

**BEST – Board of European Students of Technology
Local BEST Group Lisbon**

Regulation for the European Best Engineering Competition Lisbon

NAME AND HEADQUARTERS

1. *Board of European Students of Technology* (BEST) is a non profit european association of technology students. The main objectives of BEST are to develop activities that foster continuous and transversal learning for technology students and to provide opportunities for personal and cultural development in an international context. BEST helps European students to enter the international arena by providing them with the opportunity to gain a better knowledge of European cultures and to develop work capacities on an international basis. Headquartered at Instituto Superior Técnico - University of Lisbon (IST-ULisboa), the Local Group BEST Lisboa is one of the 13 founding members of BEST International and is, since its formation, one of the most active Local Groups at both national and international level. The headquarters is located at Instituto Superior Técnico (IST), Avenida Rovisco Pais, 1, 1049-001 Lisboa.

Article 1 [Engineering Competition]

The Local BEST Group Lisbon, henceforth referred as BEST Lisbon, promotes an Engineering Competition named EBEC Lisbon - *European BEST Engineering Competition* Lisbon.

- a) EBEC is an European engineering competition organised by BEST and divided in three phases: local round, national round and the European final;
- b) EBEC Lisbon has 42 working hours, divided in workshops, 24 hours of competition and presentation sessions;
- c) The 24 hours of EBEC Lisbon competition will be divided in two categories - Case Study and Team Design - and will be held on the weekends of 18th-19th and 25th-26th of March, respectively;
- d) The presentations of the Team Design Category prototypes will take place on March 27th and the Case Study projects on March 20;
- e) Each team can only participate in one of the categories;
- f) The winners of each category will be qualified for the national phase of EBEC, EBEC Portugal, which will be held in Porto from April 22nd to 24th 2017;
- g) The Organisation is composed of the Main Organisers of the event (MO's), properly identified members of BEST, members of the faculty linked to the competition, media partners and partners representatives;
- h) EBEC Lisbon aims to
 - Stimulate creativity;
 - Encourage teamwork;
 - Develop diversified and interdisciplinary competences;
 - Allow student's direct contact with companies in an informal environment;

- Develop problem-solving skills;
- Enable the practical application of theoretical knowledge;
- Motivate learning through new experiences;
- Promote the debate of ideas;
- Provide moments of leisure and fun.

i) Participation in the event implies the agreement of all clauses in this regulation.

Article 2 [Receiver]

All students of technology from Universidade de Lisboa (ULisboa) enrolled in the academic year 2016/2017 can participate in EBEC Lisbon.

- a) Participants should submit their application in teams with four elements, who must be present during the whole competition;
- b) The winning team of each event, in order to be able to participate in EBEC Portugal, shall ensure that at least three of the elements that constituted the original team at EBEC Lisboa remain;
- c) If one of the winning teams cancels their participation in EBEC Portugal, the team placed second in the same event will be invited to participate in the next phase. This process will be repeated until one of the teams confirms their participation in EBEC Portugal;
- d) The participation of teams with less than four elements will only be possible in exceptional situations, subject to decision by the Organisation;
- e) The places are limited to seventeen teams in the category of Team Design and twelve teams in the category of Case Study;
- f) All members of BEST Lisbon and/or who are connected in some way to BEST Lisbon will be excluded from the competition;
- g) Students who have been connected to BEST activity will be analyzed individually by the Organisation;
- h) Participants are fully responsible for their behavior and any physical or psychological consequences of their actions during EBEC Lisboa.

Article 3 [Localisation, Date and Application]

- a) EBEC Lisbon will take place at Civil Engineering building of Instituto Superior Técnico (Alameda campus);
- b) The 24 hours of competition will take place on 18th - 19th March 2017, for the Case Study category, and on 25th - 26th March 2017 for the Team Design category. On 20th March 2017 and 27th 2017, the Case Study and Team Design teams respectively, will present the solutions and the prototypes developed during the competition to a panel of judges, composed of faculty members linked to the competition and representatives of companies. During the week preceding each of the categories of the competition (March 13th - 17th and March 20th - 24th) a set of workshops that will help the teams for the respective events will take place;
- c) Entries for the competition are made in the EBEC Lisbon website (<http://best.tecnico.ulisboa.pt/ebec/>) until the 5th March 2017. To be part of the competition, participants will have to fill the form on the EBEC Lisbon website;

- d) During the promotion period, will take place the contest "Boomerang Contest", in which will be awarded an entry in the Case Study category and another in the Design Team category. The Regulation can be consulted in <http://best.tecnico.ulisboa.pt/ebec/>;
- e) The selection of teams will be determined by the fulfilment of following criteria set by the Organisation:
- i) Case Study category: Analyzed using the Curriculum Vitae
- Teams with more diversity of courses in the same team;
 - School year;
 - Academic performance.
- ii) Team Design category: Analyzed using the Curriculum Vitae
- Will be benefited the teams that:
- Never participated in EBEC;
 - Were not accepted in previous editions;
 - Have more diversity of courses in the same team;
 - Have more creativity in the team's name;
 - Solving a mathematical challenge;
 - Respond creatively to challenging questions.
- f) The Organisation has the right to ask for other documents, if necessary. Such documents must be delivered within the stipulated time, under penalty of disqualification;
- g) Enrollment in EBEC Lisbon implies a payment of a deposit of 20 euros per team. This deposit must be paid up to four days after confirmation of the team in the competition. The substitute teams only pay the deposit if they are called to compete. The NIB, to where the money should be transferred, will be sent by e-mail. The deposit will be refunded at the end of the competition after filling a questionnaire, if no irregularity referred to in Article 10 is committed;
- h) The team name is subject to change, in case it is considered improper by the organisation;
- i) The teams can apply to both categories.

Article 4 [Accreditation]

- a) For the purposes of the Accreditation of 1.5 ECTS, participants have to attend 42 hours of work. Such hours include:
- Workshops of preparation;
 - Opening ceremony;
 - Closing ceremony;
 - 24 hours of competition;
 - Preparation of presentations;
 - Oral presentations.
- b) The previous article only applies to students of Instituto Superior Técnico;
- c) It will be possible to obtain a Diploma Supplement for students of the Faculdade de Ciências of the Universidade de Lisboa;
- d) Only members of the Organisation may control the attendance of the participants, in the activities listed above.

Article 5 [Event]

- a) At the beginning and at the end of the event it is necessary that all elements of each team are present in their respective class room, except in a justifiable situation, considered by the Organisation;
- b) At the beginning of the competition, a room will be randomly distribute for each team;
- c) Each category is regulated by a script provided by the Organisation;
- d) For each team, a room will be reserved for the proposed task. Team Design teams will not be allowed to transport the prototype out of the respective room during the competition period; If it is necessary to transport the prototype outside the room, it will be carried out by the participants with the authorisation and under the supervision of the Organisation;
- e) For Team Design teams, the use of personal belongings that allow access to external information during the competition (such as mobile phones, tablets, laptops, etc.) is banned, unless the Organisation gives contrary information. These will be collected at the beginning of the competition, being the responsibility of the Organisation;
- f) For Case Study teams, the use of personal belongings is allowed, however it is expressly forbidden to contact with the outside with the objective of obtaining benefits for the competition;
- g) In the Team Design category, all materials and tools used in the construction of the prototype should be only provided by the Organisation and contemplated in the script of the competition;
- h) During the activity, participants will be allowed to call a person of the Organisation to clarify any doubt about the competition;
- i) Leaving the building will only be allowed with the permission of the organisers;
- j) In the room destined for each team, the only people allowed to enter are the members of the team and the organisers;
- k) The participants are not allowed on the organiser's room, unless the organisers tell them otherwise;
- l) After the Team Design competition, the prototypes will be taken to the atrium of the Central Building of Instituto Superior Técnico (Alameda campus), which will be closed and under the responsibility of the organisation until March 27th; on that day, all Team Design prototypes will be displayed in the same room;
- m) The transport contemplated in the previous point is the responsibility of the teams;
- n) After the competition period, an organiser will go to each of the rooms to collect the prototype, even if it is not fully completed.

Article 6 [Mini tasks]

- a) The Mini Tasks are small challenges that will take place during the 24 hours of competition and simultaneously with the main competition;
- b) The Mini Tasks are optional, that is, the teams will define whether or not they will participate in these competitions;
- c) During the 24 hours, will take place three Mini Tasks;
- d)The schedule of the Mini Tasks will be present in the script of the main competition;
- e) All elements of the team or only part of it can participate in the Mini Competitions;
- f) Teams must decide if they wish to participate in the Mini Tasks and communicate that decision to the organisers with one hour in advance;
- g) Teams will have the first contact with the script of the mini tasks immediately before the start;

- h) All conditions of evaluation will be made known to the teams before the mini tasks starts;
- i) In case of a tie, the prize is awarded to both teams.

Article 7 [Competition and Evaluation]

- a) All conditions of evaluation and test of the prototypes will be made known to the teams before the competition starts;
- b) The EBEC Lisbon's Organisation will provide the resources and infrastructures necessary to the prototypes tests;
- c) The prototypes presented by the teams will be tested/evaluated individually and by turns. There will be no direct competition between prototypes or projects;
- d) After the evaluation of the prototypes, it is the responsibility of the teams to remove the prototype of the place reserved to it in order to leave it clean;
- e) In the Case Study category, the intellectual property of the solutions will be property of McKinsey International Inc;
- f) The reports and presentations of the prototypes and/or solution of the Case Study must be done in English and both will be evaluated by the panel of judges;
- g) It is the responsibility of the event's Organisation to deliver the evaluation parameters, as well as a list with the teams in competition, to each of the jury members in order to facilitate/justify the determination of the winners;
- h) The announcement and delivery of the awards to the winners will be done in a public ceremony at the end of the event.

Article 8 [Jury]

- a) The jury will be composed of members of Instituto Superior Técnico and/or members of BEST Lisbon partner entities;
- b) The jury duties are:
 - To ensure compliance with the articles contained in this Regulation;
 - To supervise the evaluation of the prototypes' performance , in Team Design category, or solutions, for the Case Study, recording the results;
 - To do the evaluation of the originality of the models in competition;
 - To announce the winners;
 - To apply any penalties which deem appropriate in cases not covered by this Regulation.
- c) The decisions taken by the jury during the event are sovereign.

Article 9 [Awards]

- a) Awards will be delivered to the winning teams in each category;
- b) All participants will receive a certificate of participation signed by the Main Organisers and by the president of BEST Lisbon;
- c) The prizes will be delivered in a public ceremony, at the end of the event, on march 27th 2017.

Article 10 [Withdrawals]

- a) In the case of withdrawal within a period of less than three days before the competition, the team will lose the deposit;

b) There may be situations where the deposit is returned. These situations will be evaluated by the Organisation.

Article 11 [Irregularities]

a) In case of non-compliance with any of the rules in this regulation, the team will be disqualified and will lose the deposit;

b) In case of non-compliance with the test script, the team penalty will be decided by the jury;

c) Any damaged material (tools, tables, chairs,...), except the material used on the prototype, means loss of the deposit for the team. If this value is greater than the value of the deposit, the team has to pay the difference between the two values;

d) The team is responsible for the maintenance of their room, this means that the team is responsible for cleaning the room used for the construction of the prototype and for the material inside. Failure to comply with this rule will result in loss of the deposit. If the value of the damage is greater than the value of the deposit, the team has to pay the difference between the two values;

e) Failure to comply with lines g) and i) of article 5 implies the loss of the deposit of the team as well as immediate disqualification.

Article 12 [Final considerations]

a) The enrolment in EBEC Lisbon implies full acceptance of this regulation;

b) All cases not covered, not expressed or not clearly foreseen in this regulation will be appreciated and decided by the Organisation.

c) BEST Lisbon reserves the right to change this Regulation, as well as the composition of the jury;

d) This event may be canceled by decision of BEST Lisbon;

e) The Organisation reserves the right to change the schedule of the competition;

f) Questions and suggestions:

- In order to answer any question or to clarify doubts, participants should consult the information available on the website or on the Facebook page of BEST Lisboa;
- For any additional information, or to present suggestions, contact us by email to lisbon@best.eu.org.

Lisbon, 17th February 2017

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