

MEDIA AND ACCREDITATIONS GUIDELINES OF THE SWISS GYMNASTICS FEDERATION

1. Generalities

1.1 Media representatives acting on behalf of a media organisation, a photo agency or a gymnastics member association are the only ones authorized to the Swiss Gymnastics Federation (SGF) events.

1.2 Considering the little space available in the events premises, only a restricted number of media representatives are allowed. In this case, the SGF as organiser issue the accreditations after examining the applications and weighing them up.

1.3 Specific workplaces, respectively areas dedicated to photographs, TV and interviews are made available to media representatives at SGF events. Accredited journalists commit to carrying out their activity in compliance with these Guidelines.

2. Ethics

2.1 The SGF is committed to a healthy, respectful, fair-play and performing sport and acts and communicates with full respect and transparency.

2.2 The SGF media accreditation serves as recognition of the Swiss Sport “Charter of Ethics” in force :

<https://www.swissolympic.ch/verbaende/werte-ethik/ethik-charta>

2.3 Accredited media representatives commit to abiding by the Doping Statute and by the Statute on Ethics of Swiss Olympic. Suspected violations may be investigated by Swiss Sport Integrity and judged and sanctioned by the Swiss Sport Disciplinary Chamber. The corresponding procedural provisions shall apply.

<https://www.sportintegrity.ch/en/anti-doping/laws/doping-statute>

<https://www.swissolympic.ch/ueber-swiss-olympic/ueber-uns/ethik-statut-ethik-charta>

2.4 Besides, accredited media representatives acknowledge the SGF Ethics Commission tasks and powers under the SGF Articles as well as the corresponding Rules and Regulations.

2.5 Any publication or transmission of suggestive or ethically problematic photos is prohibited.

3. Accreditation Form

3.1 The accreditation to SGF events shall be carried out exclusively on the SGF website, the event website or the contact indicated on the corresponding website.

3.2 Corresponding online forms are listed in the « Media » section. They shall be available at the latest four weeks before the start of the event.

3.3 Only completed forms submitted by the registration deadline shall be taken into account.

4. Accreditation Procedure

4.1 Accreditations are conditional upon the possession of a valid press card and/or a credible request for media coverage of the sporting event as well as the representation of a media. The SGF media accreditation serves as a recognition of the Swiss Sport "Charter of Ethics" in force. Furthermore, accredited media representatives shall abide by the Doping Statute and by the Statute of Ethics of Swiss Olympic.

4.2. The SGF shall make sure that none of the accredited persons are grey- or black-listed (Art. 9.2). Anyone wanting to get an accreditation for several SGF events may submit a request at the beginning of the year. In this case, the accreditation shall remain in force until the end of the year. The SGF is the only body entitled to deliver an accreditation. There is no right to get an accreditation. An accreditation can be refused, in particular after checking the grey list and black list.

4.3 To prevent any abuse, the SGF is entitled to conduct random checks of the credible request for the media coverage of the event and of the representation of a media.

4.4 The SGF shall inform all those applying for an accreditation by email as soon as possible after the expiry of the accreditation deadline whether their applications have been approved or rejected.

4.5 In the same email or in a future email it shall provide information on the date and place of collection of the accreditation badge.

4.6 The SGF shall manage and stock an internal document listing the accreditations issued. The data shall be processed in accordance with the SGF Guidelines on Data Protection.

5. Accreditation Badges

5.1 At large SGF events an official accreditation badge gives access to the event area as well as to the areas clearly identified on the media badge.

5.2 The badge is non transferrable and must be shown upon request to the control authority within the control area. Their instructions must be followed.

5.3 The SGF reserves the right to withdraw an accreditation at its discretion, respectively to inform the relevant body when the accredited person:

5.3.1 doesn't comply with these Media and Accreditations Guidelines,

5.3.2 breaches the provisions of the Charter of Ethics, of the Statute of Ethics or of the Doping Statute,

5.3.3 is under the influence of alcohol,

5.3.4 is under the influence of drugs,

5.3.5 is violent or appears to be,

5.3.6 behaves inappropriately and disrespectfully,

5.3.7 doesn't comply with the instructions of SGF (security) staff,

5.3.8 gives his/her accreditation to a non-authorized third parties.

5.4 If an accredited person is replaced by another, the SGF must be informed of this change as soon as possible. In justified cases, the SGF reserves the right to refuse the change. In addition, the SGF must in principle check the new person to be accredited in accordance with Art. 4.2.

5.5 Those having passed their accreditations to non-authorized third parties must be ready to have their future application for accreditation rejected.

5.6 The accredited persons shall carry their ID/personal identifications to be submitted upon request to the control body.

5.8 The accredited persons shall attend events organised by the SGF at their own risk. The SGF accepts no liability for damage to property or personal injury.

5.9 The accreditations must be withdrawn before the sports event, in general at the place and time indicated in the confirmation email. Those who do not collect their accreditations shall receive a warning. Should it happen again, they must be ready to have their future applications rejected.

6. TV & Radio

6.1 All rights for television and radio broadcasts as well as audiovisual recordings are held by the SGF and, depending on the event, by the corresponding contractual partners/"Right Holders".

6.2 The "Non-Right Holders" need the express agreement of the SGF or the respective contractual partners/"Right Holders" to make and publish audio-visual recordings of the "field of play" or the audience during the sporting event.

6.3 Accredited media shall be authorised to film and/or record statements in the mixed zone as well as during official press conferences for broadcast by their media. However, the access to the mixed zone may be restricted to a couple of journalists per media.

6.4 TV cameras and micros shall be authorised in the VIP areas subject to the express agreement by the organiser. Failure to comply with this rule may result in the withdrawal of accreditation and a refusal to deliver an accreditation in the future.

7. Photographers

7.1 During the event, photographers are allowed in the areas set aside for them. Only photographers officially authorised by the organiser are permitted in the competition area. All photographs taken in the competition area are subject to the express and official consent of the organiser.

7.2 Any change of position should take place as far as possible during breaks, between two exercises/performances.

7.3 Photographers taking photos of official ceremonies must comply with the instructions given by the organiser, security and on-site staff respectively.

7.4 Failing the express agreement of the SGF, pictures may be used exclusively for the accredited media and editorial purposes.

7.5 It is forbidden to add or cancel sponsors, in particular on pictures.

7.6 At the end of the event, media jackets must be given back to the press centre, the photographers' room or to the Media officer. Failure to do so may result in the refusal of

future accreditation requests. A lump sum of CHF 100 will be charged for non-returned jackets.

7.7 Photo cameras are authorised in VIP areas subject to the agreement by the organiser. Failing to comply with this rule may result in the withdrawal of the accreditation and in the refusal of future accreditation requests.

7.8 The photographs must make sure not to interfere with the gymnasts, the judges and the TV crew.

The same about the audience in the specific areas dedicated to the spectators/fan zone. The photographs are requested to wear dark clothes during the event.

8. Internet / Multimedia

8.1 Pictures and texts on the internet or other media (SMS, MMS, etc.) concerning the event may be published by the accredited media.

8.2 The production, transmission and broadcasting of audiovisual contents on the Internet and other medias, whether live or deferred, in whole or in part, whatever the device or technical process used, must be approved by the organiser or the organiser's rights partners.

8.3 The production of the contents mentioned above is prohibited for the entire sporting event in the absence of an exceptional authorisation.

9. Consequences of non-compliance

9.1 The non-compliance of the Media Guidelines may result in the immediate withdrawal of the accreditation, a ban to take part in future events or even legal action by the SGF, respectively by the body in charge, i.e. Swiss Sport Integrity.

9.2 A person breaching the accreditation terms and conditions may be mentioned by the SGF on a list depending on the seriousness of the offence. In case of a minor offence the person shall be mentioned on a grey list. After a one-year trial period, this person shall be automatically removed from the list. In case of a serious offence or repeated offence the perpetrator shall be blacklisted which means, depending on the seriousness of the offence, a 5- to 10-year ban on accreditations. At the end of the ban period the entry shall be automatically removed. These measures shall be notified to the perpetrator.

9.3 The SGF is the sole body empowered to assess how serious the violation is. All relevant factors must be taken into account to decide about the disciplinary measure, including the nature of the breach, the interest of a deterrent effect for similar faults, the cooperation and the collaboration of the perpetrator and the procedure, the reason, the circumstances of the breach, the degree of responsibility of the perpetrator, the understanding of the author and his/her efforts to make amends for the breach.

9.4 In addition, grey- and blacklisted people shall be banned from taking part in sporting events of the SGF member clubs and associations.

10. Jurisdiction and Procedure

As soon as a SGF body, an event management, a member association, the SGF Ethics Commission or a club or a private person becomes aware of a potentially punishable behaviour it/he/she shall report it to the SGF Office.

These Media and Accreditation Guidelines were approved on 13 December 2022 at the executive meeting.

Form to be filled

Nom/First Name* :

Date of birth* :

Address* :

Phone Nr* :

Email* :

Function* :

Editor/Principal* :

Press Card Nr* :

Event* :

I herewith request the SGF to issue a special authorisation to record and publish audiovisual/video recordings (if yes, where and in which media). I have read the Guidelines and I agree with them.

I have read the Media Guidelines and I agree with them.

I hereby authorise the SGF to find out more about me according to Art. 4.2.

I have read the Data Protection Statement and accept it. I agree to my personal data being processed as part of the accreditation procedure (Art. 4).