Team Manager Manual

Coupe de la Jeunesse 2026 - Lucerne

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SWISS ROWING

Draft – 16th June 2026

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1. Organisation Committee

1.1. Organizing Committee contact details

OK 2026 Coupe de la Jeunesse
SWISS ROWING
Brünigstrasse 182a
6060 Sarnen
Switzerland

TEL : +41 41 660 95 24
Mail: info@swissrowing.ch
Website: Coupe de la Jeunesse 2026 Luzern

1.2. Organizing Committee members

President :	Germaine Bauer
Director :	Stefan Inglin
Booking/Regatta Office :	Nadine Odermatt
Delegate:	Sabine Horvath
Sport/Security	Christian Stofer
Treasurer:	Sabine Rymann
President of Jury	Max Schubiger
Communication	Nicola Schröder
Ceremonies	Hand-Ruedi Jäggi

2. Coupe de la Jeunesse Executive Committee

President :	Gwenda Stevens
Secretary :	Richard Dennis
Technical Adviser :	Judith Meszaros (subsituted by Daniël Deweert)
	Michael Zwahlen

3. General Informations

3.1 Important telephone numbers

Important Telephone Numbers

Emergency :	112
Ambulance	144
Police	117
Fire Brigade	118
Regatta Office	+41 41 420 17 61

During the Regatta, please feel free to contact the Regatta Organizing Committee Office for any additional information in the Rowing Centre Building (1st Floor).

3.2 Team Managers Information

All information (start lists, results, official announcements, etc.) for Team Managers will be communicated via WhatsApp. Please join this group using the following OR-Code or link (only for Team Managers):

Coupe 2026-TM Group

WhatsApp-Gruppe

[redacted]

[redacted]

3.3 General programme

Official Opening of the regatta venue

The venue is open for training from **Thursday, 23rd July 2026 14:00 hrs**

Training

The course is open for training as follows:

Thursday, 23rd July 2026	14:00 to 19:00 hrs
Friday, 24th July 2026	09:00 to 16:00 hrs
Saturday, 25th July 2026	07:30 to 8:30 hrs * 17:00 to 18:00 hrs *
Sunday, 26th July 2026	07:00 to 7:45 hrs *

*Please note that this timetable may change after all entries have been received.

Practice Start

There will be traffic light starting system. But there is **NO practice start** on Friday.

Racing timetable

See timetable (Appendix). Please note that this timetable may change after alle entries have been received.

Team Managers Meeting

All meetings will be held on the 1st floor in the Rowing Centre Building ("Trainingsraum", next to the Regatta Office). For times see Timetable. Please note that this timetable may change after alle entries have been received.

4. Traffic Rules and training

4.1 Traffic Rules training

See Appendix.

4.2 Traffic Rules during racing

See Appendix.

4.3 Control Commission

The Control Commission is located between the incoming and outgoing pontoons.

4.4 Crew Changes

All Crew Change Forms (see Appendix) must be submitted electronically to technicaladviser@couperowing.org. For medical substitutions and withdrawals, please visit the Regatta Doctor first, informing them of your intention, before submitting a crew change form.

4.5 Advertising

Team Managers are advised to obtain the latest information and current rules on advertising from World Rowing's website. Crews must comply with the advertising rules to be allowed to compete.

4.6 Bow numbers

The Bow Numbers will be distributed to the crews on the outgoing pontoon and collected on the incoming pontoon. The numbers will be fixed onto the boats by volunteers before leaving the launch pontoon, no earlier than 45 minutes before the crew is due to race.

4.7 Coxswain weighing

Coxswain weighing will be on the 1st floor in the Rowing Centre Building. A sign "COX WEIGHING" will mark the weighing zone. Cox weighing will occur in accordance with WORLD ROWING rules and the Coxswain will be weighed in a racing suit.

4.8 Boat weighing

In case of boat weighing, boats may be selected for weighing for all events. Each team is responsible for ensuring that their boats meet the minimum weight requirements.

5 Team facilities and services

5.1 Boat Storage

The Organizing Committee will assign boat racks per nation for all boats in the boat storage. Team Managers will be informed about the assigned boat racks for their teams. Teams are responsible for making sure that their boats are safely secured to the racks at all times and are in no risk of being damaged due to adverse weather conditions.

5.2 Pontoons

Teams must use the launch pontoons for going OUT on the water and coming IN as shown on the traffic circulation map. Only athletes and strictly necessary persons are permitted to access the pontoons. No personal items are to be left on the pontoons.

5.3 Boat repair

Boat repair facilities and boat builders are located between the course and the team tents.

5.4 Boat washing

No chemical detergents or other source of environmental pollution should be used during boat washing. Boats may only be washed on the concrete surface directly in front of the Rowing Centre.

5.5 Changing rooms / showers / toilets

The Changing rooms and showers for Women and Men are located on the 1st floor of the Rowing Centre building in the boat park area. Toilets are also available in the Rowing Centre building.

5.6 Team tents

Teams can place their team tents in the allocated area on the grass field behind the boat racks in the boating area (see appendix venue plan). No team tents shall be placed in the exhibition and boat repair area along the footpath. Please respect any order from the Organising Committee officials to relocate team tents.

5.7 Bag Drop-Off

The athlete's bag drop-off is located on the ground floor of the Rowing Centre building. The bag drop-off will be open during the official opening times of the venue. The Organising Committee will not accept any liability for lost or stolen belongings. Disinfection of hands must be carried out before and after handing over luggage.

5.8 Warm up and cooling down facilities

There are ergometers for warming up and cooling down. These are located in a tent behind the rowing centre on the first floor.

5.9 Live-Stream/ Results

Live Stream is not decided yet.

Results Link**:** **https://2026cdlj.rowtiming.com** (to be confirmed).

5.10 Coaches' viewing

Coaches can view races in the coaches' corners in the boating area and in the finish area.

No cycling is allowed in the whole venue on either side of the course. Cycling on the grass field or in the boat park area is strictly forbidden.

5.11 Liability

Participants are responsible for acquiring insurance for equipment and persons. The OC shall not be held responsible for any damages in the Regatta Area.

6 Medical facilities and services

6.1 Medical center

A first aid service is situated in the Medical Centre in the rescue headquarters on the ground floor of the rowing centre.

During racing, first aid points will be situated in the Medical Centre on the ground floor of the rowing centre and in the finish area medical centre in the medical container behind the finish tower.

6.2 Nearest hospital

The hospitals close-by are the „Kantonsspital Luzern“ (three minutes from the regatta venue) or the private hospital Hirslanden Klinik St. Anna (ten minutes from the regatta venue).

Kantonsspital Luzern +41 41 420 11 33
Spitalstrasse, 6004 Luzern

Hirslanden Klinik St. Anna +41 41 208 32 32
St. Anna-Strasse 32, 6006 Luzern

Please note that all expenses for any medical treatment in Switzerland are the responsibility of the patient. Payments with credit cards will be accepted.

6.3 Rescue and Safety

The rescue service will start operating on Thursday, 23th July 2026. Two rescue boats will be patrolling in the neutral lane during the training and racing times mentioned in this Manual.

6.4 Doping Control

The Doping Control Centre is on the ground floor in the Rowing Centre.

6.5 Coupe Safeguarding Person

Fiona Dennis is the Coupe Safeguarding Person. She is contactable by WhatsApp +44 (0) 7747 776172 or email fkdennis@gmail.com

7 Parking arrangements

7.1 General information

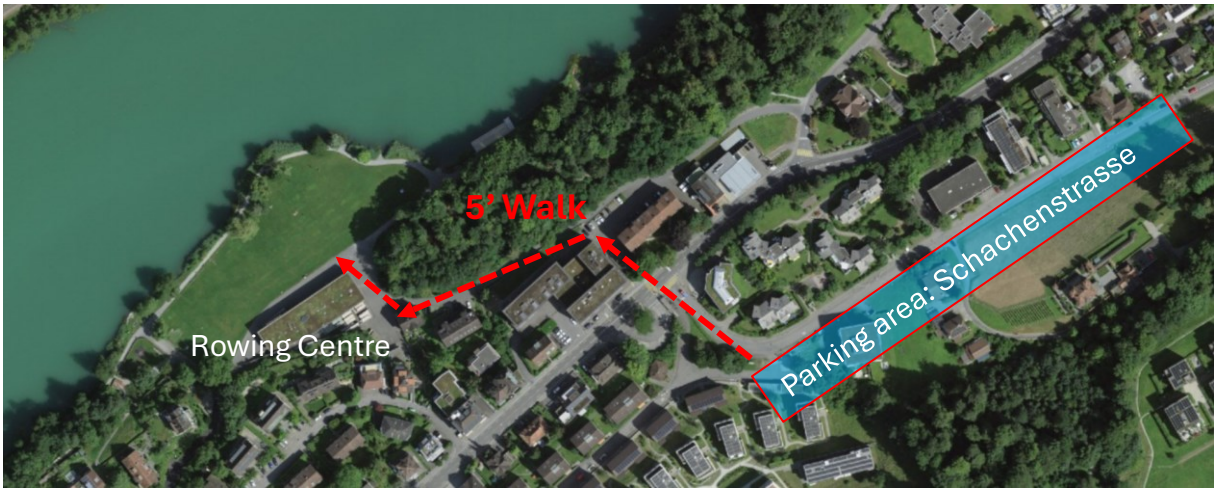
Only vehicles with a valid permit are allowed to enter the regatta site (e.g. for unloading equipment). Passenger drop-offs are not permitted on the site. There is no parking possibility within the venue. Team Parking will be in the Schachenstrasse (5' walk to the venue). Team Managers will receive a limited number of parking passes for this parking lot.

7.2 Boat trailers

Once the boat trailers have been unloaded, they must be moved by hand to the designated area in the boat storage yard. Please follow the instructions of the traffic marshals.

7.3 Team cars/buses/towing vehicules

Bus drivers must drop off their team members at the "Schachenstrasse" and must park their vehicles there. Only vehicles with a parking pass are allowed to park on "Schachenstrasse". Team Managers will receive a limited number of parking passes for this parking lot.



7.4 Private cars

Private cars should please use the public car parks in the area (e.g. Schlossberg Parking or City Parking).

It is forbidden to park outside the designated parking areas. Police will remove cars and/or team buses that do not respect this. Please be aware that police will be very strict on illegal parking. Heavy fines and inconveniences will be the consequence of illegal parking. Please do not use private parking spaces (yellow line markers).

8 Accommodation

8.1 General

Hospitality services information: For any question during the regatta contact our booking manager Nadine Odermatt (Mail: info@swissrowing.ch or call +41 41 420 17 61)

8.2 Official hotel

Campus Sursee

Leidenbergstrasse, 6210 Sursee

Driving time Campus <-> Venue approx. 25-30min

9 Food facilities and services

9.1 Meals

National Federations that have booked their accommodation through the Organizing Committee are on full board basis. Breakfast und Dinner at the Campus Sursee. Lunch at the venue.

9.2 Meal timetable

Breakfast at the hotel	Friday	6:30 to 9:00 hrs
	Saturday	6:00 to 8:30 hrs
	Sunday	5:00 to 8:00 hrs
Lunch at the venue		11:00 to 14:00 hrs
Dinner at the hotel		18:30 to 20:30 hrs

10 Accreditation

Teams do NOT need accreditation for Coupe de la Jeunesse in Lucerne. As is usual at Rotsee, there is no separate athletes' area. The entire site is freely accessible.

11 Media

Media accreditation must be requested from the local organising committee by 15th July 2026 at the latest. Please send your request by email to: info@swissrowing.ch .

12 Grandstands

There is a large freely accessible tent in the finish area.

13 Official ceremonies and social events

13.1 Opening ceremony

The Opening Ceremony will take place at the Rowing Centre at 17:30 hrs on Friday, 24th July 2026. On that day the venue will therefore be closed for training from 16:00 hrs. For the parade of the nation's we ask all athletes and officials to be in front of the Rowing Centre. Further details are available in the "CDJ 2026 – Team Managers" WhatsApp-Group.

13.2 Closing ceremony

The closing ceremony will take place at 14:30 on Sunday 26th July 2026. Details will be provided through the "CDJ 2026 – Team Managers" WhatsApp-Group.

13.3 Nations' Dinner

The Nation's Dinner (by invite only) will take place on Saturday 25th July. Further information will be communicated by mails to the Nation's delegate.

14 Appendices

14.1 Timetable

Race Timetable
Coupe de la Jeunesse 2026 - Lucerne
v2 2026-06-16

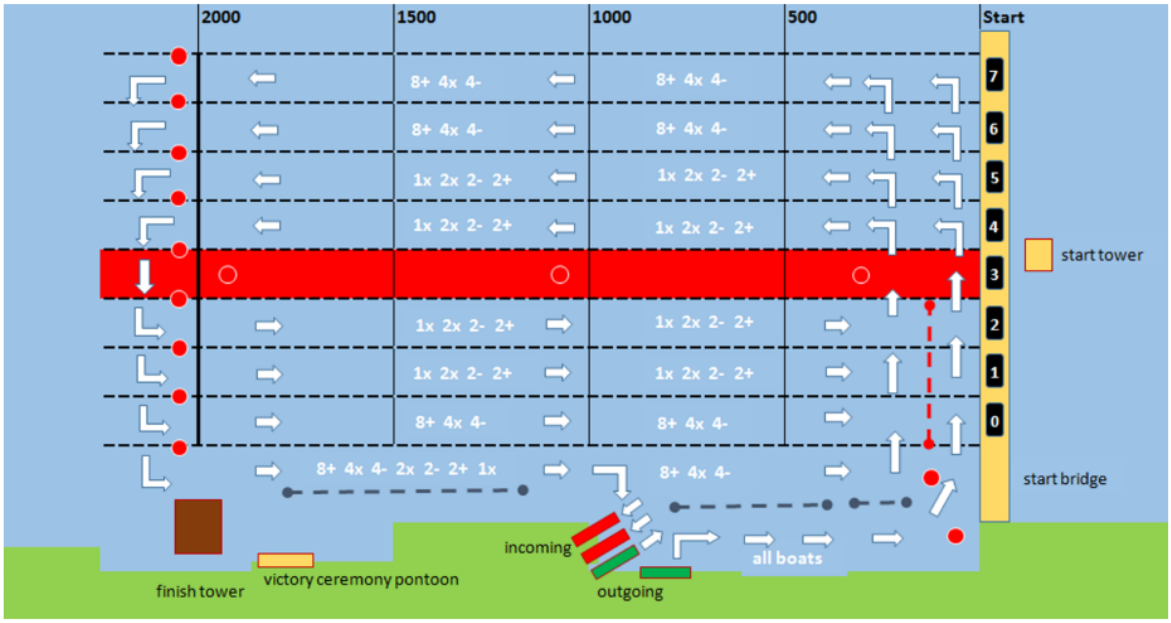
			Friday		Saturday						Sunday								
Event no	Event	No of boats			H1	H2	H3	Final C	Final B	Final A	H1	H2	H3	Final C	Final B	Final A	No of boats	Event	Event no
117	JW 8+				09:00	09:05				**14:00**	08:00	08:05				**11:15**		JW 8+	217
105	JM 4-				09:10	09:15			14:10	**14:15**	08:10	08:15			11:25	**11:30**		JM 4-	205
104	JM 2-				09:20	09:25			14:25	**14:30**	08:20	08:25			11:40	**11:45**		JM 2-	204
101	JM 1x				09:30	09:35			14:40	**14:45**	08:30	08:35			11:55	**12:00**		JM 1x	201
102	JM 2x				09:40	09:45			14:55	**15:00**	08:40	08:45			12:10	**12:15**		JM 2x	202
103	JM 4x				09:50	09:55			15:10	**15:15**	08:50	08:55			12:25	**12:30**		JM 4x	203
111	JW 1x				10:00	10:05			15:25	**15:30**	09:00	09:05			12:40	**12:45**		JW 1x	211
112	JW 2x				10:10	10:15			15:40	**15:45**	09:10	09:15			12:55	**13:00**		JW 2x	212
113	JW 4x				10:20	10:25			15:55	**16:00**	09:20	09:25			13:10	**13:15**		JW 4x	213
114	JW 2-				10:30	10:35			16:10	**16:15**	09:30	09:35			13:25	**13:30**		JW 2-	214
115	JW 4-				10:40	10:45			16:25	**16:30**	09:40	09:45			13:40	**13:45**		JW 4-	215
107	JM 8+				10:50	10:55				**16:45**	09:50	09:55				**14:00**		JM 8+	207

Spare Race's

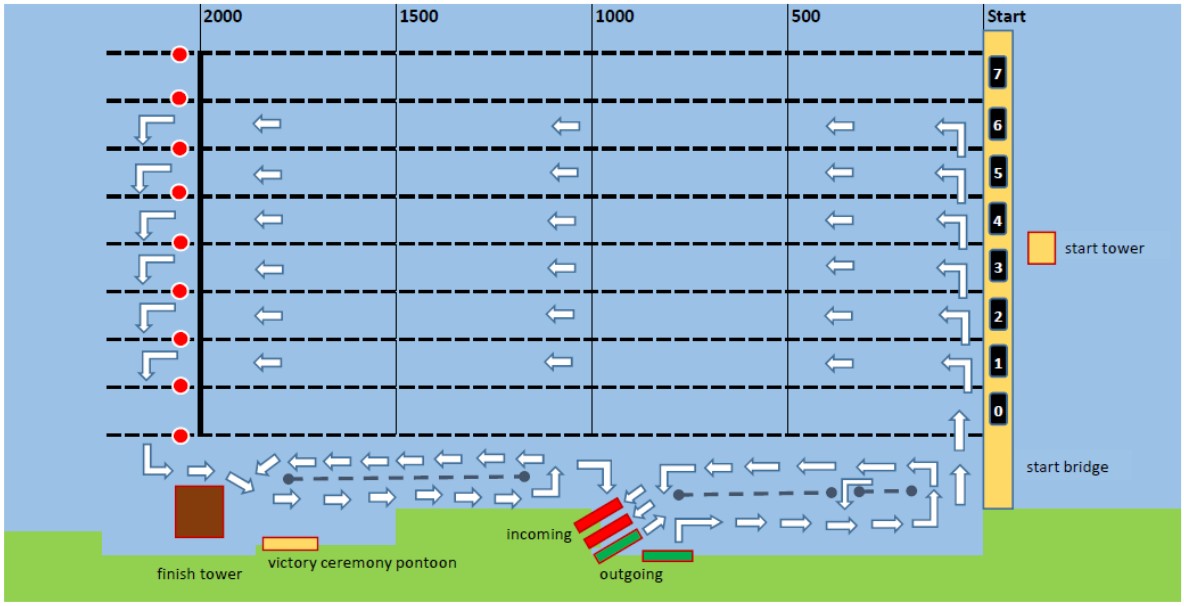
Event no	Event	No of boats	R1	R2							R1	R2					No of boats	Event	Event no
120	Mix 8+		16:30																
121	JM 1x		16:40								10:00							JM 1x	221
122	JM 2-		16:45								10:05							JM 2-	222
131	JW 1x		16:50								10:10							JW 1x	231
132	JW 2-		16:55								10:15							JW 2-	232

Team Manager's Meeting	13:00	17:30	
Training Times	09:00-16:00	07:30 - 08:30 17:00-18:00	07:00 - 07:30

14.2 Traffic rules (TRAINING)



14.3 Traffic rules (RACING)



14.4 Crew Change Form

CREW CHANGE FORM

- ☐ Withdrawal, Rule 47
- ☐ Changes of Rower(s), Rule 48 and 49
- ☐ Medical Substitution, Rule 48 and 49
- ☐ Change Seating Position(s) of Rower(s)
- ☐ Spelling

Event No: _____ (e.g. 107) Event: _____ (e.g. JM 8+) Bow No: _____ Nation: _____

	Entered Crew		Changed Crew		
	Family Nme		Family Nme	First Name	
B					B
2					2
3					3
4					4
5					5
6					6
7					7
S					S
Cox					Cox

Team- Manager: _____ Date: _____ (d/m/jj) Time: _____ (hh:mm)

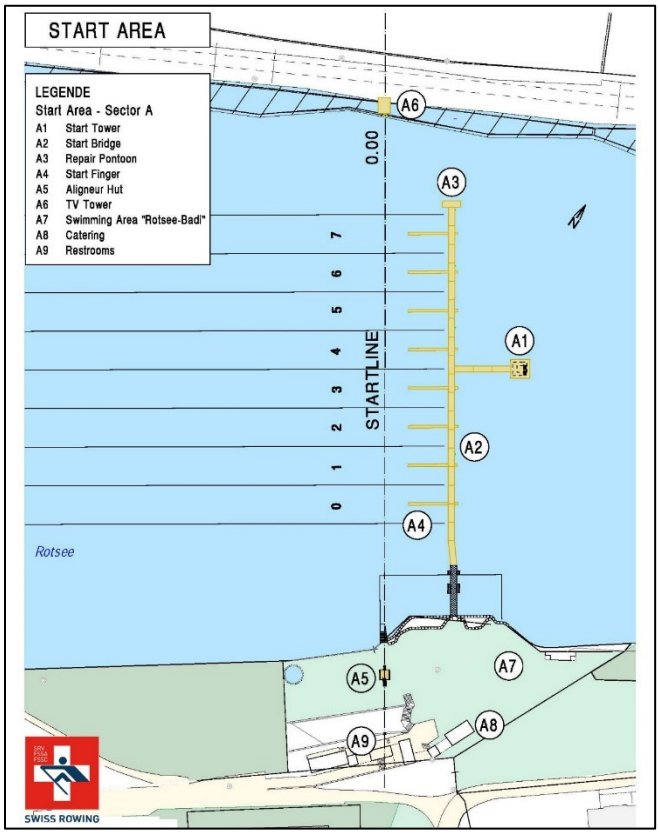
CdJ Ex. Comitee: _____ Date: _____ Time: _____

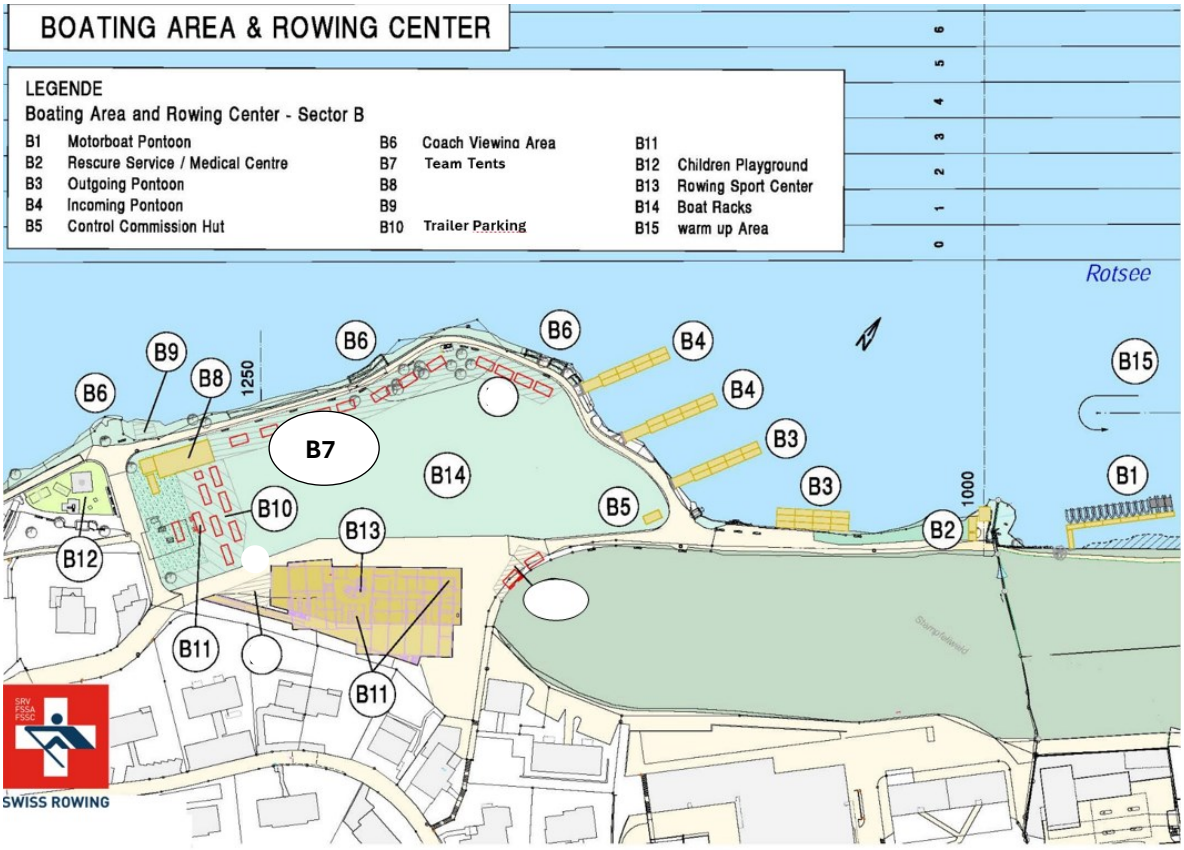
Forward to:
- ☐ Finish Tower / Jury
- ☐ Database
- ☐ Media Center

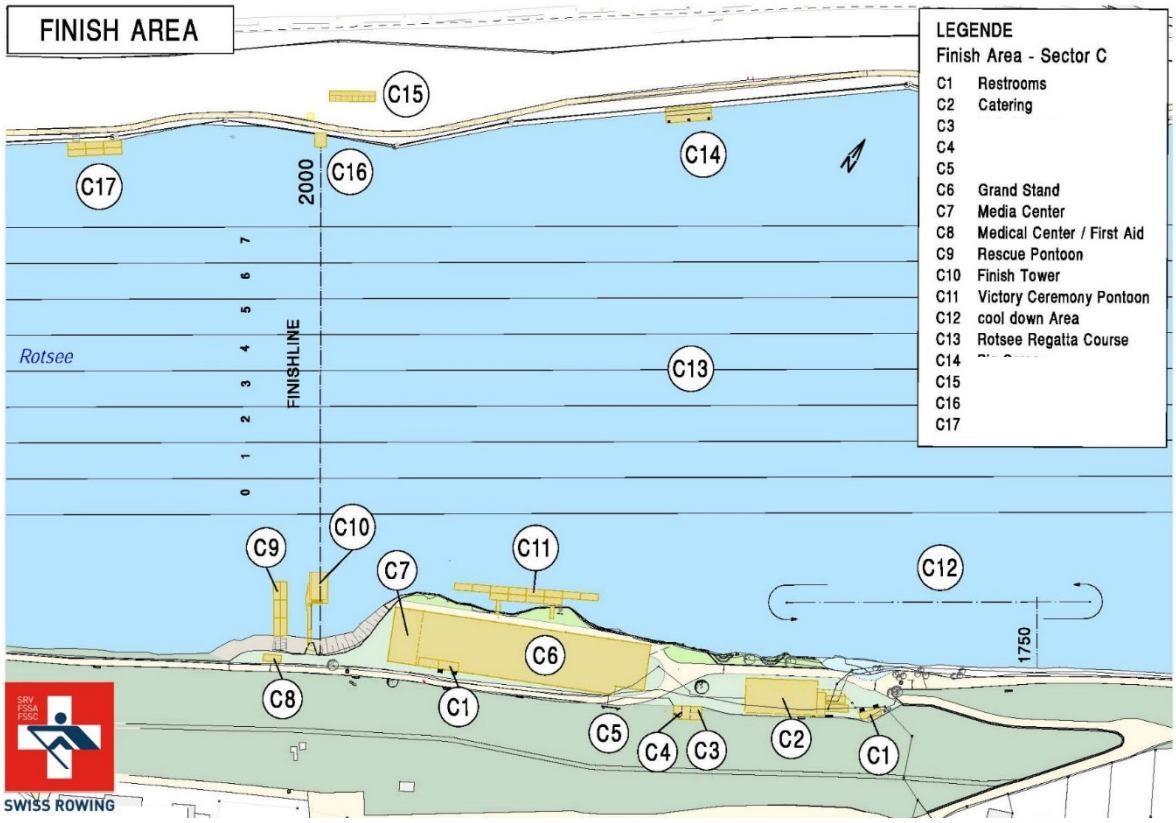
Send to: technicaladviser@couperowing.org

Version 1.1 24/07/24

14.5 Venue plan




BOATING AREA & ROWING CENTER
LEGENDE
Boating Area and Rowing Center - Sector B
B1 Motorboat Pontoon
B2 Rescure Service / Medical Centre
B3 Outgoing Pontoon
B4 Incoming Pontoon
B5 Control Commission Hut
B6 Coach Viewing Area
B7 Team Tents
B8
B9
B10 Trailer Parking
B11
B12 Children Playground
B13 Rowing Sport Center
B14 Boat Racks
B15 warm up Area
Rotsee
1250
1000
SWISS ROWING


FINISH AREA
LEGENDE
Finish Area - Sector C
C1 Restrooms
C2 Catering
C6 Grand Stand
C7 Media Center
C8 Medical Center / First Aid
C9 Rescue Pontoon
C10 Finish Tower
C11 Victory Ceremony Pontoon
C12 cool down Area
C13 Rotsee Regatia Course
Rotsee
FINISHLINE
2000
1750
SWISS ROWING