WORKING PLAN OF THE EUROPEAN FENCING CONFEDERATION

Objective/Activity	In charge	Actions	2022				2023							
			SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG
Preparations and organization European Championships in 2023	Secretary General, Sport Director, Competition Commission Representative	Inspection visit - C&J European Championships		x										
		Inspection visit - U23 European Championships			x									
		Inspection visit - Senior European Championships				x	x							
		Conducting the C&J European Championships						x	x					
		Conducting the U23 European Championships									x	x		
		Conducting the Senior European Championships										x		
Preparations to the European Games 2023	Secretary General, Sport Director, Competition Commission Representative	Inspection visits		x									x	
SEMI ACTIVITIES	SEMI Commission	Continuously studying the safety of equipment	x	x	x	x	x	x	x	x	x	x	x	x
		Examining all suggestions and proposals concerning equipment and presenting reports on these proposals to the Executive Committee	x	x	x	x	x	x	x	x	x	x	x	x
		Maintaining contact with the corresponding Commission of the FIE	x	x	x	x	x	x	x	x	x	x	x	x
		Supervising weapon control activities (including conformance to the FIE publicity code) at European Championships. Setup Education for weapon controllers						x	x		x	x		
		Setup Education for weapon controllers	x	x	x	x	x	x	x	x				
		Start up Event Management Architecture project	x	x	x	x	x	x	x					
		Start up Innovation project Videorefereeing					x	x	x	x	x	x		
LEGAL ACTIVITIES	Legal Commission	Review further improvements to Statutes and Internal Rules	x	x	x	x	x	x	x	x	x	x	x	x
		GDPR Renewal	x	x	x	x								
		Review of our data protection policies	x	x	x	x								
		Update of the privacy clauses	x	x	x	x								
		Review our organization structure and governance model and the consequences for our Statutes and IRs.					x	x	x	x	x	x	x	x
Meetings of Committees and Councils	Commissions and Councils and working groups	If needed, a meeting, however, the commissions work on a daily basis using Internet connections	x	x	x	x	x	x	x	x	x	x	x	x
		Webinars			x	x	x	x	x	x	x	x	x	x
Financial activities and support	President	Acquiring financial resources for EFC activities				x			x	x	x			
	Secretary General	Preparing documents for the FIE in order to obtain support for all federations in Europe				x			x	x				
	Treasurer	Payment processing							x	x		x	x	
		Represents the EFC in all the activities of civil life and ad litem	x	x	x	x	x	x	x	x	x	x	x	x
		In assistance by the Bureau members, attends to all ongoing matters and subsequently obtains the Executive Committee's ratification of the decisions taken	x	x	x	x	x	x	x	x	x	x	x	x
		Employs, with the approval of the Executive Committee, the personnel necessary to run the EFC efficiently.	x	x	x	x	x	x	x	x	x	x	x	x
		Assigns powers of attorney to other EFC officials in compliance with the present Statutes.	x	x	x	x	x	x	x	x	x	x	x	x

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EFC President	EFC President	Orders the expenses; the Treasurer performs them.	x	x	x	x	x	x	x	x	x	x	x	x
		Has the executive power to implement resolutions based on the working plan and the budget.	x	x	x	x	x	x	x	x	x	x	x	x
		Informs and collaborates with the CEO of the FIE to solve any problems or administrative dysfunctions within the EFC and to carry out administration training projects.	x	x	x	x	x	x	x	x	x	x	x	x
		Presents to the Executive Committee the proposals regarding the distribution of functions between its members and allocation of the financial funds of the EFC.	x	x	x	x	x	x	x	x	x	x	x	x
		Presents each year to the Executive Committee of the FIE a report on the EFC's activities and a progress report on the plans for the EFC agreed with the FIE, plus a financial report and a draft budget for the subsequent year.	x	x	x	x	x	x	x	x	x	x	x	x
		Has the power to open and operate a bank account on his sole signature and to carry out current transactions in compliance with the present Statutes.	x	x	x	x	x	x	x	x	x	x	x	x
General Secretariat	Secretary General	Daily work with NF-s and clubs	x	x	x	x	x	x	x	x	x	x	x	x
		Cooperation with FIE	x	x	x	x	x	x	x	x	x	x	x	x
		Organization of meetings of the Commission and Councils	x	x	x	x	x	x	x	x	x	x	x	x
		Preparation of the Elective and Ordinary Congress								x	x	x	x	x
		Cooperation with the organizer of the C &J European Championships	x	x	x	x	x	x	x					
		Cooperation with the organizer of the European Championships U 23				x	x	x	x	x	x	x		
		Cooperation with the organizer of the Senior European Championships				x	x	x	x	x	x	x	x	
		Preparation and organization Comex meetings	x	x	x	x	x	x	x	x	x	x		
		Preparation of the EFC calendar for the 2021/2022 season							x	x	x	x		
		Cooperation with EFC Commissions and Councils	x	x	x	x	x	x	x	x	x	x	x	x
		Preparation of the annual work plan for Congress							x	x	x	x		
		Performing the Data Protection Officer function	x	x	x	x	x	x	x	x	x	x	x	x
EFC Treasurer's Office	Treasurer	Making current bank transfers	x	x	x	x	x	x	x	x	x	x	x	x
		Preparation of the annual budget for 2021								x	x	x		
		Keeping a budget plan	x	x	x	x	x	x	x	x	x	x	x	x
		Preparation of documents for the auditor							x	x	x			
		Keeping contacts with federations regarding paymentsand subsidies	x	x	x	x	x	x	x	x	x	x	x	x
		Maintenance of membership records	x	x	x	x	x	x	x	x	x	x	x	x
		Maintenance of licence records in conjunction with Sport Director	x	x	x	x	x	x	x	x	x	x	x	x
		Preparation of financial reports	x	x	x	x	x	x	x	x	x	x	x	x

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EFC Sport Director's office	EFC Sport Director	Daily work with NF-s and clubs	x	x	x	x	x	x	x	x	x	x	x	x
		Cooperation with the organizer of the C &J European Championships	x	x	x	x	x	x	x					
		Cooperation with the organizer of the European Championships U 23				x	x	x	x	x	x	x		
		Cooperation with the organizer of the Senior European Championships				x	x	x	x	x	x	x	x	
		Managing EFC licenses	x	x	x	x	x	x	x	x	x	x	x	x
		Operation of the EFC website	x	x	x	x	x	x	x	x	x	x	x	x
		Preparation of the EFC Circuit Cadets calendar			x	x	x	x	x	x	x			
		Preparation of the EFC Circuit U23 calendar					x	x	x	x	x	x		
		Treatment of EFC CC xml and pdf results and updating of ranklings	x	x	x	x	x	x						
		Treatment of EFC U23 xml and pdf results and updating of ranklings	x	x	x	x	x	x	x	x	x	x		
		Treatment and publishing of EFC U14 tournaments	x	x	x	x	x	x	x	x	x	x		
		Handling and publishing of results of EFC U14	x	x	x	x	x	x	x	x	x	x		
		Special handling of registration, licenses and entries for competitions of unprivileged federations (Asia, South America)	x	x	x	x	x	x	x	x	x			
		Treatment of voice records from EFC Comex and EFC Referees commission meetings			x			x		x		x		
		Coordination and cooperation with ad hoc EFC Working groups	x	x	x	x	x	x	x	x	x	x		
		Coperation with the FIE SEMI commission at homologation of competitons software	x	x	x	x	x	x	x	x	x	x	x	x

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Media and Communication	EFC P&M Commission	Targeting potential sponsors and advertisers Identification of the FIE's marketing assets Development of a marketing plan and a marketing brochure Sponsorship and advertising sales Sponsorship contracts and relations with current sponsors Writing a marketing manual	X	X	X	X	X	X	X	X	X	X	X	X
		Television and broadcast rights management TV production for EFC Negotiating contracts	X	X	X	X	X	X	X	X	X	X	X	X
		Global media section management Continuous development of platforms	X	X	X	X	X	X	X	X	X	X	X	X
		Development of the EFC communication plan Press releases Documentation for press conferences Media opportunities and network development	X	X	X	X	X	X	X	X	X	X	X	X
		EFC relations with media partners (Alessandro Noto, Augusto Bizzi, Karim Bashir) Communications departments of the IOC and the national federations Sports conventions Organization of workshops for the NF	X	X	X	X	X	X	X	X	X	X	X	X
	Alessandro Noto	Social Media Manager	X	X	X	X	X	X	X	X	X	X	X	X
	Augusto Bizzi	EFC Photographer						X	X		X	X		
	Karim Bashir	Press Service						X	X		X	X		
	Julian Seidl	Web Portal	X	X	X	X	X	X	X	X	X	X	X	X