



INTERNATIONAL
OLYMPIC
COMMITTEE

3RD WINTER YOUTH OLYMPIC GAMES IN 2020

CANDIDATURE PROCEDURE AND QUESTIONNAIRE





INTERNATIONAL
OLYMPIC
COMMITTEE

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I. Related Documents

List
X

Here is a list of all documents the Candidature Procedure and Questionnaire refers to:

Olympic Charter

Undertaking

Youth Olympic Games Host City Contract

Youth Olympic Games Event Manual

IOC Code of Ethics

World Anti-Doping Code

IOC Anti-Doping Rules

Official Core Terminology on Olympic and Paralympic Games



II. IOC tools and information

Presentation
X The IOC distributes contractual requirements and educational information that can be described as follows:

	<p style="text-align: center;">OLYMPIC CHARTER</p> <p>The Olympic Charter represents the permanent fundamental reference document for all parties of the Olympic Movement and it governs the organisation action and operation of the Olympic Movement and stipulates the conditions for the celebration of the Youth Olympic Games.</p>	
	<p style="text-align: center;">YOG HOST CITY CONTRACT</p> <p>The YOG Host City Contract sets out the legal, commercial and financial rights and obligations of the IOC, the Host City and the NOC of the Host Country in relation to the Youth Olympic Games (it is therefore different from Games to Games). In case of conflict between provisions of the YOG Host City Contract and the Olympic Charter, the YOG Host City Contract shall take precedence.</p>	
<p style="text-align: center;">YOG MASTERSCHEDULE</p> <p>All planning requirements (deliverables and milestones) are outlined in the IOC generic YOG Master Schedule, which will be provided by the IOC to the YOGOC after its formation. The YOG Master Schedule will be used by the IOC and YOGOC to monitor the progress of the YOGOC and preparation of the YOG.</p>	<p style="text-align: center;">YOG EVENT MANUAL</p> <p>The Youth Olympic Games Event Manual ('YOG Event Manual' or 'this Manual') contains the principles and main requirements for planning, organisation and staging of the Youth Olympic Games (YOG). It should be read in combination with the Olympic Charter and it is an annex to the YOG Host City Contract and is therefore a contractual obligation.</p>	<p style="text-align: center;">YOG KNOWLEDGE MANAGEMENT</p> <p>Information from the IOC's Olympic Youth Games Knowledge Management (YOGKM) Programme is found on a specific extranet (http://extranet.olympic.org), which contains reports, examples and data from previous Games experiences. More information on this Programme is available through the IOC.</p>
	<p style="text-align: center;">OTHER MANUALS, GUIDES AND DIRECTIONS</p> <p>The IOC produces a series of guides, policies and procedures which are referenced throughout this manual.</p>	

YOG Event Manual – evolution of content

The host city, the host NOC, and the Youth Olympic Games Organising Committee (YOGOC) should recognise that, while the content of the YOG Event Manual represents the current position of the IOC on the matters included, its content may evolve.

The IOC reserves the right to amend this document and it is the responsibility of the host city, the host NOC and the YOGOC to adapt to such amendments so that the YOG are organised in the best possible manner.

Continued on next page



II. IOC tools and information, Continued

YOG Event Manual

The Youth Olympic Games Event Manual (“YOG Event Manual”) contains the main requirements for planning, organisation and staging of the Youth Olympic Games (YOG). It must be read in combination with the Olympic Charter and the YOG Host City Contract.

Knowledge Management

Fulfilling its role as a coordinator and facilitator in the transfer of information from one organising committee to the next, with the objectives of avoiding the “re-invention of the wheel” and reducing the overall risk of staging a Games, the IOC initiated the Olympic Games Knowledge Management (OGKM) Programme. This programme features extensive educational material and service offers for organising committees, as well as support processes such as the Games Debriefing. The YOG Event Manual is an integral part of this approach and further elements of knowledge transfer will be collected and added to the programme over time.



III. IOC philosophy on sustainable development

Definition *“Sustainable development satisfies the needs of the present generation without compromising the chance for future generations to satisfy theirs.”*

From *Our Common Future*, the report of the Brundtland Commission of the UN World Commission on Environment and Development (4 August 1987).

Olympic Charter Rule 2, articles 13 and 14 *“The IOC’s role is: to encourage and support a responsible concern for environmental issues, to promote sustainable development in sport and to require that the Olympic Games are held accordingly; to promote a positive legacy from the Olympic Games to host cities and host countries”*

Today the concept of sustainable development is widely known. The three principal spheres of environment, social-cultural and economic encompass a multitude of activities including sporting activities and the staging of sporting events.

In varying degrees, whether it is direct, whilst practicing a sporting activity, or indirect via the equipment and products used, every physical activity has an impact on its environment. The hosting of sporting events, no matter the size of the event, can provoke negative effects on the location in which it occurs. Each individual, each sporting club, each organisation can and should have a responsible attitude in regards to minimising these impacts. It is for this reason the International Olympic Committee actively supports sustainability education and advocates the integration of sustainability principles by sports organisers and their delivery partners into their events.

The concept of sustainable development clearly impacts all aspects of Games planning and operations. When integrated early in the planning stages of a Candidate City and subsequent Host City, the multitude of opportunities that hosting the Youth Olympic Games can potentially bring to a Host City will be maximised and will form the foundation of a positive and durable Olympic legacy.

Responsibility towards and respect of sustainable development guiding principles by the Host City, the Youth Olympic Games Organising Committee and its multitude of external partners is therefore very important to the successful staging of the Youth Olympic Games. With long-term strategic planning, consultation and engagement with all members of the community, in particular the youth, and shared long-term objectives the Youth Olympic Games can be optimised in order to respond, not only to the requirements needed to host the Games, but also to the needs and expectations of the Host City’s current and future generations.

The dissemination and visible implementation of sustainability amongst all participants of the Youth Olympic Games has the capacity to form a strong element of the Host City’s legacy. Being consciously aware of the benefits of sustainable development and being part of its implementation throughout the Youth Olympic Games will no doubt have a lasting effect on the participants’ future personal and professional decisions and choices.



IV. Document presentation

- Introduction** The Candidature Procedure and Questionnaire is the document provided by the IOC to Candidate Cities engaged in the Youth Olympic Games bid process. It contains explanations about the various steps of the candidature until the announcement of the Host City in May–June 2015.
- Structure** The Candidature Procedure and Questionnaire is structured in three parts:
- Part 1: Candidature Procedure
 - Part 2: IOC Questionnaire
 - Part 3: Instructions
- Part 1** Part 1 outlines what is required of a Candidate City during the bid process. It contains procedures, rules and deadlines to be respected by Candidate Cities.
- Part 2** Part 2 contains the detailed IOC questionnaire which provides the structure of the Candidature File to be submitted to the IOC and which will form the basis for a technical analysis of each city's project.
- The following document types are requested in the IOC Questionnaire:
- Explanations
 - Tables
 - Maps
 - Photographic files
 - Guarantees
- Part 3** Part 3 contains precise instructions on the presentation of a Candidate City's submission to the IOC which includes the following documents:
- Candidature File
 - Guarantees File including the signed Undertaking
 - Maps (printed sets and electronic versions)
 - CD ROMs
 - Photographic files
 - Additional financial information



V. Glossary

Introduction

The following table lists specific terms and acronyms used in the Candidature Procedure and Questionnaire.

Please note that further Olympic terminology can be found on the IOC's knowledge management extranet.

Term	Definition
IBC	International Broadcast Centre
IF	International Federation
IOC	International Olympic Committee
MMC	Main Media Centre
MPC	Main Press Centre
NOC	National Olympic Committee
OBS	Olympic Broadcasting Services
WADA	World Anti-Doping Agency
YOG	Youth Olympic Games
YOGKM	Youth Olympic Games Knowledge Management
YOGOC	Youth Olympic Games Organising Committee

To describe their concept, Candidate Cities shall use the following terminology:

Venue	A site operated by the YOGOC and/or its partner agencies (usually by a multi-functional venue team), located within a secure perimeter, subject to the exclusive use of the YOGOC and/or its partner agencies, officially used to deliver the Youth Olympic Games.
Precinct	A number (more than one) of venues and/or facilities in close geographical proximity, which have a common secure perimeter. The operations of the venues/facilities impact on each other and are therefore integrated to the extent necessary.
Cluster	A number (more than one) of venues and/or facilities in close geographical proximity, which do not require a secure perimeter. The operations of the venues/facilities impact on each other and are therefore integrated to the extent necessary.
Zone	A number (more than one) of venues and or facilities in the same geographical area, which do not require a secure perimeter. The operations of the venues/facilities do not impact on each other.







VI. Icons

Use of icons

Specific icons have been used to enhance the readability of the Candidature Procedure and Questionnaire.

These icons represent different information types as described in the following table:

Icon	Definition
	References another IOC document or indicates other impacted topics.
	Indicates questions that require guarantee letters.
	Indicates that a standard text guarantee is provided in Part 3 of this document.
	Indicates questions that require Candidate Cities to provide additional documents to the IOC.



PART 1 → YOG Candidature Procedure

Overview

Introduction This part is a general introduction to the bid process. The Candidature Procedure outlines what is required of a Candidate City, as well as the procedures, rules and deadlines to be respected.

Contents Part 1 contains the following chapters:

	Chapter	See Page
1.1	Bid process	13
1.2	Rules of conduct	24
1.3	Communication and copyright	32



1.1 → Bid process

Overview

Contents

This chapter contains the following topics:

	Topic	See Page
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1.1.1 Introduction

YOG Candidature Procedure

The aim of this document is to guide YOG Candidate Cities through the various steps of their candidature until the election of the Host City in May–June 2015.

The YOG Candidature Procedure outlines what is required of a YOG Candidate City, as well as the procedures, rules and deadlines to be respected. It also contains many useful recommendations and should be considered as essential reading for anyone connected with the preparation and promotion of a candidature for the Youth Olympic Games.

Modifications to the Olympic Charter and YOG Event Manual

YOG Candidate Cities have received a copy of the current edition of the Olympic Charter and YOG Event Manual. It must be noted, however, that the Host City, its NOC and the organising committee will be bound by the Olympic Charter and YOG Event Manual in force on the date of the execution of the Youth Olympic Games Host City Contract.

The IOC will inform the YOG Candidate Cities and their NOCs of the amendments that are made (or to be made) between the current editions of the Olympic Charter and YOG Event Manual and those to be in force on the date of the execution of the Youth Olympic Games Host City Contract. Additionally, the IOC reserves the right to amend the Olympic Charter and YOG Event Manual with respect to governance of the Olympic Movement, and for such purposes the latest versions of the Olympic Charter and YOG Event Manual which are amended from time to time shall prevail, unless the YOGOC proves that such changes have materially adversely affected the financial or other rights or obligations of the YOGOC hereunder.

Prevalence

The YOG Candidature Procedure is subject to the provisions of the Youth Olympic Games Host City Contract and the Olympic Charter. Should there be any conflict between, on the one hand, this document and, on the other hand, the Youth Olympic Games Host City Contract and/or the Olympic Charter, the Youth Olympic Games Host City Contract and/or the Olympic Charter shall prevail.

Fair play

The IOC expects that all cities wishing to organise the Youth Olympic Games and their NOCs bear in mind at all times that this is an Olympic competition, to be conducted in the best Olympic spirit, with respect, friendship and fair play.



1.1.2 Deadlines

Deadlines

The following table lists the main deadlines of the YOG Candidature Procedure. Please note that the IOC reserves the right to modify such deadlines if necessary.

Object	Deadline
IOC to invite NOCs to submit names of YOG candidate cities	May 2013
NOC submission of candidatures	28 November 2013
Signature of the YOG candidature procedure	12 December 2013
IOC workshop for 2020 YOG candidate cities in Lausanne	15-16 January 2014 (TBC)
Submission of the YOG candidature file and other documents	17 June 2014
Nanjing 2014 Observer Programme	16-28 August 2014
Analysis of the candidature files	June - September 2014
Selection of short listed candidate cities by IOC Executive Board (Rio de Janeiro)	2-3 December 2014
Additional questions to shortlisted candidate cities	December 2014 - January 2015
Video conferences between bid committees and IOC Evaluation Commission	February - March 2015
Report of the IOC Evaluation Commission	April - May 2015
Election of the Host City of the 3 rd Winter Youth Olympic Games in 2020	May - June 2015



1.1.3 NOC submission of candidatures

Submission of candidatures

Candidatures to host the 2020 YOG must be submitted by the NOC of the territory in which the candidate city is situated, together with a letter from the official authority of the city concerned. NOCs may only submit the candidature of one city within their territory. Both letters from the NOC and the city must be submitted to the IOC by 28 November 2013.



1.1.4 Signature of the YOG Candidature Procedure

- Signature** The Bid Committee, the YOG Candidate City and the NOC are required to sign the YOG Candidature Procedure, confirming their acceptance of the rules.
- The candidature becomes official when the YOG Candidature Procedure has been signed by the Bid Committee, the YOG Candidate City and its respective NOC.
- The signature page of the YOG Candidature Procedure can be found at the end of Part 1.
- Deadline** Each YOG Candidate City should print the YOG Candidature Procedure (Part 1 of this document) and return it to the IOC by 12 December 2013, duly signed by representatives of the Bid Committee, the city and the NOC.



1.1.5 IOC services provided to YOG Candidate Cities

Services

During the bid process, the IOC will provide YOG candidate cities and NOCs with the following services:

- All **documents/information** produced by the IOC for YOG Candidate Cities
- **Protection of the word mark “[City] 2020”** outside the YOG Candidate City’s national territory
- Access to the IOC’s **Olympic and Youth Olympic Games Knowledge Management programme (OGKM/YOGKM)** including the Bid Cities extranet
- Participation in the IOC YOG Candidate City **workshop** (January 2014 in Lausanne) when IOC will provide further information and answer YOG Candidate Cities’ questions
- Participation in the Nanjing 2014 Observer Programme (August 2014)
- Ongoing information and assistance to YOG Candidate Cities



1.1.6 YOG Candidate City logo and designation

Creation of a logo X	<p>There is no obligation for YOG Candidate Cities to create a logo specifically for their bid. They may adopt, for institutional use only (e.g. stationary, letterheads, business cards, video presentations, brochures...), the existing emblem of their city and use it together with the existing emblem of their NOC.</p> <p>Should a Candidate City wish to create a logo to represent its candidature, the conditions listed in Appendix 1 of the Rules of Conduct applicable to all cities wishing to host the Youth Olympic Games must be strictly followed.</p> <p>Such logo should consist of an integrated design with a distinctive design element, the city wordmark (name of the city and the year of the Youth Olympic Games for which the city is applying) and the designation "Candidate City for the Youth Olympic Games".</p>
Approval	<p>The YOG Candidate City logo is subject to the written approval of the National Olympic Committee of the country in which the Candidate City is located and must then be submitted to the IOC for approval.</p> <p>The logo may only be submitted to the IOC for approval after the NOC has officially confirmed its application in writing to the IOC as described in the Candidature Procedure.</p>
Use of the logo	<p>In addition to the conditions of use listed in Appendix 1 of the Rules of Conduct applicable to all cities wishing to host the Youth Olympic Games, attention is drawn to the following:</p> <ul style="list-style-type: none">- The YOG Candidate City logo may not be made public prior to written approval of the IOC- The logo may not be used after the date of the announcement of the shortlisted Candidate Cities if the Candidate City is not selected by the IOC and, in any case, may not be used at any time after the election of the host city.
YOG Candidate City designation	<p>YOG Candidate Cities may also use, for institutional use only, the designation: "City [Year] – Candidate City for the Youth Olympic Games"</p>
Copyright	<p>All Olympic-related graphic, visual, artistic and intellectual works or creations developed by or on behalf of the Bid Committee, YOG Candidate City or NOC shall be vested in and remain in the full ownership of the IOC.</p>



1.1.7 Submission of the YOG candidature file and other documents

YOG Candidature File

The YOG Candidature File consists of a compilation of a YOG Candidate City's answers to the IOC questionnaire to be found in Part 2 of this document.

The YOG Candidature File, along with the guarantees, photographic files and other documents requested throughout part 2 of this document, is one of the IOC's principal tools in evaluating a candidature and analysing its technical characteristics. The file must therefore accurately reflect the current situation of the city and present its plans in a realistic manner.

The YOG Candidature File must be presented in accordance with the Model YOG Candidature File described in Part 3 of this document.

In order to facilitate the IOC's assessment of replies and to allow for an objective analysis, it is important that the order of questions is respected and that precise and concise answers are given.

Force of obligation

YOG Candidate Cities are reminded that all representations, statements and other commitments contained in the YOG Candidature File have the force of obligations, as do all other commitments made by the YOG Candidate City, the NOC and the Bid Committee during the bid process.

Guarantees

The IOC questionnaire requires YOG Candidate Cities to obtain many guarantees from third parties. The aim of these guarantees is to protect both the YOGOC and IOC after the Host City is elected, and to provide the YOGOC with the best possible framework for the organisation of the Youth Olympic Games. This demanding exercise in the candidature phase will pay dividends in the future for the city which is elected as Host City for the 3rd Winter Youth Olympic Games in 2020.

The Guarantees must be presented in accordance with the Model YOG Guarantees File described in Part 3 of this document.

Continued on next page



1.1.7 Submission of the YOG candidature file and other documents, Continued

Delivery of documents to the IOC

By the deadline of 17 June 2014, the following documents must be delivered to the IOC administration (for IOC internal use, members of the IOC Evaluation Commission, IOC Executive Board and the Olympic Museum):

- 40 printed copies of the YOG candidature file (bilingual English/French)
- ten printed copies of the photographic files
- three copies of the YOG Guarantees File (originals and two identical copies)
- three printed sets of Map B (theme 1)
- four printed copies of the additional financial information (theme 5)
- 25 copies of CD ROMs containing electronic versions of the YOG candidature file, photographic files, maps and additional financial information

All above-mentioned documents should be sent by post/courier.

Once submitted to the IOC, no changes or additions may be made to the YOG candidature file except (i) on the request of the IOC, or (ii) with the written consent of the IOC.

Authorisation and distribution

After 17 June 2014, YOG Candidate Cities are at liberty to release their candidature files to the public and to the media.

Shortlisted YOG Candidate Cities will be requested to send their candidature files to all IOC members prior to the election of the Host City, according to IOC instructions that will be given in due course.



1.1.8 Analysis of the candidature files

IOC Evaluation Commission An IOC Evaluation Commission, appointed by the IOC President and representative of the Olympic Movement, shall study the YOG candidature files and other documents submitted by the Candidate Cities and prepare a report for the IOC Executive Board. Based on the Evaluation Commission's analysis, the IOC Executive Board shall select a shortlist of YOG Candidate Cities to be further evaluated.

Following the Evaluation Commission's initial analysis, a list of questions will be sent to each short listed city to obtain further information on a number of themes of the questionnaire.

The IOC Evaluation Commission will then meet again to analyse the additional material submitted and hold a video conference call with each short listed YOG Candidate City.

In addition, the IOC Evaluation Commission may decide to visit or send technical experts to the YOG Candidate Cities.

If applicable, the IOC will coordinate such visits to the YOG Candidate Cities and the costs of such visits (travel + accommodation) shall be borne by the IOC. The dates of any visits shall be determined by the IOC, on the basis of logistical and geographical considerations.

The IOC will provide YOG Candidate Cities with visit guidelines. A draft programme of the visits shall be prepared by the YOG Candidate Cities in accordance with these visit guidelines for IOC approval.

At the end of the evaluation process, the Evaluation Commission issues a second report.

The aim of this report is to assist the IOC in the important decision of electing the Host City and to underline the opportunities and challenges that could be faced in each YOG Candidate City in the years leading up to and including the 2020 Winter Youth Olympic Games.

Recommendation by the IOC EB of finalist YOG Candidate Cities Following the submission of the report by the Evaluation Commission, the IOC Executive Board shall draw up the list of finalist YOG Candidate Cities to be submitted to the vote by the IOC members for election as Host City.



1.1.9 Election of the Host City of the 3rd Winter Youth Olympic Games in 2020

Process	The IOC members shall elect the Host City from the list of finalist YOG Candidate Cities drawn up by the Executive Board. The Host City of the 3 rd Winter Youth Olympic Games will be elected by IOC members at the IOC extraordinary session to be held in Lausanne in May–June 2015.
Host City Contract	Representatives of the finalist Candidate Cities and the NOCs concerned will be required to sign the Youth Olympic Games Host City Contract, according to IOC instructions, prior to the election of the Host City.
Presentations	<p>Each finalist YOG Candidate City will make a short presentation to the IOC members. The order of presentations shall be determined by the IOC.</p> <p>Each presentation will be followed by questions from the floor.</p> <p>Speakers may include:</p> <ul style="list-style-type: none">• One bid committee representative• One NOC representative• One representative from the bid city <p>Presentations shall last a total of 15 minutes including any PowerPoint presentation and video material. A list of audio–visual equipment available for these presentations will be provided by IOC in due course.</p>
Delegation	<p>The IOC may authorise that a small number of observers be allowed into the presentation room as spectators to follow the presentations of the YOG Candidate Cities.</p> <p>Further details regarding logistics, rehearsals and presentations will be communicated to finalist YOG Candidate Cities at a later stage.</p>
Minutes	Minutes will be taken of the finalist YOG Candidate City presentations, including all questions and answers.
Vote	IOC members vote in secret ballot.



1.2 → Rules of conduct applicable to all cities wishing to organise the Youth Olympic Games

Overview

Introduction YOG Candidate Cities must abide, in all aspects, by all provisions of the “IOC Code of Ethics” and the “Rules of conduct applicable to all cities wishing to organise the Youth Olympic Games”.

This chapter contains the “Rules of conduct applicable to all cities wishing to organise the Youth Olympic Games” which were approved by the IOC Executive Board in May 2013. These Rules of Conduct apply to cities wishing to organise the Youth Olympic Games and to their National Olympic Committees (NOCs), as well as any person or organisation acting on their behalf or supporting the candidature.



Rules of conduct applicable to all cities wishing to organise the Youth Olympic Games

Article 1: SCOPE OF APPLICATION

These Rules apply to all Olympic parties¹ and in particular to cities wishing to organise the Youth Olympic Games and their National Olympic Committees (NOCs), as well as to any person or organisation acting on their behalf or supporting them.

Each NOC is responsible for ensuring compliance with these Rules at all times.

These Rules are applicable as soon as they are published on the IOC web site and as soon as a city informs its NOC of its wish to organise the Youth Olympic Games.

¹ see definition in the Preamble to the Code of Ethics

Article 2: PRINCIPLES

The conduct of the cities shall comply strictly with the provisions of the Olympic Charter, the IOC Code of Ethics and its Implementing Provisions. Cities shall also respect the procedure for evaluating the candidature established by the IOC.

The NOC of the country is responsible for the activities and conduct of the Candidate City.

Article 3: YOG CANDIDATE CITY LOGO

There is no obligation for YOG Candidate Cities to create a logo specifically for their bid.

Should a Candidate City wish to create a logo to represent its candidature, it may use a logo, which does not feature the Olympic symbol, and the creation and use of which are subject to the conditions listed in Appendix 1.

YOG Candidate Cities are not permitted to have a motto or a slogan.

Article 4: INTERNET AND SOCIAL MEDIA

YOG Candidate Cities may create their own Internet site and social media pages for informative purposes only. The internet site and social media pages may be in the language of the country concerned, as well as in English and/or French, if the city so wishes. All cities must inform the IOC of their official internet site and social media accounts within one week of their creation.

During the first phase of the bid process, YOG Candidate Cities may not upload, distribute or share any videos on the internet via their website or social media pages.

After the video conference between the bid committee and the IOC Evaluation Commission, short listed YOG Candidate Cities may share a video on the internet via their website or social media pages.

Continued on next page



Rules of conduct applicable to all cities wishing to organise the Youth Olympic Games (continued)

Article 4: INTERNET AND SOCIAL MEDIA (continued)

The site may list third parties providing financial support to the candidature, subject to the following conditions:

- A. Cities may list the names of third parties providing financial support to the bid (including donors) on their official website or in their publications provided that such third party is not a competitor in the category of an IOC TOP Partner, another international Olympic sponsor or an NOC sponsor.
- B. Donors being competitors in the category of a TOP Partner, another international Olympic sponsor or an NOC sponsor shall not be authorised to communicate with respect to their donation to the bid or otherwise associate themselves with the bid in any manner whatsoever.

Following the election of the host city and within a period of two weeks, cities not elected as the host city must disable their internet site and any social media accounts.

Each YOG Candidate City is responsible for the content of its respective internet site and social media pages.

Article 5: PROMOTION

Throughout the procedure, the promotion of a candidature shall take place with dignity and moderation. The city and its NOC are entirely responsible for all forms of promotion and for the application of this article. Any person or organisation acting on behalf of a city must respect, in particular, the provisions of this article.

National promotion:

YOG Candidate Cities are permitted to promote their candidature on the occasion of national events held on the territory of their NOC. The territory must be understood in a restrictive manner excluding, in particular, diplomatic representations abroad.

Any meeting of an organisation recognised by the IOC involving a significant number of IOC members may not be organised on the territory of the country of a city wishing to host the Youth Olympic Games between the date of publication of the present Rules and the election of the host city by the IOC Session.

International promotion:

YOG Candidate Cities and/or any person or organisation acting on behalf of a city may not undertake promotion at an international level in any form, at any time during the YOG bid process.

This rule should be understood in the widest sense and should not be subject to interpretation. Making contact with or sending information to IOC members in any way whatsoever for example shall be considered as international promotion in this context and is therefore not authorised.

Continued on next page



Rules of conduct applicable to all cities wishing to organise the Youth Olympic Games (continued)

Article 6: GIFTS

No gifts, of whatever value, may be given to or received by Olympic parties. No advantage or promise of any kind of advantage may be made to or accepted by an Olympic party. This prohibition shall be respected by the cities and their NOCs as well as by all those acting on behalf of or supporting the candidature.

The same principle applies to the cities' relations with third parties, in particular the media, IFs and organisations recognised by the IOC.

Article 7: RELATIONS WITH SPONSORS

In order to preserve the integrity and neutrality of the procedure, TOP Sponsors and other IOC marketing partners shall refrain from supporting or promoting any of the Cities. Consequently, Cities may not solicit or accept any such support or promotion from TOP Sponsors and other IOC marketing partners.

Article 8: VISITS AND RELATIONS WITH IOC MEMBERS

There shall be no visits by IOC members and IFs to the cities, nor by the cities to IOC members or IFs.

If an IOC member has to travel to a city for any reason, he or she shall inform the IOC Ethics Commission beforehand. The city may not take advantage of this occasion for the promotion of its candidature, nor cover the costs and other expenses linked to such a visit, in particular travel and accommodation.

In order to respect the neutrality of the IOC members, the cities may not use the name or image of an IOC member, an IOC honorary member or an IOC honour member, except for the members from the country of the city concerned.

Article 9: RELATIONS BETWEEN CITIES

Each city shall, in all circumstances and at all times, respect the other cities as well as the IOC members and the IOC itself.

The cities shall refrain from any act or comment likely to tarnish the image of a rival city or be prejudicial to it. Any comparison with other cities is strictly forbidden.

No agreement, coalition nor collusion between the cities or their NOCs aimed at influencing the result is permitted.

Article 10: ELECTION OF THE HOST CITY

The IOC Ethics Commission supervises the host city election procedure, in accordance with the provisions made by the IOC. The Commission may request an amendment to these provisions.

Continued on next page



Rules of conduct applicable to all cities wishing to organise the Youth Olympic Games (continued)

Article 11: INTERPRETATION AND SANCTIONS

All questions concerning the Rules of Conduct and matters concerning their interpretation shall be addressed to the IOC Olympic Games Department – Youth Olympic Games Section.

Minor breaches of the rules will be dealt with by the Olympic Games Department. Further breaches of the rules will be submitted to the IOC Ethics Commission, which will take the necessary measures.




Rules of conduct applicable to all cities wishing to organise the Youth Olympic Games

Appendix 1: Conditions governing the creation and use of a YOG Candidate City logo

1. INTRODUCTION AND DEFINITIONS

1.1 The creation and use of a logo by a YOG candidate city in connection with its bid to be appointed as host of any edition of the Youth Olympic Games shall be subject to the prior written approval of the International Olympic Committee (“IOC”) and the corresponding National Olympic Committee (“NOC”) of the territory in which the candidate city is located in accordance with the terms and subject to the conditions set out in this Appendix to the Rules of Conduct applicable to all cities wishing to host the Youth Olympic Games (“Rules of Conduct”).

1.2 For the purpose of these Rules of Conduct, the following words shall have the following meanings:

- (a) “City wordmark” shall mean the [name of the city] + [year of the Games] on the same line.
- (b) “Designation” shall mean “Candidate City for the Youth Olympic Games”.
- (c) “Games” shall mean any edition of the Youth Olympic Games.
- (d) “Logo” shall mean an integrated design with certain distinctive elements which shall be reflected in the following manner from top to bottom:
 - (i) A distinctive design element developed in accordance with paragraph 2.1;
 - (ii) The City wordmark; and
 - (iii) The Designation (directly underneath the City wordmark)
- (e) “Olympic symbol” shall mean the five interlaced Olympic rings or equal dimensions, as described in the Olympic Charter.
- (f) “YOG DNA mark” shall mean the following design element: 
- (g) “Promotional item” shall mean those items of merchandise produced by any city for the purposes of promotion of its bid, which items:
 - (i) Are given away free of charge or sold at a nominal price;
 - (ii) Bear the Logo but do not bear any commercial identification; and
 - (iii) Have been approved by the corresponding NOC for use as Promotional items



Appendix 1: Conditions governing the creation and use of a YOG Candidate City logo

2. Logo

2.1 Creation of the Logo

A YOG candidate city may create a Logo in connection with its bid to host the Games, subject to the conditions below.

The distinctive design element of the Logo shall not:

- (a) Contain any component of the NOC emblem or a distorted version thereof or a design confusingly similar thereto;
- (b) Be limited to the name or abbreviation of the territory in which the city is located;
- (c) Contain an image or expression with a well-known international or universal connotation or message; or
- (d) Contain the Olympic Symbol, the Olympic motto, the Olympic flag, the YOG DNA mark, any other Olympic-related imagery (e.g. flame, torch, medal, etc...), slogan, designation or other indicia or the distorted version thereof or a design confusingly similar thereto.

2.2 Approval of the Logo

The YOG candidate city shall first submit the Logo to the NOC for approval. If the Logo is approved by the corresponding NOC, the YOG candidate city shall thereafter submit such Logo to the IOC for final written approval prior to any use.

2.3 General use of the Logo

- (a) The Logo must always be reproduced in its entirety and no single element thereof may be used separately;
- (b) The position, proportion and design of the Logo must not be altered, distorted or re-drawn in any way whatsoever at any time.

2.4 Institutional use of the Logo

YOG candidate cities may use the Logo for the purposes of institutional representation of their bid on:

- (a) Stationery (e.g. letterheads and business cards);
- (b) Candidature documents (e.g. presentations, brochures or videos); and
- (c) On the official internet site dedicated to their bids

2.5 Promotional use of the Logo

YOG candidate cities may use the Logo, provided that there is no third-party association in relation thereto, for the purposes of promotional representation of their bid on a national basis only on:

- (a) Advertising;
- (b) Advertorials;
- (c) Promotional documents (e.g. brochures, magazines); and
- (d) Promotional items



Appendix 1: Conditions governing the creation and use of a YOG Candidate City logo

2.6 Commercial use of the Logo

YOG candidate cities shall not use or authorise the use of the Logo by third-parties for any commercial purpose whatsoever.

3. AFTER THE ELECTION OF THE HOST CITY

If the city is awarded the Games, the provisions of the Host City Contract between such city, the corresponding NOC and the IOC, together with the provisions of the Olympic Charter, shall apply thereafter.

4. USE OF THE OLYMPIC SYMBOL AND YOG DNA MARK

YOG candidate cities may not make any use of the Olympic symbol or the YOG DNA mark for any purpose whatsoever.



1.3 → Communication and copyright

Communication and copyright

Communication Maintaining objectivity throughout any promotion campaign is essential. Casual promises and unrealistic goals are very quickly seen through and can often damage the image of the candidature and its chances of success.

For this reason, it is important to maintain coherence and harmony between the projects described in the YOG Candidature File and those developed in the promotion campaign.

Copyright The YOG Candidate/Host City, the NOC and the Bid Committee/YOGOC must ensure that YOG-related graphic, visual, artistic and intellectual works or creations developed by them or on their behalf shall be vested in and remain in the full ownership of the IOC.

Cost considerations YOG Candidate Cities must be cost-conscious in their approach to promotion on the national territory. The candidature will be under tough public scrutiny and, whilst all efforts to promote the project will be enthusiastically supported during the candidature, the post-election attitudes of the public, media, sponsors and supporters can be very critical and damaging.



2020 YOG Candidature Procedure – signature page

**Acceptance of
the YOG
Candidature
Procedure**

The YOG Candidate Cities shall abide, in all aspects, by all provisions of the Olympic Charter and the YOG Candidature Procedure which includes the IOC Code of Ethics, the Rules of Conduct applicable to all cities wishing to organise the Youth Olympic Games, and all other rules, instructions and conditions which may be established by the IOC Executive Board.

The present YOG Candidature Procedure comes into effect on 31 May 2013 and shall remain in force until further notice.

St Petersburg, May 2013

The IOC Executive Board

The **Bid Committee** of _____ hereby certifies to have received a copy of the document entitled “YOG Candidature Procedure” and declares to have duly noted its contents.

.....
Signature

.....
NAME and FUNCTION (in block capitals)

The **City** of _____ hereby certifies to have received a copy of the document entitled “YOG Candidature Procedure” and declares to have duly noted its contents.

.....
Signature

.....
NAME and FUNCTION (in block capitals)

The **NOC** of _____ hereby certifies to have received a copy of the document entitled “YOG Candidature Procedure” and declares to have duly noted its contents.

.....
Signature

.....
NAME and FUNCTION (in block capitals)



PART 2 → IOC Questionnaire

Overview

YOG Candidature File

YOG Candidate Cities are required to present their city's blueprint for organising the Youth Olympic Games in the form of the YOG Candidature File.

The structure of such YOG Candidature File shall follow the structure of the questionnaire contained in Part 2 of this document. The YOG Candidature File provides the basis for a technical analysis of a city's project. The facts should therefore be presented in as clear and concise a manner as possible.

Fonts

Throughout the questionnaire contained in Part 2, **all questions and guarantees requests are presented in bold font** and any accompanying explanatory text is presented in regular font.

Guarantees

G

The IOC questionnaire requires YOG Candidate Cities to obtain guarantees from third parties. Questions requiring a guarantee are flagged with the following icon in the questionnaire:

G

Certain guarantees require YOG Candidate Cities to use a standard text provided in the model YOG Guarantees File. These guarantees will be clearly marked as follows:



Standard text provided for this guarantee in the model YOG Guarantees File.

Continued on next page



Overview, Continued

Additional documents

YOG Candidate Cities are also required to provide certain additional documents to the IOC, in various formats specified throughout the questionnaire. Questions requiring an additional document to be submitted are flagged with the following icon in the questionnaire:



Instructions

Precise instructions on how to create the YOG Candidature File, photographic files and YOG Guarantees File, from a presentation and content point of view, can be found in Part 3 of this document. The aim of these instructions is two-fold:

- To save the Bid Committee unnecessary work, effort and expense
- To ensure that the information provided to the IOC can be easily and objectively analysed and compared

YOG Candidate Cities must follow the instructions given in Part 3.

Force of obligation

It is very important to remember that all representations, statements and other commitments contained in the YOG Candidature File are binding in the event that the city in question is elected to host the Youth Olympic Games.

Reference documents X

We remind YOG Candidate Cities that anyone connected with the preparation of a YOG Candidature File must refer to the Olympic Charter, the Youth Olympic Games Host City Contract, the Youth Olympic Games Event Manual and all other documents related to the Youth Olympic Games for further information concerning all themes of the IOC Questionnaire.

The IOC will also provide YOG Candidate Cities with the opportunity to ask questions related to their Candidature Files at a workshop to take place in Lausanne in January 2014.

Continued on next page



Overview, Continued

Contents

The questionnaire is divided into the following themes:

Theme	See Page
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Theme 1 → Concept and legacy

Overview

Aim

This section seeks to establish a YOG Candidate City's

- motivation, vision and geographical concept for the Youth Olympic Games
- implementation of the YOG vision
- management of the impact of hosting the Youth Olympic Games and of optimising the intangible and tangible legacies for the city, region, sport in the host country and the Olympic Movement within the framework of sustainable development
- communications strategy with regard to promoting the Olympic Ideal and the Youth Olympic Games in the host territory and throughout the world, particularly towards the youth
- promotion strategy to ensure the popular success of the Games

Guarantees

YOG Candidate Cities are required to obtain the following guarantees for theme 1:

G

Question number	Guarantee
Q 1.6	<p>Provide (a) guarantee(s) from the competent authorities stating that all construction work (temporary and, if applicable, permanent) necessary for the organisation of the Youth Olympic Games will comply with:</p> <ul style="list-style-type: none">• Local, regional and national environmental regulations and acts• International agreements and protocols regarding planning, construction and protection of the environment



Theme 1 – Concept and legacy

DATES OF THE YOUTH OLYMPIC GAMES

Q 1.1 The duration of the sport competitions of the Winter Youth Olympic Games shall not exceed 10 days. For the 3rd Winter Youth Olympic Games, the dates of the Games shall be chosen at a time of year that fits in with sporting and climatic calendars.

State your proposed dates to host the 3rd Winter Youth Olympic Games in 2020 and specify your reasons.

VISION AND LEGACY

Q 1.2 Describe your motivation to host the Youth Olympic Games and your vision for the Games, should your city become the Host City of the 3rd Winter Youth Olympic Games.

Q 1.3 What would be the impact, long term benefits and legacy for your city/region of hosting the Youth Olympic Games?

CONCEPT

Q 1.4 Provide **Map A**: a map of your city/region on which your project is superimposed thus giving a complete visual overview of your project.

Map A should be no larger than A3 – folded or double page – and the graphic scale used must be clearly indicated.

Indicate the location of the following Youth Olympic Games venues on Map A:

- All competition venues (as described in Theme 7)
- All culture & education and ceremony venues (as described in Theme 8)
- The Youth Olympic Village(s) (as described in Theme 9)
- IOC hotel(s) – see list of client groups in the event manual (as described in Theme 12)
- Main Media Centre (MMC) (as described in Theme 15)



Please note that map A must also be provided to the IOC in electronic format on the CD ROMs to be provided to the IOC with the YOG Candidature File (see Part 3.1.3).

Continued on next page



Theme 1 – Concept and legacy, Continued

Q 1.5

Provide **Map B**: the same map of your city/region as Map A on which your project is superimposed, following the instructions listed below.

Map B should be no larger than A3 – folded or double page – and the graphic scale used must be clearly indicated.

Indicate the location of the following Youth Olympic Games venues on Map B:

- All competition venues (as described in Theme 7)
- All culture & education and ceremony venues (as described in Theme 8)
- The Youth Olympic Village (as described in Theme 9)
- IOC hotel(s) – see list of client groups in the event manual (as described in Theme 12)
- Main Media Centre (MMC) (as described in Theme 15)

Please make sure you observe the following colour code:

- **PALE BLUE** Existing infrastructure, no permanent works required
- **DARK BLUE** Existing infrastructure, permanent works required
- **GREEN** Planned infrastructure (irrespective of the Games)
- **RED** Temporary infrastructure and additional permanent infrastructure (necessary to host the Games, if applicable and by exception)

In addition, please superimpose onto Map B any city transport infrastructure that is relevant to your project to host the Youth Olympic Games as listed in Theme 13. Should the transport measures described in Q13.7 include Olympic lanes, please clearly indicate these on Map B.

Should your official port(s) of entry/exit not appear on this map, please use an arrow to indicate its/their direction and the additional distance to the port(s) of entry/exit.

Please observe the following colour code and graphic standards:

- **PALE BLUE** Existing infrastructure, no permanent works required
- **DARK BLUE** Existing infrastructure, permanent works required
- **GREEN** Planned infrastructure (irrespective of the Games)

Infrastructure	Motorways	Major urban arterial network	Suburban rail	Subway	Light rail
Existing – no permanent works required					
Existing – permanent works required					
Planned					

Continued on next page



Theme 1 – Concept and legacy, Continued



Please note that Map B must also be provided to the IOC, with the YOG Candidature File, in the following formats:

- 3 printed sets of Map B in A1 format (594 x 841 mm), clearly indicating the graphic scale used. Please also add circles to these maps, using the YOY as the centre and showing a radius of 5km, 10km, 20km, 30km and so on as required.
- Map B, in the scale used above, must also be included on the CD ROMs to be provided to the IOC (see Part 3.1.3)

COMPLIANCE WITH CONSTRUCTION REGULATIONS

Q 1.6



Provide (a) guarantee(s) from the competent authorities stating that all construction work (temporary and, if applicable, permanent) necessary for the organisation of the Youth Olympic Games will comply with:

- Local, regional and national environmental regulations and acts
- International agreements and protocols regarding planning, construction and protection of the environment

COMMUNICATION

Q 1.7

Describe the communication strategies and programmes you intend to initiate, leveraging on existing IOC platforms, in order to promote the Olympic Ideal and reach out to local youth and youth communities at large before and during the Youth Olympic Games.

Q 1.8

Describe how you would build and promote your image and reputation.

Q 1.9

Describe what ticketing and promotion strategies and programmes you intend to set up for the inhabitants of your city, region and country as well as for international visitors to ensure that the Youth Olympic Games are a popular success both at the venues and within the city.



Theme 2 → Political and economic climate and structure

Overview

Aim

This section seeks to provide the IOC with:

- a clear understanding of the political climate and public institutions of the country, region and city
- an evaluation of the jurisdiction, responsibilities and prerogatives of the national, regional and local authorities in the planning, organising and running of the Youth Olympic Games

Guarantees

YOG Candidate Cities are required to obtain the following guarantees for theme 2:



Question number	Guarantee
Q 2.3	Provide any guarantees obtained from your national, regional and local authorities as well as the bodies listed in Q 2.1 regarding their support and commitments – financial or other – towards your project of hosting the Youth Olympic Games.



Theme 2 – Political and economic climate and structure

Q 2.1

In order to be certain that, whatever changes take place within the leadership of the country, region and city, the Youth Olympic Games will be able to go ahead as described in the YOG Candidature File, the IOC seeks to understand the following elements:

- Political, economic and social structure (national, regional and local)
- Jurisdiction, responsibility and prerogative (national, regional and local)
- Political, economic and social stability (national, regional and local)

Describe the political structure in your country: what are the institutions at national, regional and local level and their respective competences.

List all institutions at national, regional and local levels and all other public authorities involved in your project of bidding for and hosting the Youth Olympic Games.

Explain the possible interaction between the various authorities concerned, as well as their respective degree of autonomy, if any.

Q 2.2

Describe the exact role and responsibilities that the above mentioned institutions and public authorities will be expected to play in the preparation and hosting of the Youth Olympic Games, and provide a description of the intended procedures to ensure good governance and coordination between them and with the future Youth Olympic Games Organising Committee (YOGOC).

Q 2.3

Describe the specific support provided to your project of hosting the Youth Olympic Games by all authorities concerned (national, regional, local authorities and all bodies listed in Q 2.1 above).

G

Indicate to what extent such support constitutes binding obligations for the authorities involved.

G

Provide any guarantees obtained from your national, regional and local authorities as well as the bodies listed in Q 2.1 above regarding their support and commitments – financial or other – towards your project of hosting the Youth Olympic Games.

Q 2.4

List all elections planned in your country at all levels until and including 2018.

Q 2.5

Identify all likely impact, including of a commercial, financial, fiscal or legal nature that the national or international obligations binding your country (e.g. international treaties or international political organisations' rules and requirements) would have upon the organisation and staging of the Youth Olympic Games, particularly with respect to competition policy or other trade- and commerce-related practices.



Theme 3 → Legal aspects

Overview



Aim This section seeks to establish whether a YOG Candidate City and its national, regional and local authorities understand and act in conformity with the spirit of the Olympic Charter and the terms of the Youth Olympic Games Host City Contract.

It will also address the issues of prior agreements and the Intellectual Property protection of the identifications related to the Youth Olympic Games in the Host City and/or territory.

Guarantees

YOG Candidate Cities are required to obtain the following guarantees for theme 3:

G

Question number	Guarantee
Q 3.1	<p>Provide a covenant <u>from all authorities concerned by your project</u> of hosting the Youth Olympic Games guaranteeing the following:</p> <ul style="list-style-type: none"> • The respect of the provisions of the Olympic Charter and Youth Olympic Games Host City Contract • The understanding and agreement that all commitments made are binding • Taking the necessary steps so that the city fulfils its obligations completely <p> Standard text provided for this guarantee in the model YOG Guarantees File.</p>
Q 3.2	<p>Include in your guarantees file a copy of the <u>Undertaking</u>, duly signed by representatives of the Bid Committee, the YOG Candidate City and the NOC.</p> <p> Standard text provided for this guarantee in the model YOG Guarantees File.</p>
Q 3.3	<p>Provide documentation indicating that appropriate measures have been taken or will be taken to:</p> <ul style="list-style-type: none"> • protect the word mark “[City] 2020” within the host territory in all 45 classes of protection • register domain names that are of value to your candidature such as “[City] 2020” followed by extensions .com .net .org as well as the country code concerned
Q 3.4	<p>Provide a declaration from the government of your country stipulating that all necessary legal measures have been taken, or will be taken, to protect Olympic-related marks and designations in the name of the IOC.</p>



Overview, continued

Question number	Guarantee
Q 3.6	Provide a guarantee from the relevant authorities stating that all persons holding a Youth Olympic identity and accreditation card shall be exempt from any limitations or restrictions with respect to labour rules (e.g. wage and hour rules) of the Host Country with respect to YOG-related business carried out by them during the period of validity of the accreditation card.
Q 3.7.1	Provide a declaration from your city authorities confirming that the bid committee is empowered to represent the YOG Candidate City and indicate the names of the persons and/or their titles who have the authority to sign contracts and other documents (such as the Undertaking and the Youth Olympic Games Host City Contract) on behalf of the city.



Theme 3 – Legal aspects

Q 3.1



FULFILMENT OF OBLIGATIONS AND RESPECT OF THE OLYMPIC CHARTER AND YOUTH OLYMPIC GAMES HOST CITY CONTRACT

Provide a covenant **from all authorities concerned by your project** of hosting the Youth Olympic Games guaranteeing the following:

- The respect of the provisions of the Olympic Charter and Youth Olympic Games Host City Contract
- The understanding and agreement that all commitments made are binding
- Taking the necessary steps so that the city fulfils its obligations completely

Standard text provided for this guarantee in the model YOG Guarantees File.

Q 3.2



UNDERTAKING

YOG Candidate Cities shall abide by the terms of the “Undertaking” (text provided in Part 3 of this document).

The Undertaking primarily states that, if the YOG Candidate City is elected as Host City, representatives of the city and the NOC will sign the Youth Olympic Games Host City Contract.

Include in your guarantees file a copy of the Undertaking, duly signed by representatives of the Bid Committee, the YOG Candidate City and the NOC.

Standard text provided for this guarantee in the model YOG Guarantees File.

Q 3.3



WORD MARK “[City] 2020” AND DOMAIN NAME PROTECTION

The IOC will take necessary measures to protect the word mark “[City] 2020” outside of the host territory.

Provide documentation indicating that appropriate measures have been taken or will be taken to:

- **protect the word mark “[City] 2020” within the host territory in all 45 classes of protection**
- **register domain names that are of value to your candidature such as “[City] 2020” followed by extensions .com .net .org as well as the country code concerned**

Continued on next page



Theme 3 – Legal aspects (continued)

Q 3.4

G

OLYMPIC MARK PROTECTION

The YOG Candidate City and the NOC must ensure that the Olympic symbol, the terms “Olympic” and “Olympiad”, the Olympic motto and all marks identified for the Youth Olympic Games are protected in the name of the IOC and/or that they have obtained, or shall obtain from their government and/or their competent national authorities, adequate and continuing legal protection to the satisfaction of the IOC and in the name of the IOC.

Describe the legal measures in force in your country to protect the Olympic symbol, emblems, logos, marks and other Youth Olympic Games–related marks and designations.

What commitments do you already have in place from the government of your country to such effect?

G

Provide a declaration from the government of your country stipulating that all necessary legal measures have been taken, or will be taken, to protect the above-mentioned Olympic–related marks and designations in the name of the IOC.

Q 3.5

DETAILS OF PRIOR AGREEMENTS, IF ANY

Has the YOG Candidate City, bid committee or the NOC entered into any agreement(s) which would be in effect after the date of election of the Host City for the Youth Olympic Games and which have not been previously approved or agreed by the IOC? (e.g. has your NOC granted any options or rights of renewal to its sponsors that would result in agreements being in effect after the date of election of the Host City?) If so, please describe them.

Please confirm that these agreements (if any) would not jeopardise, prevent or make impossible the fulfilment of any provision of the Youth Olympic Games Host City Contract.

Q 3.6

G

EXEMPTION FROM LABOUR RULES

Provide a guarantee from the relevant authorities stating that all persons holding a Youth Olympic identity and accreditation card shall be exempt from any limitations or restrictions with respect to labour rules (e.g. wage and hour rules) of the Host Country with respect to YOG–related business carried out by them during the period of validity of the accreditation card.



Theme 3 – Legal aspects (continued)

Q 3.7 LEGAL ENTITY

Q 3.7.1 Name and describe the legal entity of the bid committee, including tax status.

G

Provide an organisational chart of the bid committee including titles and names of persons involved.

G

Provide a declaration from your city authorities confirming that the bid committee is empowered to represent the YOG Candidate City and indicate the names of the persons and/or their titles who have the authority to sign contracts and other documents (such as the Undertaking and the Youth Olympic Games Host City Contract) on behalf of the city.

Q 3.7.2 Name and describe the legal entity (YOGOC) that would be responsible for the organisation of the Youth Olympic Games, should your city be elected as the Host City.

Q 3.8 OFFICIAL LANGUAGE

The official languages of the IOC are English and French. Specify which of these languages is the official language of your candidature, that is to say the language of the text of your documentation that will prevail in the event of any difference of interpretation.



Theme 4 → Customs and immigration formalities

Overview

Aim This section seeks to establish a country's customs and immigration formalities as they will relate to the staging of the Youth Olympic Games for:

- Accredited persons
- Non-accredited persons
- Work permits
- Goods and services
- Products and equipment

Guarantees

Candidate Cities are required to obtain the following guarantees for theme 4:

G

Question number	Guarantee
Q 4.3	Describe the procedure that will be implemented in order to grant free access with free of charge entry visas (when applicable) into the country for accredited persons and provide a guarantee from the relevant authorities that accredited persons shall be able to enter into the country and carry out their function for the duration of the Youth Olympic Games and for a period not exceeding one month before and one month after the Youth Olympic Games.
Q 4.4	Provide a guarantee from the relevant authorities stating that the temporary entry of certain personnel into your country for the organisation of the Youth Olympic Games will be authorised and that such persons will obtain appropriate work permits in an expedited and simplified manner.
Q 4.6	Provide a guarantee from the relevant authorities, concerning the import, use and export, free of all customs duties, of goods, including consumables required by the IOC, the IFs, the NOCs and their delegations, the media, the sponsors and suppliers in order for them to carry out their obligations regarding the celebration of the Youth Olympic Games.



Theme 4 – Customs and immigration formalities

- Q 4.1** Describe the regulations currently in force in your country regarding immigration and entry visas.
- Q 4.2** Give precise details of the health and vaccination recommendations or regulations for persons entering your country.
- Q 4.3** All accredited persons must be granted free access to the country in order to carry out their function for the duration of the Youth Olympic Games and for a period not exceeding one month before and one month after the Youth Olympic Games.
- G** Describe the procedure that will be implemented in order to grant free access with free of charge entry visas (when applicable) into the country for accredited persons and provide a guarantee from the relevant authorities that accredited persons shall be able to enter into the country and carry out their function for the duration of the Youth Olympic Games and for a period not exceeding one month before and one month after the Youth Olympic Games.
- Q 4.4** In addition to accredited persons, certain Games-related personnel will require temporary entry into the host country to perform their duties prior to the Youth Olympic Games. Such persons may be required to work and domicile in the country for at least one year before the Youth Olympic Games.
- G** Provide a guarantee from the relevant authorities stating that the temporary entry of certain personnel into your country for the organisation of the Youth Olympic Games will be authorised and that such persons will obtain appropriate work permits in an expedited and simplified manner.
- Q 4.5** Specify, if applicable, any regulations concerning the import of special products and equipment required by accredited persons to carry out their duties at the Youth Olympic Games: e.g. firearms and ammunition (for sports competitions), photographic and audio-visual equipment including broadcast equipment, medical equipment and products, computer equipment, foodstuffs, etc.
- Q 4.6** Provide a guarantee from the relevant authorities, concerning the import, use and export, free of all customs duties, of goods, including consumables, required by the IOC, the IFs, the NOCs and their delegations, the media, the sponsors and suppliers in order for them to carry out their obligations regarding the celebration of the Youth Olympic Games.
- Q 4.7** Specify, if applicable, any restrictions or regulations concerning the use of media material produced on the national territory intended principally for broadcast outside the territory.



Theme 5 → Finance

Overview

Aim

This section seeks to establish

- The reasonableness of the financial plan/budget developed to support the operations of the Youth Olympic Games
- The relevance of the financial guarantees provided to
 - ensure the financing of all Youth Olympic Games expenditure
 - cover a potential economic shortfall in the Youth Olympic Games Organising Committee budget
 - ensure the financing of all major capital infrastructure investments required to deliver the Youth Olympic Games (if applicable)

Guarantees

Candidate Cities are required to obtain the following guarantees for theme 5:



Question number	Guarantee
Q 5.1	Provide a financial guarantee from the competent authorities covering a potential economic shortfall in the YOGOC budget.
Q 5.2	Provide guarantees pertaining to revenues indicated in the YOGOC budget (including subsidies) as well as any other additional financial guarantee you may have obtained.



Theme 5 – Finance

Q 5.1 **G** **Provide a financial guarantee from the competent authorities covering a potential economic shortfall in the YOGOC budget.**

Q 5.2 **G** Please note that guarantees of a financial nature are requested in many other themes of this questionnaire including culture & education, security, medical services, customs and immigration, venues, transport, etc. and should be referenced under their corresponding theme and question number as per the instructions pertaining to the YOG Guarantees File.

It is, however, important for YOG Candidate Cities to provide supporting documentation and guarantees for revenues included in the YOGOC budget such as subsidies, lotteries, donations etc.

G **Provide guarantees pertaining to revenues indicated in the YOGOC budget (including subsidies) as well as any other additional financial guarantee you may have obtained.**

Q 5.3 **BUDGETING**

In order to obtain verifiable and comparable data, budgets should be prepared on the basis of economic conditions existing at the time of the preparation of the candidature (2014).

However, YOG Candidate Cities are requested to make their best efforts in projecting their budget estimates in 2020 values, taking into consideration any possible inflationary and currency effects.

In considering plans for the financing of the Youth Olympic Games, it should be borne in mind that there are two distinct budgets:

- **YOGOC budget**: this is the operations budget for the organisation of the Youth Olympic Games. If applicable, infrastructure development costs for venues, the Youth Olympic Village, the MMC or other major infrastructure projects **should not be** included in the YOGOC budget but in the non-YOGOC budget.
- **Non-YOGOC budget**:
 - a. for financing the construction and/or upgrading of the venues and other infrastructure required for the Youth Olympic Games which will be a long-term legacy. The financing of such investments should be undertaken by public authorities or the private sector. In certain instances, these parties may equally finance temporary facilities.
 - b. for providing all necessary support operations for the Games (e.g. security, medical, transportation, etc).

YOG Candidate Cities must always follow a gross budgeting approach, i.e. always include the gross revenue figure and the corresponding cost and not simply the net revenue figure.

All questions must be answered in strict accordance with the budget template provided in this theme.

Continued on next page



Theme 5 – Finance, Continued

Q 5.3.1 Using template 5.3.1, provide a detailed budget for the Youth Olympic Games in USD 2020 and indicating what USD/local currency exchange rate and inflation rate (if any) were used in preparing the budget.

Q 5.3.2 If applicable, provide an overview of all capital investments and operations costs directly related to your Youth Olympic Games project that are not included in your YOGOC budget.

Provide a detailed capital investment budget (in USD 2020) for all transport infrastructures (airport, road and railways) and for all competition venues, culture & education programme venues, training venues, Youth Olympic Village and the MMC, by physical location.



ADDITIONAL FINANCIAL INFORMATION

In addition to the budget table included in the candidature file, YOG Candidate Cities are requested to submit detailed explanations of their budget to the IOC by 17 June 2014 (in English only – 4 printed sets and electronic version in pdf format. Where tables are used, please also provide them electronically in Excel format.)

While no template or set format is requested, the IOC wishes to put forward the following guidelines:

- The figures provided should be supported by clear written explanations detailing assumptions for all budget line items.
- Please indicate what inflation rate you have used as a basis for the calculation of your budget in USD 2020
- In the areas where an important part of the services is to be provided by public authorities, we would ask that YOG Candidate Cities give the IOC not only information about what is included in the YOGOC budget, but also some information about what services will be covered by the public authorities, including the guarantees pertaining thereto. The main areas include venue development, security, transport and medical services. It is important to demonstrate to the IOC that agreements have been reached regarding the split of responsibilities, particularly regarding financial aspects.
- Please clearly separate budgets for the culture programme and the education programme

Q 5.4 TAXES

Describe the various types of taxes (direct and indirect) which are currently levied in your country from all levels of government (national, regional and/or local) and which may have an impact, should the Youth Olympic Games be hosted in your country.

Continued on next page



Theme 5 – Finance, Continued

BUDGET TEMPLATE 5.3.1: Detailed Youth Olympic Games budget (YOGOC budget)

REVENUES (in USD 2020)	USD (000)	%	EXPENDITURE (in USD 2020)	USD (000)	%
IOC Funding (*)			Operations		
Local sponsorship			Competition and training venues		
Official suppliers			Sport operations & equipment (e.g. NTOs...)		
Ticket sales			Youth Olympic Village(**)		
Licensing			MMC		
– Licensing merchandise			Workforce		
– Coin programme			Information systems		
– Philately			Telecommunications & other technologies		
Lotteries			Internet		
Donations			Culture programme		
Disposal of assets			Education programme		
Subsidies			Ceremonies		
– National government			Torch relay		
– Regional government			Medical services & doping control		
– Local government			Food & beverages		
Other			Transport		
			Security		
			Advertising & promotion		
			Administration		
			Pre-YOG events & coordination		
			Royalties		
			Other		
TOTAL REVENUES			TOTAL EXPENDITURE		
NET FINANCIAL RESULT (SURPLUS/SHORTFALL)					

- Indicate USD/local currency exchange rate used in preparing the budget.

(*) Please only include full board accommodation at the Youth Olympic Village under this caption.

(**) This caption should include expenditure related to the IOC-funded full board accommodation at the YOY



Theme 6 → Marketing

Overview

Aim

This section seeks to establish a YOG Candidate City's understanding of the conditions under which a Youth Olympic Games marketing programme may be conducted. Some of the immediate priorities include:

- Understanding the importance of protecting the Olympic brand and existing Olympic sponsors' rights
- Obtaining commitments from relevant authorities within the future host territory to protect the Olympic image and prevent ambush marketing

Guarantees

YOG Candidate Cities are required to obtain the following guarantees for theme 6:

G

Question number	Guarantee
Q 6.1	Provide one fully executed copy of an agreement between the NOC and the YOG Candidate City in your territory for the period beginning on <u>1 January 2017</u> through to <u>31 December 2020</u> including the following: <ul style="list-style-type: none">– Description of the marketing structure between the NOC and the YOGOC in the host territory for the above period– Description of the management responsibilities– Descriptions of the properties and rights and the repartition of their ownership and marketing management– Description of the financial terms
Q 6.2	Provide a guarantee confirming the YOGOC's unconditional commitment to respect and protect the TOP partners' and other IOC marketing partners' rights.

Continued on next page



Overview, Continued

Question number	Guarantee
Q 6.3	Provide (a) written guarantee(s) from the relevant government authorities confirming that the legislation necessary to effectively reduce and sanction ambush marketing and, during the period beginning two weeks before the Opening Ceremony to the Closing Ceremony of the Youth Olympic Games, eliminate street vending and control advertising space will be passed <u>no later than 1 January 2017.</u>
Q 6.4	In the event that there are plans for a lottery to finance the Youth Olympic Games, provide (a) guarantee(s) from the relevant authorities, endorsing the proposed plan and securing revenue projections in case such revenue projections are not achieved.



Theme 6 – Marketing

Q 6.1

RELATIONSHIP WITH NOC MARKETING PROGRAMME

G

During the years leading up to the Youth Olympic Games, the marketing programme of the NOC of the host territory and the Youth Olympic Games-related marketing programme will overlap. There is therefore a need to agree on the division of responsibilities between the NOC and the YOGOC.

G

Provide one fully executed copy of an agreement between the NOC and the YOG Candidate City in your territory for the period beginning on 1 January 2017 through to 31 December 2020 including the following:

- Description of the marketing structure between the NOC and the YOGOC in the host territory for the above period
- Description of the management responsibilities
- Descriptions of the properties and rights and the repartition of their ownership and marketing management
- Description of the financial terms

Q 6.2

TOP PROGRAMME AND OTHER IOC MARKETING PROGRAMMES

G

The TOP programme is a world-wide sponsorship programme coordinated by the IOC, which affords to a limited number of multinational companies, on a four-year cycle, the highest level international Olympic marketing rights, based on exclusivity for a given product category.

G

Provide a guarantee confirming the YOGOC's unconditional commitment to respect and protect the TOP partners' and other IOC marketing partners' rights.

Q 6.3

PREPARING THE LOCAL MARKETPLACE BY DEVELOPING MEASURES TO PREVENT AMBUSH MARKETING

G

Provide (a) written guarantee(s) from the relevant government authorities confirming that the legislation necessary to effectively reduce and sanction ambush marketing (e.g. preventing competitors of Olympic sponsors from engaging in unfair competition), and, during the period beginning two weeks before the Opening Ceremony to the Closing Ceremony of the Youth Olympic Games eliminate street vending, control advertising space (e.g. billboards, advertising on public transport, etc.) as well as air space (to ensure no publicity is allowed in such airspace) will be passed no later than 1 January 2017.

Continued on next page



Theme 6 – Marketing, Continued

Q 6.4

G

LOTTERY

Are there any plans for a lottery to finance the Youth Olympic Games (whether or not as part of the YOGOC marketing programme)?

If so, please outline the concept of such lottery.

What is the projected overall total lottery income and what would be the YOGOC's share?

What is the current legislation in place regarding lotteries in general and sports lotteries specifically?

Are there currently any sports lotteries on-going or under development that would compete with an eventual Youth Olympic Games-related lottery?

G

In the event that there are plans for a lottery to finance the Youth Olympic Games, provide (a) guarantee(s) from the relevant authorities, endorsing the proposed plan and securing revenue projections in case such revenue projections are not achieved.



Theme 7 → Sport

Overview

Introduction The programme of the Youth Olympic Games shall be composed of Olympic sports. The number of disciplines and events will however be limited and may be different to those on the Olympic programme.

A review of sports, disciplines and events will take place following each edition of the Youth Olympic Games, thus meaning that the overall list of events will only be completed approximately three years ahead of the Youth Olympic Games in 2020. As such, the IOC reserves its right to modify the number of sports/disciplines/events.

Important note **The programme of the 3rd Winter Youth Olympic Games in 2020 may be chosen from the Lillehammer 2016 programme, provided that the venues allow for it. All competitions must be held in the Host City and/or region. It is not an obligation to include all Olympic sports/disciplines/events on the Youth Olympic Games programme – if, for example, no existing facilities exist within the YOG Candidate City for certain sports/disciplines/events, a project may be presented with fewer sports/disciplines/events.**

Aim This section seeks to establish a YOG Candidate City's detailed plans for sport and competition venues, including the following elements:

- Competition schedule
- Competition venue identification and location
- Competition venue financing and works (if applicable)
- Competition venue use and ownership
- Competition venue responsibilities
- Training venue identification
- Meteorological information

Continued on next page




Overview, Continued

Guarantees

YOG Candidate Cities are required to obtain the following guarantees for theme 7:

G

Question number	Guarantee
Q 7.3	Provide guarantees for the financing of work from the relevant competent bodies and specifying for which venues.
Q 7.4	Provide a guarantee from each venue owner and/or operator guaranteeing the following: <ul data-bbox="512 875 1334 1122" style="list-style-type: none">• Use of venue (including the period the YOGOC has control of the venue)• Rental costs (if applicable)• Control, to the YOGOC, of all commercial rights in relation to existing or hereafter developed competition venues (including but not limited to the terms and conditions listed in the “Clean Venue Appendix”) for the period the YOGOC has control of the venue, including any test events. <p data-bbox="512 1128 1302 1167"> See “Clean Venue Appendix” in the model YOG Guarantees File.</p>



Theme 7 – Sport

Q 7.1 COMPETITION SCHEDULE

The programme of the 3rd Winter Youth Olympic Games in 2020 shall be established on the basis of the Lillehammer 2016 programme, provided that the venues allow for it.

All competitions must be held in the Host City and/or region.

Based on the Youth Olympic Games Programme provided in the YOG Event Manual, use table 7.1 to indicate:

- Dates and days of competition (by sport/discipline)
- Type and level of competition
- Finals (by sport/discipline)
- Total gold medals awarded each day and by sport/discipline
- Opening and Closing Ceremonies

IOC Guiding Principles – Venues X

Please refer to the YOG Event Manual “YOG Principles” and “Venue development” sections for further information and guiding principles regarding the selection of venues and competition venue gross seating capacities.

Important note	Although YOG Candidate Cities are requested to allocate specific sports to specific venues in theme 7, the IOC reserves the right to work with the eventual Organising Committee to modify this allocation, if required, in order to minimise the impact of hosting the Games.
-----------------------	---

Q 7.2 VENUES

Use table 7.2 to list:

- All proposed competition venues
- Gross seating and standing capacities of competition venues
- All proposed training venues

Continued on next page



Theme 7 – Sport, Continued

Q 7.3

G

COMPETITION VENUE WORKS

Based on the templates provided in Part 3, complete tables 7.3.1, 7.3.2, 7.3.3 and 7.3.4, to include all competition venues, according to their state of construction:

Table 7.3.1	<u>Existing venues, no permanent works</u> required
Table 7.3.2	<u>Existing venues, permanent works</u> required
Table 7.3.3	If applicable and <u>by exception</u> , venues to be built as <u>new permanent structures</u> – specify if venues are planned to be built irrespective of the Youth Olympic Games or if they are additional venues required to host the Games
Table 7.3.4	Venues to be built as <u>totally temporary</u> venues

G

Provide guarantees for the financing of work from the relevant competent bodies and specifying for which venues.

Q 7.4

G

COMPETITION VENUE USE

“No form of advertising or other publicity shall be allowed in and above the stadia, venues and other competition areas which are considered as part of the Olympic sites. Commercial installations and advertising signs shall not be allowed in the stadia, venues or other sports grounds.”

Olympic Charter – Article 2, Rule 50

YOG Candidate Cities are required, via a guarantee from each venue owner and/or operator, to secure use of venues and control of all commercial rights (e.g. in-stadium signage, catering and concessions signage and services, venue naming rights etc.) for the future YOGOC, in relation to existing and hereafter developed competition venues for the period the YOGOC has control of the venue, including any test events.

The guarantee must confirm that the YOGOC will have the possibility to rename and rebrand the venue for use during the Youth Olympic Games rather than using an existing name.

The agreement should also consider use of existing technology equipment such as scoreboards and video boards, use of venue staff and early access for test events, technology installations, commissioning, testing and fit-out.

Use table 7.4 to indicate for each competition venue:

- Current use of venue
- Current ownership
- Guarantee status
 - For use of venue/rental costs
 - For commercial rights

Continued on next page



Theme 7 – Sport, Continued

Q 7.4 COMPETITION VENUE USE (continued)

- G** Provide a written guarantee from each venue owner and/or operator guaranteeing the following:
- use of venue (including the period the YOGOC has control of the venue)
 - rental costs (if applicable)
 - control, to the YOGOC, of all commercial rights in relation to existing or hereafter developed competition venues (including but not limited to the terms and conditions listed in the “Clean Venue Appendix”) for the period the YOGOC has control of the venue, including any test events.

 Standard text provided for this guarantee in the model YOG Guarantees File.

Please note that, once elected as Host City, the YOGOC must develop a more detailed agreement with each venue owner, which is subject to approval by the IOC. Amongst other details, this agreement should consider the use of existing technology equipment such as scoreboards and video boards, use of venue staff and early access for test events, technology installations, commissioning, testing and fit-out.

Please also note that agreements to be developed between the YOGOC and all training venue owners once the Host City is elected must ensure control of all commercial rights (including but not limited to the terms and conditions listed in the “Clean Venue Appendix”).

Q 7.5 COMPETITION VENUE PHOTOGRAPHIC FILES

A venue photographic file is an A4 document (maximum 7 pages – with A3 fold-out pages if you so wish), presenting an existing venue through a set of colour photographs together with a written description of the venue and its location giving an overview of its history, location, layout, functionality and architecture.

For each competition venue, provide a photographic file which clearly illustrates the venue (inside and outside – as applicable). The following list provides an indication of elements to include in the photographic files:

- Written description (maximum 1 page)
 - Location (in relation to the city) and accessibility (transport routes and public transport)
 - History and usage: initial construction dates, renovations, architectural and functional description, previous and current usage
- Set of colour photographs (maximum 6 pages, including A3 fold-out pages if you so wish)
 - Aerial and/or external panoramic elevated views
 - Venue external frontage (where applicable)
 - Views including field of play, all seating tribunes and warm-up and training areas

Continued on next page



Theme 7 – Sport, Continued

Q 7.6 WORKFORCE

What sources will be used for recruiting sports organisation personnel, bearing in mind all the various tasks to be undertaken?

What steps have already been taken?

Q 7.7 SPORTS EXPERIENCE

What experience have you had in hosting international sports events and multi-sports events?

Use table 7.7 to list, in chronological order, a maximum of ten major events that have been organised in your city/region and ten major events held in your country over the last ten years (World Championships, multi-sports Games, Continental Championships and other international level events).

Date	Sport	Level of competition	Location	Venue name

Chronological order
(most recent first)



Q 7.8 METEOROLOGY

The information requested in the following questions must be given:

- for your proposed Games dates (as stated in Q 1.1)
- for the area in which the Youth Olympic Games would be held and
- for the last ten years.

Q 7.8.1 Complete table 7.8.1 indicating:

- Daytime temperature in °C (maximum, average, minimum)
- Daytime humidity in % (maximum, average, minimum)

Continued on next page



Theme 7 – Sport, Continued

Q 7.8.2

Complete table 7.8.2 indicating:

- **Number of precipitation days* per year**
- **Number of precipitation days* for your proposed Games dates**
- **Average volume of precipitation (in l/m²) per year**
- **Average volume of precipitation (in l/m²) for your proposed Games dates**

(*Precipitation days = more than 0.1mm precipitation in 24 hours in the water column)

Q 7.8.3

For outdoor competition venues, complete table 7.8.3 indicating fog and snow depth (in cm) during your proposed Games dates (maximum, average and minimum)


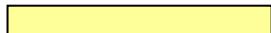
Q 7.8.4

For outdoor competition venues, complete table 7.8.4 indicating:

- **Average daytime wind direction**
- **Average daytime wind strength (km/h)**

(Please use data from the closest wind station to each of these venues and clearly identify it's location)

TABLE 7.1 – Competition schedule *(with example)*

 Competition days
 Finals (number of gold medals)

- Indicate type and level of competition where applicable: M=Men, W=Women, Q=Qualifications, QF=Quarter Final, SF=Semi Final, F=Final (medal) etc...
- Please create new lines in the table for separate disciplines as required.
- Please group sports/disciplines by cluster and by venue in order to highlight the sharing of venues.















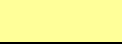





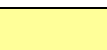
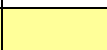
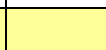
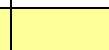
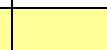
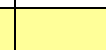
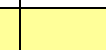
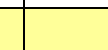

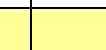
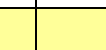
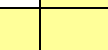
Cluster	Venue	Sport/Discipline	Day & Date	Day & Date	Day & Date	Day & Date	Day & Date	Day & Date	Day & Date	Day & Date	Day & Date	Day & Date	Day & Date	Total gold medals
			0	1	2	3	4	5	6	7	8	9	10	
	Venue A	Opening/Closing Ceremony												
Cluster A	Venue B	Sport A / Discipline a				F (2)	F (2)					F (2)		6
	Venue B	Sport A / Discipline b								F (3)	F (2)			5
	Venue C	Sport B									W/SF	M/SF	W/F (1)	1
		...												
														
														
														
														
														
														
														
														
														
		Total gold medals:												

TABLE 7.2 – Competition and training venues

- If there is more than one competition venue for a sport/discipline/event and/or more than one training venue, please create new lines in the table as needed.
- If a competition venue is to be used as a training venue, please indicate appropriate description in the training venue column as follows:
 - At competition venue, different field of play
 - OR
 - At competition venue, same field of play

Sport/Discipline/Event	Competition venues			Sharing with <i>(insert sport/ discipline/ event as applicable)</i>	Training venues
	Venue name	Gross seating capacity	Gross standing capacity		Venue name
Sport A					
Sport B					
Discipline a					
Discipline b					
Sport C					
...					

Total number of competition venues: _____

Total number of training venues: _____

TABLE 7.4 – Competition venue use and ownership *(with example)*

- Group venues by clusters where applicable

Competition venues		Current use of venue	Current ownership	Venue Guarantees	
Venue name (Existing/new venue)	Names of sports & disciplines/ number of events			Venue use	Commercial rights
<i>Venue A (New venue)</i>	<i>Ice Hockey (x events)</i>	<i>Ice rink</i>	<i>City authorities</i>	<i>Obtained - from city authorities</i>	<i>Obtained - from city authorities</i>
<i>Venue B</i>					
<i>Venue C</i>					
<i>Venue D</i>					
<i>Venue E</i>					
<i>Venue F</i>					



For tables 7.8.1 – 7.8.4, the information requested must be given:

- for your proposed Youth Olympic Games dates
- for the area in which the Youth Olympic Games would be held (Candidate City + any outdoor venue where conditions are significantly different to the rest of the Candidate City) – please create as many tables as necessary – and
- for the last ten years

TABLE 7.8.1 – Temperature and humidity

	Temperature in °C			Humidity in %		
	Maximum	Average	Minimum	Maximum	Average	Minimum
9 a.m.						
12 noon						
3 p.m.						
6 p.m.						

TABLE 7.8.2 – Precipitation

Number of precipitation days	
Per year	For your proposed Games dates

TABLE 7.8.3 – Fog and snow depth

	Snow depth			Fog
	Maximum	Average	Minimum	Number of days of fog during Games period
Venue A				
Venue B				

TABLE 7.8.4 – Wind direction and strength *(for outdoor competition venues)*

	Wind data	
	Average daytime wind direction (specify time)	Average daytime wind strength (km/h) (specify time)
Venue A		
Venue B		



Theme 8 → Culture & education and ceremonies

Overview

Aim


This section seeks to establish a YOG Candidate City's plans regarding culture & education and ceremonies. The culture and education programmes should extend to numerous activities and events for the athletes and participants to ensure that the blend of sport, culture & education expresses the true nature of the Youth Olympic Games.

In this section, an innovative and proactive approach is encouraged and expected from YOG Candidate Cities, linking with the motivation and vision expressed in Theme 1. Please note that the IOC will work closely with the YOGOC in the years leading to the Youth Olympic Games to draw up the culture & education programmes in accordance with IOC guidelines.

Guarantees

YOG Candidate Cities will be required to obtain the following guarantees for theme 8:

G

Question number	Guarantee
Q 8.2	<p>Provide a guarantee from each culture & education venue owner and/or operator guaranteeing the following:</p> <ul style="list-style-type: none">• Use of venue (including the period the YOGOC has control of the venue)• Rental costs (if applicable)• Control, to the YOGOC, of all commercial rights in relation to existing or hereafter developed Youth Olympic venues (including but not limited to the terms and conditions listed in the "Clean Venue Appendix") for the period the YOGOC has control of the venue. <p> See "Clean Venue Appendix" in the model YOG Guarantees File.</p>
Q 8.3	<p>Provide guarantees for the financing of work from the relevant competent bodies and specifying for which venues.</p>
Q 8.5	<p>Provide guarantees from all active players in the culture & education programmes detailing their roles and responsibilities, including funding.</p>



Theme 8 – Culture & education and ceremonies

Q 8.1 Describe your culture and education programmes for the Youth Olympic Games including your vision and concept and an overview of content:

- In the 2 years leading up to the Games in your host territory and throughout the world (local events, interactive digital platforms for youth communities, programmes for delegation members through the NOCs, etc.)
- In your host territory, for the period the Youth Olympic Village is open – mainly for participants, and for inhabitants (with a particular focus on youth communities) and visitors (events, activities, on-site and global interactive digital platforms, etc.)

Q 8.2

G

VENUE USE

The culture and education programmes will require the use of spaces such as an auditorium, exhibition centre, celebration sites... For the athletes, the education programme and dedicated cultural activities should be concentrated at the Youth Olympic Village. Sites such as museums, theatre, etc... can be considered as curiosities or places of interests for free visits or particular events but should not be listed as permanent and / or main venues for culture and education activities dedicated to athletes.

In the same manner as for competition venues (Theme 7), YOG Candidate Cities are required, via a guarantee from each venue owner, to secure use of venues and control of all commercial rights (e.g. signage, catering and concessions signage and services, venue naming rights etc.) for the future YOGOC, in relation to existing and hereafter developed Youth Olympic Games venues for the culture and education programmes for the period the YOGOC has control of the venue.

The guarantee must confirm that the YOGOC will have the possibility to rename and rebrand the venue for Youth Olympic Games use rather than using an existing name.

The agreement should also consider use of existing technology equipment such as conference and stage theatre technology installations, commissioning, testing and fit-out.

Complete table 8.2 by listing all culture & education venues.

Table 8.2 – Culture & education venues							
Number for easy reference on maps	Venue name	Culture	Education	Target audience	Capacity	Location	Description (format and style e.g. class room style, auditorium, open space, etc...)
		YES/NO	YES/NO				

Nota: for the Youth Olympic Village, all spaces offering opportunities and capacity for the culture and education program for the athletes should be listed. Places of interest such as museums should be listed as additional opportunities for free visit by all audiences.

Continued on next page



Theme 8 – Culture & education and ceremonies, Continued

Q 8.2
(continued)

- G** Provide a written guarantee from each culture & education venue owner and/or operator guaranteeing the following:
- use of venue (including the period the YOGOC has control of the venue)
 - rental costs (if applicable)
 - control, to the YOGOC, of all commercial rights in relation to existing or hereafter developed Youth Olympic Games venues (including but not limited to the terms and conditions listed in the “Clean Venue Appendix”) for the period the YOGOC has control of the venue.

 Standard text provided for this guarantee in the model YOG Guarantees File.

Q 8.3

CULTURE, EDUCATION AND CEREMONY VENUE WORKS

G

Based on the templates provided in Part 3, complete tables 8.3.1, 8.3.2, 8.3.3 and 8.3.4, to include all culture, education and ceremony venues, according to their state of construction:

Table 8.3.1	<u>Existing</u> venues, <u>no permanent works</u> required
Table 8.3.2	<u>Existing</u> venues, <u>permanent works</u> required
Table 8.3.3	If applicable and <u>by exception</u> , venues to be built as <u>new permanent structures</u> – specify if venues are planned to be built irrespective of the Youth Olympic Games or if they are additional venues required to host the Games
Table 8.3.4	Venues to be built as <u>totally temporary</u> venues

- G** Provide guarantees for the financing of work from the relevant competent bodies and specifying for which venues.

Continued on next page



Theme 8 – Culture & education and ceremonies, Continued

Q 8.4



CEP VENUE PHOTOGRAPHIC FILES

A venue photographic file is an A4 document (maximum 7 pages – with A3 fold-out pages if you so wish), presenting an existing venue through a set of colour photographs together with a written description of the venue and its location giving an overview of its history, location, layout, functionality and architecture.

For each culture & education venue, provide a photographic file which clearly illustrates the venue (inside and outside). The following list provides an indication of elements to include in the photographic files:

- **Written description (maximum 1 page)**
 - Specify if the venue will be dedicated to culture, education or both
 - Specify which target audience(s) is (are) scheduled to attend activities at each venue
 - Location (in relation to the city and the YOV) and accessibility (transport routes and public transport)
 - History and usage: initial construction, renovations, architectural and functional description, previous and current usage
 - Please use venue names and reference numbers included in table 8.2 in your photographic files
 - For YOV, descriptions and photos should refer to format and style of each room / place (e.g. class room, auditorium, open space, etc...)
- **Set of colour photographs (maximum 4 pages, including A3 fold-out pages if you so wish)**
 - Aerial and/or external panoramic elevated views
 - Venue external frontage
 - Inside views

Q 8.5



List all institutions at national, regional and local level and other public authorities involved in your CEP programme.

Give a detailed description of the roles and responsibilities of all such relevant parties and partners involved in funding and implementing the culture & education programmes of the Youth Olympic Games.

- **G Provide guarantees from all parties and partners listed above, detailing their roles and responsibilities, including funding.**

Continued on next page



Theme 8 – Culture & education and ceremonies, Continued

Q 8.6



The details of all ceremony programmes must be approved by the IOC, prior to the Youth Olympic Games.

Describe the intended venue(s) for the Opening and Closing Ceremonies of the Youth Olympic Games (location, dimensions, seating capacity etc.).

If the ceremonies are not taking place in one of your proposed competition/ culture and education venues, please give the location of the venue on Maps A and B and provide a separate photographic file for ceremony venue(s).

Q 8.7



Describe the intended location for the Medals Plaza for Victory Ceremonies of the Winter Youth Olympic Games (location, dimensions, access etc.). Please include the location of the Medals Plaza on Maps A and B and provide a separate photographic file to describe such location.



Theme 9 → Youth Olympic Village


Overview

- Aim** This section seeks to establish a YOG Candidate City’s plans for the Youth Olympic Village, including the following elements:
- Concept
 - Location
 - Rental
 - Renovation (if applicable)
 - Financing

Guarantees

YOG Candidate Cities are required to obtain the following guarantees for theme 9:



Question number	Guarantee
Q 9.3	Provide (a) guarantee(s) for the financing of work from the relevant competent bodies.
Q 9.4	Provide a guarantee from each venue owner and/or operator guaranteeing the following: <ul style="list-style-type: none">• Use of venue, including possession and vacation dates• Rental costs (if applicable)• Granting of all rights with respect to commercial rights in relation to the Youth Olympic Village to the YOGOC for the period the YOGOC has control of the venue.  See “Clean Venue Appendix” in the model YOG Guarantees File.
Q 9.10	Provide a guaranteed maximum price per person per day (amount <u>in USD 2020</u>) of full board accommodation at the Youth Olympic Village, including all taxes and commissions.



Theme 9 – Youth Olympic Village

Q 9.1 The Youth Olympic Village is one of the largest projects a YOGOC must undertake in preparing for the Youth Olympic Games.

Designs can include existing, refurbished or new urban development or residential housing projects, campus style villages, privately operated housing schemes and block of hotels.

Describe your concept for the Youth Olympic Village, including the following elements:

- Owner
- Location (in relation to the city and venues)
- General layout
- Type of accommodation
- Special considerations/operations
- Size of village (hectares)

Q 9.2 Who will be responsible for providing or delivering the Youth Olympic Village to the YOGOC for the Youth Olympic Games?

Q 9.3 YOY VENUE WORKS

G

Based on the templates provided in Part 3, complete tables 9.3.1, 9.3.2, 9.3.3 and 9.3.4 (as required), to cover all buildings included in the YOY, according to their state of construction:

Table 9.3.1	<u>Existing</u> venues, <u>no permanent works</u> required
Table 9.3.2	<u>Existing</u> venues, <u>permanent works</u> required
Table 9.3.3	If applicable and <u>by exception</u> , venues to be built as <u>new permanent structures</u> – specify if venues are planned to be built irrespective of the Youth Olympic Games or if they are additional venues required to host the Games
Table 9.3.4	Venues to be built as <u>totally temporary</u> venues

G

Provide (a) guarantee(s) for the financing of work from the relevant competent bodies.

Continued on next page



Theme 9 – Youth Olympic Village, Continued

Q 9.4

G

Provide a guarantee from each venue owner and/or operator guaranteeing the following:

- **Use of venue, including possession and vacation dates** (Please note that, in addition to the period of the Youth Olympic Games, these dates should take into consideration the time required for the fit out and retrofit of the Village)
- **Rental costs (if applicable)**
- **Granting of all rights with respect to commercial rights in relation to the Youth Olympic Village to the YOGOC for the period the YOGOC has control of the venue.**

 See “Clean Venue Appendix” in the model YOG Guarantees File.

Q 9.5



YOY PHOTOGRAPHIC FILES

Q 9.5.1

Provide a photographic file describing and showing the location and layout of spaces planned for the residential zone and Youth Olympic Village Square with an emphasis on the type of building (e.g. temporary/permanent) and location of the dining halls, access points and transport mall.

Q 9.5.2

Provide a photographic file describing and showing types and location of rooms planned indicating their positions within the site.

Q 9.6

Indicate the average surface area in m² (wall to wall) of both single and double rooms.

Q 9.7

Indicate the average and the maximum bed to bathroom ratios (where one bathroom is the equivalent to one shower, one washbasin and one toilet)

Continued on next page



Theme 9 – Youth Olympic Village, Continued

Q 9.8

Use table 9.8 to indicate:

- Number of single rooms
- Number of double rooms
- Number of beds

Table 9.8 – Number of rooms and beds		
	Number of rooms	Number of beds
Single rooms		
Double rooms		
TOTALS:		

Q 9.9

State the planned number of dining halls in the Youth Olympic Village, the total surface area in m² and the number of seats in each one.

Q 9.10

NOC TEAM DELEGATIONS – FULL BOARD ACCOMMODATION COSTS

G

The cost of full board accommodation for National Olympic Committee team delegations at the Youth Olympic Village (i.e. duly qualified and accredited competitors, non-athlete participants, if applicable, and team officials entitled to be accommodated in the Youth Olympic Village), shall be borne by the IOC.

Members of all team delegations will be required to stay at the Youth Olympic Village for all the duration of the Youth Olympic Games.

G

Provide a guaranteed maximum price per person per day (amount in USD 2020) of full board accommodation at the Youth Olympic Village, including all taxes and commissions.

Describe how this price has been determined and clearly specify all direct and indirect costs included in this price.



Theme 10 → Medical services and doping control

Overview

Aim This section seeks to establish a YOG Candidate City’s ability to provide a health system adapted to the needs of the Youth Olympic Games which will not affect the normal health operations of the city. It also seeks to determine whether a YOG Candidate City can set up a doping control programme that is consistent with the Olympic Charter and the World Anti-Doping Code.

Guarantees YOG Candidate Cities will be required to obtain the following guarantees for theme 10:

G

Question number	Guarantee
Q 10.12	Provide a guarantee from the relevant national authority confirming that (i) the (WADA) World Anti-Doping Code and the IOC Anti-Doping Rules (which are based on the World Anti-Doping Code) will apply upon the occasion of the Youth Olympic Games.



Theme 10 – Medical services and doping control

HEALTH SYSTEM

The information requested below must be provided by the relevant public health authorities. In each case, specify the source of information.

- Q 10.1** Specify what legislation is in force in your country (region and city, if this is different) concerning the practice of medicine, and describe the organisation of the health service (general practice, hospitals, paramedical...).
- Q 10.2** Give a general outline of the health care system currently in operation in your city and region.
- Q 10.3** Describe your mix between public and private provision of healthcare and your social systems for managing medical expenses.
Explain the arrangements and options for foreign nationals visiting your country.
- Q 10.4** Describe the operational procedure of your current emergency services.
- Q 10.5** Explain how the Youth Olympic Games will fit in with your first aid, primary care, pre-hospital care and emergency services (including ambulances).

GAMES-SPECIFIC HEALTH SERVICES

- Q 10.6** Use table 10.6 to list:
- Name and number of hospitals, including specialist and teaching hospitals.
 - Distance and travel time of hospitals from the Youth Olympic Village (in km)
 - Number of beds
 - List of departments by speciality (including sports-medicine, physiology and biomechanical research laboratories for teaching hospitals)
 - Give details of any accident and emergency department, operating theatres, ITU and ICU
 - Imaging and other heavy equipment

Continued on next page

**Theme 10 – Medical services and doping control, Continued****Q 10.6** (continued)

Table 10.6 – Hospitals						
Hospital name	Distance from YOV (km)	Travel time from YOV (min)	Public, Private or Mixed	Number of beds	List of departments by speciality (including sports-medicine, physiology and biomechanical research laboratories)	Imaging and other heavy equipment

Total number: _____

From this list, please indicate which hospital(s) would be designated as YOG hospital(s) at Games-time.

Q 10.7 In accordance with the Youth Olympic Games Event Manual, explain what health services would apply to YOG clients at Games-time, if different to the arrangements indicated in Q10.3.

Q 10.8 How do you propose to recruit, select and train the personnel necessary for the health services required for the Youth Olympic Games?

Q 10.9 Please clarify if NOC team physicians (of foreign nationality) will have the right to practice in your country without exception or limitation during the Youth Olympic Games.

DOPING CONTROL

Q 10.10 Have the relevant authorities in your country signed an agreement with the World Anti-Doping Agency (WADA) (e.g. the Copenhagen declaration) and ratified the UNESCO convention?

Continued on next page



Theme 10 – Medical services and doping control, Continued

- Q 10.11** Does your country have a National Anti-Doping Organisation (NADO)? Is this National Anti-Doping Organisation independent or part of the NOC? Explain.
Does your country have any legislation on doping? Explain.
- Q 10.12** Provide a guarantee from the relevant national authority confirming that (i) the (WADA) World Anti-Doping Code and the IOC Anti-Doping Rules (which are based on the World Anti-Doping Code) will apply upon the occasion of the Youth Olympic Games.
G
- Q 10.13** Which WADA-accredited laboratory do you intend to use at Games-time?
Give a brief indication of the procedures envisaged for sample transportation



Theme 11 → Security

Overview

Aim This section seeks to establish whether YOG Candidate Cities are able to guarantee total security, discretely but efficiently, and to provide a safe environment within which the Youth Olympic Games can take place.

Guarantees YOG Candidate Cities will be required to obtain the following guarantees for theme 11:



Question number	Guarantee
Q 11.3	Provide a guarantee from the highest government authority (local, regional/country) for the safety and the peaceful celebration of the Youth Olympic Games.



Theme 11 – Security

Q 11.1 SECURITY ORGANISATIONS

Identify the public and private organisations that will be involved with security during the Youth Olympic Games.

Q 11.2 Use table 11.2 to list, in chronological order (most recent first), the experience of your city/region and country over the last ten years in the organisation of security for major international events (particularly sports events).

Table 11.2 – Security experience						
Year	Event	Duration of event (days)	Number of participants	Number of dignitaries	Number of attending spectators	Number of security personnel

Q 11.3 Provide a guarantee from the highest government authority (local/regional/country) for the safety and the peaceful celebration of the Youth Olympic Games.





Theme 12 → Accommodation

Overview

Aim This section seeks to establish whether a YOG Candidate City meets accommodation requirements and demands in terms of:

- Number of rooms
- Room location and rates
- Accommodation concept

Guarantees

YOG Candidate Cities are required to obtain the following guarantees for theme 12:

G

Question number	Guarantee
Q 12.1	Provide table 12.1, duly completed and guaranteed by your national tourist board, detailing the total room capacity within 20km of your city centre and within 10km of any major competition cluster outside the city.
Q 12.4	Provide guarantees from each individual hotel owner/operator listed in tables 12.2.1 to 12.2.3 guaranteeing: <ul style="list-style-type: none">• Room availability• Room rate per room type (single, double, twin, suite...) including breakfast(s) and all taxes• That no minimum stay will apply• That the Hotel owner/operator will cooperate with the IOC and the YOGOC to prevent/eliminate any act of ambush marketing during the Youth Olympic Games Period and protect the exclusive rights (including any supply rights) of the TOP Partners and YOGOC marketing partners in their respective products or services categories• That accommodation contracts are binding to the end of the Youth Olympic Games period



Theme 12 – Accommodation

If your project includes any **major competition venues/clusters outside your Candidate City** that would have specific accommodation requirements, please provide multiple tables to answer questions 12.1 and 12.2 (one table for the Candidate City and additional tables for each major competition venue/cluster outside the city).

Q 12.1



TOTAL ROOM INVENTORY

Provide table 12.1, duly completed and guaranteed by your national tourist board, detailing the total room capacity within 20km of your city centre and within 10km of any major competition cluster outside the city.

Table 12.1 - Total hotel room capacity				
Star category	0–20km radius from city centre		0–10km radius from major competition venues/clusters (provide name if applicable)	
	Existing	Planned*new construction	Existing	Planned*new construction
4 STAR				
3 STAR				
2 STAR				

* Planned = hotels for which construction authorisations have already been signed

Q 12.2



GUARANTEED ROOM INVENTORY

Questions Q 12.2.1 to Q 12.2.4 require YOG Candidate Cities to provide tables that indicate the total **guaranteed room inventory** for the Youth Olympic Games in 2020 as follows:

- Q 12.2.1 – 4 STAR accommodation
- Q 12.2.2 – 3 STAR accommodation
- Q 12.2.3 – 2 STAR accommodation
- Q 12.2.4 – TOTAL guaranteed rooms (summary table)

Question 12.2.5 requires YOG Candidate Cities to indicate the location of each guaranteed hotel on a map of your city/region.

Number each hotel with a unique colour-coded number, differentiating between hotels as follows:

Hotels	
BLUE – existing	①
GREEN – planned (1)	③

(1) planned: construction authorisations have already been signed

Continued on next page



Theme 12 – Accommodation, Continued

For all planned hotels (i.e. hotels for which construction authorisations have already been signed), please also indicate in brackets estimated completion date.

Q 12.2.1 4 STAR ACCOMMODATION – GUARANTEED

#	Hotel name	Location		Total number of rooms	Guaranteed rooms	
		0–10 km	10–20 km		Nb. of rooms	% of total
EXISTING HOTELS						
①	Hotel ABC	✓	-	500	250	50%
PLANNED HOTELS*						
②	Hotel TBD (2015)	-	✓	1,000	1,000	100%

TOTAL NUMBER OF ROOMS: _____

for major competition venues/clusters outside the host city, only include hotels within a 10km radius
* indicate estimated date of completion of hotel

Q 12.2.2 3 STAR ACCOMMODATION – GUARANTEED

#	Hotel name	Location		Total number of rooms	Guaranteed rooms	
		0–10 km	10–20 km		Nb. of rooms	% of total
EXISTING HOTELS						
③	Hotel ABC	✓	-	500	250	50%
PLANNED HOTELS*						
④	Hotel TBD (2016)	-	✓	1,000	1,000	100%

TOTAL NUMBER OF ROOMS: _____

for major competition venues/clusters outside the host city, only include hotels within a 10km radius
* indicate estimated date of completion of hotel

Continued on next page



Theme 12 – Accommodation, Continued

Q 12.2.3 2 STAR ACCOMMODATION – GUARANTEED

#	Hotel name	Location		Total number of rooms	Guaranteed rooms	
		0–10 km	10–20 km		Nb. of rooms	% of total
EXISTING HOTELS						
5	Hotel ABC	✓	-	500	250	50%
PLANNED HOTELS*						
6	Hotel TBD (2014)	-	✓	1,000	1,000	100%

TOTAL NUMBER OF ROOMS: _____

for major competition venues/clusters outside the host city, only include hotels within a 10km radius
 * indicate estimated date of completion of hotel

Q 12.2.4 SUMMARY OF ALL GUARANTEED ROOMS

TABLE 12.2.4 – SUMMARY OF GUARANTEED HOTEL ROOMS		
	Number of hotels	Number of hotel rooms
4 STAR		
Existing		
Planned		
Sub-totals:		
3 STAR		
Existing	34	1,400
Planned	2	150
Sub-totals:	36	1,550
2 STAR		
Existing		
Planned		
Sub-totals:		
TOTALS:		

Continued on next page



Theme 12 – Accommodation, Continued

Q 12.2.5



HOTEL LOCATION

Map C

- Provide Map C, a map of your city/region, no larger than A3 – folded or double page – and giving the graphic scale used, on which the location of all hotels listed in tables 12.2.1 to 12.2.3 are indicated.
- Please make sure you observe the same colour-coded numbers as in the tables.

Q 12.3

GUARANTEED ROOM RATES

Clearly stipulate the maximum room rate for all room types (single, double/twin and suite) in USD 2020 and including breakfast(s) and taxes, applicable to all guaranteed hotel rooms.

Q 12.4

GUARANTEES



IMPORTANT: PLEASE MARK EACH GUARANTEE WITH THE UNIQUE COLOUR-CODED NUMBER ATTRIBUTED TO THE CORRESPONDING HOTEL IN Q 12.2 AND SUBMIT TO THE IOC IN NUMERICAL ORDER IN THE YOG GUARANTEES FILE. (SEE DETAILED INSTRUCTIONS IN PART 3)



Provide a guarantee from each individual hotel owner/operator listed in tables 12.2.1 to 12.2.3 guaranteeing:

- Room availability
- Room rate per room type (single, double, twin, suite...) including breakfast(s) and all taxes
- That no minimum stay will apply
- That the Hotel owner/operator will cooperate with the IOC and the YOGOC to prevent/eliminate any act of ambush marketing during the Youth Olympic Games Period and protect the exclusive rights (including any supply rights) of the TOP Partners and YOGOC marketing partners in their respective products or services categories
- That accommodation contracts are binding to the end of the Youth Olympic Games period

Q 12.5

Provide details regarding your accommodation plan for spectators during the Youth Olympic Games.

Q 12.6

Provide a brief explanation of how your accommodation plan is linked to public transport arrangements.



Theme 13 → Transport

Overview

Aim This section seeks to establish a YOG Candidate City’s transport network and operational plans for the Youth Olympic Games.

Guarantees YOG Candidate Cities are required to obtain the following guarantees for theme 13:



Question number	Guarantee
Q 13.9	Provide a guarantee from the authority responsible for transport and traffic command and control.



Theme 13 – Transport

Q 13.1 YOG TRANSPORT CONCEPT

Based on your general Youth Olympic Games concept and your city and regional transport systems, explain your Games-time transport concept.

Describe the transport infrastructure which will play a key role during the Youth Olympic Games and indicate if any construction will be necessary (new infrastructure or upgrading existing infrastructure):

- motorway and main road network
- public transport network lines (regional and suburban rail, subway, light rail, high capacity dedicated bus lanes or waterways if applicable)

Are there alternative ways to reach all Youth Olympic Games venues (by road/public transport)?

Q 13.2 TRANSPORT INFRASTRUCTURE

If applicable, please indicate which authorities (national, region, city etc.) will be responsible for planning, financing and constructing new and upgraded transport infrastructure defined in Q 13.1 and complete table 13.2 accordingly.

Please ensure you complete Map B by indicating all transport infrastructure necessary for the Games according to the instructions provided in Q1.4.

Q 13.3 PORT(S) OF ENTRY/EXIT

Which is/are the official port(s) of entry/exit (e.g. international airport, train station, port etc.) to be used for the Youth Olympic Games?

What are the types and lengths of surface transport links from the official port(s) of entry/exit to the IOC hotels, the Youth Olympic Village and the MPC/IBC or MMC?

Provide information regarding the direct international connections to the official port(s) of entry/exit.

Please mention any other possible ports of entry that could be used for the Youth Olympic Games.

Continued on next page



Theme 13 – Transport, Continued

Q 13.4 TRAVEL DISTANCES AND JOURNEY TIMES

Use table 13.4 to indicate distances in kilometres and average journey times by bus and in minutes in 2020. Please indicate what formulas and data were used to calculate the travel times in table 13.4.

If another mode of transport will be used, either instead of or in addition to buses, for any particular journey, please include this information in the table.

Q 13.5 OPERATIONAL OBJECTIVES

List your main operational objectives with regard to traffic management and performance during the Youth Olympic Games.

Q 13.6 TRANSPORT SYSTEM

Based on the requirements presented in the YOG Event Manual, describe how you intend to implement the Games Transport System, and in particular the shuttle service common to all accredited persons.

Provide Map D clearly showing road transport itineraries for accredited persons.

Describe your transport concept for spectators.

Q 13.7 TRANSPORT MEASURES

Describe the measures planned to facilitate Youth Olympic Games traffic flow, punctuality and reliability.

Give a detailed description of road and traffic transport measures that would be implemented.

Q 13.8 TICKETING AND TRANSPORT POLICIES

Will ticketed spectators using public transport benefit from fare reductions or free transport on the day of their event?

Q 13.9 GAMES-TIME RESPONSIBILITIES

G

Under which authority will your city and regional transport and traffic command and control centre be operated at Games-time?

G

Provide a guarantee from the responsible authority.

What coordination is planned between the Games-time transport command centre and security command centre?

TABLE 13.2 – Transport infrastructure (new construction or upgrades)

- Please complete table 13.2 if your project requires the construction of new transport infrastructure or upgrading of existing infrastructure

UPGRADING EXISTING TRANSPORT INFRASTRUCTURE									
Type of transport Infrastructure (Motorways, major urban arterial network, suburban rail, subway, light rail public transport systems)	CURRENT length (km) + capacity (n° of traffic lanes or tracks)		Construction/upgrade					Source of financing (Public/private/joint)	
	Within city boundary	From city boundary to outlying venues	Type of work (length in km + capacity)		Body responsible	Construction date	Date of upgrade		Cost of upgrade (USD 2014)
			Within city boundary	From city boundary to outlying venues					

NEW CONSTRUCTION (planned infrastructure)							
Type of Transport Infrastructure (Motorways, major urban arterial network, suburban rail, subway, light rail public transport systems)	Length (km) + capacity (n° of traffic lanes or tracks)		Construction				Source of financing (Public/private/joint)
	Within city boundary	From city boundary to outlying venues	Body responsible	Start	End	Cost (USD 2014)	

TABLE 13.4 – Distances and journey times in 2020 *(with example)*

- All distances must be given in kilometres
- All times must be given in minutes and for average journey times by bus
- Provide in brackets journey times and mode of transport for any alternative means of transport available for a particular journey, if applicable at Games-time
- If there is more than one competition venue for a sport/discipline/event please create new lines in the table as needed.

All distances in km and journey times in <u>minutes</u> and by bus	Official port(s) of entry/exit		IOC hotels		Youth Olympic Village		Opening/Closing Ceremony venue		Media accommodation (please specify)		IBC/MPC or MMC	
	Km	Min.	Km	Min.	Km	Min.	Km	Min.	Km	Min.	Km	Min.
Official port(s) of entry/exit			15 km	19 (17 train)								
IOC hotels												
Youth Olympic Village												
Opening/Closing Ceremony venue												
Media Accommodation												
IBC/MPC or MMC												
Sport/Competition venue 1 (indicate sports)												
Sport/Competition venue 2 (indicate sports)												
Culture and education venue 1												
Culture and education venue 2												



Theme 14 → Technology

Overview

Aim This section seeks to establish a YOG Candidate City’s ability to provide the necessary infrastructure to support Youth Olympic Games technology, with a specific focus on telecommunications requirements.

Guarantees YOG Candidate Cities are required to obtain the following guarantees for theme 14:

G

Question number	Guarantee
Q 14.3	Provide a letter of intent from (a) local operator(s) stating that it (they) has (have) the capacity, capability and interest in providing all Games-time telecommunications/mobile needs.
Q 14.5	Provide (a) guarantee(s) from the competent body(ies) that it (they) is(are) prepared to allocate, manage and control the necessary frequencies for the organisation of the Youth Olympic Games.
Q 14.6	Provide (a) guarantee(s) from the relevant authorities that there will be no fee charged to all client groups for the reservation, allocation, management and services of allocated frequencies from one month before the Opening Ceremony to one week after the Closing Ceremony of the Youth Olympic Games.



Theme 14 – Technology

Introduction X

Please note that, although the YOGOC is responsible for planning and implementation, the IOC reserves the right to choose partners/suppliers to cover one or more areas of technology necessary to the preparation and smooth running of the Youth Olympic Games with which the YOGOC must work. For more information, please refer to the Youth Olympic Games Event Manual.

TELECOMMUNICATIONS MARKETPLACE

Q 14.1 Indicate whether a regulatory body exists for the market, whether this body is tied to government authorities and who issues the licences.

Q 14.2 Describe the existing infrastructure and technology networks linking Youth Olympic Games venues that will support the traffic necessary for the organisation of the Youth Olympic Games (telephony, data network, audio and video circuits).

Indicate the existence of any alternative path for back-up purposes.

This information must be obtained from potential telecommunications providers.

Q 14.3 Provide a letter of intent from (a) local operator(s) stating that it (they) has (have) the capacity, capability and interest in providing all Games-time telecommunications/mobile needs.

G

Continued on next page



Theme 14 – Technology, Continued

FREQUENCY CONTROL

- Q 14.4** Indicate the body(ies) responsible (and any ties) for allocating and controlling the frequencies necessary for radio transmissions.
- Q 14.5** Provide (a) guarantee(s) from the competent body(ies) that it (they) is(are) prepared to allocate, manage and control the necessary frequencies for the organisation of the Youth Olympic Games.
G
- Q 14.6** Provide (a) guarantee(s) from the relevant authorities that there will be no fee charged to all client groups for the reservation, allocation, management and services of allocated frequencies from one month before the Opening Ceremony to one week after the Closing Ceremony of the Youth Olympic Games.
G




Theme 15 → Media operations

Overview

Aim This section seeks to establish a YOG Candidate City’s ability to ensure that the accredited media and host broadcaster (if applicable) at the Youth Olympic Games are provided with appropriate facilities and services to ensure the best possible media coverage of the Games.

Guarantees YOG Candidate Cities are required to obtain the following guarantees for theme 15:



Question number	Guarantee
Q 15.2	Provide guarantees for the financing of IBC/MPC or MMC venue works from the relevant competent bodies.
Q 15.3	Provide all guarantees obtained from the owner(s)/operator(s) concerned for the use of the IBC/MPC or MMC, including any rental costs, possession and vacation dates. This guarantee must also state that the owner(s)/operator(s) grant(s) all rights with respect to commercial rights in relation to the IBC/MPC or MMC to the YOGOC for the period the YOGOC has control of the venue(s).  See “Clean Venue Appendix” in the model YOG Guarantees File.



Theme 15 – Media operations

Q 15.1 Describe your concept for the International Broadcast Centre (IBC) and Main Press Centre (MPC) or for the Main Media Centre (MMC), should these two centres be combined, including the following elements:

- Location, size, adjacent compounds, transport hubs, parking and facilities
- Type of building(s)
- State whether the IBC/MPC or MMC is an existing facility or to be constructed
- Explain the reason for your choice of IBC/MPC or MMC
- Specify who will finance the refurbishment or construction (if applicable) of the facility
- Describe the fibre optic network that exists and/or is planned between the IBC/MPC or MMC and all other Youth Olympic venues

Q 15.2 IBC/MPC or MMC VENUE WORKS

G

Based on the templates provided in Part 3, complete tables 15.2.1, 15.2.2, 15.2.3 and 15.2.4 (as required), to include all buildings included in the IBC/MPC or MMC, according to their state of construction:

Table 15.2.1	<u>Existing venues, no permanent works</u> required
Table 15.2.2	<u>Existing venues, permanent works</u> required
Table 15.2.3	If applicable and <u>by exception</u> , venues to be built as <u>new permanent structures</u> – specify if venues are planned to be built irrespective of the Youth Olympic Games or if they are additional venues required to host the Games
Table 15.2.4	Venues to be built as <u>totally temporary venues</u>

G

Provide guarantees for the financing of work from the relevant competent bodies.

Q 15.3 USE OF VENUE

G

G

Provide all guarantees obtained from the owner(s)/operator(s) concerned for the use of the IBC/MPC or MMC, including any rental costs, possession and vacation dates*. This guarantee must also state that the owner(s)/operator(s) grant(s) all rights with respect to commercial rights in relation to the IBC/MPC or MMC to the YOGOC for the period the YOGOC has control of the venue(s).

 See “Clean Venue Appendix” in the model YOG Guarantees File.

(* Please note that these dates should take into consideration the time required for both the fit out and retrofit of the IBC/MPC or MMC)

Continued on next page



Theme 15 – Media operations, Continued

Q 15.4



PHOTOGRAPHIC FILE

Provide a photographic file A4 document of maximum 4 pages presenting your proposed venue for the IBC/MPC or MMC through a set of colour photographs together with a written description describing and showing the venue for the IBC/MPC or MMC and the spaces planned, including the following:

- aerial and/or external panoramic views
- transport areas and parking
- venue frontage
- main working and technical services areas



PART 3 → Instructions

Overview

Introduction This part contains precise instructions on how Candidate Cities must present their Candidature Files.

Contents Part 3 contains the following chapters:

Chapter	See Page
3.1 Model YOG Candidature File	101
3.2 Model YOG Guarantees Files	108
3.3 Additional documents to be submitted	122
3.4 Checklist	128



3.1 → Model YOG Candidature File

Overview

Introduction This chapter provides clear instructions on how Candidate Cities must present their Candidature File.

The presentation of replies should be as simple and economical as possible (the IOC is interested in the facts, not the presentation).

Candidate Cities are requested to follow the format set forward in this chapter in order to facilitate the reading and analysis of Candidature Files by the IOC.

Contents This chapter contains the following topics:

Topic	See Page
3.1.1 Presentation, layout and content instructions	102
3.1.2 Templates for venue works and financing	105



3.1.1 Presentation, layout and content instructions

Format A4 (21cm x 29.7cm), vertical presentation.

Presentation Simple, soft-cover and glued binding. Loose leaves and binders not accepted.

The YOG Candidature File should be presented in black and white, with the exception of maps and tables where applicable.

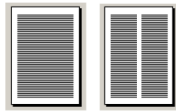
No illustrations, other than those requested by the IOC should be included.

Language The YOG Candidature File must be submitted in English & French.

Layout For the answers to each question, the French text shall be presented on the left-hand page and the English text on the right hand page.

Exceptions to this are the cover pages and all maps: these pages will be bilingual.

Each language may be presented in full page layout or in two columns in vertical format:



Colour code for maps and tables The following colour code must be used throughout your Candidature File:

- **PALE BLUE** existing infrastructure, no permanent works required
- **DARK BLUE** existing infrastructure, permanent works required
- **GREEN** planned infrastructure (for which contracts have already been signed)
- **RED** additional and temporary infrastructure, if applicable, required to host the Games

Quantity YOG Candidate Cities are required to submit 50 copies of their Candidature File to the IOC no later than 17 June 2014.

Candidate Cities are required to print a sufficient number of files in order to allow for the Candidature Files to be sent to all IOC members. Further instructions will be given in due course.

Continued on next page



3.1.1 Presentation, layout and content instructions, Continued

Sport pictograms

The IOC hereby authorises YOG Candidate Cities to use the following Innsbruck (IYOGOC) pictograms, on condition that no commercial use will be made of the pictograms and that they are used solely to illustrate competition venues. (IYOGOC pictograms will be provided to YOG Candidate Cities in electronic format.)



Answers

Answers should be concise and concrete and should address the substance of the question put forward.

Answers must respect the form required for each question, as described below. This aspect is essential for the analysis which the IOC will subsequently perform.

There are three types of answers:

- **Explanatory:** textual explanation.
- **Visual:** concrete information which allows rapid visual grasp and objective analysis of the context (e.g. tables, lists, photographic files and maps). When an answer has to be given using these elements, any attached explanation must be complementary and extremely brief.
- **Guarantees:** replies which require undertakings on the part of third parties. In the corresponding theme and question, indicate **whether or not** the Bid Committee has obtained the guarantee and **who** gave it. Include all original guarantee documents in the Guarantees Files. (See instructions in the Model Guarantees Files)



3.1.1 Presentation, layout and content instructions, Continued

**Candidature
File covers**

- Front cover: name of the city, year of the Youth Olympic Games
- Inside front cover: Map A
- Inside back cover: Map B
- Back cover: emblem of the NOC and emblem of the city (if applicable)

**Number of
pages per
theme**

The following table specifies the maximum number of pages per theme and per language, including all maps, tables and any other illustrations:

Themes		Max. pages per theme -
Theme 1	Concept and legacy	10
Theme 2	Political and economic climate and structure	6
Theme 3	Legal aspects	4
Theme 4	Customs and immigration formalities	4
Theme 5	Finance	6
Theme 6	Marketing	6
Theme 7	Sport and venues	16
Theme 8	Culture and education	12
Theme 9	Youth Olympic Village	10
Theme 10	Medical services and doping control	4
Theme 11	Security	2
Theme 12	Accommodation	8
Theme 13	Transport	8
Theme 14	Technology	4
Theme 15	Media operations	4
TOTAL (max.)		104



3.1.2 Templates for venue works and financing

Templates for venue works and financing

As requested in themes 7, 8, 9 and 15, please use the following table templates to list and describe all Youth Olympic Games venues included in your project, according to their state of construction:

- Existing venues, no permanent works required
- Existing venues, permanent works required
- If applicable, and by exception, venues to be built as new permanent structures – specify if venues are planned to be built irrespective of the Youth Olympic Games or if they are additional venues required to host the Games
- Venues to be built as totally temporary venues

Indicate for each venue:

- Financing
 - An estimate of the cost (in USD 2014) of all the permanent work to be carried out
 - An estimate of the cost (in USD 2014) of all the temporary work to be carried out
 - The amount to be financed by the YOGOC (amount in USD 2014 figures and percentage of total cost)

N.B: In no such case may any recognition or marketing rights be granted to private entities that may be financing venue works.

Continued on next page

Table templates – Venue financing and works (all figures to be provided in USD million)

Tables 7.3.1/8.3.1/9.3.1/15.2.1 – Existing venues, no permanent works required (with example)

Venue	Sport(s)	FINANCING OF WORKS			Original date of construction	Date(s) of any completed upgrade(s)
		Cost of temporary works				
		Total cost of works USD 2014	YOGOC	OTHER (specify)		
Venue A	Ice Hockey	100.00	100.00 (100%)	-	April 1989	-
TOTALS:		100.00				

Tables 7.3.2/8.3.2/9.3.2/15.2.2– Existing venues, permanent works required (with example)

Venue	Sport(s)	FINANCING OF WORKS									Original date of construction
		Permanent works					Temporary works			TOTAL COST OF WORKS USD 2014	
		TOTAL perm. works USD 2014	YOGOC	OTHER (specify)	Start date	End date	TOTAL temp. works USD 2014	YOGOC	OTHER (specify)		
Venue B	Curling	100.00	-	Regional government + venue owner	Dec 2014	Jan 2016	100.00	100.00 (100%)	-	200.00	May 1987
TOTALS:		100.00					100.00			200.00	

Table templates – Venue financing and works (all figures to be provided in USD million) (continued)

Tables 7.3.3/8.3.3/9.3.3/15.2.3 – Venues to be built by exception – permanent (with example)

Venue	Sport(s)	FINANCING OF WORKS								
		Permanent works					Temporary works			TOTAL COST OF WORKS USD 2014
		TOTAL perm. works USD 2014	YOGOC	OTHER (specify)	Start date	End date	TOTAL temp. works USD 2014	YOGOC	OTHER (specify)	
Venue C (planned)	Ski Jumping	100.00	10.00 (10%)	90.00 (90%) Local government	Nov 2015	Feb 2017	100.00	100.00 (100%)	-	200.00
TOTALS:		<u>100.00</u>					<u>100.00</u>			<u>200.00</u>

Tables 7.3.4/8.3.4/9.3.4/15.2.4 – Venues to be built as totally temporary (with example)

Venue	Sport(s)	FINANCING OF WORKS		
		Cost of temporary works		
		TOTAL cost of works USD 2014	YOGOC	OTHER (specify)
Venue D	Biathlon	100.00	50.00 (50%)	50.00 (50%) (Local government)
TOTALS:		<u>100.00</u>		



3.2 → Model YOG Guarantees Files

Overview

Introduction This chapter provides clear instructions on how YOG Candidate Cities must present their guarantees files.

Contents This chapter contains the following topics:

Topic	See Page
3.2.1 General presentation and layout	109
3.2.2 List of all guarantees requested	111
3.2.3 Standard text guarantees	116



3.2.1 General presentation and layout

Deliverables	<p>YOG Candidate Cities are required to submit three identical sets of guarantees to the IOC <u>no later than 17 June 2014</u>, as follows:</p> <ul style="list-style-type: none">• Guarantees File 1.....all original documents• Guarantees File 2 and 3.....copies of all original documents
---------------------	--

Presentation A4 binder, made of simple and inexpensive materials, that reflects the presentation and design of the rest of the YOG candidature file.

Languages The guarantees may be provided in the official language(s) of your country.

If this (these) language(s) is (are) not English, you must include, for every guarantee, in the same sleeve, an English translation. All translations must be duly certified that they correspond accurately to the originals.

Referencing All guarantees must be clearly identified and referenced according to the following instructions:

- Each guarantee should be in a plastic sleeve, identified with a label stating:

Theme & question number
Institution, organisation and/or persons who provided the guarantee

- Guarantees should be classified according to the 15 themes by using dividers.

Continued on next page



3.2.1 General presentation and layout, Continued

Referencing (continued)

- Should a single document provide guarantees relating to several questions:
 - the guarantee document should be structured by question number with clear headings
 - the original should be classified and referenced as above under the lowest theme number it refers to (in numerical order) and copies of this document should be classified and referenced as above, under all other theme numbers it refers to, with the additional mention of where the original is located in the Guarantees File.

Example:

Document XYZ provides guarantees relating to questions Q 1.5 and Q 2.1

Original – file under divider 1
Reference as follows:

Copy – file under divider 2
Reference as follows:

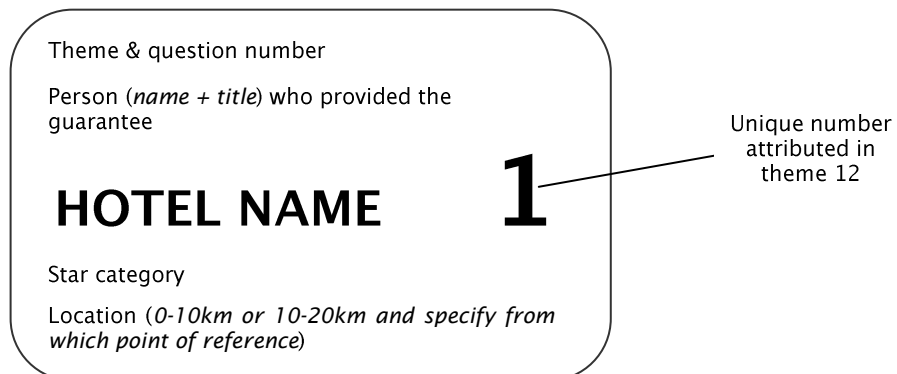
Theme 1 Question Q 1.5
Government Authorities

Theme 2 Question Q 2.1
Original: Theme 1 Question 1.5
Government Authorities

Accommodation guarantees



YOG Candidate Cities are required to provide a large number of accommodation guarantees. It is therefore essential that these guarantees are duly classified and presented as follows:

- Guarantees should be classified in ascending order according to the unique number attributed to each hotel in theme 12.
- Each guarantee should be in a plastic sleeve, identified with a label stating:





3.2.2 List of all guarantees requested

Theme	Question	Guarantee	Provided by
Theme 1	Q 1.6	Provide (a) guarantee(s) from the competent authorities stating that all construction work (temporary and, if applicable, permanent) necessary for the organisation of the Youth Olympic Games will comply with: <ul style="list-style-type: none"> Local, regional and national environmental regulations and acts International agreements and protocols regarding planning, construction and protection of the environment 	Competent authorities
Theme 2	Q 2.3	Provide any guarantees obtained from your national, regional and local authorities as well as the bodies listed in Q 2.1 regarding their support and commitments – financial or other – towards your project of hosting the Youth Olympic Games.	National, regional and local authorities and bodies
Theme 3	Q 3.1 	Provide a covenant <u>from all authorities concerned by your project</u> of hosting the Youth Olympic Games guaranteeing the following: <ul style="list-style-type: none"> The respect of the provisions of the Olympic Charter and Youth Olympic Games Host City Contract The understanding and agreement that all commitments made are binding Taking the necessary steps so that the city fulfils its obligations completely 	All authorities concerned by your project
	Q 3.2 	Include in your guarantees file a copy of the <u>Undertaking</u> , duly signed by representatives of the Bid Committee, the YOG Candidate City and the NOC.	Bid Committee, YOG Candidate City and NOC
	Q 3.3	Provide documentation indicating that appropriate measures have been taken or will be taken to: <ul style="list-style-type: none"> protect the word mark “[City] 2020” within the host territory in all 45 classes of protection register domain names that are of value to your candidature such as “[City] 2020” followed by extensions .com .net .org as well as the country code concerned 	Competent authorities
	Q 3.4	Provide a declaration from the government of your country stipulating that all necessary legal measures have been taken, or will be taken, to protect Olympic-related marks and designations in the name of the IOC.	Competent authorities
	Q 3.6	Provide a guarantee from the relevant authorities stating that all persons holding a Youth Olympic identity and accreditation card shall be exempt from any limitations or restrictions with respect to labour rules (e.g. wage and hour rules) of the Host Country with respect to YOG-related business carried out by them during the period of validity of the accreditation card.	Competent authorities



Continued on next page



Theme	Question	Guarantee	Provided by
Theme 3	Q 3.7.1	Provide a declaration from your city authorities confirming that the bid committee is empowered to represent the YOG Candidate City and indicate the names of the persons and/or their titles who have the authority to sign contracts and other documents (such as the Undertaking and the Youth Olympic Games Host City Contract) on behalf of the city.	City authorities
Theme 4	Q 4.3	Describe the procedure that will be implemented in order to grant free access with free of charge entry visas (when applicable) into the country for accredited persons and provide a guarantee from the relevant authorities that accredited persons shall be able to enter into the country and carry out their function for the duration of the Youth Olympic Games and for a period not exceeding one month before and one month after the Youth Olympic Games.	Competent authorities
	Q 4.4	Provide a guarantee from the relevant authorities stating that the temporary entry of certain personnel into your country for the organisation of the Youth Olympic Games will be authorised and that such persons will obtain appropriate work permits in an expedited and simplified manner.	Competent authorities
	Q 4.6	Provide a guarantee from the relevant authorities, concerning the import, use and export, free of all customs duties, of goods, including consumables required by the IOC, the IFs, the NOCs and their delegations, the media, the sponsors and suppliers in order for them to carry out their obligations regarding the celebration of the Youth Olympic Games.	Competent authorities
Theme 5	Q 5.1	Provide a financial guarantee from the competent authorities covering a potential economic shortfall in the YOGOC budget.	Competent authorities
	Q 5.2	Provide guarantees pertaining to revenues indicated in the YOGOC budget (including subsidies) as well as any other additional financial guarantee you may have obtained.	Competent authorities
Theme 6	Q 6.1	Provide one fully executed copy of an agreement between the NOC and the YOG Candidate City in your territory for the period beginning on <u>1 January 2017</u> through to <u>31 December 2020</u> including the following: <ul style="list-style-type: none"> - Description of the marketing structure between the NOC and the YOGOC in the host territory for the above period - Description of the management responsibilities - Descriptions of the properties and rights and the repartition of their ownership and marketing management - Description of the financial terms 	YOG Candidate City/NOC
	Q 6.2	Provide a guarantee confirming the YOGOC's unconditional commitment to respect and protect the TOP partners' and other IOC marketing partners' rights.	YOG Candidate City/NOC


Continued on next page



Theme	Question	Guarantee	Provided by
Theme 6	Q 6.3	Provide (a) written guarantee(s) from the relevant government authorities confirming that the legislation necessary to effectively reduce and sanction ambush marketing and, during the period beginning two weeks before the Opening Ceremony to the Closing Ceremony of the Youth Olympic Games, eliminate street vending and control advertising space will be passed <u>no later than 1 January 2017</u> .	Competent authorities
	Q 6.4	In the event that there are plans for a lottery to finance the Youth Olympic Games, provide (a) guarantee(s) from the relevant authorities, endorsing the proposed plan and securing revenue projections in case such revenue projections are not achieved.	Competent authorities
Theme 7	Q 7.3	Provide guarantees for the financing of work from the relevant competent bodies and specifying for which venues.	Competent bodies
	Q 7.4 	Provide a guarantee from each venue owner and/or operator guaranteeing the following: <ul style="list-style-type: none"> • Use of venue (including the period the YOGOC has control of the venue) • Rental costs (if applicable) • Control, to the YOGOC, of all commercial rights in relation to existing or hereafter developed competition venues (including but not limited to the terms and conditions listed in the "Clean Venue Appendix") for the period the YOGOC has control of the venue, including any test events. 	Competition venue owners/operators
Theme 8	Q 8.2 	Provide a guarantee from each culture & education venue owner and/or operator guaranteeing the following: <ul style="list-style-type: none"> • Use of venue (including the period the YOGOC has control of the venue) • Rental costs (if applicable) • Control, to the YOGOC, of all commercial rights in relation to existing or hereafter developed Youth Olympic venues (including but not limited to the terms and conditions listed in the "Clean Venue Appendix") for the period the YOGOC has control of the venue. 	Culture and education venue owners/operators
	Q 8.3	Provide guarantees for the financing of work from the relevant competent bodies and specifying for which venues.	Relevant venue owners or competent bodies
	Q 8.5	Provide guarantees from all active players in the culture & education programmes detailing their roles and responsibilities, including funding.	Relevant authorities


Continued on next page



Theme	Question	Guarantee	Provided by
Theme 9	Q 9.3	Provide (a) guarantee(s) for the financing of work from the relevant competent bodies.	Relevant competent bodies
	Q 9.4 	Provide a guarantee from each venue owner and/or operator guaranteeing the following: <ul style="list-style-type: none"> • Use of venue, including possession and vacation dates • Rental costs (if applicable) • Granting of all rights with respect to commercial rights in relation to the Youth Olympic Village to the YOGOC for the period the YOGOC has control of the venue. 	Venue owner(s)/operator(s)
	Q 9.10	Provide a guaranteed maximum price per person per day (amount in USD 2020) of full board accommodation at the Youth Olympic Village, including all taxes and commissions.	YOG Candidate City/NOC
Theme 10	Q 10.12	Provide a guarantee from the relevant national authority confirming that (i) the (WADA) World Anti-Doping Code and the IOC Anti-Doping Rules (which are based on the World Anti-Doping Code) will apply upon the occasion of the Youth Olympic Games.	Relevant national authorities
Theme 11	Q 11.3	Provide a guarantee from the highest government authority (local, regional/country) for the safety and the peaceful celebration of the Youth Olympic Games.	Highest government authority (local/regional/county)
Theme 12	Q 12.1	Provide table 12.1, duly completed and guaranteed by your national tourist board, detailing the total room capacity within 20km of your city centre and within 10km of any major competition cluster outside the city.	National tourist board
	Q 12.4	Provide guarantees from each individual hotel owner/operator listed in tables 12.2.1 to 12.2.3 guaranteeing: <ul style="list-style-type: none"> • Room availability • Room rate per room type (single, double, twin, suite...) including breakfast(s) and all taxes • That no minimum stay will apply • That the Hotel owner/operator will cooperate with the IOC and the YOGOC to prevent/eliminate any act of ambush marketing during the Youth Olympic Games Period and protect the exclusive rights (including any supply rights) of the TOP Partners and YOGOC marketing partners in their respective products or services categories • That accommodation contracts are binding to the end of the Youth Olympic Games period 	Individual hotel owners/operators

Continued on next page



Theme	Question	Guarantee	Provided by
Theme 13	Q 13.9	Provide a guarantee from the authority responsible for transport and traffic command and control.	Responsible authority
Theme 14	Q 14.3	Provide a letter of intent from (a) local operator(s) stating that it (they) has (have) the capacity, capability and interest in providing all Games-time telecommunications/mobile needs.	Local telecom operator
	Q 14.5	Provide (a) guarantee(s) from the competent body(ies) that it (they) is(are) prepared to allocate, manage and control the necessary frequencies for the organisation of the Youth Olympic Games.	Competent bodies
	Q 14.6	Provide (a) guarantee(s) from the relevant authorities that there will be no fee charged to all client groups for the reservation, allocation, management and services of allocated frequencies from one month before the Opening Ceremony to one week after the Closing Ceremony of the Youth Olympic Games.	Relevant authorities
Theme 15	Q 15.2	Provide guarantees for the financing of IBC/MPC or MMC venue works from the relevant competent bodies.	Relevant authorities
	Q 15.3 	Provide all guarantees obtained from the owner(s)/operator(s) concerned for the use of the IBC/MPC or MMC, including any rental costs, possession and vacation dates. This guarantee must also state that the owner(s)/operator(s) grant(s) all rights with respect to commercial rights in relation to the IBC/MPC or MMC to the YOGOC for the period the YOGOC has control of the venue(s).	Venue owner(s)/operators



3.2.3 Standard text guarantees

Covenant from all authorities concerned by your project of hosting the Youth Olympic Games

Q 3.1

The following text should be used for this guarantee:

“..... *(name(s) of the duly authorised representative(s))* hereby confirm(s) that the government of *(name of the host country)*/regional authority of *(name of the region)*/local authority of *(name of the city)*

- Guarantees the respect of the Olympic Charter and the Youth Olympic Games Host City Contract;
- Understand(s) and agree(s) that all representations, warranties and covenants contained in the Candidate City’s bid documents, as well as all other commitments made, either in writing or orally, by either the Candidate City (including the Bid Committee) or its NOC to the IOC, shall be binding on the city;
- And guarantees that it will take all the necessary measures in order that the city fulfils its obligations completely.”

UNDERTAKING

BY

The Bid Committee of **(“The Bid Committee”)**
(name of City)

AND

The City of..... **(“City”)**
(legal name of city)

AND

The NOC of..... **(“NOC”)**
(legal name of National Olympic Committee)

Continued on next page



3.2.3 Standard text guarantees, Continued

1. The Bid Committee, the city and the NOC (hereinafter collectively referred to as the “Parties”) recognise and declare that they are aware of the contract which shall be executed with the International Olympic Committee (“IOC”) if the city is elected for the organisation of the 3rd Winter Youth Olympic Games in the year 2020 (such contract being referred to herein as the “Youth Olympic Games Host City Contract” and such Games as the “Games”) and are prepared to sign the Youth Olympic Games Host City Contract without reserve or amendment.
2. In consequence thereof, the Parties declare that, during the period of the candidature of the city, they will refrain from becoming a party to or approving or consenting to any act, contract, commitment or any other action contrary to or which might affect any of the obligations stipulated in the Youth Olympic Games Host City Contract.
3. Should the Parties have already entered into or approved or consented to a commitment which would be in conflict with, jeopardise, prevent or make impossible the fulfilment of any provision of the Youth Olympic Games Host City Contract, the Parties shall bring to the attention of the IOC Executive Board all such commitments, no later than 17 June 2014. The Parties declare that all such commitments shall be neither enforced nor enforceable vis-à-vis the IOC and that such commitments shall be deemed, as regards the IOC and any party with which the IOC may enter into an agreement with respect to the Games, to be null and void, unless approved in writing by the IOC Executive Board. Furthermore, the Parties shall take all steps necessary to terminate or cause to be terminated all such commitments which would be contrary to the obligations stipulated in the Youth Olympic Games Host City Contract.
4. The Parties undertake to abide by the Olympic Charter.
5. The Parties have ensured, or shall ensure, that the Olympic symbol and the terms “Olympic” and “Olympiad” and the Olympic motto are protected in the name of the IOC and/or have obtained, or shall obtain from their government and/or their competent national authorities, adequate and continuing legal protection to the satisfaction of the IOC and in the name of the IOC. The Parties have brought this provision to the attention of their government and their competent national authorities and confirm that their government and their competent national authorities have agreed with its contents. The NOC confirms that, in accordance with the Olympic Charter, should such protection exist in the name of or for the benefit of the NOC, the NOC shall exercise any such rights in accordance with the instructions received by the IOC Executive Board.
6. The Parties declare that any dispute arising during the period of the candidature of the city, in connection with this Undertaking, shall be definitively settled by the Court of Arbitration for Sport in Lausanne, pursuant to the Code of Sports-related Arbitration. Swiss law shall be applicable to this Undertaking.

Continued on next page



3.2.3 Standard text guarantees, Continued

7. This Undertaking shall remain in full force and effect until 31 December 2020.

The Bid Committee of (**"The Bid Committee"**)
(name of City)

Name: _____ Title: _____ Signature: _____ Date: _____

Name: _____ Title: _____ Signature: _____ Date: _____

The City of (**"CITY"**)
(legal name of city)

Name: _____ Title: _____ Signature: _____ Date: _____

Name: _____ Title: _____ Signature: _____ Date: _____

The NOC of (**"NOC"**)
(legal name of National Olympic Committee)

Name: _____ Title: _____ Signature: _____ Date: _____

Name: _____ Title: _____ Signature: _____ Date: _____



3.2.3 Standard text guarantees, Continued

Guarantees for use of venues and control of commercial rights and Clean Venue Appendix

Q 7.4 **The following text should be used for these guarantees:**

Q 8.2
Q 9.4
Q 15.3

“The undersigned, on behalf of (*venue owner*), hereby guarantees that, with respect to the Youth Olympic Games venue(s) identified below, which is(are) owned by (*venue owner*), the Organising Committee of the Youth Olympic Games (YOGOC) will have:

- exclusive use of the venue (*specify rental costs/free of charge*); and
- all rights with respect to commercial rights (including but not limited to the terms and conditions listed in the “Clean venue appendix”)

during the period (*the period the YOGOC has control of the venue, including any test events*).

Games venue name(s)

Venue A
Venue B

The undersigned also agrees to abide by the terms of the Olympic Charter and Youth Olympic Games Host City Contract throughout the term of the lease agreement with the YOGOC.”

CLEAN VENUE APPENDIX

As part of the guarantees submitted granting the YOGOC the right to use the venue in the period leading up to and during the Youth Olympic Games, the Bid Committee must ensure that for each proposed venue, the following terms and conditions are agreed to by the venue owner/manager.

1. **Signage**

The venue owner grants the YOGOC the right to have:

- Exclusive use of all indoor and outdoor signage at the venues as well as signage in areas adjacent thereto and under the control of the owner
- Exclusive control of all venue naming rights and signage, including but not limited to the right to re-brand or cover existing signage. The undersigned further undertakes to comply with the IOC’s Naming Rights Protocol for Venues from the date of election of the Host City to the conclusion of the 2018 Youth Olympic Games.

Continued on next page



3.2.3 Standard text guarantees, Continued

Q 7.4

Q 8.2

Q 9.4

Q 15.3

(Continued)



2. Retailing and concessions

The venue owner grants the YOGOC the right to:

- Be the sole and exclusive manager and operator of merchandise retail outlets and food/beverage concessions at the venue
- Sell Olympic merchandise at retail outlets and food/beverage concessions services, facilities and outlets
- Access all merchandise retail outlets as well as food and beverage products in venue
- Use staff of its choice and dress such staff in uniforms of its choice to operate the merchandise retail outlets and food/beverage concessions

3. Ticketing and hospitality

The venue owner grants the YOGOC the exclusive right to:

- Manage and sell tickets and hospitality in relation to the Youth Olympic Games for the venue
- Manage and sell suites and specialty seats in relations to the Youth Olympic Games for the venue

Throughout the term of the lease agreement, the venue owner shall not subject the YOGOC to any taxes or parking charges at the venue in relation to the sale of the aforementioned.

4. Broadcasting and Sponsorship

Throughout the term of the lease agreement, the venue owner agrees that the IOC and/or the YOGOC has the exclusive right to sell broadcast, sponsorship or any other multimedia rights in relation to the Youth Olympic Games being held at the venue.

5. Exclusive use of sponsor products

The venue owner agrees that the YOGOC shall have the right to exclusively use products and services of Youth Olympic Games sponsors at the venue (and re-brand existing products and services, to the extent necessary to respect the exclusive rights granted to Olympic sponsors), including but not limited to the following product categories:

- Payment systems (including but not limited to credit card acceptance, automated teller machines (ATMs) and telephone payment systems) in relation to all sales occurring at the venue related to the Youth Olympic Games
- Non-alcoholic and alcoholic beverages
- Audio-visual equipment including but not limited to video boards and speakers
- Timing, scoring and on-venue results equipment including but not limited to scoreboards

Continued on next page



3.2.3 Standard text guarantees, Continued

Q 7.4

Q 8.2

Q 9.4

Q 15.3



(continued)

6. No use of Olympic marks

The venue owner agrees that, at no time, shall it have the right to use any Olympic marks, symbols, terminology or derivatives thereof.

7. Brand protection and anti-ambush assistance

Throughout the term of the lease agreement, the venue owner agrees to assist the YOGOC to combat attempts of ambush marketing by advertisers at the venue who are not Olympic sponsors but develop advertisements for use at the venue that may, implicitly, suggest that they are sponsors of the Youth Olympic Games.



3.3 → Additional documents to be submitted

Overview

Introduction This chapter provides clear instructions on all other documents to be submitted with the Candidature File.

Contents This chapter contains the following topics:

Topic	See Page
3.3.1 Photographic files	123
3.3.2 Maps	124
3.3.3 Additional financial information	126
3.3.4 CD ROMs	127



3.3.1 Photographic files

Photographic files

A venue photographic file is an A4 document (maximum 7 pages – with A3 fold-out pages if you so wish), presenting an existing venue through a set of colour photographs together with a written description of the venue and its location giving an overview of its history, location, layout, functionality and architecture.

Photographic files should be prepared for the following venues:

- Competition venues (theme 7)
- Culture & education venues
- Ceremony venues – Opening, Closing and Medals Plaza (theme 8)
- Youth Olympic Village (theme 9)
- IBC/MPC or MMC (theme 15).

YOG Candidate Cities should submit four identical sets of photographic files to the IOC no later than 17 June 2014.



3.3.2 Maps

Map A

A map of your city/region on which your project is superimposed thus giving a complete visual overview of your project.

The location of the following Youth Olympic Games venues should be included on Map A:

- All competition venues (as described in Theme 7)
- All culture & education and ceremony venues (as described in Theme 8)
- The Youth Olympic Village(s) (as described in Theme 9)
- IOC hotel(s) – see list of client groups in Event Manual (as described in Theme 12)
- IBC/MPC or MMC (as described in Theme 15)

Map B

The same map of your city/region as Map A on which your project is superimposed (same venues as above), following the instructions listed below.

Please make sure you observe the following colour code:

- **PALE BLUE** Existing infrastructure, no permanent works required
- **DARK BLUE** Existing infrastructure, permanent works required
- **GREEN** Planned infrastructure (irrespective of the Games)
- **RED** Temporary infrastructure and additional permanent infrastructure (necessary to host the Games, if applicable and by exception)

In addition, any city transport infrastructure that is relevant to your project to host the Youth Olympic Games as listed in Theme 13 should be superimposed onto Map B. Should the transport measures described in Q13.7 include Olympic lanes, these should also be clearly indicated on Map B.

The following colour codes and graphic standards should be used for Map B:

- **PALE BLUE** Existing infrastructure, no permanent works required
- **DARK BLUE** Existing infrastructure, permanent works required
- **GREEN** Planned infrastructure (irrespective of the Games)

Infrastructure	Motorways	Major urban arterial network	Suburban rail	Subway	Light rail
Existing – no permanent works required					
Existing –permanent works required					
Planned					

Continued on next page



3.3.2 Maps, Continued

Map C

A map of your city/region on which the location of all hotels listed in tables 12.2.1 to 12.2.3 are indicated.

Each hotel should be represented on Map C by the same unique colour coded number attributed to it in the above mentioned tables.

Further instructions

Should your official port(s) of entry/exit not appear on Maps A–C, please use an arrow to indicate its direction and the additional distance to the official port(s) of entry/exit.

The maps that are included in your candidature file should be no larger than A3 – folded or double page – and the graphic scales used must be clearly indicated.

Please note that all maps must also be provided to the IOC in electronic format on the CD ROMs to be provided to the IOC with the YOG Candidature File.

Five printed sets of Map B must also be provided to the IOC in A1 format (594 x 841 mm) clearly indicating the scale used.

Further instructions

Should your official port(s) of entry/exit not appear on Maps A–C, please use an arrow to indicate its/their direction(s) and the additional distance to the official port(s) of entry/exit.

The maps that are included in your candidature file should be no larger than A3 – folded or double page – and the graphic scales used must be clearly indicated.

Please note that all maps must also be provided to the IOC in electronic format on the CD ROMs to be provided to the IOC with the YOG Candidature File.

Five printed sets of Map B must also be provided to the IOC in A1 format (594 x 841 mm) clearly indicating the scale used.



3.3.3 Additional financial information

Additional financial information

In addition to the budget table included in the candidature file, YOG Candidate Cities are requested to submit detailed explanations of their budget to the IOC by 17 June 2014.

While no template or set format is requested, the IOC wishes to put forward the following guidelines:

- The figures provided should be supported by clear written explanations detailing assumptions for all budget line items.
- The inflation rate used as a basis for the calculation of your budget **in USD 2020** should be clearly indicated
- Where an important part of the services is to be provided by public authorities (e.g. security, transport and medical services), information about what is included in the YOGOC budget as well as the non-YOGOC budget to be covered by the public authorities should be included, together with the guarantees pertaining thereto. It is important to demonstrate to the IOC that agreements have been reached regarding the split of responsibilities, particularly regarding financial aspects.
- Budgets for the culture programme and the education programme must be clearly separated
- The additional financial information must be submitted in English only: 4 printed sets and an electronic version in pdf format. Where tables are used, these should also be provided in Excel format.



3.3.4 CD ROMs

CD ROMs

YOG Candidate Cities are required to provide the IOC with **25** CD ROMs, in addition to their YOG candidature files, containing the following documents:

- **Electronic version of YOG candidature file** (.pdf) – please include one pdf document of the complete YOG candidature file and separate individual pdf documents for each theme of the YOG candidature file.
- **Photographic files** (.pdf)
- **Maps A, B, C** (.jpg)
- **Additional financial information** (.pdf) – please also include any tables in Excel format



3.4 → Checklist

Checklist of documents to be submitted to the IOC

The following table gives a summary of all documents to be submitted to the IOC:

Date	Documents to be submitted	Quantity	✓
12 December 2013	<ul style="list-style-type: none">Signed YOG Candidature Procedure	1	
17 June 2014	<ul style="list-style-type: none">Candidature file (printed copies)	40	
	<ul style="list-style-type: none">Guarantees file (originals + 2)	3	
	<ul style="list-style-type: none">Photographic files (printed copies)	10	
	<ul style="list-style-type: none">Additional financial information	4	
	<ul style="list-style-type: none">Map B (printed copies)	3	
	<ul style="list-style-type: none">CD ROMs	25	