates – each accredited member of all NOC delegations must receive a participation certificate (diploma), which can be in electronic format, signed by the EOC President and the President of the OC. The draft design must be sent to the EOC for its approval no later than two months before the Event.

6.5 Torch relay and Flame Ceremony

The EOC does not require the organisation of a torch relay programme for the Event. The OC shall take a decision in this respect. All matters relating to the organisation of such a programme must be submitted to the EOC for approval.

Should the OC so decide, the EOC will arrange a Flame Lighting Ceremony in Rome/Athens at a date to be decided (OC needs to express interest at least 6 months before their proposed date for Flame Lighting Ceremony), the related costs being for the account of the OC.

6.6 Flags & Anthems

The OC must follow all ceremonial and protocol rules regarding flags. The flag of the host country, the EOC, and the flags of all participating NOCs must be displayed in the stadium/area at the Opening and Closing Ceremonies.

During the Opening Ceremony the EOC flag is brought to the stadium/arena and hoisted on a flagpole erected there. Also, during the athletes', referees' and coaches' oaths the EOC flag must be present and touched by the people executing the oath.

Passing the flag from one organiser to the next adds a symbolic value to the Event. The handover of the EOC flag shall be completed during the Closing Ceremony.

Flags of the participating NOCs in relevant sports as well as the EOC and respective Federation flags must be displayed at each sports venue.

The checking and approval of the horizontal and vertical form of the national flags as well as the national anthems shall be confirmed by the Chefs de Mission by the time of the Chefs de Mission Seminar and confirmed to the EOC by means of a signed protocol. The EOC will then provide the OC with confirmed national flags and anthems.

The national anthem of the winner(s) must be played at the Victory Ceremony.

Detailed information regarding flags and anthems is available in the EYOF Ceremonies Guidelines.

6.7 Accompanying/Social Programme and Young Ambassador Programme

During the Event, the Host, the NOC and the OC should organise a social and entertainment programme for both the NOC delegations and the Olympic Family and invited guests.

The EOC must be informed and consulted about such programme.

It is recommended to prepare an entertainment area in the Athletes' Village, where athletes can spend their free time, socialize and relax. Some educational activities such as information about Olympism, anti-doping, about the history and traditions of the host country, Safeguarding, etc. may be included.

The OC further undertakes to implement the EOC Young Ambassador Programme. The EOC shall provide the OC with the full technical specifications and a maximum budget framework for this programme within 6 months of signing this Contract. Any additional costs arising from requirements communicated by the EOC after this deadline shall be borne by the EOC.

6.8 Protocol & Hospitality

The OC is responsible for inviting the guests to the Event and providing them with the relevant services. These activities must be completed in close cooperation with the EOC and based on instructions defining the level of services of various groups of accredited guests.

All Protocol and Hospitality activities and services must be organised in accordance with instructions of the EOC EYOF Coordination Commission.



7 FINANCIAL AND COMMERCIAL MATTERS

7.1 EOC subsidy

The EOC shall provide a financial subsidy of EUR 500.000 to the EYOF 2029 Ltd., payable as follows: 50% six months before the Opening Ceremony; 50% one month before the Opening Ceremony on condition that terms of this Contract and standards required by the EOC and agreed with the OC have been met.

For the purposes of financial management and technical execution of the Event, EYOF 2029 Ltd. acts as the dedicated service and executive entity. The Parties acknowledge that EYOF 2029 Ltd. is bound by the mandatory provisions of Czech national legislation, specifically the Public Procurement Act and the regulations governing public subsidies provided by the National Sports Agency (NSA) and other public authorities. All use of the EOC subsidy and other public funds must be conducted in strict accordance with these legal frameworks.

The OC must send the EOC the financial report on the use of said subsidy in the format required by IOC Olympic Solidarity (RELAY).

7.2 Budget

Unless otherwise explicitly stated in this Contract, the Host, the NOC, the OC and EYOF 2029 Ltd. shall bear all costs for the fulfilment of their obligations related to the planning, preparation and staging of the Event, as well as for any other activity related to the Event.

The OC shall submit a complete and detailed income and expenditure budget for the organisation of the Event to the Executive Committee of the EOC within twelve months of the signing of this Contract. The budget shall include a breakdown by departments and functional areas of the organisation and must reflect realistic figures of all expenses and incomes. The Parties acknowledge and agree that the budget may be periodically adjusted to reflect the actual economic conditions, including but not limited to the inflation rate, changes in the Consumer Price Index (CPI) in the Czech Republic, operational requirements, or any other necessary changes and adjustments to the Master Plan. The OC shall inform the EOC of any such adjustments and the current status of the budget through its regular progress reports.

As the Host, NOC, the OC and EYOF 2029 Ltd. bear the vast majority of the Event's costs and full responsibility for its financial management, any offer, nomination, or introduction of a specific IT provider or other third-party supplier by the EOC shall be considered a recommendation only. The OC (supported by EYOF 2029 Ltd.) reserves the right to select its own suppliers through transparent tender processes in accordance with the Czech Public Procurement Act and National Sports Agency (NSA) regulations, to ensure the most effective use of public funds.

The cost for the construction and/or reconstruction of permanent infrastructure, if any, must be presented separately and include both a written guarantee from whoever will fund the works and a detailed project with a clear timeline showing when the facility will be completed and operational.

7.3 Financial Control and Reporting

The OC must report regularly on all financial aspects and submit detailed budgets in the Annual Progress reports, and to the EYOF Coordination Commission during its visits, or at any time when requested by the EOC.



7.4 Participation fee and deposit

- a) EYOF 2029 Ltd. is entitled to ask the participating NOCs for a participation fee, which serves to cover the services provided directly by EYOF 2029 Ltd. to participants, including accommodation and catering expenses, as well as some other costs (insurance, transport, etc.), of each NOC delegation member (athlete, official, nominated sports referee/judge brought by the NOC delegation), the amount of which is linked to the standard of accommodation and catering in particular.
- b) Having assessed the standard of services and of accommodation and catering in particular, the EOC has agreed that the appropriate fee to be charged by EYOF 2029 Ltd. for services to the participants is to be 130 Euro (final amount including all taxes) per person per night. All invoices and financial documents related to the participation fee shall be issued by the EYOF 2029 Ltd. to the NOCs in strict accordance with the Czech Tax Act and accounting regulations.
- c) Said participation fee shall be applicable to the Event Period or for the duration of the required presence of persons as requested by individual NOCs.
- d) The total amount to be paid by each NOC directly to the EYOF 2029 Ltd. will be calculated according to the final entries by number. Final entries by number shall constitute the financial commitment of each NOC towards the OC, save for the exceptions stated in Clause 4.1 of this Contract. In the event that an NOC arrives at the Event with a smaller delegation, its financial contribution shall remain on the basis of the committed final entries by number.
- e) The OC is entitled to require each NOC to pay a first instalment of 50% of the participation fee to the EYOF 2029 Ltd. bank account at the moment of final entry by number. Payment of the remaining 50% may be requested together with the entry by name – short list. In the event that any NOC fails to pay the participation fee or any part thereof by the specified deadlines, the EOC shall act as a guarantor and shall be obligated to reimburse the EYOF 2029 Ltd. for the outstanding amount upon written request within 7 days. The EOC shall subsequently handle the recovery of such funds from the respective NOC independently, without further involvement or liability of the OC.
- f) The OC is entitled to request each NOC to pay a deposit to the EYOF 2029 Ltd. to cover eventual loss and damage caused by its participants to the venues, accommodation or any other goods used for the Event. The amount of this deposit cannot exceed € 50 per person and must not be more than € 3,000 per delegation. The deposit must be paid no later than together with the final instalment of the participation fee. In the event of default by an NOC, the EOC guarantees the payment of these deposits before the start of the Event. Any balance in addition to the amount of the deposit has to be paid to the EYOF 2029 Ltd. within two months of the Closing Ceremony. The EOC shall likewise guarantee the payment of these balances in the event of default by an NOC.

Any and all outstanding credit in a NOC's account must be reimbursed via bank transfer at the latest within two months after the Closing Ceremony.

7.5 Financial obligations of the Organising Committee

7.5.1 Towards the EOC

The OC shall cover certain expenses of the members of the EYOF Coordination Commission, up to a maximum of five people. These expenses shall include:

- accommodation & full board and local transport during their visits and the Chefs de Mission Seminar;



- accommodation & full board and local transport during the Event itself, according to the instructions of the EYOF Coordination Commission;
- communication expenses during the Event, according to the instructions of the EYOF Coordination Commission;
- insurance cover identical to that of the NOCs (see Clause 7.6) during the Event itself.

The OC must also provide the EOC with rooms to serve as the EOC and EYOF Coordination Commission offices and meeting rooms in the official EOC Family Hotel. The offices must be equipped with a printer, copy machine and Internet.

7.5.2 Towards the participating Federations

- a) The OC shall cover all documented international travel expenses (e.g. car/bus/train transport to the airport or Host's city, flight ticket, airport parking), and full board and lodging, daily allowance and local transport costs for the designated Technical Delegates and nominated Sports Officials from each participating Federation according to the provisions of Clause 5.8 of this Contract.
- b) The OC shall provide the designated Technical Delegates and Sports Officials with the same insurance cover as the NOCs (see Clause 7.6).

7.6 Insurance

The EOC shall not be responsible for any claim for loss, injury or damage arising from the holding of the Event.

The OC shall contract, at its cost an appropriate general liability insurance policy covering the risks of any liability or damages arising out of the organisation of the Event and any act of the OC, or its mandatories and employees, from its constitution to its dissolution. The insurance shall cover, without limitation, except in the case of local legal constraint, all claims for loss, injury or damage to goods and individuals arising from the holding of the Event, including but not limited to:

- medical costs and costs related to individual accidents for all accredited persons (permanent disability, consequential damage, cost of medical treatment) during the period from official arrival day till the official departure day as set for each group of accredited persons (e.g. Technical Delegates, Chefs de Mission, Judges etc.).
- In case a participant is hospitalised, the OC must cover the costs of the participant's medical treatment in the hospital until 10 days after the Closing Ceremony and is responsible for the eventual costs related to his / her repatriation.

All NOCs should nevertheless be advised by the OC to provide for an adequate insurance policy to cover travel and participation, as these are not the responsibility of either the OC or the EOC.

7.7 Sanctions

In the event of any NOC having financial debts towards the OC, the OC needs to notify the EOC, and such NOC may be subjected to sanctions, as the EOC Executive Committee shall decide. Similar sanctions may be applied by the EOC Executive Committee to the NOC of the Host in such case as it has not fulfilled its obligations. If an NOC doesn't follow the instructions, and in particular if the first instalment is not paid by the date of the entry by name, the EOC may decide that such NOC is not eligible to take part in the Event. However, the EOC's obligations to the OC and EYOF 2029 Ltd. under Clause 7.4 remain unaffected.



7.8 Ownership Rights and Commercial Matters

- a) The Host, the NOC acknowledge that the EYOFs are the exclusive property of the EOC and that the EOC owns all registered rights concerning their organisation, exploitation, broadcasting, marketing and reproduction by any means whatsoever. The OC shall respect these rights in its operational activities.
- b) All symbols and design elements created for the Event are the sole property of the EYOF 2029 Ltd. The OC, NOC and EYOF 2029 Ltd. has therefore the right to obtain and use (exploit) the logo, mascot, motto, emblems, brand design (graphics) and all official audio, video and photographic materials created by the OC and/or its contractors and may transfer such materials also to third parties for non-commercial use. NOC and OC undertake to consult with the EOC in advance regarding the design of these symbols and design elements and to respect the EOC's legitimate comments in accordance with the EOC EYOF Commercial, Propaganda and Advertising Rules. The EOC shall provide the OC with a complete and final version of the EOC EYOF Commercial, Propaganda and Advertising Rules upon the signing of this Contract. Any subsequent changes to these Rules, or any additional commercial requirements communicated by the EOC after the signing, shall only be binding if they do not result in additional costs for the Host or the OC, or conflict with existing sponsorship agreements already concluded by the OC in accordance with the then-current version of the Rules
- c) The marketing rights are assigned to the OC by the EOC under the conditions stated in the EOC EYOF Commercial, Propaganda and Advertising Rules, which must be respected.
- d) The OC shall ensure that all agreements entered into with sponsors, partners, and advertisers explicitly recognize and respect the EOC's rights as set forth in this Contract.
- e) The OC shall consult and obtain prior written approval from the EOC before entering into any sponsorship or commercial agreement that may directly or indirectly affect the EOC's rights under this Contract.
- f) The EOC reserves the right to require the OC to implement any necessary measures to ensure compliance with the EOC EYOF Commercial, Propaganda and Advertising Rules and to protect the EOC's commercial rights, including the right to request modifications or exclusions in the event of conflicts with EOC sponsorship agreements.
- g) The EOC and the OC hereby acknowledge and agree that they shall not for any reason whatsoever use the logo, emblem or any signs belonging to the NOC without the NOC's consent.

7.8 bis - Intellectual Property Rights

The Parties expressly acknowledge and agree that all registered intellectual property rights of any nature related to the EYOF, to the extent set forth in Clause 7.8 (a), including, but not limited to, the event name, the designation "European Youth Olympic Festival," all names, trademarks, emblems, logos, symbols, insignia, mottos, mascots, flames, torches, ceremonies, anthems, designs, and any other identifiers of the EOC, are and shall remain the exclusive, absolute, and perpetual property of the EOC.

Without prejudice to the general validity of provisions of this Clause, the contracting parties expressly acknowledge and agree that all content, materials, or works of any kind that have been and/or will be produced, created, developed, commissioned, or otherwise created in connection with the planning, organization, promotion, broadcasting, documentation, or implementation of the Event ("Event Materials"), shall be the exclusive property of the NOC and EYOF 2029 Ltd. Immediately upon their creation. The OC shall, within the scope of its operational capabilities, ensure a substantial portion of the creation and delivery of these materials.



Event materials include, but are not limited to:

- all graphic materials, brand design elements, pictograms, visual style of the Games, typography, colour palettes, venue decorations, signage, medal designs, and visual identity elements;
- all broadcast, streamed, and audiovisual content, including raw footage, edited footage, graphics, time and score overlays, highlights, archival footage, footage from ceremonies, and any digital or multimedia output;
- all photographs, illustrations, animations, jingles, music, audio recordings, scripts, written content, and commentary;
- all marketing, promotional, print, digital, and social media content, including posts, templates, graphic designs, captions, video clips, stories, animations, apps, and website elements;
- all items created for the protocol, ceremonies, cultural program, accompanying events, mascots in 2D or 3D form, and all educational or communication materials.

The Host, the NOC, the OC, and EYOF 2029 Ltd shall secure from the intellectual property rights holders, on an exclusive, irrevocable, and worldwide basis, all rights, claims, and interests in materials related to the event and all related intellectual property rights, including, but not limited to:

- all economic copyrights (reproduction, distribution, communication to the public, making available, adaptation, translation, performance, exhibition);
- all industrial property rights (design rights, trademarks, trade dress, layout);
- all rights to databases in result books, statistics, and data compilations;
- all current and future forms of use by any means or media, whether currently known or developed in the future.

To the fullest extent permitted by applicable law (in particular with regard to the Czech Copyright Act), the OC and NOC shall ensure that all authors, creators, employees, volunteers, contractual partners, and suppliers involved in the creation of materials for the event have agreed not to assert their copyrights, including the right to be identified as the author, the right to preserve the integrity of the work, and the right to authorship of the work, against the contracting parties or their licensees, and agree not to prevent or challenge any modifications, adaptations, reproductions, or uses of the event materials by the contracting parties or their licensees.

The OC and the NOC shall ensure that all third-party materials, licenses, performing artists' rights, music rights, software rights, database rights, and any other protected elements used in the event materials requested by the EOC are duly authorized for worldwide, perpetual, and exclusive use by the EOC.

The NOC and EYOF 2029 hereby grant the EOC an irrevocable, non-exclusive, worldwide, royalty-free and perpetual license to use materials from the Event for its own institutional, archival and promotional purposes (including, but not limited to, the promotion and activities of the EOC).

The EOC is authorized to use, exploit, license, reproduce, modify, communicate, archive, publish, or otherwise dispose of Event materials for any purpose, including promotional, institutional, archival, commercial (to the extent permitted by EOC policies), or educational purposes, without the need for further approval from the Hosts, the NOC, or the OC, or to provide them with compensation.

Upon request, the OC shall provide the EOC with all materials related to the event, including master files, working files, original recordings, raw files, source files, scripts, design elements, digital archives, and documentation in the format, timeframe, and manner mutually agreed upon.



The provisions of this Clause shall remain in effect even after the termination or expiration of this agreement for any reason and shall remain in effect indefinitely.

7.9 Logo, Brand design (look of the EYOF) Motto, Mascot, Visibility

The OC must respect all EOC Visual Identity Guidelines, including the EOC EYOF Promotion and Visibility Guidelines for OCs that codify the use of the EOC/EYOF logo and related brand design in connection with the use of EYOF Event logo. The EOC shall provide the OC with all relevant Visual Identity Guidelines before signing this Contract. Any subsequent changes to these guidelines that result in additional production or administrative costs for the OC shall be covered by the EOC.

The OC shall create an Event logo and overall brand design of the Event in conformity with the EOC Visual Identity Guidelines, which must be approved by the EOC.

The OC can create a mascot, motto and jingle (short advertising song), and official song of the Event. All these elements must be submitted to the EOC for its approval.

The OC shall take all measures to ensure the visibility of the Event in the Host's city and in all official Event venues in tune with the approved Brand design of the Event. All Host's city, venue and site dressings must also follow the EOC Visual Identity Guidelines and EOC EYOF Promotion and Visibility Guidelines for OCs and be approved by the EOC.

The OC shall not undertake foreign exploitation of the Event emblem and mascot without the agreement of the NOCs of the countries concerned.

7.10 Promotion, Press & Public Relations

The OC is responsible for ensuring that the necessary infrastructure is in place to maintain proper Public and Press relations throughout the preparation and staging of the Event. The OC shall encourage the national, regional and local print media and television and Internet networks and social media networks to enter into active collaboration. It shall also ensure the promotion of the Event at a national and, if possible, also at a European level. The OC shall take care of Public Relations in the region and the country and positively promote the Event, youth sport and Olympic values. Throughout the whole promotion, communication and public relations campaign and activities the EOC EYOF Promotion and Visibility Guidelines for OCs must be applied and respected.

7.11 Ticketing

The OC may run ticket sales for competitions and ceremonies. Nevertheless, the price must be reasonable and approved by the EOC in order to attract the interest of the public and fill the venues with spectators.

An agreed number of tickets for Opening and Closing Ceremonies must be reserved for the participating NOCs, for their guests and families.

All income from the sale of tickets shall be retained by EYOF 2029 Ltd.



7.12 Merchandising

The OC is allowed to run a Merchandising programme or sell the licence to a third party. The sale of official products must respect the EOC EYOF Commercial, Propaganda and Advertising Rules and any plan of such programme must be presented to the EYOF Coordination Commission.

7.13 EU Subsidies

The European Union (EU) provides finance for EYOFs at certain conditions, under various budget headings, including, in some circumstances, also to non-EU countries. The OC is advised that the EOC EU Office can provide detailed information in this regard and assist with the application process.



8 MEDIA OPERATIONS

8.1 Communication

The OC is responsible for ensuring that the necessary services and infrastructure are in place to maintain proper public and press relations throughout the preparation and staging of the Event.

With this aim, the OC shall encourage national, regional, and local print media, television, Internet platforms, and social media networks to engage in active collaboration. It shall also ensure the promotion of the Event at a national and, where possible, European level. The OC shall manage public relations within the region and country, positively promoting the Event, youth sport, and Olympic values. Throughout the promotion, communication, and public relations campaigns and activities, the EOC EYOF Promotion and Visibility Guidelines for OCs must be applied and respected.

8.2 Website

For the Event, the OC shall develop and manage its own official website under its own dedicated domain. The website shall be available in both English and Czech. The OC shall have full control over the hosting, administration, and technical management of the site. The EOC may support the OC with the website's development by:

- Organising the timeline of the most relevant milestones leading up to the Event for the required deliveries.
- Collaborating with the OC on the implementation of content to necessary sections for the Event webpage, both pre-Event and during the Event.
- Conducting regular coordination calls to review the correct management of the site between the EOC and the OC.

The OC shall provide the EOC with relevant Event data, including the competition schedule, results, and basic information, for integration into the EOC's platforms. The specific format and method of data transfer shall be agreed upon by the Parties at a later stage. For the avoidance of doubt, the OC's official website shall remain independent and shall not be required to be hosted on EOC servers or function as a subdomain of SportEurope.org.

8.3 Digital Marketing and Social Media

Regarding digital marketing and social media, the EOC will provide the OC with:

8.3.1 Social Media

The EOC is the owner of the existing and possible future international social media accounts for its sports events. Regarding the local promotion in the Czech Republic, the OC shall establish and manage its own independent social media accounts in the Czech language, which shall remain the property of the OC during and after the Event.

For the international English-language accounts, the EOC will assist the OC with the management of the official handover from the previous OC by mutual creation of a social media plan for pre-, during and post Event, currently including:



- Instagram
- LinkedIn
- Facebook
- TikTok
- X
- YouTube

However, the OC will manage these official social media accounts, including content creation and posting, based on the above-mentioned social media plan.

In this context the OC will take the lead regarding the social media handles according to the directives of the EOC, as well as requirements for language and look and feel (integrated logo, etc.). The OC's independent Czech-language accounts shall be managed solely by the OC.

If needed, the EOC will assist the OC with the development of the following:

- Brand Book, if the OC lacks the resources to develop it;
- Logo development, where the OC creates the initial version (subject to EOC approval), and for which the EOC can support for the creation of combined logos and different versions for various backgrounds;
- Mascot, where the OC leads the development of the regular version and develops a 3D version;
- Creating an official social media calendar of posts, with agreed communications with the OC targeting both international and local fans - said social media plan will be approved by the OC and completed with relevant dates and milestones;
- Coordinating the proper workflow and preparation for the Event (fortnightly calls will be held between the EOC and the OC).

To help the OC's marketing strategy, the EOC will initiate general communication efforts, such as:

- Athlete interviews;
- Articles and news updates on OC social media;
- Paid and organic campaigns, including raffles communicated to all NOCs of Europe and participating Federations;
- Organisation of the division of social media management responsibilities between the EOC and the OC, aligning the scheduling of posts according to the needs of the OC.

For the above purposes, as said, the EOC will provide the OC with access to the international social media handles needed, for its joint use with the EOC for the period before the Event, during the Event, and also after for as long as the OC requires, in line with Appendix D: "Social Media Credentials Transfer and Management".

The OC agrees to take all reasonable steps to secure the credentials of the social media accounts and prevent unauthorized access or misuse. The OC shall not share these credentials with any third party without the express written consent of the EOC.

The OC agrees to return all credentials for the international (English language) accounts to the EOC immediately upon the conclusion of the Event. For the avoidance of doubt, the OC is not required to return or transfer access to its National Accounts (Czech language), which shall remain under the OC's permanent management

The return of the international accounts will include the following:

- Restoration of access rights solely to EOC;



- Confirmation that no credentials or access details remain stored or available to OC members after the Event.

8.3.2 Mobile App

The Parties agree that the primary digital platform for the Event shall be the official responsive website. The development of a dedicated MobileApp is not mandatory for the OC.

Should the EOC provide a functional integration into the existing Eurolympic Mobile App, the OC may cooperate on its implementation. In such a case, the integration would leverage past downloads, and in the weeks leading up to the Event Opening Ceremony, the logo, name, and look would be updated to focus specifically on the Event.

In this context, the EOC will assist by:

- Leading the content that will be seen by users, as agreed with the OC;
- Developing a push notification strategy for fans pre- and during the Event;
- Creating a special section where athletes can access personalized competition highlights through the mobile app.

If the EOC does not provide a fully functional and ready-to-use mobile application framework, the OC shall fulfil its information and communication obligations solely through its responsive website and social media platforms, and no further mobile app development shall be required from the OC.

8.3.3 Clipping Service

The EOC will:

- a) Provide AI assisted development of personalized clips for each participating athlete, available two hours after their competition, accessible via the mobile app and with sharing capabilities to social media channels.
- b) Create a special storage space for NOCs and participating Federations for the delivery of highlights sorted by country and sport.

8.3.4 Institutional Communication

The EOC will provide:

- Assistance with institutional news coverage leading up to the Event.
- Assistance with coverage of the Opening Ceremony, including news stories and speeches.
- Regular coverage promoting the Event on social media channels (EOC institutional accounts) and regular news stories leading up to the Event.
- Review of OC content for the SportEurope website.

8.3.5 Media Centres

To ensure proper promotion and communication during the Event, the OC needs to provide a Main Media Centre, as well as Media Centres at all competition venues, which must include:

- Working spaces for media representatives
- power sockets
- WI-FI
- Printing services
- Info desk
- Provision for access to authorized members from EOC Communication Consultant to the Main Media Centre and Media Centres at the venues



- An OC head of communications and a team to ensure a communications presence at every venue during the Event.

The Main Media Centre must open one day before the Opening Ceremony and remain open until one day after the Closing Ceremony; the venue media centres must open one hour before competitions start and remain open until two hours after.

Beside the Main Media Centre, the OC shall secure a dedicated, shaded workspace for the social media team, preferably in the Athletes' Village/ Fun Zone.

8.4 TV Broadcasting and Streaming

All live broadcasting rights and archive rights on any type of distribution platform (social media, OTT, linear TV, pay TV, connected TV, and any other audiovisual communication medium whether now known or invented in future) are the worldwide exclusive property of the EOC, which will stream the Event on its official channel, EOC Channel.

The EOC further reserves the right to distribute the streaming of the Event to third parties according to EOC policy.

The EOC grants the OC a national license for live broadcasting rights on linear TV and OTT platforms/websites, provided that the competition footage, both live and delayed, is produced according to the technical standards outlined in Appendix E for the duration of this contract. For the avoidance of doubt, the OC is not authorised to sub-licence without the EOC's written consent.

The OC is required to produce the Opening Ceremony, the Closing Ceremony, and all competitions, ensuring the live transmission of events from each venue, utilizing appropriate facilities and adequate connectivity. Should the OC require support, the EOC will indicate suitable solutions, providers, infrastructure, and services.

The final streaming schedule will be agreed upon between the OC and the EOC.

The standard programming guidelines include the production of the following content:

- Finals (medal events) of each sport (with basic graphic information on timings/scores/results; level of service needs to be the same for all sports and approved by the EOC).
- Daily highlights, including award moments or medal ceremonies.
- Streaming of the Opening and the Closing Ceremony or at least highlights agreed upon with the EOC.

The OC shall ensure that all competitions that are officially streamed or broadcasted are recorded and archived. These recordings shall be made available to the participating NOCs via a download link or other agreed electronic method within a reasonable timeframe (ideally within 24 hours of the match end).

The OC shall maintain standard operational procedures to ensure the continuity of streaming service. In addition, the OC must also provide the EOC with all master files of the competition footage within 14 days after the conclusion of the Event. The files must be catalogued according to the guidelines indicated in Appendix E.

8.5 Media Services

The OC should invite and encourage national and international media representatives to attend and promulgate the Event.



During the staging of the Event, the OC shall provide all the appropriate facilities and the standard services to permit the work of the accredited representatives of the media (journalists, photographers, radio, internet and television representatives) and ensure their access to all relevant information.

The OC shall also facilitate the accommodation, transportation and accreditation for media representatives. Members of the media shall apply for accreditation to the OC (usually via electronic entry form on the official website). All media representatives are entitled to use the official media transportation service, which must be provided between appropriate venues and the Main Media Centre. Airport transfers for media representatives are not included in the NOC delegations transfers and the OC may provide this service at additional costs or let media representatives arrange this by themselves.

It is recommended that participating NOCs nominate one press attaché. Such person is not included in the quota for general officials and is allowed to stay with its NOC delegation in the Athletes' Village during the whole Event.

The OC must control access of media representatives to competitions (press, photographers, camera-men, radio and television personnel, etc.) in accordance with the accreditation policy, in order not to interfere with the running of the events.

The OC must establish Mixed Zones at competition venues, where members of the media can mix with competitors and conduct interviews after the competitions, as well as dedicated areas where the media can take part in the Opening and Closing Ceremonies and watch the competitions. Within venues, the OC needs to offer support for the media team (e.g., one volunteer/media assistant per venue when possible).



9 HUMAN RIGHTS, GOOD GOVERNANCE, SUSTAINABILITY AND SAFEGUARDING

The Parties recognize the importance of respecting Human Rights, implementing the Sustainable Development Goals (SDGs), and adhering to good governance practices. In the context of activities related to the organisation of the Event, the Parties shall:

9.1 Non-Discrimination

Use their best endeavour to ensure the prohibition of any form of discrimination against countries or individuals based on race, colour, sex, sexual orientation, language, religion, political or other opinion, national or social origin, property, birth, or other status.

9.2 Protection and Respect of Human Rights

Use their best endeavour to ensure the protection and respect of human rights in line with international agreements, laws, and regulations applicable in the host country and dictated by the EOC Documents.

9.3 Anti-Corruption Measures

Promote adherence to internationally recognized anti-corruption standards and take all necessary measures to eliminate any corruption cases.

9.4 Good Governance

Implement good governance practices in compliance with the principles of the United Nations (UN), the International Olympic Committee (IOC) and EOC Documents.

9.5 Gender Equality

In accordance with EOC Documents, implement Gender Equality, Diversity and Inclusion policies that address identified gender inequalities by removing barriers and proposing measures to promote gender equality.

9.6 Environmental Responsibility

Promote the adoption of measures to reduce the carbon footprint associated with the Event, integrating sustainable practices wherever possible in line with the EOC Documents.



9.7 Safeguarding

In line with the EOC Documents, undertake to adopt safeguarding measures to protect all participants and stakeholders involved in the Event from harm and abuse, aligned with the EOC Safeguarding Framework for EOC Events.

9.8 Match Fixing

In line with EOC Documents the Host and the NOC and the OC jointly and severally undertake to comply with the EOC Match Fixing Policies as applied in the Olympic Movement Code on the Prevention of the Manipulation of Competitions and amended from time to time.



10 MISCELLANEOUS PROVISIONS

10.1 Changes to instructions

The Parties reserve the right to initiate changes of certain instructions or clauses of this Contract based on the evolution and development of the EYOF project, the absence or consequences of which could not be foreseen at the time of execution of this Contract. Such changes must in no case be detrimental to the EYOF or the Parties.

All proposed modifications to this Contract must be initiated via a written Change Request, which, upon formal approval by both Parties, shall be incorporated into this Contract as a duly executed Annex.

The OC shall respect all existing EOC and EYOF related documents in force and is obliged to accept any updates of such documents or new documents, that were provided to it prior to the signing of the Contract.

10.2 Infringement of EYOF rules

The EYOF Coordination Commission may withdraw accreditation from and bar access to any person in breach of any rules the EOC establishes for the Event, and the EOC Anti-Doping Rules. Moreover, an athlete or team at fault may be disqualified, and may forfeit any places they have earned and medals they have won.

10.3 Crisis management

The OC undertakes to establish a crisis management plan based on a set of Rules to be approved by the EYOF Coordination Commission and communicated to all NOCs, to be put in action in the case of events such as epidemics, natural disasters and terrorist attacks. In case of any kind of crisis which could prevent the normal running of the Event, or a part of it, said rules of crisis management in force shall apply.

10.4 Termination

Any Party shall be entitled to terminate this Contract and to withdraw the Event if there is a material and unremedied violation on the part of any other Party of any of the obligations set forth in this Contract or the rules and regulations to which it refers.

If a Party determines that any such obligation has been violated by a nother Party, it shall be entitled to put the defaulting Party in default, by registered mail with acknowledgement of receipt, and to call upon such Party to remedy or cause to be remedied the violation(s) specified within a maximum of 30 days of the date on which the notice of default was provided (and in any case before the Opening Ceremony). Termination shall be considered a last resort after all amicable settlement efforts have failed.

In the event that the EOC is the defaulting Party and fails to remedy the violation within the specified period, the Host and the NOC shall be entitled to terminate this Contract. In such case, the EOC shall be obligated to reimburse the OC, the Host, the NOC and EYOF 2029 Ltd. for all documented costs and financial commitments incurred up to the date of termination.



10.5 Withdrawal

In the event of withdrawal of the Event by the EOC Executive Committee, or termination of this Contract by the EOC Executive Committee for reasons other than Force Majeure or a material breach of contract by the OC, the EOC shall be obligated to indemnify and hold harmless the OC, EYOF 2029 Ltd., the Host, and the NOC from any third-party claims and shall reimburse EYOF 2029 Ltd. for all documented, non-refundable costs and financial commitments incurred in connection with the planning and organisation of the Event up to the date of such withdrawal.

Any previous waiver of claims by the Host, the NOC or the OC in the event of EOC's withdrawal is hereby superseded by the principle of documented cost reimbursement. No Party shall be liable for indirect or consequential damages.

In the event of withdrawal or termination of this Contract due to Force Majeure as defined in Clause 10.8, all Parties shall be released from their obligations to perform under this Contract without any liability for damages or penalties. In such case, each Party shall bear its own costs incurred up to the date of termination, and the Parties shall cooperate in good faith to minimize any third-party liabilities.

In the case of withdrawal by the OC of the Event for reasons other than those specified in clause 10.4. and 10.8 Force Majeure, the Host and the NOC undertake to indemnify and hold harmless the EOC and the NOCs from any third-party claims, actions or judgements in respect of such withdrawal or termination and reimburse EOC and the participating NOCs for any costs incurred in relation to their participation at the Event. The OC shall provide all necessary operational support in this process. The total liability for such reimbursement shall be capped at a maximum amount agreed upon in the approved annual budget, but in no event shall it exceed the amount of the EOC and NOCs contribution already paid pursuant to Section 7.1 of this Agreement.

In the case of withdrawal of the Event or termination of this Contract by the EOC for reasons other than Force Majeure or a material breach of contract by the OC, the EOC shall be obligated to indemnify and hold harmless the OC, the Host and the NOC from any third-party claims and shall reimburse the OC for all documented costs and financial commitments incurred in connection with the planning and organisation of the Event up to the date of such withdrawal.

For the avoidance of doubt, any official withdrawal or significant reduction of public funding by the National Sports Agency (NSA) or other competent public authorities, which is beyond the OC's or Host's reasonable control, shall be considered an event of Force Majeure under Clause 10.8.

10.6 Authorisation of signatories

Each of the Parties hereto represents and warrants that the person(s) executing this Contract on its behalf has/have been duly and properly authorized to execute this Contract and that all necessary formalities in that regard have been duly and properly performed.

10.7 Arbitration Clause and Governing Law

This Contract shall be governed by and construed in accordance with the substantive laws of the Czech Republic.

All controversy or any claim or dispute concerning the validity, interpretation, enforcement, performance and termination arising out of or relating to this Contract, the Parties shall first attempt to settle the dispute amicably through direct negotiations between the authorized representatives of each Party.



If the dispute is not resolved through negotiations within thirty (30) days, the Parties shall consider submitting the dispute to non-binding mediation under the rules of the Czech Arbitration Court or another mutually agreed mediation body.

Any dispute that cannot be resolved through the procedures set forth above shall be referred to the competent courts of the Czech Republic. Only as a matter of *ultima ratio* and provided both Parties expressly agree in writing at the time of the dispute, may the matter be referred to the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland, for final settlement under the CAS Code of Sports-related Arbitration.

10.8 Force Majeure

In the case of any kind of crisis that can affect the preparation period and normal running of the Event or part thereof due to force majeure, such as but not limited to any event affecting the performance of any provision of this Contract arising from or attributable to acts, events, omissions or accidents which are beyond the reasonable control of the OC, including any abnormally inclement weather, lack of natural snowfall, temperatures preventing the production of artificial snow (thermal inversion or high ambient temperatures), flood, storm, fire, explosion, Act of God, earthquake, subsidence, structural damage, epidemic, pandemic or other natural physical disaster, failure or shortage of power supplies, acts or credible threats of war, military operations, riot, strike, lock-outs or other industrial action, terrorist threat and/or action, civil commotion and any legislation, regulation, ruling or omissions of any relevant government, court or any competent national or international authority, the OC shall immediately inform the EOC and perform all necessary actions needed for the safety and security of the accredited persons, in particular the young athletes.

In such case as the EOC may deem there to be a risk of such an event of force majeure that may affect the smooth running of a future EYOF, or in such case as the OC may find itself short of funds, the EOC can decide, following consultation and agreement on the terms of such action with OC and EYOF 2029 Ltd., to cancel, change the dates of or move the Event to another location.



IN WITNESS WHEREOF THE PARTIES HERETO HAVE EXECUTED THIS CONTRACT AT THE PLACE AND ON THE DATE INDICATED ON THE FIRST PAGE

For the European Olympic Committees:

Mr. Spyros Capralos, President

Signature

Mr. Carlo Mornati, Secretary General

Signature

For the National Olympic Committee of Czechia:

Mr. Jiri Kejval, President

Signature

The Liberec Region:

Mr. Martin Půta, Governor

Signature

For the City of Liberec:

Mr. Jaroslav Zámečník, Mayor

Signature

For the EYOF 2029 Ltd.:

Ms. Veronika Zemanová, Managing Director

Signature

In three (3) original copies

APPENDIX A

Reports, Manuals, Documents

All publications shall be written in English. If the OC wishes it may also provide them in French.

Master Plan

A Master Plan must be submitted to the EOC by the OC in compliance with clause 2.6.

This document consists of a set of several sub-documents, and must include:

- Vision, Mission, Values, Strategy
- Current situation and goals and objectives (what do we have, what do we want, how do we get there?)
- OC organogram, Legal aspects, Institutional support (with contact list for OC key people)
- The Host(s)'s city(ies)
- General Timeline of the preparation (by year) – basic template provided by the EOC
- General sports organisation:
 - Sports programme and general schedule
 - List of the venues indicating:
 - which sport in which venue
 - the current stage (ready, to be reconstructed, renovated, built + date of the completion)
 - travelling times from the Athletes' Village
 - Test events prior the Event
- Budget (infrastructure/organisation, income/costs)
- Infrastructure
- NOC Services and Relations
- Work force (organisation of sports and functional areas, number of staff and volunteers, timeline for contracting and recruitment)
- Plan for the NOC delegations and Olympic Family accommodation
- Transport and Logistics
- Catering services
- Medical services and Anti-Doping programme
- Ceremonies
- Marketing and Promotion
- Media services
- Security
- Technology
- Side events
- European Young Ambassador Programme

Please provide any additional information.



Progress report on the preparations for the EYOF

The structure of the annual Progress report on the preparations for the EYOF should be as follows:

- Information about the OC including the stakeholders, organogram and contact details
- The Host(s)'s city(ies)
- Immigration and Customs formalities
- Competition and non-competition infrastructure progress
- Timeline of the preparations (including the milestones for NOCs)
- NOC Services and Relations
- Accreditation
- Transport and Logistics:
 - Arrival and Departure
 - Local transportation with distances and travel times from Athletes' Village
- Accommodations for different client groups
- Catering services for different client groups
- Financial and legal aspects including detailed budget, fee, deposits, insurance
- Sport:
 - Sports programme and schedule
 - Sport (general information followed by one chapter per each sport with venues information)
- Medical services
- Anti-doping programme
- Technology (internet, web site, mobile app, NOC Extranet, radio frequencies)
- Hospitality and Protocol with accompanying programmes
- Security and Safety with contingency plans
- Marketing affairs (commercial aspects, merchandising, communication and PR, promotion etc.)
- Ceremonies (opening, closing, victory, etc.)
- Media Operations (media services, TV broadcasting/streaming)
- Observer programme
- Work force and Volunteers
- Side events
- European Young Ambassador Programme
- Safeguarding
- Sustainability

The OC is free to add any other information about the preparations, including maps, pictures and layouts.

An electronic version of this document must be sent to the EOC no later than one month before the EOC Annual General Assembly.



EYOF Chefs de Mission Manual

The Chefs de Mission Manual shall be sent by email and published on the NOC section of the official website one month before the Chefs de Mission Seminar, scheduled for three months prior to the EYOF. The Chefs de Mission Manual must be approved by the EYOF Coordination Commission and should therefore be sent to its members by the OC at least three weeks before the planned publication date.

The contents should include the following headings:

- Introduction of the host country, region and Host(s)'s city(ies)
- Introduction of the OC with contacts, Coordination Commission and Technical Delegates
- Destination practical information
- Key dates with milestones for the NOCs
- Chef de Mission Seminar
- Functional areas, services and operations
 - NOC Services
 - Accreditation with Delegation Registration Process and Quotas
 - Arrivals and Departures with Immigration and Customs formalities
 - Local transportation
 - Logistics and Distribution
 - Accommodation (Athletes' Village)
 - Food and Beverages with Catering services
 - Financial and legal aspects including fee, deposits, insurance
 - Sport and Venues:
 - Sports programme with detailed schedule by day and events
 - Presentation of sports and venues
 - Sport operations
 - Medical services
 - Anti-doping programme
 - Technology (internet, web site, mobile app, NOC Extranet, radio frequencies)
 - Hospitality programme and Protocol with all services for EOC Family and Guests
 - Security and Safety
 - Marketing, Brand and Promotion
 - Ceremonies (opening, closing, flower, victory, shine, torch relay)
 - Media services and operations with TV broadcasting/streaming
 - Observer programme
 - Volunteer programme
 - Side events with social and entertainment programme
 - European Young Olympic Ambassador programme
 - Athletes' Family and Friends, Spectators, Visitors
 - Safeguarding
 - Sustainability

The OC is free to add any other useful information. The Manual shall include maps, useful pictures and layouts.

EYOF Sports Technical Manual(s)



The EYOF Sports Technical Manual shall include all information regarding sports and be published on the NOC section of the official website one month before the Chefs de Mission Seminar, scheduled for three months prior to the EYOF.

The Sports Technical Manual must be approved by the EYOF Coordination Commission and the Technical Delegates and should therefore be sent to them by the OC at least three weeks before the planned publication date.

The Sports Technical Manual shall contain following information:

- General information on EYOF (Host(s)'s city(ies), accreditation, transport, accommodation, catering, medical, anti-doping, media, safeguarding)
- General information on sports:
 - Sport programme
 - Summary chart with sports, disciplines, events, age categories, quotas, etc.
 - Sport services
- Technical information on specific sport:
 - Introduction of the Competition Management, Competition Committee and Jury
 - General and technical regulations (conditions of participation, competition regulations and rules, entries, team captains and technical meetings, bibs, protests etc.)
 - Information about start and results lists location and distribution
 - Official programme (including training and competition schedule, technical meetings and ceremonies)
 - Data & timing system
 - Introduction of the venue, its logistics and technical specifications of facilities, layout (drawing) of the venue
- Other useful information

It is highly probable that after the Chefs de Mission Seminar and in the final stages of preparation some information will be changed or added. The updated version of both manuals must therefore be published on the website and sent (via email) to the NOCs, at the latest two weeks prior to the EYOF.

EYOF Final Report

The OC Final report must include following information:

- General introduction
- Information about the OC including the organogram
- Timeline of the preparations
- EYOF programme with Key facts and Figures
- NOC Services
- Accreditation
- Transport:
 - Arrivals and Departures with Immigration and Customs formalities
 - Local transportation
 - Logistics and Distribution
- Accommodation
- Catering services
- Financial and legal aspects



- Sport and Venues:
 - Sports programme
 - General information followed by one chapter per each sport with presentation of sport and venues and basic results (first three athletes/teams in each event)
 - Sport operations
- Medical services
- Anti-doping programme
- Technology
- Hospitality programme and Protocol
- Security
- Marketing, Brand and Promotion (sponsorships and commercial aspects, merchandising, communication and P.R, promotion etc.)
- Ceremonies
- Media services and operations with TV broadcasting/streaming
- Observer programme
- Work force and Volunteer programme
- Side events and accompanying programme
- European Young Olympic Ambassador programme
- Athletes' Family and Friends, Spectators, Visitors
- Safeguarding
- Sustainability and Legacy

The above-mentioned chapters must include the final facts and figures (numbers, statistics etc).

The OC is free to add any other information about the preparations, including pictures, maps and layouts.

The Final Report shall be provided in electronic version.

Documents for EOC Archive

In addition to the above-mentioned Final Report, the OC must provide the EOC with statistical research and the development of the EYOF over the years, including the following data in electronic format:

- database of accredited persons (with all data, indicated categories, privileges etc.)
- media and TV/Streaming coverage (name and scope of TV channel(s), statistics, broadcasting time, audience rates, etc.)
- complete start lists and results
- all official audio and video materials (including all footage)
- pictures (photos)
- all documents, materials and publications
- Chefs de Mission and Debriefing presentations
- any other interesting and useful data and information

The OC must also provide the EOC with three sets of medals and one item of each merchandising product must be provided to the EOC for archiving purposes (T-shirts, baseball caps, pens, pins, mascot etc.).



APPENDIX B

Instructions for EYOF Coordination Commission visits and Chefs de Mission Seminar

EYOF Coordination Commission visits

The OC is responsible for the preparation of the EYOF Coordination Commission visits (invitation, schedule, local transport etc.).

Each visit usually takes 3-4 days.

The structure of the visit should be as follows:

- opening meeting with general information by the CEO/Executive director
- presentation of the sports and functional areas (departments) of the OC
- venue tour
- summary meeting.

Chefs de Mission Seminar

The Chefs de Mission Seminar is held in compliance with clause 2.9. The OC shall be responsible for the organisation, booking the accommodation & full board, transfers from/to the airport, transportation during the Seminar, a meeting room with sufficient technical equipment, and the handouts.

The maximum participation quota per NOC is three persons.

The OC shall propose the date of the Seminar and submit it to the EOC for approval. Once the date has been approved, the OC will inform the NOCs about the date and place. The official invitation and the entry form must be sent out by the OC at the latest one and a half months prior to the Seminar. The OC shall set a price per person and night. This price must be communicated to the NOC in the invitation and paid by the NOCs according to the OC's instructions.

The invitation and official programme must be approved by the EOC.

Programme structure:

Day 1:

- arrival of delegates
- opening of OC welcome & information desks
- registration of the NOC representatives and distribution of the accreditation cards and information kit (programme of the Seminar, Chefs de Mission and Technical Manuals, and other useful information)
- dinner

Day 2:

- opening of the Seminar
- presentation of the general information and organisation by functional areas (departments)
- lunch
- first part of the venue tour
- dinner



Day 3:

- second part of the venue tour
- lunch
- summary session, questions & answers
- dinner

Day 4:

- departure of delegates

Agenda of the general session on Day 2 must include:

- introduction of the OC, COCOM, TDs
- introduction of the Chefs de Mission Seminar programme and practical instructions
- opening speeches by the EOC and OC
- general information about the EYOF
- financial and legal aspects including fee, deposits, insurance
- immigration and customs formalities
- functional areas:
 - NOC services including the Milestones for the NOCs
 - Accreditation
 - Transportation
 - Accommodation
 - Catering
 - Finance
 - General sport information and sports on the programme (sport by sport)
 - Medical care and Anti-doping
 - Technology
 - Hospitality and Social programme
 - Security
 - Marketing
 - Ceremonies
 - Media
 - Volunteers
 - etc.

The presentation shall be based on the Chefs de Mission Manual and the Technical Manual and shall be made with the aid of PowerPoint or any other up-to-date manner of presentation.

The nation and nametags must be in place on the tables.

The check of the horizontal and vertical form of the national flags (to be printed on one A4 sheet) as well as the anthems shall be completed by the Chefs de Mission during the Chefs de Mission Seminar and confirmed to the OC by signature.



APPENDIX C

Registration and Accreditation System and other Event Management Systems

Premised that the EOC has an Agreement with its partner IT Provider for the supply of a core Registration and Accreditation System and Event Management System (EMS) modules to the organisers of its sports events, the EYOF OC undertakes to use the Registration and Accreditation System and EMS modules supplied by the EOC.

Said service is supplied free of charge at the following terms and conditions, and provided that the EOC delivers a fully functional, final version of this system to the OC no later than 31 December 2026:

1. COMPETING SPONSORS

- 1.1. The OC undertakes not to indicate any sponsor competitor of its partner IT Provider on the accreditation card. Should the OC wish to engage in a sponsorship with a competitor of its partner IT Provider, it needs to obtain the prior written authorization of the EOC for the purpose of ensuring there is no conflict of interest.

2. INFRASTRUCTURE AND AUXILIARY SERVICES

- 2.1. In connection with the Services provided by its partner IT Provider, the OC declares (supported by EYOF 2029 Ltd.) its willingness to provide, set up and remove, the infrastructure and auxiliary services necessary on the basis of the specifications provided by its partner IT Provider. The required infrastructure shall be set up before the arrival of the Specialists at the competition site.
- 2.2. Furthermore, OC declares its willingness to provide the following elements:
 - 2.2.1. Importation of all equipment related to the Services into the territory where the EYOF is held;
 - 2.2.2. Storage and safety of the equipment related to the Services before, during, and after the EYOF;
 - 2.2.3. Sufficient insurance coverage for the equipment while it is at the venues or in the storage area(s).
- 2.3. Its partner IT Provider shall not be responsible for any failure to provide the Services that is caused by the OC's failure to provide the infrastructure and auxiliary services set forth in Appendix C properly and on time.
- 2.4. Its partner IT Provider shall deliver to the OC all necessary specifications (drawings, diagrams, etc.), that are needed to provide the infrastructure set forth in Appendix C.
- 2.5. Further, the OC, through EYOF 2029 Ltd., declares its willingness to assume the costs for the full board and lodging of the IT Provider's Specialists at a 3-star hotel or equivalent facility. The IT Provider must communicate the final number of persons and rooms required to the OC no later than 6 months prior to the official opening of the Event. Any requests received after this deadline, or exceeding the initially agreed budget framework, shall be subject to the OC's approval and availability.
- 2.6. The EOC's partner IT Provider shall be invited to participate in the selection process for the provision of IT services. However, the Parties acknowledge that the OC, as a recipient of public funding, is bound by the applicable Czech public procurement legislation. Therefore, the final selection of the IT provider must be conducted through a transparent and non-discriminatory tender process in



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accordance with the laws of the Czech Republic and the rules of the National Sports Agency (NSA).

APPENDIX D

Social media credentials transfer and management for the Event

1. Purpose

This appendix outlines the conditions under which the EOC will transfer the social media account credentials of the official EYOF platforms to the OC of the Event for its duration. The accounts will be jointly managed by EOC and the OC to ensure proper communication and promotion during the Event.

2. Transfer of Social Media Credentials

The EOC agrees to provide the OC with the credentials for the following official social media platforms:

- X, Instagram, Facebook, LinkedIn, TikTok, YouTube

Upon receiving these credentials, the OC acknowledges and accepts responsibility for the joint management of these accounts during the Event, in collaboration with EOC representatives.

3. Joint Management during the Event

The OC agrees to manage the social media accounts in cooperation with the EOC during the Event. The parties will collaborate on the following activities:

- Content creation and publication.
- Responding to public inquiries and comments.
- Promotion of EYOF Event and activities in accordance with the schedule agreed upon by both parties.

All content posted during this period will respect the Olympic Charter, the principles of Olympism, and the Constitution of the EOC.

4. Content Management and Guidelines

The content posted on these accounts must:

- Promote the spirit of Olympism and sportsmanship.
- Comply with all legal and ethical standards.
- Reflect the values and integrity of the EOC and EYOF.
- Avoid any politically or socially controversial material that could harm the image of the EOC, EYOF, or any affiliated parties.

Both parties will ensure that posted content aligns with the agreed-upon communication strategy and the EYOF Social and Digital Media Guidelines.

5. Security and Confidentiality

The OC agrees to take all reasonable steps to secure the credentials of the social media accounts and prevent unauthorized access or misuse. The OC shall not share these credentials with any third party without the express written consent of the EOC.



6. EOC Support in Case of Operational Difficulties

In the event that the OC encounters significant challenges or limitations in managing the social media activities for the Event, the EOC reserves the right to provide additional support. This support may extend to assuming partial management responsibilities for select social media platforms, as needed.

As part of this support arrangement, the division of social media channels may be structured as follows:

- The OC will manage Instagram, TikTok, and Facebook.
- The EOC will manage X and YouTube.

This arrangement allows both parties to ensure optimal coverage and engagement across all platforms, enhancing the visibility and promotion of EYOF events. Any shift in responsibilities under this clause will be coordinated between the EOC and OC to maintain consistency and alignment with the overall communication strategy.

7. Return of Credentials

The OC agrees to return all credentials to the EOC immediately upon the conclusion of the Event. The return will include the following:

- Restoration of access rights solely to EOC.
- Confirmation that no credentials or access details remain stored or available to OC members after the Event.

8. Compliance with Olympic Charter and EOC Constitution

The OC agrees to manage and operate the social media accounts in full compliance with:

- The Olympic Charter, particularly with respect to the fundamental principles of Olympism, including respect for ethical conduct and the spirit of fair play.
- The Constitution of the EOC, ensuring alignment with its policies, guidelines, and ethical standards.
- The EYOF Charter, adhering to its specific regulations and commitments aimed at supporting youth sports and fostering Olympic values among young athletes.

Any breach of these obligations may result in the immediate suspension of the OC's access to the social media accounts, pending a full review and resolution of the breach.

9. Liability

The NOC and the Host shall indemnify and hold harmless the EOC from any liabilities, damages, or legal actions arising from the misuse or unauthorized handling of the social media accounts during the period of joint management.

10. Termination

The EOC reserves the right to revoke access to the social media accounts at any time should the OC fail to comply with the terms of this agreement or if any misuse of the accounts is detected.



APPENDIXE

Technical guidelines for multichannel livestreaming on OTT EOC CHANNEL platform

(technical requirements may evolve)

Each location, where the live competitions would be broadcasted from should comply with the following technical requirements and specifications:

1. CONNECTIVITY REQUIREMENTS FOR LIVE STREAMING

- | | | |
|-----------------------------|---|-------------------|
| • (download/upload): | Minimum | Bandwidth |
| • ingest point: | 50mbps/50mbps | |
| • RADIUS server: | Maximum Round-Trip Time (RTT) to | |
| • Quality of Service (QoS): | 60ms | |
| | No RADIUS server should be present! | |
| | Priority must be given to Video traffic, unless there is QoS in place on the network there should be added necessary DSCP rules to prioritize the real-time video traffic | |
| • Session duration: | Connection session on Layer 4 must be continuous | |
| • | IPv4 address: | Public and Static |

2. AUDIO-VIDEO SIGNAL SPECIFICATIONS FOR LIVE STREAMING

- | | |
|--------------------------|--|
| • Video codec: | H.264/AVC (H.265/HEVC may be used in the future) |
| • Video resolution: | 1920 x 1080 pixels (Full HD) |
| • Video bitrate: | ≥10 Mbit/s |
| • Video framerate: | 50 frames/s |
| • Video scan: | Progressive |
| • Keyframe distance: | 1 sec (i.e., every 50 frames) |
| • Audio codec: | AAC |
| • Audio sampling: | 48 kHz |
| • Audio bitrate: | ≥256 kbit/s |
| • Audio channel mapping: | Stereo (L + R) |

3. LIVE STREAMING INGEST SPECIFICATIONS

- | | |
|------------------------------|---|
| • Accepted Ingest Protocols: | RTMP, RTMPS, SRT (Caller mode) |
| • Ingest default mode: | Push (client-to-server) |
| • Outbound ports: | RTMP/S: TCP 1935, TCP 1936
SRT: UDP ports 9800-10000 |



4. ON-SITE RECORDING SPECIFICATIONS FOR STORAGE

- Video codec: H.264/H.265
- Video resolution: 1920 x 1080 pixels
- Video bitrate: 8-12 Mbit/s (to match streaming ingest rate)
- Video framerate: 50 frames/s
- Video scan: Progressive
- Keyframe distance: 1 sec (50 frames)
- Audio codec: AAC
- Audio sampling rate: 48 kHz
- Audio bitrate: >256 kbit/s (matching streaming ingest rate)
- Audio channel mapping: Stereo (L + R)

5. FILE NAMING CONVENTION

All recorded files should have the following folder structure:

1. There must exist a folder for each sport, named with all uppercase letters and using underscore instead of space (e.g., ALPINE_SKIING, ICE_HOCKEY, etc.).
2. If only one file is produced for a day of recording of each sport, file should be named in the following way ('DAY_X_SPORTNAME.mp4'):
 - Where `DAY_X` indicates the competition day starting from 0 (opening ceremony day).
 - Example => DAY_0, DAY_1, DAY_2, etc.
 - Sport title example => ALPINE_SKIING, ICE_HOCKEY, etc.
 - File naming example => DAY_1_ALPINE_SKIING.mp4
3. If more than one file is produced for a day of recording of each sport, the ad-hoc folder should be created and named using paragraph #2 rules.

The recorded files should be placed inside this folder and named using paragraph #2 rules as well, adding record starting time (using 24H format with CET/CEST time zone) and sequential number to each file.

Example:

- DAY_1_ALPINE_SKIING_10-00_PART_1.mp4
- DAY_1_ALPINE_SKIING_16-00_PART_2.mp4

Examples of file structure:

⇒ **DAY 0 – 23-07-2023 (pre-created folder)**

- OPENING_CEREMONY_15-00_PART_1.mp4 (file)
- OPENING_CEREMONY_17-00_PART_2.mp4 (file)

⇒ **DAY 1 – 24-07-2023 (pre-created folder)**

- COMBAT SPORT (folder)
 - DAY_1_COMBAT_SPORT_10-30_PART_1.mp4 (file)
 - DAY_1_COMBAT_SPORT_11-30_PART_2.mp4 (file)



- DAY_1_ COMBAT_SPORT_12-30_PART_3.mp4 (file)
 - SWIMMING (folder)
 - DAY_1_SWIMMING_09-00_PART_1.mp4 (file)
 - DAY_1_SWIMMING_10-00_PART_2.mp4 (file)
 - DAY_1_SWIMMING_11-00_PART_3.mp4 (file)
- ⇒ **DAY 2 – 25-07-2023 (pre-created folder)**
- COMBAT SPORT (folder)
 - DAY_2_ COMBAT_SPORT_10-30_PART_1.mp4 (file)
 - DAY_2_ COMBAT_SPORT_11-30_PART_2.mp4 (file)
 - DAY_2_ COMBAT_SPORT_12-30_PART_3.mp4 (file)
 - SWIMMING (folder)
 - DAY_2_SWIMMING_09-00_PART_1.mp4 (file)
 - DAY_2_SWIMMING_10-00_PART_2.mp4 (file)
 - DAY_2_SWIMMING_11-00_PART_3.mp4 (file)

The final streaming programme and scope must be agreed between the OC and the EOC.

APPENDIX F

Acronyms and definitions used in this Contract

This Appendix F sets out acronyms and definitions specific to this Agreement. Unless expressly defined herein, all acronyms, definitions and other details used throughout this Agreement shall be interpreted in accordance with the EOC Sport Events Terminology and Acronyms document, which serves as the primary reference for this Agreement.

Acronyms

Sports

Sport Code	Sport Name	Discipline Code	Discipline Name
SKI	Skiing	ALP	Alpine Skiing
SKI	Skiing	CCS	Cross-Country Skiing
SKI	Skiing	SJP	Ski Jumping
SKI	Skiing	SBD	Snowboard
BTH	Biathlon	BTH	Biathlon
IHO	Ice Hockey	IHO	Ice Hockey
		IH3	Ice Hockey 3-on-3
SKT	Skating	FSK	Figure Skating
		STK	Short Track Speed Skating
SMT	Ski Mountaineering	SMT	Ski Mountaineering

Various

Abbreviation	Description
EOC	European Olympic Committees
EYOF	European Youth Olympic Festival
NOC	National Olympic Committee
OC	Organising Committee
IF	International (sport) Federation
EF	European (sport) Federation



Abbreviation	Description
GDPR	General Data Protection Regulation
CAS	Court of Arbitration for Sport
COCOM	Coordination Commission
EECF	Entry and Eligibility Conditions Form
NARRO	Notification and Acknowledgement of Authorized Representatives of the Responsible Organisations Form

Definitions

Term	Description
EOC	The EOC is an international not-for-profit non-governmental organisation of unlimited duration recognised by the IOC and the umbrella body for Europe's National Olympic Committees.
OC	The body created by the NOC and the Host(s), which is responsible for substantive and operational delivery of the Event, as further specified in Clause 1.5.
Host(s)	The city (or cities), region (or regions) that the EOC has selected to host the Event.
Host Contract	Formal legal agreement between the EOC and the NOC/Host(s) that has/have been approved as Host of the Event.
Event Period	The official period of the Event, which begins a day before the Opening Ceremony and ends the day after the Closing Ceremony.
Event Venue	All venues which require a Festival Identification and Accreditation Card, Event Pass or ticket to gain entry, including the Athletes' Village, Medals Plaza, the competition venues, the training and practice venues, the Main Media Centre, etc.
Sport Venue	A building, structure, area, or place in which a sporting competition or training/practice is held.
Department/Functional area	An OC unit responsible for delivering a group of specific and related services (e.g. Accommodation, Transportation, Technology). Also referred to as "functions" or "departments" according to the OC's structure.
Federation	Meaning International and/or European sport federation
Chef de Mission	A person who is appointed by the NOC and is responsible for leading the NOC Delegation at the Event.
NOC Delegation	Composed of the number of athletes (Aa), team officials (Ao), general officials (Ao), Chef de Mission (Ac) and Deputy(ies) Chef de Mission (Ac) participating at the Event.
Chefs de Mission Seminar	An operational/content event intended for Chefs de Mission who will participate in the Event. Main intentions are (1) present the OC and the Host to the NOCs, (2) inform on the OC's progress and focus on operational concerns of NOCs, and (3) show Athletes' Village(s) and Event Venues to NOCs.



Term	Description
Chefs de Mission Meeting	A regular meeting between the OC and the Chefs de Mission. Serves to (1) convey information from the OC and the EOC to NOCs, (2) exchange views, (3) assist with problem solving/quick issue resolution.
Observer programme	A programme to provide the participants with the possibility of observing Event operations, functions, processes and staff in full Event-mode action, to have access to the various managers and knowledgeable staff to enhance the learning process, to learn the experience of the OC, be briefed on pros and cons, meet other organisers, to discuss, and to understand the spirit and standards of the Event.
Shadowing programme	A programme to provide by the current OC a unique opportunity for the future OC to gain hands-on experience and a deeper understanding of Event operations. This programme allows participants to attend and assist at the current Event, actively engaging within various functional areas and key staff.
Athletes' Village	The central, secure, temporary, and self-contained residential complex established by the OC and it serves as the official home for all NOC Delegation members, provides comprehensive critical services, such as dining, medical facilities, transportation hub, cultural and social centre.
EOC Family Hotel	Accommodation and services headquarters for the EOC Members, EOC Staff, NOC Presidents, NOC Secretary Generals and their guests.
NOC Services Centre	A facility with relevant OC Functional areas offices/desks in the Athletes' Village which offers centralised services for the Chefs de Mission. The NOC Services staff is located in the facility.
Accreditation Centre	The official facility responsible for managing the accreditation process for all accredited client groups of the Event, including athletes, team officials, staff, media, and volunteers. Handles the validation, production, and distribution of accreditation cards. Provides assistance with lost or damaged accreditations.
Media Centre	Is the central facility that provides accredited media representatives with workspaces, information, and technical services during the Event. It serves as the primary hub for press and broadcast operations, offering access to results, communication networks, and support from the OC's media team.
Mixed zone	Is a designated area at the Sport Venue where accredited media can conduct brief interviews with athletes immediately after their competition. It provides a controlled space for direct interaction between athletes and journalists, managed by the OC's media operations team to ensure orderly and fair media access.
Over-The-Top (OTT)	A method of delivering audio or video content via the internet directly to viewers, without requiring a traditional cable, satellite, or terrestrial TV provider. OTT platforms allow users to access live broadcasts, replays, or on-demand content through connected devices such as smart TVs, computers, smartphones, and tablets.
Streaming	A digital transmission method that enables continuous delivery of audio or video content over the internet in real time. Streaming includes both live streaming (real-time event broadcasting) and video-on-demand streaming, where users watch content at any time without downloading the full file.



Term	Description
Live Streaming	The real-time digital transmission of an event over the internet. Viewers watch the content simultaneously as it happens. Used extensively for live sports coverage on OTT platforms, broadcaster websites/apps, and social networks.
Video On Demand (VOD)	A digital service that allows users to select and watch video content at any time after the original broadcast. VOD may include full-match replays, highlights, interviews, magazines, and archived material. It is commonly provided on OTT and streaming platforms under various access models (free, subscription, or pay-per-view).
Transport Mall	Main transport hub (station) for pick up and drop off accredited people.
Delegation Registration Process	The official registration process for all NOC Delegation members attending the Event and is conducted through the Registration and Accreditation System.
Festival Identification and Accreditation Card	An official identification document of the Event that serves also as an access control pass to designated zones and venues.
General Data Protection Regulation (GDPR)	General Data Protection Regulation as a regulation of the European Union (EU) that governs how personal data of individuals in the EU and European Economic Area (EEA) must be collected, processed, stored, and protected. It is an EU Regulation 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data.
Sport Data Overview	A document that compiles key information related to each sport and discipline at the Event. It includes essential data such as sport disciplines on the programme, events, sport format, age categories, quotas, qualification systems for team sports, procedures for judge/referee designation, and other provisions.
Entry by Number	The submission by a NOC indicating the number of athletes and/or officials it intends to enter in each sport to participate in the Event, within the quotas established by the EOC. Does not yet include the names of individual participants.
Entry by Name	The submission by a NOC specifying the names and details of the athletes and team officials who will participate in the Event.
Sport Entry	The submission by a NOC the participation details of their athletes and teams for each sports discipline and event. Conducted in accordance with the quotas and/or qualification criteria.
Entry and Eligibility Conditions Form (EECF)	This form outlines the conditions and requirements for entry and eligibility for all Event participants. It covers responsibilities, data protection, consent, anti-doping, insurance, and other legal and organisational requirements that must be accepted and signed by the NOC representative on behalf of all participants.
Notification and Acknowledgement of Authorised Representatives of the Responsible Organisation (NARRO)	Serves as a contractual declaration and procedural guide for the Responsible Organisation and its Authorised Representative. It confirms their understanding and acceptance of their legal obligations as Data Controllers and is a mandatory compliance and authorization form that ensures all parties involved in Event handle personal data responsibly, transparently, and in accordance with European data protection standards.
Sport Technical Manual (STM)	A sport-specific document prepared by the OC in cooperation with the International/European Federation, providing detailed technical and operational information for each sport. It outlines competition formats, rules, schedules, and venue specifications to ensure events are conducted in accordance with Event standards.



Term	Description
European Young Olympic Ambassador (EYOA)	An initiative of the EOC that engages young ambassadors nominated by the NOCs to promote the Olympic values of excellence, respect, and friendship during the Event. The programme encourages cultural exchange and values-based education among participants.
World Anti-Doping Agency (WADA)	An independent international organisation to promote, coordinate, and monitor the global fight against doping in sport. WADA develops and maintains the World Anti-Doping Code, the core document harmonizing anti-doping policies, rules, and regulations across all sports and countries. It works in cooperation with governments, International Federations (IFs), and National Anti-Doping Organisations (NADOs) to protect the integrity of sport and ensure fair competition for all athletes.
Court of Arbitration for Sport (CAS)	An independent institution established to resolve legal disputes in the field of sport through arbitration and mediation. CAS serves as the supreme authority for settling disputes related to the Olympic Movement, including issues of eligibility, discipline, and doping. Its decisions are final and binding on all parties, ensuring a fair, consistent, and efficient resolution process in accordance with the principles of sports law.