



*Fédération
Aéronautique
Internationale*

Protocol for Awards Ceremonies at FAI Championships

Policy for Competition Organisers

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INTRODUCTION

In the past, FAI Sporting Events organisers had no clear guidance on how to structure award ceremonies. As a result, the standard of these ceremonies varied greatly from one event to another and was sometimes of unacceptable quality.

To ensure consistency at all FAI Category One event ceremonies, and guarantee that minimum standards of dignity and protocol are adhered to, a standard format for Awards Ceremonies at FAI Category One events has been agreed.

FAI Air Sport Commissions have been invited either to use this standard document, or to publish an amended version that best reflects the traditions in their respective air sports and events, whilst respecting these minimum standards.

The standard FAI Awards ceremony format is described below.

AWARD CEREMONY PROCEDURE

1. A person from the ceremony staff will escort the medal winners to the medal staging area.
2. The awards podium, flags of the three medal winners and National Anthem of the Gold Medal winner will be prepared in advance.
3. The announcer will introduce the award ceremony and then announce each category/class (as appropriate) receiving medals as the winners march out, in order, with a suitably attired escort to a position behind the awards podium. The awards podium will be set up in the following configuration:

Silver: Left-hand side (as viewed by spectators) - Second highest podium (2)
Gold : Center - Highest Podium (1)
Bronze: Right-hand side – The same height or slightly lower than Silver (3)

(The marching order must be in a sequence so as to position the medal winners behind the correct podium.)
4. The announcer must mention who (with appointment or title) will award the medals and diplomas (usually the FAI President, Air Sport Commission President or his/her designee).
5. The winning athletes or teams will be called forward by name and country, one by one separately, and either in the order Gold – Silver - Bronze, or in the reverse order (Bronze – Silver - Gold). The order chosen is a matter for each Commission to decide. The medal winners will step up onto the podium only when called by the announcer.
6. The first Medal-winning individual or team (Gold or Bronze, depending on which order is chosen) will step up onto the podium, and the medal and diploma will be awarded. Next the Silver-medal-winning Individual or Team will be called to the podium and will receive the medal and diploma, followed finally by the Bronze or Gold medal presentation, using the same procedure. A moment will be allowed after the award of each medal for photographs.

7. After all medals have been awarded, the anthem of the Gold Medal-winning individual or team will be played as their country's flag is raised (if the winner is not representing a country, play the FAI anthem). The flagpoles must be of different heights, with the tallest in the centre for the flag of the 1st placed competitor or team, and two shorter ones to the right and left for the 2nd and 3rd placed competitors or teams. All flags must be raised to the top of the poles. The flag poles must be of an appropriate height for their location, so as to give a distinguished look to the flag ceremony.
8. The individual or team winners will pose for group photographs for a minute before stepping off the award podium and being escorted away by the ceremony escort(s).
9. First, 2nd, and 3rd placed competitors, and 1st, 2nd, and 3rd placed National teams, must attend the awards ceremonies. Furthermore, all competitors are expected to attend the awards ceremonies.

END