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## **5. Appointment and Formal Arrangements of the Jury 2011.**

1. Each ordinary AEFP member may have more than one jury member, but is entitled to designate only one ordinary member to the International Jury Entente Florale Europe to judge each leg.
2. Appointed jury members should have a good working knowledge of English, sufficient to actively take part in discussions. They should be experienced in comparable national competitions, and their professional backgrounds and experience are most likely to be in the fields of landscape planning and management, horticulture, environment, tourism, or other professions related to the competition criteria.
3. In the interest of fairness and uniformity, member countries must make every effort to ensure that without question, proper arrangements are made in suitable time, for all jury members to be present on all judging legs, and that commitment has the highest priority.
4. The allocation of a jury member to judge each leg must be made by member bodies as soon as possible after the Spring meeting, and at the latest 6 weeks before judging takes place. Once allocated a judging leg, it is the responsibility of the jury member to make that commitment of the highest priority within their professional calendar.
5. At the Spring meeting of the Jury, the Jury shall elect a Chair, and Vice Chair[s], from amongst its members. All members of the jury are eligible. The post of Chair and Vice Chair is for the duration of 2 years, and may be renewed for a further successive period of 2 years.
6. The Chair acts as public spokesperson for the jury and presides over all meetings. The Chair of the Jury is a member of the Executive Committee, by virtue of the office, and shall report to the General Assembly at least once a year.
7. At each judging leg, if the Chair is not present, then the Vice Chair represents the Chair and operates with the full responsibility of the Chair.
8. At each judging leg, the Chair for the leg will arrange a jury familiarisation meeting where the Jury will agree the rules of the forthcoming assessment tour. At the end of each leg, [except the final leg when final deliberations will take place], the Chair for the leg will arrange a further meeting, for initial deliberation of the judging on that leg.

9. At the end of the last leg, hosting arrangements will need to be made with the Secretary General, for a further day when the jury will undertake their Final Deliberations. At this meeting, all the marks and awards will be decided.

10. The results of the final deliberations will be treated as strictly confidential, and will be announced only on the day of the Award Ceremony.