



INTERNATIONAL
OLYMPIC
COMMITTEE

Youth Olympic Games

CANDIDATURE PROCEDURE AND QUESTIONNAIRE

1ST WINTER YOUTH OLYMPIC GAMES IN 2012





INTERNATIONAL
OLYMPIC
COMMITTEE

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Château de Vidy - C.P. 356 - CH-1007 Lausanne / Switzerland
Tel: +41 21 621 6111 - Fax: +41 21 621 6216 - www.olympic.org



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FOREWORD BY THE IOC PRESIDENT

Jacques Rogge

By creating the Youth Olympic Games on 5 July 2007, the IOC played its role as a catalyst for the sports movement. It showed that its commitment to the youth of today and tomorrow is about action, not just words, by offering them an event of their own in the spirit of the Olympic Games.

Having helped to bring about this new event, I wish to show you how the Youth Olympic Games can inspire young people around the world to take up sport. We all know that sport today plays an ever greater role in society. Never has it borne so many expectations as at the start of this new century. People expect sport to promote the integration of minorities; to reduce differences; to combat the rise of obesity; and to help conquer all forms of dependency.

The Youth Olympic Games must set an example in this regard. Alongside competition itself, the event can offer an excellent platform to create a true community between the youth of the world and the participants, by learning and sharing experiences. A major role will thus be given to information and education linked to sensitive subjects like the dangers of doping and violence in sport; the risks associated with extremes, whether a sedentary lifestyle or overtraining; the benefits of a balanced diet; and the advantages of striking a healthy balance between sport and other social and educational activities.

The Youth Olympic Games will be innovative Games made to measure for young people, with sports events carefully chosen to protect the health of the young athletes, but also Games made to inspire them with the incorporation of all the Olympic symbols (torch relay, anthem, flag).

Moreover, we want these young athletes to become better human beings, true sportspersons or simply ambassadors in society for sport and the Olympic values, having learnt their relevance and meaning today. Our hope is that if young people can learn to respect each other on the field of play, they may transfer this to the other parts of their daily lives.

Not only will the Youth Olympic Games bring renewed life and vigour to the Olympic Movement, we also owe these Games to the young people of the world. The first edition of the Winter Youth Olympic Games will be in 2012, they will be a new asset for our Movement. I am counting on you!

Jacques Rogge



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

Other documents

- IOC Naming Rights Protocol for Venues used in the Games of the Olympiad and the Olympic Winter Games (to be read adapted to the Youth Olympic Games)
- World Anti-Doping Code
- IOC Anti-Doping Rules
- Official Core Terminology on Olympic and Paralympic Games
- Pictograms



II. IOC tools and information

Presentation X

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

OLYMPIC CHARTER

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 Olympic Games.

YOG HOST CITY CONTRACT

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.

YOG EVENT MANUAL

The YOG Event Manual is a document that contains principles and technical obligations on specific subjects (Games functions), related to the organisation of the Youth Olympic Games. The YOG Event Manual is an annex to the YOG Host City Contract, and therefore contains contractual requirements, which are identified as such. The YOG Event Manual can be found in e-version only.

Updates to YOG Event Manual

The IOC may amend the Event Manual, create new Manuals and update them as necessary to include the most recent and relevant information for the Youth Olympic Games organisers. The only applicable version of the Event Manual is the most current version.

Continued on next page



II. IOC tools and information, Continued

Spirit of the Event Manual

The content of the Event Manual represents the IOC's best understanding of the Youth Olympic Games at a given moment in time, and must always be put in context for each Games edition. Even a requirement with a distinct objective may vary from Games to Games, and therefore a spirit of partnership should be shared with the Games organisers to allow for the evolution of the requirements. This is especially true as the Manual is updated following the evaluation phase of each Games.

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. Whilst such information predominantly concerns the staging of the Olympic Games, it may still prove useful to YOG bid committees and organising committees. 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 cover a multitude of activities of which the practice of sporting activities and the staging of sporting events are included

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 advocates sustainable development and has adopted in 1999 its Olympic Movement’s Agenda 21.

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 the sustainable development guiding principles by the Host City, the 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, involvement from 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 the sustainable development concept amongst the 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 implications of sustainable development and being involved in its implementation in the lead-up to and throughout the Youth Olympic Games will no doubt have a lasting effect on the participants’ future personal and professional decisions and choices.

Today, environment stands alongside sport and culture as a fundamental dimension of Olympism. This is a strong message to all that the IOC and the Olympic Movement will do all in their power to ensure a sustainable environmental legacy for tomorrow’s athletes and fans.



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 election of the Host City in December 2008.
- 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
 - Signed Undertaking
 - Maps (printed sets and electronic versions)
 - CD ROMs
 - Photographic files



V. Glossary

Introduction

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

Please note that this document may also refer to the Olympic core terminology created by the IOC which comprises approximately 400 general terms associated with Olympic Games organisation.

Term	Definition
Cluster	A number (more than one) of venues and/or facilities in close geographical proximity that do not require a secure perimeter. The operations of the venues/facilities impact on each other and are therefore integrated to the extent necessary.
IF	International Federation
IOC	International Olympic Committee
MMC	Main Media Centre
NOC	National Olympic Committee
OBO/OBS	Olympic Broadcasting Organisation / Olympic Broadcasting Services
OGKM	Olympic Games Knowledge Management
WADA	World Anti-Doping Agency
YOG	Youth Olympic Games
YOGOC	Youth Olympic Games Organising Committee







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.
	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	15
1.2	Rules of conduct	27
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1.1 → Bid process

Overview

Contents

This chapter contains the following topics:

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1.1.1 Introduction

YOG Candidature Procedure

The aim of this publication is to guide you through the various steps of your candidature until the election of the Host City in December 2008.

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 Winter Youth Olympic Games.

Modifications to the Olympic Charter

YOG Candidate Cities have received a copy of the current edition of the Olympic Charter. It must be noted, however, that the Host City, its NOC and the organising committee will be bound by the Olympic Charter 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 edition of the Olympic Charter and the one 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 further amend the Olympic Charter with respect to the governance of the Olympic Movement and, for such purposes, the version of the Olympic Charter which is amended from time to time shall prevail.

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.



1.1.2 Deadlines

Deadlines

The following table lists the main deadlines of the YOG Candidature Procedure:

Object	Deadline
NOCs to inform the IOC of the name of a YOG Candidate City	6 March 2008
Signature of the YOG Candidature Procedure	21 March 2008
IOC workshop for 2012 YOG Candidate Cities	End March 2008
Submission of the YOG Candidature File, YOG Guarantees File, photographic files and Undertaking	19 June 2008
Short-list of YOG Candidate Cities	August 2008
Potential visits of the IOC Evaluation Commission to the short-listed YOG Candidate Cities	September 2008
Report of the IOC Evaluation Commission	End October 2008
Recommendation by the IOC Executive Board of YOG Candidate Cities to be submitted to the IOC members for election as Host City	November 2008
Election by postal vote of the Host City of the 1 st Winter Youth Olympic Games	
Announcement of the Host City of the 1 st Winter Youth Olympic Games	December 2008



1.1.3 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 21 March 2008, duly signed by representatives of the Bid Committee, the city and the NOC.



1.1.4 IOC services provided to YOG Candidate Cities

Services

- All **documents/information** produced by the IOC for YOG Candidate Cities
- **Protection of the word mark “[City] 2012”** outside the YOG Candidate City’s national territory
- Access to the IOC’s **Olympic Games Knowledge Management programme**
- Participation in the IOC YOG Candidate City **workshop** (End March 2008 in Lausanne) for IOC to provide further information and answer YOG Candidate Cities’ questions
- Ongoing information and assistance to YOG Candidate Cities



1.1.5 YOG Candidate City logo and designation

YOG Candidate City logo and designation YOG Candidate Cities should not 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. (A Winter Youth Olympic Games emblem may be developed after the election of the host city, according to IOC instructions)

YOG Candidate Cities may also use the designation "*City [Year]* - Candidate City for the Youth Olympic Games" for institutional use only.

Cities may not make any use of the Olympic symbol.

Copyright In general, 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.



1.1.6 Submission of the YOG candidature file, guarantees, photographic files and Undertaking

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 and photographic files, 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.

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 the 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 Host City for the 1st Summer Youth Olympic Games in 2012.

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

Undertaking

YOG Candidate Cities shall abide by the terms of the "Undertaking" (a copy of which can be found in Chapter 1.4). Each YOG Candidate City should print a copy of the Undertaking and return it, duly signed by representatives of the Bid Committee, the YOG Candidate City and the NOC, to the IOC with the YOG Candidature File not later than 19 June 2008.

Continued on next page



1.1.6 Submission of the YOG candidature file, guarantees, photographic files and Undertaking, Continued

Delivery of the file to the IOC By the deadline of 19 June 2008, 50 copies (in English) of the YOG Candidature File, three copies of the photographic files, three copies of the YOG Guarantees File (originals and two copies) and all additional documents requested in the questionnaire must be delivered to the IOC administration (for IOC internal use, members of the IOC panel of experts and Evaluation Commission, IOC Executive Board and the Olympic Museum).

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 19 June 2008, Candidate Cities are at liberty to release their Candidature Files to the public and to the media.



1.1.7 Analysis of the candidature files

IOC Panel of Experts	An IOC panel of experts, representative of the Olympic Movement, shall study the YOG Candidature Files and, based on its analysis, shall propose a short-list of YOG Candidate Cities to be further evaluated by the IOC Evaluation Commission.
IOC Evaluation Commission	The IOC President will appoint an Evaluation Commission, representative of the Olympic Movement, to further study the YOG Candidate Cities' projects.
Visit coordination and guidelines X	<p>After the short-listing of Candidate Cities, the IOC Evaluation Commission may decide to visit or send technical experts to the short-listed YOG Candidate Cities.</p> <p>Should visits to the short-listed YOG Candidate Cities take place, the sites proposed for the Youth Olympic Games shall be visited and meetings on aspects and themes of the candidature shall be held with all the parties involved in the candidature – e.g. the Bid Committee, public authorities, experts etc.</p> <p>If applicable, the IOC will coordinate such visits to the short-listed 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.</p> <p>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.</p>



1.1.8 Report of the IOC Evaluation Commission

Evaluation Commission report

At the end of the evaluation process, the Evaluation Commission issues a report to the IOC Executive Board.

The aim of this report is to assist the IOC in the important decision of electing the Host City and to underline the challenges that could be faced in each short-listed YOG Candidate City in the years leading up to and including the 2012 Winter Youth Olympic Games.



1.1.9 Recommendation by the IOC Executive Board of YOG Candidate Cities to be submitted to the IOC members for election

Process

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

Short-listed YOG Candidate Cities shall make no presentations to the IOC.



1.1.10 Election of the Host City of the 1st Winter Youth Olympic Games in 2012

- Process** The IOC members shall elect the Host City from the list of YOG Candidate Cities drawn up by the Executive Board.
- The Host City of the 1st Winter Youth Olympic Games will be elected by postal vote during the month of November 2008.
- Announcement** The result will be announced by the IOC in December 2008.
- Host City Contract** Representatives of the elected city and the NOC concerned will be required to sign the Youth Olympic Games Host City Contract, according to IOC instructions.



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”. 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.

These Rules are applicable as soon as a city informs its NOC of its wish to organise the Youth Olympic Games.



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

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.

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.

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

INTERNET

YOG Candidate Cities may create their own Internet site for informative purposes only. 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.

GIFTS

No gifts may be given to or received by Olympic parties. No promise of any kind of advantage may be made. This twofold 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.

VISITS

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

Continued on next page



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

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.

PROMOTION

Throughout the procedure, any promotion of a candidature shall take place with dignity and moderation. Any person or organisation acting on behalf of a city must respect, in particular, the following provisions:

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.

International promotion:

YOG Candidate Cities may not undertake promotion at an international level in any form.

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.

The city and its NOC are entirely responsible for the application of this article.

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.



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.



1.4 → Undertaking

Overview

- Introduction** As already mentioned in chapter 1.1, YOG Candidate Cities are required to abide by the terms of the “Undertaking”.
- Each YOG Candidate City should print a copy of the Undertaking which follows and return it to the IOC, duly signed by representatives of the Bid Committee, the city and the NOC, with the YOG Candidature File not later than 19 June 2008.
- Contents** 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.
- The text of the Undertaking follows.



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)

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 1st Winter Youth Olympic Games in the year 2012 (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.

Continued on next page



Undertaking, Continued

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 19 June 2008. 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



Undertaking, Continued

7. This Undertaking shall remain in full force and effect until 31 December 2012.

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

Per: _____ Title: _____ Date: _____

Per: _____ Title: _____ Date: _____

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

Per: _____ Title: _____ Date: _____

Per: _____ Title: _____ Date: _____

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

Per: _____ Title: _____ Date: _____

Per: _____ Title: _____ Date: _____



2012 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 21 January 2008 and shall remain in force until further notice.

Lausanne, 21 January 2008

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 manner as possible.

Fonts

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

Guarantees



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



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 Winter 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 end of March 2008.

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 Winter Youth Olympic Games
- 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:



Question number	Guarantee
Q 1.4	<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 Winter 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

CONCEPT AND LEGACY

Q 1.1

The duration of the competitions of the Winter Youth Olympic Games shall not exceed 10 days. For the 1st 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 1st Winter Youth Olympic Games in 2012 and specify your reasons.

Q 1.2

To host the Youth Olympic Games, it is strongly recommended to use existing or planned venues only. Using venues with moderate capacities is also recommended (see details of capacities in Theme 7). Hosting the Games should not require the construction of any new venue.

Describe your motivation and vision for the Winter Youth Olympic Games, should your city become the Host City of the 1st Winter Youth Olympic Games.

Provide Map A (no larger than A3 – folded or double page – and clearly indicating the graphic scale used): a map of your city/region on which your project is superimposed thus giving a complete visual overview of your concept and project.

Commitment

Through its Agenda 21, the Olympic Movement is fully committed to sustainable development in all of its three dimensions (environmental, socio-cultural, economic) and endeavours to apply its principles to the planning, organisation and legacy of the Youth Olympic Games.

The IOC is concerned that the Winter Youth Olympic Games should be an exemplary event in this respect and that sustainable sound policies, programmes and practices be adopted. It is fundamental that from the beginning of the candidature to the post-Olympic period, all measures are taken to minimise or eliminate negative impacts on the territory hosting the Games all the while optimising the positive impacts and contribute to the harmonious integration of the Winter Youth Olympic Games into the long term development of the host city, region and country.

Collaboration

It is essential that, from the earliest stages of planning, a dialogue of cooperation is established with the government and non-government organisations in this respect. In addition to the technical aspects involved, the bid committee can send very positive messages through efforts in the field of sustainability.

Continued on next page



Theme 1 – Concept and legacy, Continued

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

Q 1.4 **G** Provide (a) guarantee(s) from the competent authorities stating that all construction work (temporary and if applicable permanent) necessary for the organisation of the Winter 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

Q 1.5 The Olympic Movement and its ideals enjoy an image recognised all over the world. It is the task of all members of the Olympic Family, including YOG Candidate Cities and Organising Committees, to ensure that this image is positive and serves the Olympic Ideal.

The communications of the Winter Youth Olympic Games should be targeted primarily towards the youth of the world, reaching beyond the participants at event time to youth communities throughout the world in the years leading up to the Youth Olympic Games. The IOC would work closely with the YOGOC in the years leading up to the Winter Youth Olympic Games to develop coherent and complementary communication strategies.

Digital media platforms programmes are most relevant to youth.

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

Q 1.6 Describe how you would build and promote your image and reputation.

Continued on next page



Theme 1 – Concept and legacy, Continued

Q 1.7

Ensuring the popularity of the Winter Youth Olympic Games is key to the success of the Games. The IOC encourages YOG Candidate Cities to create programmes for the inhabitants of their territory as well as international visitors for them to embrace the concept and vision of the Games and rally at the competition venues to celebrate and encourage the athletes and youth of the world.

The IOC also encourages YOG Candidate Cities to expand the Youth Olympic experience and celebration of the Olympic values beyond the competition venues and the Youth Olympic Village to the entire city.

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 Winter 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 Winter Youth Olympic Games

Guarantees

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

G

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 Winter 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 Winter 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 level and all other public authorities involved in your project of bidding for and hosting the Winter 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 Winter 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 Winter 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 Winter Youth Olympic Games.

Q 2.4 List all elections planned in your country at all levels until 2012.

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 Winter 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:



Question number	Guarantee
Q 3.1	<p>Provide a covenant <u>from all authorities concerned by your project</u> of hosting the Winter 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 (YHCC) • 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>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] 2012” within the host territory • register domain names that are of value to your candidature such as “[City] 2012” followed by extensions .com .net .org as well as the country code concerned
Q 3.3	<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>
Q 3.5.1	<p>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 Host City Contract) on behalf of the city.</p>



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 Winter Youth Olympic Games guaranteeing the following:

- The respect of the provisions of the Olympic Charter and Youth Olympic Games Host City Contract (YHCC)
- 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



WORD MARK “[City] 2012” AND DOMAIN NAME PROTECTION

The IOC will take necessary measures to protect the word mark “[City] 2012” outside of the host territory.

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

- protect the word mark “[City] 2012” within the host territory
- register domain names that are of value to your candidature such as “[City] 2012” followed by extensions .com .net .org as well as the country code concerned

Q 3.3



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?



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.

Continued on next page



Theme 3 – Legal aspects, Continued

Q 3.4 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 Winter 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 3.5 LEGAL ENTITY

Q 3.5.1 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.

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 Host City Contract) on behalf of the city.

Q 3.5.2 Name and describe the legal entity (YOGOC) that would be responsible for the organisation of the Winter Youth Olympic Games, should your city be elected as the Host City.



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 Winter 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 into the country for accredited participants 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 Winter 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 Winter 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 of goods, including consumables, required by the IOC, the IFs, the NOCs and their delegations, the media, the sponsors and suppliers, free of all customs duties, in order for them to carry out their obligations regarding the celebration of the Winter 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 participants must be granted free access to the country in order to carry out their function for the duration of the Winter Youth Olympic Games and for a period not exceeding one month before and one month after the Winter 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 participants 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 Winter 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 Winter Youth Olympic Games. Such persons may be required to work and domicile in the country for at least one year before the Winter Youth Olympic Games.
- G** Provide a guarantee stating that the temporary entry of certain personnel into your country for the organisation of the Winter 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 Winter Youth Olympic Games: e.g. firearms and ammunition (for sports competitions), photographic and audio-visual 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 of goods, including consumables, required by the IOC, the IFs, the NOCs and their delegations, the media, the sponsors and suppliers, free of all customs duties, in order for them to carry out their obligations regarding the celebration of the Winter Youth Olympic Games.
- G**
- 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 Winter Youth Olympic Games
- The relevance of the financial guarantees provided to
 - ensure the financing of all major capital infrastructure investments required to deliver the Winter Youth Olympic Games (if applicable)
 - ensure the financing of all expenses of the Youth Olympic Games Organising Committee
 - cover a potential economic shortfall of the Youth Olympic Games Organising Committee

Guarantees

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

G

Question number	Guarantee
Q 5.1	Provide a financial guarantee from the competent authorities covering a potential economic shortfall of the YOGOC.
Q 5.2	Provide 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 of the YOGOC.

Q 5.2

G

Please note that financial guarantees 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.

G

Provide any other additional financial guarantee you may have obtained.

Q 5.3

TAXES

Describe the various types of taxes which are currently levied in your country and which may have an impact should the Winter Youth Olympic Games be hosted in your country.

Q 5.4

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.

In considering plans for the financing of the Winter 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 Winter 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-OCOG budget.
- Non-YOGOC budget: for financing the construction of the venues and other infrastructure required for the Winter Youth Olympic Games which will be a long-term legacy. The financing of such investments should be undertaken by the public authorities or the private sector. In certain instances, these parties may equally finance temporary facilities.

Continued on next page



Theme 5 – Finance, Continued

Q 5.4 **BUDGETING** (continued)

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 templates provided in this theme. Brief guidance on the content of each budget line is also provided in this theme, after the budget templates.

Note: Short-listed YOG Candidate Cities will be requested to submit detailed explanations of their budget before end of August 2008.

Q 5.4.1 Using template 5.4.1, provide a detailed budget for the Winter Youth Olympic Games in USD 2012 and indicating what USD/local currency exchange rate was used in preparing the budget.

Q 5.4.2 If applicable, provide an overview of all capital investments directly related to your Winter Youth Olympic Games project and a detailed capital investment budget (in USD 2012) for all transport infrastructures (airport, road and railways) and for all sports venues, education and culture programme venues, training venues, Youth Olympic Village(s) and the MMC, by physical location.

Continued on next page



Theme 5 – Finance, Continued

BUDGET TEMPLATE 5.4.1: Detailed Winter Youth Olympic Games budget (YOGOC budget)

REVENUES	USD (000)	%	EXPENDITURE	USD (000)	%
IOC Funding (*)	TBD	TBD			
Local sponsorship					
Official suppliers					
Ticket sales			Operations		
Licensing			Sports venues		
- Licensing merchandise			Youth Olympic Village(s)		
- Coin programme			MMC		
- Philately			Workforce		
Lotteries			Information systems		
Donations			Telecommunications & other technologies		
Disposal of assets			Internet		
Subsidies			Culture programme		
- National government			Education programme		
- Regional government					
- Local government					
Other			Ceremonies		
			Medical services		
			Catering		
			Transport		
			Security		
			Advertising & promotion		
			Administration		
			Pre-Olympic events & coordination		
			Other		
SHORTFALL			SURPLUS		
TOTAL					

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

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



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 public and private entities within the future host territory to protect the Olympic image and prevent ambush marketing
- Securing all necessary measures to promote and enhance the Olympic image through traditional and innovative initiatives that complement the world-wide promotion of the Olympic Movement
- Projecting and substantiating conservative revenue forecasts from major marketing sources (e.g. local sponsorship and suppliers, ticketing, hospitality, licensing, coins, lotteries and other revenue generating initiatives)

Guarantees

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



Question number	Guarantee
Q 6.1	Enclose in your YOG Guarantees File one fully executed copy of an agreement between the NOC and the YOG Candidate City of your territory for the period beginning on <u>1 January 2009</u> through to <u>31 December 2012</u> including the following: <ul style="list-style-type: none">- Description of the marketing structure between the NOC and the YOG Candidate City 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 Winter Youth Olympic Games, eliminate street vending and control advertising space will be passed <u>no later than 1 January 2010.</u>
Q 6.4	In the event that there are plans for a lottery to finance the Winter 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 Winter Youth Olympic Games, the marketing programme of the NOC of the host territory and the Winter 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

Enclose in your YOG Guarantees File one fully executed copy of an agreement between the NOC and the YOG Candidate City of your territory for the period beginning on 1 January 2009 through to 31 December 2012 including the following:

- Description of the marketing structure between the NOC and the YOG Candidate City 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 marketing rights in relation to the Olympic Games, the IOC and the 205 NOCs, 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 Winter 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 2010.

Continued on next page



Theme 6 – Marketing, Continued

Q 6.4

LOTTERY

G

Are there any plans for a lottery to finance the Winter 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 Winter 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 and venues

Overview

Aim

The programme of the 1st Winter Youth Olympic Games shall be established on the basis of the seven sports included in the Vancouver 2010 programme (Biathlon, Bobsleigh, Curling, Ice Hockey, Luge, Skating and Skiing), provided that the venues allow for it. The number of disciplines and events will however be limited. All competitions must be held in the Host City and/or region.

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


- Competition schedule
- Venue identification and location
- Venue financing and works (if applicable)
- Venue use and ownership
- Electrical power
- Venue responsibilities
- Tendering processes (if applicable)
- Meteorological information

YOG Candidate Cities are also requested to submit “photographic files” illustrating the venue(s) of the Winter Youth Olympic Games.

Guarantees

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

G

Question number	Guarantee
Q 7.4	If applicable, provide guarantees for the financing of work from the relevant competent bodies and specifying for which venues.
Q 7.5	<p>Provide a guarantee from each venue owner 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, including test events. <p> See “Clean Venue Appendix” in the model YOG Guarantees File.</p>



Theme 7 – Sport and venues

Q 7.1

COMPETITION SCHEDULE

The programme of the 1st Winter Youth Olympic Games shall be established on the basis of the seven sports included in the Vancouver 2010 programme (Biathlon, Bobsleigh, Curling, Ice Hockey, Luge, Skating and Skiing), provided that the venues allow for it. The number of disciplines and events will however be limited.

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

Based on the Youth Olympic Games Programme provided in Appendix A to Theme 7, use table 7.1 to indicate:

- **Dates and days of competition (by sport)**
- **Opening and Closing Ceremonies**

The following information contains important guidelines concerning the choice of venues:

IOC Guiding Principles – Venues X

Venues are a critical success factor for a Youth Olympic Games, in both financial and operational terms. It is therefore important that YOG Candidate Cities have a full understanding of venues, from planning through to permanent refurbishment (if applicable), temporary infrastructure, overlay, operations and retrofit.

Guiding principles:

- No new venues should be built (or by exception)
- Venues must meet requirements and be realistic with respect to the master plan of the Host City, resource efficiencies and post-Games legacy
- Venue planning should support the concept of sustainable development as it applies to the Olympic Movement in general, and to event infrastructure specifically (e.g. use of permanent versus temporary facilities, environmentally sensitive materials/systems/impacts)
- For venue selection:
 - All sports venues must be located in the Host City and/or region
 - Refurbish existing venues if needed
 - If there is a choice among existing venues, do not hesitate to cluster
- Venues should be safely and efficiently operated, keeping the primary focus on the athletes

Continued on next page



Theme 7 – Sport and venues, Continued

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.
-----------------------	--

Gross seating capacities Venue gross seating capacities are indicated in the Youth Olympic Games Programme provided in Appendix A to Theme 7.
These standards allow for flexibility to determine final venue gross seating capacities.

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

The following information contains important guidelines concerning the choice of venues:

Q 7.3



VENUE LOCATION

Map B

Indicate on Map B, no larger than A3 – folded or double page – and giving the graphic scale used, the location of all competition and training venues, as well as the following non-competition venues:

- The Youth Olympic Village
- Olympic Hotel(s) – see list of client groups in the event manual
- MMC

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** Additional permanent infrastructure (necessary to host the Games, if applicable and by exception) and temporary infrastructure

Continued on next page



Theme 7 – Sport and venues, Continued

Q 7.3
(continued)



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

- 5 printed sets of Map B in **A0** format (841 x 1,189 mm) clearly indicating the graphic scale used
- 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)

Q 7.4



VENUE WORKS

Complete tables 7.4.1, 7.4.2, 7.4.3 and 7.4.4, to include all competition venues, the Youth Olympic Village and the MMC according to their state of construction:

Table 7.4.1	<u>Existing</u> venues, <u>no permanent works</u> required
Table 7.4.2	<u>Existing</u> venues, <u>permanent works</u> required
Table 7.4.3	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 7.4.4	Venues to be built as <u>totally temporary</u> venues

Indicate for each venue:

- Financing
 - An estimate of the cost (in USD 2008) of all the permanent work to be carried out
 - An estimate of the cost (in USD 2008) of all the temporary work to be carried out
 - The amount to be financed by the YOGOC (amount in USD 2008 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.



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

Continued on next page



Theme 7 – Sport and venues, Continued

Q 7.5



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 53

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. in-stadium signage, catering and concessions signage and services, venue naming rights etc.) for the future YOGOC, in relation to existing and hereafter developed Olympic venues (both competition and non-competition venues) for the period the YOGOC has control of the venue, including 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 7.5 to indicate for each competition venue:

- **Current use of venue**
- **Current ownership**
- **Guarantee status (competition venues only)**
 - **For use of venue/rental costs**
 - **For commercial rights**



Provide a written guarantee from each venue owner 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 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 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”).

Continued on next page



Theme 7 – Sport and venues, Continued

Q 7.6 Venue photographic files

A venue photographic file is an A4 document (maximum 5 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, renovations, architectural and functional description, previous and current usage
- Set of colour photographs (maximum 4 pages, including A3 fold-out pages if you so wish)
 - Aerial and/or external panoramic elevated view
 - Venue external frontage (where applicable)
 - Views including field of play and seating tribunes

Q 7.7 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 7.8 SPORTS EXPERIENCE

Use table 7.8 to list, in chronological order, all major international sports competitions that have been organised in your city, region and country over the last ten years (World Championships, multi-sports Games, Continental Championships and other international level events)

Table 7.8 – Sports experience			
Date	Sport	Level of competition	Location

Chronological order
(most recent first)



Continued on next page



Theme 7 – Sport and venues, Continued

Q 7.9 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 7.9.1 Complete table 7.9.1 indicating:

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

Q 7.9.2 Complete table 7.9.2 indicating:

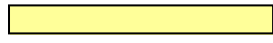
- Number of precipitation days* per year
- Number of precipitation days* for your proposed Games dates
- Average volume of precipitation (in l/m²) per year
- Average volume of precipitation (in l/m²) for your proposed Games dates

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

Q 7.9.3 Complete table 7.9.3 indicating snow depth (in cm) during your proposed Games dates (maximum, average, minimum).

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.




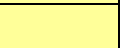
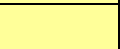
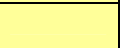




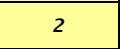

















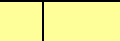

Sport/Discipline	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Total gold medals
	1	2	3	4	5	6	7	8	9	10	
Opening/Closing Ceremony											
Sport A											
Sport B											
Discipline a											
Discipline b								W/SF	M/SF	W/F (1)	2
Sport C											
...											
											
								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

TABLE 7.2 – 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.

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: _____

TABLES 7.4 – Venue financing and works (all figures to be provided in USD million)

Table 7.4.1 – 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 2008	YOGOC	OTHER (specify)		
Venue A	Snowboard	100.00	100.00 (100%)	-	April 1989	-
TOTALS:		100.00				

Table 7.4.2 – 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 2008	
		TOTAL perm. works USD 2008	YOGOC	OTHER (specify)	TOTAL temp. works USD 2008	YOGOC	OTHER (specify)		
Venue B	Ice hockey	100.00	-	Regional government + venue owner	100.00	100.00 (100%)	-	200.00	May 1987
TOTALS:		100.00			100.00			200.00	

TABLES 7.4 – Venue financing and works (all figures to be provided in USD million) (continued)

Table 7.4.3 – Venues to be built by exception – permanent (with example)

Venue (Specify if venue is planned or additional)	Sport(s)	FINANCING OF WORKS						TOTAL COST OF VENUE USD 2008
		Permanent works			Temporary works			
		TOTAL perm. works USD 2008	YOGOC	OTHER (specify)	TOTAL temp. works USD 2008	YOGOC	OTHER (specify)	
Venue C (planned)	Curling	100.00	10.00 (10%)	Local government	100.00	100.00 (100%)	-	200.00
TOTALS:		<u>100.00</u>			<u>100.00</u>			<u>200.00</u>

Table 7.4.4 – Venues to be built as totally temporary (with example)

Venue	Sport(s)	FINANCING OF WORKS		
		Cost of temporary works		
		TOTAL cost of works USD 2008	YOGOC	OTHER (specify)
Venue D	Ski jumping	100.00	50.00 (50%)	50.00 (50%)
TOTALS:		<u>100.00</u>		

TABLE 7.5 – 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>Municipal 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 7.9.1 – 7.9.3, the information requested must be given:

- for your proposed Winter Youth Olympic Games dates
- for the area in which the Winter Youth Olympic Games would be held and
- for the last ten years

TABLE 7.9.1 – Temperature and humidity

	Temperature in °C			Humidity in %		
	Maximum	Average	Minimum	Maximum	Average	Minimum
YOG Candidate City						
Daytime (specify hour)						
Competition venues where conditions are significantly different from the rest of the city (insert name of venue)						
Daytime (specify hour)						

TABLE 7.9.2 – Precipitation

Number of precipitation days		Average volume of precipitation (in l/m ²)	
Per year	For your proposed Games dates	Per year	For your proposed Games dates
YOG Candidate City			
Competition venues where conditions are significantly different from the rest of the city (insert name of venue)			

TABLE 7.9.3 – Snow depth

- Please provide information for all proposed snow competition venues.

Snow depth (in cm)		
Maximum	Average	Minimum



Appendix A – Youth Olympic Games programme

Sports	Disciplines	Events	Quota	Minimum spectator capacity	Days of competition
Biathlon		Sprint Pursuit Mixed relay Mass start	100	Open venue	4
Bobsleigh	Bobsleigh*	Two-man bob race Two-women bob race	70	Open venue	1
	Skeleton*	Individual men Individual women			
Curling		Mixed team competition Mixed doubles	64	500	5 (team) 3 (doubles)
Ice Hockey		Men's 5 team tournament Women's 5 team tournament	200	3,000	5
Luge	Artificial track**	Men's singles Women's singles Doubles Team relay Sprint	70	Open venue	3
Skating	Short Track	TBC	150	3,000	TBC
	Speed Skating*				
	Figure Skating				
Skiing	Alpine	Slalom Giant slalom Combined Super G	320	Open venues	3 (if all competitions take place at the same time)
	Cross-country	Short distances Sprint			
	Freestyle	Moguls Ski Cross			
	Nordic Combined*	Individual competition			
	Ski Jumping*	Individual competition			
	Snowboard	Half pipe Snowboard cross			

* If infrastructure exists

** If an artificial Luge track does not exist, a natural Luge track may be used as a substitute competition venue as follows:

Luge	Natural track	Men's singles Women's singles Doubles	50	Open venue	3
------	---------------	---	----	------------	---

The minimum required number of ice rinks is four (4):

- One (1) for Ice Hockey
- Two (2) for Skating (Short Track and Figure Skating)
- One (1) for Curling (or a Curling Hall)



Theme 8 → Culture and education

Overview

Aim


This section seeks to establish a YOG Candidate City's plans regarding culture, education and ceremonies associated with the sports competitions and celebrations surrounding the event. The culture and education programmes should be fully fledged extending to numerous activities and events for the athletes and participants to ensure that the blend of sport, culture and education expresses the true nature of the Winter 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 and 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 venue owner 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 from all active players in the culture and education programmes detailing their roles and responsibilities, including funding.</p>
Q 8.5	<p>For applicable venues, provide guarantees for the financing of construction work (if applicable) from the relevant venue owners or competent bodies.</p>



Theme 8 – Culture and education

Definitions and objectives

The Youth Olympic Games culture and education programmes should represent a unique, once-in-a-lifetime learning experience for the young athletes and participants gathered from all over the world to celebrate the spirit and values of Olympism. It is a fundamental component of the Youth Olympic Games.

For Youth Olympic Games athletes and participants, experiencing and sharing the culture and education programmes and taking part in sports competitions are equally important. The culture and education programmes should be designed around the sport competition schedule defined in theme 7 and should extend throughout the period the Youth Olympic Village is open.

Furthermore, the culture and education programmes should also reach out before and during the Games to the following constituent groups:

- **Athletes and participants** – from the moment they are selected by their respective NOC to the moment they arrive in the Host City of the Youth Olympic Games, mainly through digital media platforms as put forward in theme 1 (Q 1.7)
- **Youth communities throughout the world** in the years leading up to and during the Games, mainly through digital media platforms as put forward in theme 1 (Q 1.7)
- **Inhabitants of the Host City, region and country of the Youth Olympic Games** as well as the **visitors travelling to the Host City to attend the Games** (applies only to the culture programme)

The multi-lingual, multi-cultural and multi-age nature of the targeted audiences must be taken into consideration when designing the Youth Olympic Games culture and education programmes, particularly with regards to the educational activities.

The following four subjects of learning underlie the objectives of the culture and education programmes:

- **Education:**
 - “Learning to know”
 - “Learning to do”
 - “Learning to be”
- **Culture:**
 - “Learning to live together”

Please note that more detailed information regarding the culture and education programmes will be presented to YOG Candidate Cities during the YOG Candidate City workshop at the end of March.

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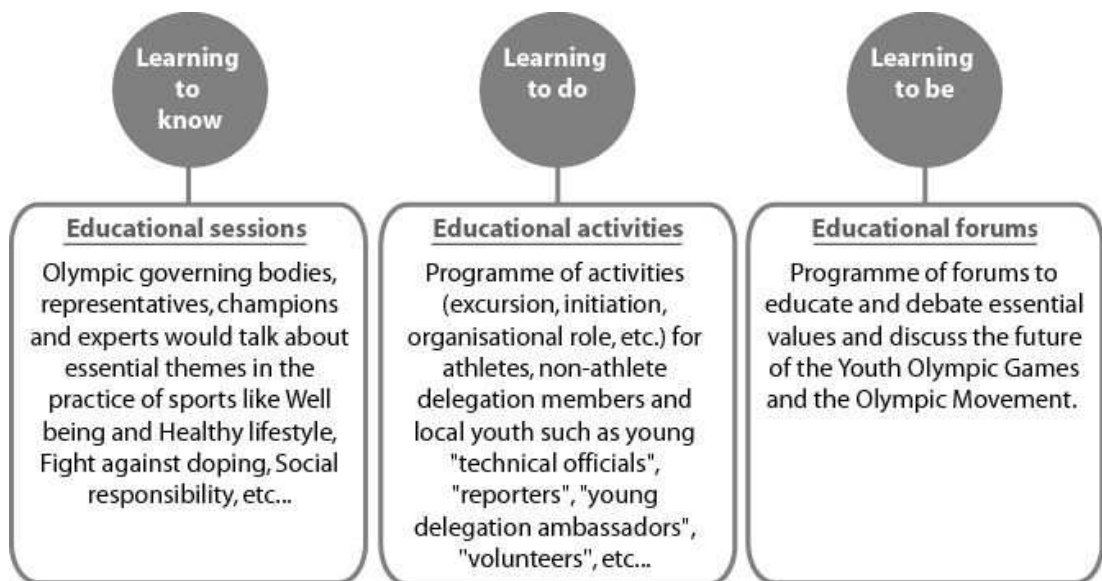


Theme 8 – Culture and education, Continued

Definitions and objectives
(continued)

Education:

The education programme can be divided as follows:



Culture:

The culture programme can be divided as follows:



Continued on next page



Theme 8 – Culture and education, Continued

Q 8.1

Describe your culture and education programmes for the Winter 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 and visitors (events, activities, on-site and global interactive digital platforms, etc.)

Q 8.2



VENUE USE

The culture and education programmes will require the use of venues such as an auditorium, exhibition centre, live sites...

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.



Provide a written guarantee from each culture and education venue owner 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 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.

Continued on next page



Theme 8 – Culture and education, Continued

Q 8.3



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



Provide guarantees from all active players in the culture and education programmes detailing their roles and responsibilities, including funding.

Q 8.4



VENUE PHOTOGRAPHIC FILES

A venue photographic file is an A4 document (maximum 5 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 and 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)**
 - **Location (in relation to the city) and accessibility (transport routes and public transport)**
 - **History and usage: initial construction, renovations, architectural and functional description, previous and current usage**
- **Set of colour photographs (maximum 4 pages, including A3 fold-out pages if you so wish)**
 - **Aerial and/or external panoramic elevated view**
 - **Venue external frontage**
 - **Inside views**

Q 8.5



For applicable venues, provide guarantees for the financing of construction work (if applicable) from the relevant venue owners or competent bodies.

Q 8.6

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

Describe the intended venue for the Opening and Closing Ceremonies of the Winter 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.



Theme 9 → Youth Olympic Village

Overview

Aim

This section seeks to establish a YOG Candidate City’s plans for the Youth Olympic Village which will have a capacity of approximately 1,500 beds, including the following elements:


- Concept
- Location
- Rental
- Renovation (if applicable)
- Financing

YOG Candidate Cities are requested to submit “photographic files” illustrating the site and venue(s) of the Youth Olympic Village.

Guarantees

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

G

Question number	Guarantee
Q 9.3	If applicable, provide (a) guarantee(s) for the financing of work from the relevant competent bodies.
Q 9.4	Provide a guarantee from each venue owner guaranteeing the following: <ul style="list-style-type: none"> • 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 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 in USD 2012) of the full board accommodation at the Youth Olympic Village, including all taxes and commissions and clearly specifying all direct and indirect costs included in this price.



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)
- General layout
- Type of accommodation
- Special considerations/operations
- Size of village (hectares)

Q 9.2 Who will be responsible for the delivery of the Youth Olympic Village?

Q 9.3 Provide (a) guarantee(s) for the financing of work from the relevant competent bodies, corresponding to the information included in tables 7.4.1 to 7.4.4 in theme 7.



Q 9.4 Provide a guarantee from each venue owner 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 to the YOGOC for the period the YOGOC has control of the venue.**

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

Continued on next page



Theme 9 – Youth Olympic Village, Continued

Q 9.5 Provide the following photographic files:

Q 9.5.1 File describing and showing the location and layout of spaces planned for the international and residential zones with emphasis on the type of construction and location of the dining areas, access points and transport mall.

Q 9.5.2 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 the single and double rooms.

Q 9.7 Use table 9.7 to indicate:

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

Table 9.7 - Number of rooms and beds		
	Number of rooms	Number of beds
Single rooms		
Double rooms		
TOTALS:		

Q 9.8 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 9.9 State the planned total surface area in m² for the Internet Centre.

Continued on next page



Theme 9 – Youth Olympic Village, Continued

Q 9.10

NOC DELEGATIONS – FULL BOARD ACCOMODATION COSTS

G

The payment of the full board accommodation expenses of the members of all the team delegations of the National Olympic Committees at the Youth Olympic Village (i.e. duly qualified and accredited competitors and participants and accredited team officials and other team personnel entitled to stay 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 2012) of the 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:



Question number	Guarantee
Q 10.10	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 Winter 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 social system for managing medical expenses.
Explain the arrangements for foreign nationals visiting your country.
- Q 10.4** Describe the operational procedure of your current emergency services.
- Q 10.5** Explain how the Winter Youth Olympic Games will fit in with your first aid, transport and emergency services.

GAMES-SPECIFIC HEALTH SERVICES

- Q 10.6** Use tables 10.6 to list:
- Name and number of hospitals
 - Distance 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)
 - 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 Olympic Village* (km)	Number of beds	List of departments by speciality (including sports-medicine, physiology and biomechanical research laboratories)	Heavy equipment

Total number: _____

Q 10.7 How do you propose to recruit, select and train the personnel necessary for the health services required for the Winter Youth Olympic Games?

DOPING CONTROL

Q 10.8 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?

Q 10.9 Does your country have any legislation on doping? Explain.
Does your country have a National Anti-doping Organisation? Explain.

Q 10.10 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 Summer Youth Olympic Games.

G

Q 10.11 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 possess the necessary infrastructure to guarantee total security, discreetly but efficiently, and to provide a safe environment within which the Winter Youth Olympic Games can take place.

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

G

Question number	Guarantee
Q 11.3	Provide a guarantee from the highest government authority of your local and/or regional and/or country for the safety and the peaceful celebration of the Winter 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 Winter 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 and VIPs	Number of attending spectators	Number of security personnel

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

G



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
- Games-time accommodation allocation plan

The best estimate of the required number of rooms to date is approximately 2,000, excluding the Youth Olympic Village, in 2-4 STAR categories (See YOG Event Manual for breakdown).

Guarantees

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



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.
Q 12.4	Provide guarantees from all individual hotels owners listed in tables 12.2.1 to 12.2.3 guaranteeing: <ul style="list-style-type: none">• Room availability• Room rate• No minimum stay• That accommodation contracts are binding to the end of the Youth Olympic Games



Theme 12 – Accommodation

If your project includes any major competition 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 cluster).

Q 12.1

TOTAL ROOM INVENTORY

G

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.

Table 12.1 – Total hotel room capacity within 20km of city centre		
Star category	0-20km* radius from city centre	
	Existing	Planned**new construction
4 STAR		
3 STAR		
2 STAR		

* For major competition clusters, only include hotels within a 10km radius

** 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 Winter Youth Olympic Games in 2012 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)
- Q 12.2.5 – Hotel location

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

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	-	✓	1,000	1,000	100%

TOTAL NUMBER OF ROOMS: _____

* for major competition clusters, only include hotels within a 10km radius

** indicate 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						
①	Hotel ABC	✓	-	500	250	50%
PLANNED HOTELS**						
②	Hotel TBD	-	✓	1,000	1,000	100%

TOTAL NUMBER OF ROOMS: _____

* for major competition clusters, only include hotels within a 10km radius

** indicate 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						
①	Hotel ABC	✓	-	500	250	50%
PLANNED HOTELS**						
②	Hotel TBD	-	✓	1,000	1,000	100%

TOTAL NUMBER OF ROOMS: _____

* for major competition clusters, only include hotels within a 10km radius

** indicate 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

- Indicate on Map C, no larger than A3 – folded or double page – and giving the graphic scale used, the location of all hotels listed in tables 12.2.1 to 12.2.3

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 2012 and including breakfast(s) and taxes, applicable to all guaranteed hotel rooms.

Q 12.4

GUARANTEES

G

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 listed in tables 12.2.1 to 12.2.3 guaranteeing:

- Room availability
- Room rate
- No minimum stay
- That accommodation contracts are binding to the end of the Youth Olympic Games

Q 12.5

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

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



Question number	Guarantee
Q 13.10	Provide a guarantee from the authority responsible for transport and traffic command and control.



Theme 13 – Transport

Introduction One of the keys to a successful Youth Olympic Games is an efficient, safe and reliable transport system that allows all personnel to perform their specified roles.

Games-time traffic requirements must be planned, managed and integrated with the base traffic associated with the normal public activities of the city/region.

The Youth Olympic Games Transport System is based on the idea of a shuttle service common to all accredited persons, allowing for simplicity of implementation and use.

Q 13.1 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 Winter 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 the competition and non-competition venues (by road/public transport)?

Q 13.2 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

Q 13.3 Complete Map B requested in Q 7.3 by superimposing your city's relevant transport infrastructure.

Should your gateway international airport not appear on this (these) map(s), please use an arrow to indicate its direction and the additional distance to the airport.
















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)

Continued on next page



Theme 13 – Transport, Continued

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



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

- 5 printed sets of Map B in **A0** format (841 x 1,189 mm) clearly indicating the graphic scale used

Q 13.4

AIRPORT DATA

Which is the main international airport you intend to use for the Youth Olympic Games?

What are the types and lengths of surface transport links from the airport(s) to the IOC hotels, the Youth Olympic Village and the MMC?

Q 13.5

Use table 13.5 to indicate distances in kilometres and average journey times by bus and in minutes in 2012.

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 13.6

OPERATIONAL OBJECTIVES

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

Continued on next page



Theme 13 – Transport, Continued

- Q 13.7** **Based on the requirements presented in the YOG Event Manual, describe how you intend to implement the Games Transport System, and in particular the dedicated shuttle service for all accredited persons.**
- Provide a map clearly showing road transport itineraries for accredited persons.**
- Describe your transport concept for spectators.**
-
- Q 13.8** **TRANSPORT MEASURES**
- Describe the measures planned to facilitate Winter Youth Olympic Games traffic flow, punctuality and reliability.**
- Give a detailed description of road and traffic transport measures that would be implemented.**
-
- Q 13.9** **TICKETING AND TRANSPORT POLICIES**
- Will ticketed spectators using public transport benefit from fare reductions or free transport on the day of their event?**
-
- Q 13.10** **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 2008)
			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 2008)	

TABLE 13.5 – Distances and journey times in 2012 / competition venues *(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 <u>km</u> and journey times in <u>minutes</u> and by bus	Gateway international airport		Main hotel area		Youth Olympic Village		Olympic Stadium		Media Accommodation (please specify)		MMC	
	Km	Min.	Km	Min.	Km	Min.	Km	Min.	Km	Min.	Km	Min.
Gateway international airport			15 km	19 (17 train)								
Main hotel area												
Youth Olympic Village												
Olympic Stadium												
Media Accommodation												
MMC												
Competition venue 1 (indicate sports)												
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 the Winter 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 Winter Youth Olympic Games.
Q 14.6	Provide (a) guarantee(s) from the relevant authorities that there will be no fee charged to the all client groups for the reservation and services of allocated frequencies from one month before the Opening Ceremony of the Winter Youth Olympic Games to one week after the Closing Ceremony of the Games.



Theme 14 – Technology

Introduction X

Technology plays an extremely important role both in the preparation phase and during the Winter Youth Olympic Games.

Technology encompasses a wide field of services, which can be defined into three broad categories:

- Information systems
- Telecommunications and other technologies
- Internet

Please note that, although the YOGOC is responsible for planning and implementation, the IOC reserves the right to choose suppliers to cover one or more areas of technology necessary to the preparation and smooth running of the Winter Youth Olympic Games.

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 competition and non-competition venues that will support the traffic necessary for the organisation of the Winter 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
G 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.

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**
G **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 Winter Youth Olympic Games.**
- Q 14.6**
G **Provide (a) guarantee(s) from the relevant authorities that there will be no fee charged to the all client groups for the reservation and services of allocated frequencies from one month before the Opening Ceremony of the Winter Youth Olympic Games to one week after the Closing Ceremony of the Games.**




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 Winter 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 15.1	<p>Provide all guarantees obtained for the use, refurbishment and, if applicable, construction of the MMC from the owners concerned, including possession and vacation dates. This guarantee must also state that the owner(s) grant(s) all rights with respect to commercial rights in relation to the MMC to the YOGOC for the period the YOGOC has control of the venue(s).</p> <p> See “Clean Venue Appendix” in the model YOG Guarantees File.</p>



Theme 15 – Media operations

**Olympic
Broadcasting
Organisation
("OBO")
X**

In May 2001, to ensure that high standards of broadcasting are maintained from Games to Games, the IOC Executive Board approved the decision to set up Olympic Broadcasting Services (OBS) for the purpose and mission of providing the facilities and performing the services generally performed by an "Olympic Broadcast Organisation" or "host broadcaster" – (OBO).

The IOC has additionally appointed OBS to provide the services of the host broadcaster for the Youth Olympic Games. The IOC will cover the costs of OBS's broadcast operations.

The IOC will own all broadcast and exhibition rights for television, radio, Internet, mobile and other new media platforms.

It is currently envisaged that OBS will primarily provide a daily taped highlights package, for television and new media. The Youth Olympic Games Organising Committee may propose to OBS live coverage of particular events based on the local conditions.

The Youth Olympic Games Organising Committee will still be responsible for providing certain facilities, services and other requirements for broadcasting, at its cost, at the Main Media Centre "MMC" and venues as required by OBS, details of which will be set out in an agreement between the IOC, OBS and the Youth Olympic Games Organising Committee.

Requirements may need to be adjusted to each individual city, venue and/or sport depending upon the actual conditions in place. These requirements may also have to be adapted following detailed surveys by the IOC and OBS management team and the eventual needs of OBS, Broadcasters and Press.

The Youth Olympic Games Organising Committee is required to cooperate fully with the OBO in accordance with the instructions of the IOC Executive Board.

Continued on next page



Theme 15 – Media operations, Continued

Q 15.1

G

Describe your concept for the Main Media Centre (MMC), including the following elements:


- Location, size, adjacent compounds, transport hubs, parking and facilities
- State whether the MMC is an existing facility or to be constructed
- Explain the reason for your choice of MMC
- Specify who will finance the refurbishment or construction (if applicable) of the facility

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

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

G

Provide all guarantees obtained for the use (including any rental costs), refurbishment and, if applicable, construction of the MMC from the owners concerned, including possession and vacation dates. This guarantee must also state that the owner(s) grant(s) all rights with respect to commercial rights in relation to the 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 MMC)



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	104
3.2 Model YOG Guarantees Files	110
3.3 Checklist	121



3.1 → Model YOG Candidature File

Overview

Introduction This chapter provides clear instructions on how Candidature 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 General presentation and layout	105
3.1.2 Content instructions	107
3.1.3 CD ROM instructions	109



3.1.1 General presentation and layout

Format	A4 (21 cm x 29.7cm), vertical presentation.
Presentation	<p>Simple, soft-cover and glued binding. Loose leaves and binders not accepted.</p> <p>The YOG Candidature File should be presented in black and white, with the exception of maps and tables where applicable.</p> <p>No illustrations, other than those requested by the IOC should be included.</p>
Quantity	YOG Candidate Cities are required to submit 50 copies of their Candidature File to the IOC no later than 19 June 2008.
Language	The YOG Candidature File must be submitted in English.
Colour code for maps and tables	<p>The following colour code must be used throughout your Candidature File:</p> <ul style="list-style-type: none">• PALE BLUE <u>existing</u> infrastructure, <u>no permanent works required</u>• DARK BLUE <u>existing</u> infrastructure, <u>permanent works required</u>• GREEN <u>planned</u> infrastructure (for which contracts have already been signed)• RED <u>additional</u> infrastructure, if applicable, required to host the Games




















Continued on next page



3.1.1 General presentation and layout, Continued

Sport pictograms

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

	Aerials		Moguls
	Biathlon		Nordic combined
	Bobsleigh		Pairs ice dancing
	Cross country		Short track
	Curling		Skeleton
	Down hill		Ski jumping
	Figure skating		Slalom
	Giant slalom		Snowboard
	Ice hockey		Speed skating
	Luge		



3.1.2 Content instructions

Number of pages per theme

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

Themes	Max. pages per theme -
Theme 1 Concept and legacy	8
Theme 2 Political and economic climate and structure	4
Theme 3 Legal aspects	6
Theme 4 Customs and immigration formalities	4
Theme 5 Finance	6
Theme 6 Marketing	4
Theme 7 Sport and venues	12
Theme 8 Culture and education	10
Theme 9 Youth Olympic Village	6
Theme 10 Medical services and doping control	4
Theme 11 Security	2
Theme 12 Accommodation	8
Theme 13 Transport	6
Theme 14 Technology	4
Theme 15 Media operations	4
TOTAL (max.)	88

Continued on next page



3.1.2 Content instructions, Continued

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)

Photographic Files

A venue photographic file is an A4 document (maximum 5 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 all competition venues, culture and education venues, the Youth Olympic Village and the MMC.

YOG Candidate Cities should submit 3 identical sets of photographic files to the IOC no later than 19 June 2008.

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)



3.1.3 CD ROM instructions

Quantity

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 your YOG Candidature File (.pdf)** – please include one pdf document of the complete YOG Candidature File and separate individual pdf documents of each theme of the YOG Candidature File on the CD ROM.
- **Photographic files (.pdf)**
- **Maps A, B, C (.jpg)**



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	111
3.2.2 List of all guarantees requested	113
3.2.3 Standard text guarantees	118



3.2.1 General presentation and layout

Deliverables	<p>YOG Candidate Cities are required to submit three identical sets of guarantees to the IOC no later than 19 June 2008, as follows:</p> <ul style="list-style-type: none">• Guarantees File 1all original documents• Guarantees File 2 and 3.....copies of all original documents
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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 guarantee document provide undertakings relating to several questions:
 - the guarantee 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:

Guarantee XYZ provides undertakings 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:

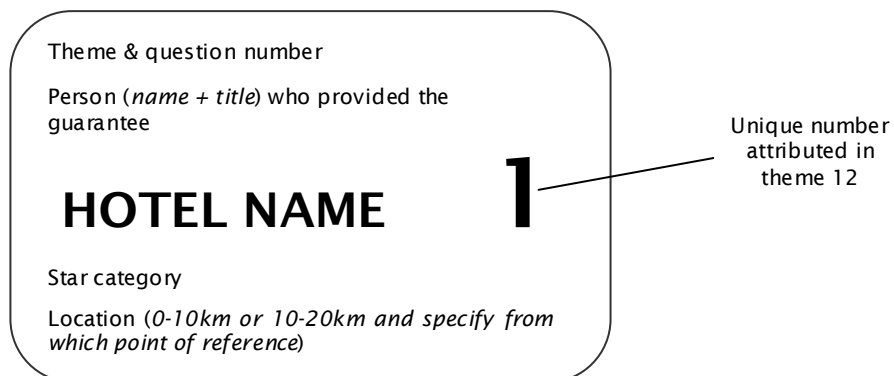
Theme 1 Question Q 1.5
Government Authorities

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 it 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 1.4	<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 Winter 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 	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 Winter Youth Olympic Games.	National, regional and local authorities and bodies
Theme 3	Q 3.1 	<p>Provide a covenant <u>from all authorities concerned by your project</u> of hosting the Winter 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 (YHCC) • The understanding and agreement that all commitments made are binding • Taking the necessary steps so that the city fulfils its obligations completely 	National, regional and local authorities
	Q 3.2	<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] 2012” within the host territory • register domain names that are of value to your candidature such as “[City] 2012” followed by extensions .com .net .org as well as the country code concerned 	Competent authorities
	Q 3.3	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 3.5.1	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 Host City Contract) on behalf of the city.	City authorities

Continued on next page





3.2.2 List of all guarantees requested, Continued

Theme	Question	Guarantee	Provided by
Theme 4	Q 4.3	Describe the procedure that will be implemented in order to grant free access into the country for accredited participants 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 Winter Youth Olympic Games.	Competent authorities
	Q 4.4	Provide a guarantee stating that the temporary entry of certain personnel into your country for the organisation of the Winter 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 of goods, including consumables, required by the IOC, the IFs, the NOCs and their delegations, the media, the sponsors and suppliers, free of all customs duties, in order for them to carry out their obligations regarding the celebration of the Winter Youth Olympic Games.	Competent authorities
Theme 5	Q 5.1	Provide a financial guarantee from the competent authorities covering a potential economic shortfall of the YOGOC.	Competent authorities
	Q 5.2	Provide any other additional financial guarantee you may have obtained.	Competent authorities
Theme 6	Q 6.1	Enclose in your YOG Guarantees File one fully executed copy of an agreement between the NOC and the YOG Candidate City of your territory for the period beginning on 1 January 2009 through to 31 December 2012 including the following: <ul style="list-style-type: none">• Description of the marketing structure between the NOC and the YOG Candidate City 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




3.2.2 List of all guarantees requested, Continued, Continued

Theme	Question	Guarantee	Provided by
Theme 6	Q 6.3	Provide guarantee(s) 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 Winter Youth Olympic Games, eliminate street vending and control advertising space will be passed no later than 1 January 2010.	Competent authorities
	Q 6.4	In the event that there are plans for a lottery to finance the Winter 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 7.4	If applicable, provide guarantees for the financing of work from the relevant competent bodies and specifying for which venues.	Competent bodies
	Q 7.5 	For all competition venues, provide written guarantees from all owners, which grant use of venue and 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, including test events.	Competition venue owners
Theme 8	Q 8.2 	For all ECP venues, provide written guarantees from all owners, which grant use of venue and 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.	Culture and education venue owners
	Q 8.3	Provide guarantees from active players in the culture and education programmes detailing their roles and responsibilities, including funding.	Relevant authorities
	Q 8.5	For applicable venues, provide guarantees for the financing of rental costs and/or construction work (if applicable) from the relevant venue owners or competent bodies.	Relevant venue owners or competent bodies

Continued on next page




3.2.2 List of all guarantees requested, Continued, Continued

Theme	Question	Guarantee	Provided by
Theme 9	Q 9.3	If applicable, 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 guaranteeing the following: <ul style="list-style-type: none"> • 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 to the YOGOC for the period the YOGOC has control of the venue. 	Venue owner
	Q 9.10	Provide a guaranteed maximum price per person per day (amount in USD 2012) of the full board accommodation at the Youth Olympic Village, including all taxes and commissions and clearly specifying all direct and indirect costs included in this price.	YOG Candidate City/NOC
Theme 10	Q 10.10	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 Winter Youth Olympic Games.	Relevant national authorities
Theme 11	Q 11.3	Provide a guarantee from the highest government authority of your local and/or regional and/or country for the safety and the peaceful celebration of the Winter Youth Olympic Games.	Highest Government authority of local/regional/country
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 venue cluster.	National tourist board
	Q 12.4	Provide guarantees from each individual hotel owner listed in tables 12.2.1 to 12.2.3 guaranteeing: <ul style="list-style-type: none"> • Room availability • Room rate • No minimum stay • That accommodation contracts are binding to the end of the Youth Olympic Games 	Hotel owners

Continued on next page




3.2.2 List of all guarantees requested, Continued, Continued

Theme	Question	Guarantee	Provided by
Theme 13	Q 13.10	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 Winter Youth Olympic Games.	Competent bodies
	Q 14.6	Provide (a) guarantee(s) from the relevant authorities that there will be no fee charged to the all client groups for the reservation and services of allocated frequencies from one month before the Opening Ceremony of the Winter Youth Olympic Games to one week after the Closing Ceremony of the Games.	Relevant authorities
Theme 15	Q 15.1 	Provide all guarantees obtained for the use, refurbishment and, if applicable, construction of the MMC from the owners concerned, including possession and vacation dates. This guarantee must also state that the owner(s) grant(s) all rights with respect to commercial rights in relation to the MMC to the YOGOC for the period the YOGOC has control of the venue(s).	Venue owner



3.2.3 Standard text guarantees

Covenant from all authorities concerned by your project of hosting the Winter 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.”

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

Q 7.5

The following text should be used for these guarantees:

Q 8.2

Q 9.4

Q 15.1



“The undersigned, on behalf of *(venue owner)*, hereby guarantees that, with respect to the Winter 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 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.”

Continued on next page



3.2.3 Standard text guarantees, Continued

Q 7.5

Q 8.2

Q 9.4

Q 15.1

(Continued)



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 2012 Winter Youth Olympic Games.

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.

Continued on next page



3.2.3 Standard text guarantees, Continued

Q 7.5

Q 9.7

Q 15.1



(continued)

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

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 → 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	✓
21 March 2008	<ul style="list-style-type: none">Signed YOG Candidature Procedure	1	
19 June 2008	<ul style="list-style-type: none">Signed Undertaking	1	
	<ul style="list-style-type: none">Candidature File	50	
	<ul style="list-style-type: none">Guarantees File	3	
	<ul style="list-style-type: none">Photographic Files	3	
	<ul style="list-style-type: none">CD ROMS (see CD ROM instructions - 3.1.3)	25	
End August 2008 <i>(short-listed Candidate Cities only)</i>	<ul style="list-style-type: none">Additional financial information	1	

