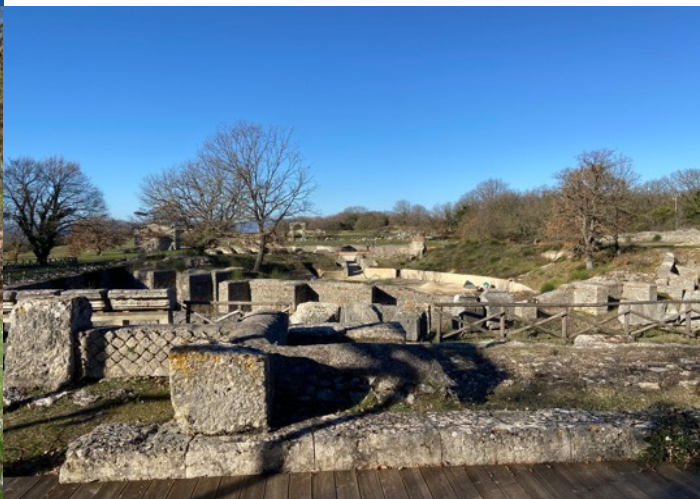


# Team Manager Booklet



The team managers meeting will take place at:

Archery Village to Meadows of Stroncone

4 September 2022 – 13:00

All team managers are requested to attend this meeting (maximum 2 representatives per country). Teams without a team manager are advised to send one of their athletes to the meeting.

Please read this document upon receipt, and bring it with you to the team managers meeting

*Version 1.2 – 4 September 2022*

# Welcome word from the LOC

TO ALL World Archery Member Associations

Dear President,

as Chairman of the Local Organising Committee (LOC) I would like to invite you all to Rinehart World Archery 3D Championships to be held in Terni – Stroncone – Carsulae (Italy) on 4-10 September 2022.

The Championships will be held in two places to make the competition competitive and unforgettable. The first place is at the “Prati di Stroncone” (Meadows of Stroncone), situated on the outskirts of the little village of Stroncone, near Terni.

The hills, the slopes, the nature trails and the countryside itself in this area are well suited to the ultimate goal of this sport, that is, contact between man and the nature that surrounds him. It is the perfect backdrop for such an important event.

For the final individual rounds, the competition will move to Carsulae. An interesting and unique archaeological site, situated between Terni and Sangemini, which has not yet been fully excavated and is not well-known to most tourists.

However, areas of the forum with the remains of the basilica and two twin temples, the theatre and the amphitheatre (both fairly well preserved) are already visible.

Finally, there is the beautiful arch of San Damiano leading to some interesting tombs.

Here, we will place the targets among the ancient Roman ruins, giving the participants the impression of having returned to the past and reliving the splendour of that time, even if only virtually.

We look forward to welcoming you all in Terni, Umbria the “green heart of Italy”.

Sincerely yours,

**Stefano Tombesi**  
**World 3D Archery Championships OC Chairman**

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# Introduction

## 1.1 Opening

- Brought to order by the Technical Delegate (TD) Mr M. Daumas
- Introduction of the panel (TD)
- Roll call of all attending nations (TD)
- Welcome speech, by Organising Committee

## 1.2 Introduction of officials (TD)

- Tournament Judges Commission, by the Chairman of Judges
- Jury of Appeal (TD)

## 1.3 Important dates for the outdoor season

<b>Date</b>	<b>Event</b>	<b>Entry Deadline Type</b>
12 September 2022	World Archery Field Championships – Yankton - USA	Final

# Contacts

## Organisation Management

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## World Archery Federation

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Chris WELLS – head of communications	

## Tournament Judge Commission

Barry BROPHY - Tournament Judge Commission Chairman
Indranil DATTA - Deputy Chair of Judges
Ringa BALTRUSAITE
Xiuzhi ZHANG
Bjarne STRANDBY
Christophe PEZET
David TAN
Helmut POELL
Pyry EKHOLM
Nabil HUSEIN
Jesus GUEVARA
Katerina KONCALOVA
Guillermina GARCIA

## Director of Shooting on practiced field

Linda CANEVA
Alberto LUGLIO

## World Archery Clean Sport supervisor

Martin BAUER
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## Jury of Appeal

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Martin PITSHMANN (AUT)	+43 676 5314 226
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# Technical aspects of the competition

## 3.1 Number of participants per category

Updated 30 August 2022

Member Associations: 28

Compound Men	Individual:	50	Mix Teams:	10 (1/2)
Compound Women	Individual:	23		
Barebow Men	Individual:	46	Mix Teams:	16 (1/2)
Barebow Women	Individual:	33		
Longbow Men	Individual:	51	Mix Teams:	14 (1/2)
Longbow Women	Individual:	29		
Traditional Bow Men	Individual:	52	Mix Teams:	18 (1/2)
Traditional Bow Women	Individual:	36		
			Teams Men:	15 (1/4)
			Teams Women:	10 (1/4)

## 3.2 Competition programme

The current version of the schedule, at the moment of writing the team managers booklet is v1.0 (30 August 2022 07:30 UTC).

Please frequently refer to World Archery website for latest updates of the schedule, as changes may occur during the week.

## 3.3 Practice

There will be only one practice session for all athletes. The target assignment will not be applied to the official practice session and targets will be set at various distances in proportion of competing athletes and with 2D targets.

Transport to the fields will be carried out according to the indications of the organization and in any case will not be carried out in a differentiated way, and will run according to the following schedule:

02 Sept 2022, Friday	Practice field - Terni Archery Training Center Terni	Practice field - Terni Archery Training Center Terni
03 sept 2022, Saturday	Practice field - Terni Archery Training Center Terni	Practice field - Terni Archery Training Center Terni
04 sept 2022, Sunday	Official practice - Stroncone	Official practice - Stroncone Team Manager Meeting <b>12:00 Opening Ceremony - Stroncone</b>
05 Sept 2022, Monday	1st Qualification Round (24 targets) All categories (men and women)	
06 Sept 2022, Tuesday	2nd Qualification Round (24 targets) All categories (men and women)	
07 Sept 2022, Wednesday	Mixed Team Event (Semifinals and Finals)	
08 Sept 2022, Thursday	Individual Elimination Round (Quarter finals, Semifinals, Finals)	
09 Sept 2022, Friday	Team Event (Quarter finals, Semifinals, Finals)	
10 Sept 2022, Saturday	<b>Individual Semifinals &amp; Finals</b> Award Ceremony and Closing Ceremony Closing dinner (ancient Stroncone village)	

#### Qualification round practice

- The practice field have no limits and in any case is under the responsibility of director of shooting.
- Non-competing athletes can use the practice field.
- Given the distance from the Stroncone fields, the transportation is available for athletes between the qualification field, training range and official event hotels only one time a day and the timing will be displayed in the official event



hotel lobbies and in the Archery village. Transportation is available for athletes between the qualification field, training range and official event hotels only one time a day. It will be displayed in the official event hotel lobbies.

### 3.4 Equipment inspection

The equipment inspection will be done during official practice.

The equipment inspection will not be limited to only the official practice, judges can, at any time during the competition, require inspecting an athlete's bow.

If an equipment is found to be not compliant with World Archery rules, the athlete will need to fix the issue immediately, or will be removed from the competition.

- All teams are to wear their team uniform with their name and have their valid accreditation during official practice.
  - While athletes are allowed to wear jeans for qualification, they must have full uniform for inspection and for all rounds after qualification.
  - None of the athletes' clothing, equipment or accessories may have any camouflage pattern on any part
- Spare equipment must also be brought for inspection.
- Team managers are to check the details of their athletes such as, name, date of birth is correct beforehand.
- Inform the Judge if details are not correct and the Judge will inform World Archery Results Team. Instructions to use the tablet scoring system will be carried out if requested.

#### **Athlete (back) Numbers**

Athlete numbers will be issued on the day of the qualification round (with the score cards).

Athlete numbers must be worn on the quiver or thigh, facing the waiting line while shooting.

#### **The Environment**

Team managers, please instruct your team members to use the litter bins located on the competition, practice ranges and common areas at all times.

#### **Water**

In an effort to aid the environment, water will be distributed using bottles located on designated areas.

Please use the trash bins provided and clear the area you have used on the FOP before leaving.

#### **Non-Smoking**

This is a non-smoking event.

Smoking is forbidden inside public buildings and all competition and training areas. This also includes electronic cigarettes, refer to book 4, Art.26.4.

### 3.5 Rounds

There are 3 courses prepared for two qualification rounds. All qualification rounds are set up on 3 fields, near one to the other with practice field and call area for all athletes. There are 6 (minimum 4) courses of 6 targets prepared for the individual elimination round.

The sessions will start on time, when there are no practice arrows scheduled on the competition venue, the matches will start as soon as the field is ready. Athletes should be alert and prepared for their matches to start earlier than scheduled.

### 3.6 Appeal procedure

- An Appeal form is attached to this document.
- In case of an intent to appeal or an actual appeal, the times indicated on the Appeal form must be considered.
- Appeal forms should be given to the Chairman of the Tournament Judge Commission or to their deputy.

- A fee of 50 USD (or 50 EUR) must be paid to the Chairman of the Tournament Judge Commission, for the appeal to be valid.
- If the appeal is upheld by the Jury of Appeal, the fee will be returned. In the case of the appeal being rejected, the fee will not be returned.

# Results

## 4.1 Timing control system

Damage timing equipment will be used for timing during finals.

## 4.2 Results system

- Qualification Round - scoring will be completed by athletes. One athlete record, on the official paper based score sheet, the scores of all other athletes on that target. At the same time, another athlete, on that same target, will enter all the scores of the athletes on that target into the scoring tablet.
- Scorecards MUST be signed by both the athlete and the scorer, have all the totals mathematically correct with the 10s+11s and 11 count fully completed. Any scorecards where the 10s+11s and 11 count are not completed a "0" will be given for the total of 10s+11s and 11 count for that athlete. Any score cards not signed or the score total is missing will result in disqualification.
- Elimination Round – scoring will be completed by athletes. One athlete/team records the arrow values of both athletes/teams on the paper score sheet. While at the same time, the other athlete/team inputs the arrow values into the scoring tablet. Both athletes/teams should verify that all scores are written and entered correctly before returning back to the shooting line.  
And
- At the end of the match, the scorecard must be fully completed and signed by the athletes (or agent/judge in the case of finals) involved in the match.
- Scoring tablets will be used during the Qualification and Elimination Rounds, but not in the Finals. Mr. Andrea Gabardi (World Archery results and logistics coordinator) is responsible for the results of the event.
- **IMPORTANT NOTE: There will be internet access in the official hotels. Because of this we will not distribute any printed results and information.**

# Reminder on Rules

## 5.1 Dress regulations

- Athletes shall wear shirts with name and country at all times.
- Sport shoes or walking boots shall be worn by all athletes and officials, these may be different styles but shall cover the entire foot.
- Athletes may wear trousers of their choice for the Qualification round.
- Athletes shall wear full Team uniform, which shall not include denim, for Team Rounds and Medal Matches.
- Clothing and equipment shall not be camouflage. No oversize or baggy type trousers are allowed.
- Team officials shall have their country on their shirt or jacket, and shall be the same colour, so that they are easily recognisable as part of the team.

## 5.2 Equipment rules update

There have been some major changes to the Equipment Rules.

- Barebow Rules to allow dampeners (Book 4 – 22.3.6.1)
- New rules for Traditional Division (Book 4 – 22.4)
  - Latest interpretation, as sent to all participating teams from WA office can be found [here](#)

## 5.3 Accreditation cards rules

### **Rule Book 2 – 3.8 Accreditation**

*3.8.1.1. Proof of accreditation shall be carried at all times on the competition area and shall be shown on request of appropriate officials.*

*3.8.1.2. Only holders of appropriate accreditation shall be allowed onto the relevant parts of the competition area.*

### **Accreditation card:**

Athletes and team officials, registered in WAREOS, will be issued a World Archery accreditation and lanyard. Please ensure all details are correctly entered in WAREOS.

Only one accreditation will be issued, with a lanyard, for all the 2022 season. Athletes and team officials should bring their accreditation to all World Archery events such as, World Championships, Hyundai Archery World Cup stages and the Hyundai Archery World Cup Final.

Accreditation will consist of, a photograph, full name, role, category/bow discipline, country of representation, individual World Archery ID code and access privileges.

All accreditations will need to be validated and activated on site at each of the separate World Archery events.

There is a QR code on all accreditations that will be scanned to enter and exit the competition areas. Only athletes scheduled to compete at certain stages of the event are permitted on the Field of Play, together with one coach/official.

## Photographs

Will be taken on venue the day prior to official practice. For athlete who do not already have one.

For a valid photograph, persons are to smile and wear their official Member Association team uniform. No hats or sunglasses can be worn.

Photos are used for both event accreditation and website biographies.

Athletes and team official profile photographs expire after 24 months. Athletes and team officials whose photographs have expired will be contacted to schedule a time during the week to retake the picture, in order to avoid affluence and gathering at accreditation booth.

Any athlete or official that desires to update their photograph in the system can go to the accreditation area to do so during the competition week.

### **Lost/Damage/Replacement costs:**

For those persons that unfortunately forget to bring, damage or lose their accreditation, can purchase another accreditation from World Archery accreditation area at the event for the cost of 30 CHF (EUR/USD or local currency will be accepted, at a rate to be displayed on site).

### **Upgrade card**

Upgrade cards are available for those teams that do not have a coach or team manager available on their team and wish to have a coach for their athlete/team's match.

An upgrade card can be allocated to another athlete or accredited person to perform the role of coach for a specific athlete at that particular event.

Upgrade cards (serial numbered) are individually allocated/valid to an individual person for a particular event athlete/team. As soon as the athlete/team is out of the competition, the upgrade card is no longer active.

For an upgrade card to be issued, an Accreditation Upgrade Form (AUF) needs to be completed and signed by the Team Manager, President, or Secretary General of the Member Association of the athlete/team to be coached. This form can be completed in advance in WAREOS or on venue.

Each upgrade cards costs 30 CHF (EUR/USD or local currency will be accepted, at a rate to be displayed on site).

Upgrade cards will not be available for teams who already reach the maximum number of officials allowed according to World Archery rule (Book 2, Chapter 3, Article 3.7.3.3.). Remember, as stated in the World Archery rules, only 1 accredited team official per athlete is allowed with a maximum of 4 officials if a team has more than 4 athletes competing on the field of play.

# Logistics

## 6.1 Transportation

Daily transportation information and schedules will be placed at the competition field and notice boards at all the official event hotels.

## 6.2 Meals during the event

Breakfast and dinner will be served at the official hotels. For lunch, the organisation has made it possible to reserve packet lunch.

- Breakfast in all hotels: 06:30 - 09:30
- Dinner in all hotels: 18:00 - 21:00

\*Times will adjust to the competition schedule as and when required.

## 6.3 Internet Access and additional hotel charges

Internet access will be free of charge in the rooms and lobby of official hotels, there will also be free internet access on venue.

All other hotel expenses including laundry and minibar, etc will be covered by the participants themselves.

## 6.4 Medical related issues

First Aid services will be available from 03– 10 September at the archery venues.

In cases of emergencies in official hotels, please inform Dr Vincenzo Barone +39 349 4227231 who is managing medical care operations.

For teams requiring PCR testing before departure, please contact the LOC as soon as possible to organise testing for your team.

The closest hospital for emergencies is:

SANTA MARIA HOSPITAL

Viale Tristano di Joannuccio,

Terni, Phone +39 744 2051

# Protocol, ceremonies, clean sport

## 7.1 Medal ceremonies

All athletes involved in the ceremonies are requested to go to the gathering point by the athletes' entrance to the main FoP, equipment can be stored in the staging area until the end of the corresponding victory ceremony.

Athletes are requested to proceed straight to the mixed zone or the ceremony area.

## 7.2 Mixed zone and press conferences

Interviews will take place at the Mixed Zone and athletes will be requested to pass through the mixed zone to speak with the media.

## 7.3 Clean sport

### **Anti-doping**

Anti-Doping control will follow World Archery rules (Hyundai Archery World Cup and World Ranking events).

Athletes should bring their passports and/or accreditation cards to the anti-doping control station if selected for a test.

### **Alcohol test**

Athletes and officials should also be available for random alcohol testing during the competition, following World Archery rules.

# Archery venues

## Qualifications and eliminations



## Individual Finals venue

CARSULAE (Terni)





# Team nomination form

Country: \_\_\_\_\_

## Women

1. Compound Athlete: .....

2. Longbow Athlete.....

3. Traditional or Barebow Athlete.....

## Men:

1. Compound Athlete: .....

2. Longbow Athlete.....

3. Traditional or Barebow Athlete.....

Name and signature of Team Manager:

.....

A team shall be made up by one Compound athlete, one Longbow athlete and one athlete using either a Traditional or a Barebow. The team ranking shall be based on the best athlete's results for each category after the second Qualification Round. (If both the Traditional and the Barebow division are competing the higher result shall be taken for the ranking); If Team Managers wish to use other athletes of the team, please use this form to name the athletes that will be competing in the team event.

Forms to be given to the World Archery head of technology or Chairman of the Judges Commission at least 15 minutes before the start of the team competition.

# Mixed team nomination form

Country: \_\_\_\_\_

**Barebow Mixed team:**

1. ....

2. ....

**Compound Mixed team:**

1. ....

2. ....

**Traditional bow Mixed team:**

1. ....

2. ....

**Longbow Mixed team:**

1. ....

2. ....

Name and signature of Team Manager:

.....

The results of the highest scoring male and female members of the team will automatically be used for the mixed team event. If Team Managers wish to use other athletes of the team, please use this form to name the athletes that will be competing in the mixed team event.

Forms to be given to the World Archery head of technology or Chairman of the Judges Commission at least 15 minutes before the start of the mixed team competition.

# Appeal Form

This is an intention of Appeal

This is an appeal form

(please tick appropriate box)

## Appeal Fee

- 50 USD
- 50 CHF
- 50 EUR

- Team Manager of the following country: \_\_\_\_\_
- Name of the Team Manager: \_\_\_\_\_
- Team (please name country) : \_\_\_\_\_
- Individual person (name) : \_\_\_\_\_
- Other (please specify) : \_\_\_\_\_

This appeal is against: \_\_\_\_\_

Description of Appeal or Protest:

I believe this action is against the following rules (state article if known): \_\_\_\_\_

Signature: \_\_\_\_\_ Name in printing: \_\_\_\_\_

### **Article 3.13.3.1:**

*An intention to appeal when it might affect the progression of an athlete from one stage of the competition to the next, shall be expressed in writing and lodged with the chairperson of the Tournament Judge Commission within five minutes of the end of the relevant round or match, whichever applies. During the Finals of match play rounds, the notice of intent to file an appeal shall be given within five minutes of the end of the match, or prior to the start of the next match, whichever is first.*

### **Article 3.13.8:**

*Jury decisions shall be minuted and reported to the appellant, the chairperson of the Tournament Judge Commission and the organisers before the beginning of the next stage of the competition or before the awarding of prizes.*

### **Article 3.13.4:**

*Amount paid is reviewed and determined by the World Archery Executive Board on an annual basis.*

Received on: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_\_

by Chairperson of the Tournament Judge Commission

Signature: \_\_\_\_\_ Name in printing: \_\_\_\_\_