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Ceremonies

of European Gymnastics Events

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EBU
OPERATING EUROVISION AND EURORADIO

SMARTSCORING

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Opening ceremony

The official European Gymnastics events must be officially opened by a brief opening ceremony.

The opening ceremony will be organised in accordance to the planned programme of the event.

The Organising Committee has to present the participating nations as part of the Opening Ceremony programme. The OC can decide how this is done, but the names of the participating nations (in order of the English alphabet) as well as their flags (physically or digitally) must be presented.
The hosting country is always the last to be presented.

During the opening ceremony, it is possible to abstain from the oath of the athletes. If the oath is pledged nevertheless by a gymnast during the opening ceremony, the following text has to be respected:

"In the name of all gymnasts I promise that we shall take part in these European Championships, respecting and abiding by the rules which govern them, committing ourselves to a sport without doping and without drugs, in the true spirit of sportsmanship, for the glory of sport and the honour of the gymnasts. »

The judges pledge the following oath during the judges' meeting:
« In the name of all the judges and officials, I promise that we shall officiate in these European Championships with complete impartiality, respecting and abiding by the rules which govern them, in the true spirit of sportsmanship. »

During the opening ceremony, a delegate of the Organising Federation followed by the European Gymnastics President resp. his delegate take the floor.

At the end of the opening ceremony, the European Gymnastics President resp. his delegate officially proclaims the European Gymnastics competitions open.

The Organising Committee has to inform European Gymnastics latest 2 months before the event about the detailed running of the opening ceremony.

Award ceremonies

If the event is transmitted live on Television, the award ceremonies have to be organised, insofar as possible, at the end of the competitions.
The running of the ceremonies must be well prepared and speedy.

In order to allow a good preparation of the award ceremonies, a rehearsal is organised with the participation of the Host Broadcaster and the photographer of the LOC to ensure a good view for TV and good working conditions for the photographers.

Please consult also attachment 1 (only for events with live telecast).

European Gymnastics is responsible for the organisation of the award ceremonies of its official competitions. The medals and diplomas are presented by European Gymnastics delegates or other dignitaries, designated by European Gymnastics:

1st place	Member of the EC/European Gymnastics
2nd place	Member of the TC/European Gymnastics
3rd place	Member of the Organising Federation, the LOC or a regional, local Authority.

If several ceremonies are being held in one block, in principle the same three dignitaries are designated for all of the ceremonies in that block.

The nominations for the dignitaries presenting the gold and silver medals are made by the European Gymnastics General Director, with the agreement of the European Gymnastics President. Exceptions can be accepted by them for example for a host country (political) authority or for other reasons.

The nomination for the dignitaries presenting the bronze medal is at the discretion of the Organising Federation, respecting their own and the local protocol.

Sponsors may be chosen as medal presenters with the prior approval of European Gymnastics. They may also present e.g. trophies, cups, gifts, etc. (as fourth presenter).

Medals

The logo of European Gymnastics must be present on the medals, usually on the back side.
The medal branding will be provided by European Gymnastics. The final medal layout must be submitted to European Gymnastics for approval before production.

For the finals, the gymnasts receive:

1st rank:	a gold medal and a diploma (the diploma is not awarded on the podium)
2nd rank:	a silver medal and a diploma (the diploma is not awarded on the podium)
3rd rank:	a bronze medal and a diploma (the diploma is not awarded on the podium)

For the award of medals to reserve gymnasts and coaches, please refer to the Technical Regulations.

Diplomas

The 8 best gymnasts/teams of each competition receive a diploma indicating their name and first name, the federation they belong to, the rank and, where required, the type of the medal.
The diplomas for the gymnasts ranked 1st to 8th will be given to the respective federations.

In addition, all competitors and officials receive, during the event, a participation diploma (in paper or digital format) indicating their name and first name, the name of the federation they belong to and their function within the organization.

Flowers, gifts, etc.
Flowers and other awards may be officially presented to the gymnasts on the podium by the medal presenters.
Possible trophies, gifts, etc. may be presented by sponsors and other personalities immediately following or during the official Award Ceremony, provided that prior approval is given by the European Gymnastics Delegate.

Personnel
The LOC must provide a sufficient number of qualified and trained staff for the Award Ceremonies. As a minimum, the following persons are necessary:

- One chief hostess responsible for the entire running of the ceremony. This person must be fluent in English.
- One (min) hostess to accompany the gymnasts
- One (min) hostess to accompany the official presenters
- a sufficient number of hostesses to give the medals, and possible gifts/trophies to the presenters. These hostesses carry the medals on a pillow or a tray.

The LOC must provide the necessary personnel to:
- assemble the gymnasts and officials before the ceremony, control the gymnasts' attire and brief them for the running of the ceremony (no flags, no kisses, face the flag, etc).
- set up the podium immediately at the end of the last competition
- conduct the hoisting of flags.

Award Ceremony Podium
The Organising Committee must provide an Award Ceremony podium, large enough for the groups and teams. The branding of the Award Podium will be provided by European Gymnastics. The final look of the Award Podium must be approved by European Gymnastics.
The Award Ceremony podium must be set up so that from the winners' perspective located in the centre, the second place will be positioned on their right handside and the third place will be positioned on their left handside.
No advertising and publicity is allowed on the Award Ceremony podium.
It is compulsory to display the European Gymnastics logo in the centre of the podium.
A carpet should be rolled out for the Award Ceremony and the area should be decorated with plants or flowers.

Flags
With regard to the award ceremonies, the LOC has two possibilities. Either the use of physical flags - which is highly recommended by European Gymnastics - or a digital presentation of the flags.
For both options, the medalists on the award ceremony podium must be able to see their hoisted flags in front of them.
If the large sport presentation screen behind the award podium is used for the presentation of the flags, a second screen to show the winner's flags is mandatory in front of the medalists.

The LOC must ensure the availability of all necessary equipment to hoist the winners' flags during the Award Ceremony. Possibilities for ties must also be taken into consideration (several flags for the same rank).

All flags must be of equal size.
A sufficient number of trained persons must be provided to hoist the flags.

National anthems and musical accompaniment
The LOC must ensure that several national anthems, if needed, can be performed successively without delay.
The national anthems of all member Federations can be found here. Each Head of Delegation must confirm the accuracy of his national anthem at accreditation.
Suitable march-in and march-out music must be selected by the LOC. The time allocated to march-in and march-out should be as short as possible.

Lighting
The Organising Committee should ensure that the area set-up for the Award Ceremony has sufficient lighting for photographers and Television.

Script of the speaker
In order to save time, the award ceremonies are held only in English language. If the LOC insists to use the local language as well, a short running must still be respected.
The text to be used during the Award Ceremony must be prepared carefully in order to avoid errors.

Running of the Award Ceremony (see video link in the attachment)
The Award Ceremony must be prepared well in advance and the personnel assigned must be properly trained. In principle, the award ceremony must take place immediately after every competition phase (apparatus), except if the event is broadcast live.

A rehearsal must be organised in the presence of the European Gymnastics General Director or her delegate and approved by the latter. The following basic procedures and instructions must apply for the Award Ceremony:

Immediately after the competition, the medallists, presenters and hostesses must assemble and line-up in the designated march-in area.
This area must be communicated in advance by the Organising Committee. Ideally, to gain time, the gymnasts march in directly from their seating area. The gymnasts must line-up as follows: rank 3-1-2 or rank 2-1-3 if march-in from opposite side.

The gymnasts must wear the correct competition attire for the Award Ceremony.
The chief hostess or the person responsible in the Organising Committee for the Award Ceremony must inform the gymnasts of the correct competition attire and must strictly enforce the rules if need be.

The presenters must march in as follows: 3rd place, 1st place, 2nd place, other awards. Depending on the presenters' positions on the floor area, the reverse order may be used as follows: 2nd place, 1st place, 3rd place, and other awards.

The officials must be positioned on the podium so as to face the flagpoles. The marching-in of the officials and gymnasts will begin with the start of the music or the fanfare.
The gymnasts enter the podium area first, followed by the simultaneous entrance of the officials and the hostesses. If feasible, all parties may march in together in order to save time.
Once the medallists and hostesses are positioned on the podium, the Ceremony officially starts with a fanfare, followed by the script.

The speaker announces the third, second and then the first place winners and the medallists step up on the podium (with the assistance of the hostesses if required).
The hostesses and officials step forward simultaneously and present the three medals (and possibly the flowers). Meanwhile the names of the officials must be announced by the speaker to the public.
In case trophies, cups, gifts, etc. are awarded, a person representing an organisation (e.g. sponsor) may step forward on the podium and distribute the awards.

The hostesses step back as soon as the officials have taken the medals from the pillow or the tray to clear the view for the public and the media.
While the gold medal presenter must exclusively congratulate and shake hands with the gold medallists, the silver and the bronze medal presenters must do likewise. Kissing is not encouraged.

After the medal presentation, the officials must step back as soon as possible to clear the view.
The flags for the 1st, 2nd and 3rd ranked gymnasts are then hoisted. All parties must turn to face the flags. The national anthem of the 1st (or of the firsts) ranked is played.

Once the national anthem is played, the gymnasts must remain on the podium for a short while in order to provide photographers with the opportunity to take pictures.
According to the layout of the competition hall, the medallists are encouraged to turn in order to face all sides of the hall and salute the entire audience.

The gymnasts must then step back and all parties must march out, led by the hostesses.
Diplomas for positions 4 through 8 will be presented to the federations concerned.

Closing ceremony

The conduction of a proper Event Closing Ceremony is not compulsory. With no Closing Ceremony, the event is simply closed by the official Speaker.

If the next event host is already decided, a short promo video, if possible including ticket sale advertising, must be shown immediately after the last award ceremony. The promotional video for the next event is very important and can also be shown already during the competition days.

If a flag handover ceremony is requested by the next host, this can be done right before showing the promotional video. The folded flag of European Gymnastics is passed from a representative of the current host back to a representative of European Gymnastics and on to a representative of the next organiser.

Attachment 1 – running of the award ceremonies

Running of the award ceremonies if the event is broadcast live

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All details are indicated in the chapter "Award Ceremonies". Below please find a recapitulation of the most important points.

- A rehearsal is organised in the presence of the Host Broadcaster, the official photographer of the OC, the European Gymnastics Director and the persons responsible of the OC.
- All proposals to improve the running of the ceremonies presented during this rehearsal and approved by the European Gymnastics Director have to be respected by the OC during the award ceremonies.
- The OC must ensure that all gymnasts and officials concerned present themselves on time; the gymnasts must wear the correct attire.
- The speaker announces the gymnasts and officials who present the medals, flowers, diplomas and possible gifts. The announcements are made only in English.
- The time used for marching in and out must be as short as possible.
- The gymnasts and officials presenting the awards must march in at the same time.
- After the presentation of the medals, the officials leave immediately so that TV and the photographers have a free view.
- Once the national anthem ended, the gymnasts remain a little while on the podium so that the photographers can make some shots.

Click here to see some Award Ceremony examples.