Team Manager Booklet





The team managers meeting will take place at:

Restaurant at the Archery Venue

15:00 - 18 July 2022

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 1.0 – 30 June 2022











Welcome words from the LOC

As President of the Organising Committee, it is my pleasure to welcome all participating athletes and officials to the fourth stage of the 2022 Hyundai Archery World Cup, in Medellín

I am sure that all participants, athletes, officials, and media representatives will enjoy this exciting competition and all athletes will demonstrate their great skill, competitiveness, and fair play at this event.

Our organizing committee has worked hard to provide the best possible facilities to all of you. Medellin has organized World Cup Stages in 2013, 2014, 2015, 2016 and 2019. Many of you may, therefore, be familiar with our city, hospitality, and the usual competition venues. For this 2022 edition, a new venue will be used for qualification and elimination: Unidad Deportiva de Belén, a sports complex with three ranges, one of which is a permanent archery facility. Two of the ranges will be used for competition, and the third one for practice. The finals will take place in a new venue, from which you will be able to see most of the city and our impressive mountains.

Thanks to better sanitary conditions, we hope you will also have time to enjoy our city.

I wish you all a very pleasant stay and the best of luck!

Ms. Maria Emma Gaviria

LOC Chair World Archery Colombia President













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Introduction

1.1 Opening

- Brought to order by the World Archery Head of Events and Marketing (HE), Mr T. Aubert
- Introduction of the panel, by World Archery HE, Mr T. Aubert •
- Roll call of all attending nations (HE) •
- Welcome speech, by Organising Committee •

1.2 Introduction of officials (HE)

- Tournament Judges Commission, by the Chairman of Judges •
- Directors of Shooting, by the Chairman of Judges •
- Jury of Appeal, by World Archery HE •

1.3 Important dates for the outdoor season

Date	Event	Entry Deadline Type
12 August 2022	World Archery 3D Championships – Terni – ITA	Final
12 September 2022	World Archery Field Championships – Yankton - USA	Final
24 September 2022	Hyundai Archery World Cup Final – Tlaxcala - MEX	Final













Contacts

Organisation Management Kamila OQUENDO	+57 323 2098713
Finance Gloria SALDARRIAGA	+57 300 5298884
Hotel and Accommodation Natalia LONDOÑO (City Express) Viviana FONT (San Fernando Plaza)	+57 300 2800322 +57 305 3107687
Airport Pick-up and local transport Andres GOMEZ	+57 301 4169403
Medical Care María Isabel GOMEZ (Clinica Las Vegas)	+57 316 0182184
Competition Manager Sergio FONT	+57 300 6510562
Press Officer Juan Pablo ALVAREZ	+57 300 8152060
World Archery Federation Thomas AUBERT – head of events and marketing Matteo PISANI – head of technology Chris WELLS – head of communications	+41 79 664 99 27

Tournament Judge Commission

Andrea AGUILAR - Tournament Judge Commission Chairman Megan TIERNEY - Deputy Chair of Judges Jesus GUEVARA Klemen CEZAR Charmaine HO **Carlos CERVANTES**

Directors of Shooting

Vladimir DOMINGUEZ (Field 2 and Finals) Roy CORTES (Field 1)

World Archery Clean Sport supervisor Anne SMITH

Jury of Appeal To be announced during the meeting











Technical aspects of the competition

3.1 Number of participants per category

Updated 10 July 2022			
Member Associations: 36			
Recurve Men	Individual:	91 (1/32) Teams:	21 (1/12)
Recurve Women	Individual:	68 (1/32) Teams:	15 (1/8)
Compound Men	Individual:	61 (1/32) Teams:	15 (1/8)
Compound Women	Individual:	46 (1/32) Teams:	11 (1/8)
		MIXED Teams RECURVE:	23 (1/12)
		MIXED Teams COMPOUND:	15 (1/8)

3.2 Competition programme and venue

The current version of the schedule, at the time of writing the team managers booklet is v1.0 (10 July 2022, 17:00 UTC).

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

There will be two competition fields about 30 meters apart. In both fields shooting will be in the same direction. The following distribution has been made:

Field 1 (Football Field) – Targets 1-32 – will be used for CW and RW qualification and elimination (individual and teams). This Field will also be used for the Compound Mixed Team Rounds.

Field 2 (Archery Range) – Targets 33-64 – will be used for CM and RM qualification and elimination (individual and teams). This Field will also be used for the Recurve Mixed Team Rounds.

3.3 Practice

There will be only one official practice session for all athletes (Tuesday July 19 in the morning). The target assignment will not be applied to the official practice session and targets will be set at 70 and 50m in proportion of the registered athletes at the time of final deadline registration. In the official practice session, athletes will have to possibilities to shoot on either field, or even share their practice session between the two venues.

Fields 1 and 2 will be available for practice on Monday July 18 both in the morning and the afternoon.

A practice field (Field 3) will be made available as well, and will run according to the following schedule:













Date / Time	08:00 ~ 08:45	09:00 ~ 12:30	14:00 ~ 17:00
18 July 2022, Monday		5 targets at 70m + 5 targets at 50m + 5 targets at 5 meters	5 targets at 70m + 5 targets at 50m + 5 targets at 5 meters
19 July 2022, Tuesday		5 Targets at 70m + 5 Targets at 50m + 5 Targets at 5m	22 Targets at 70m + 2 Targets at 5m
20 July 2022, Wednesday	18 Targets at 50m + 6 Targets at 5m	20 Targets at 70m + 4 Targets at 5m	22 Targets at 50m + 2 Targets at 5m
21 July 2022, Thursday	18 Targets at 70m + 6 Targets at 5m	20 Targets at 50m + 4 Targets at 5m	24 Targets at 70m
22 July 2022, Friday	8 targets at 70 m + 8 targets at 50 m + 8 Targets at 5m	20 Targets at 70m + 4 Targets at 5m	14 targets at 50m 10 targets at 70m
23 July 2022, Saturday (Field 2)		16 targets at 70 meters + 4 targets at 5 m Practice only for recurve archers shooting Finals on Sunday July 24.	

Qualification round practice

- 3 ends of 3 minutes practice on the Field of Play for qualification to immediately follow once the field is reset.
- Non-competing athletes can use the practice field but will not be allowed on the competition fields.
- Transportation is available for athletes between the qualification field, training range and official event hotels. Schedule will be displayed in the official event hotel lobbies.

3.4 Equipment inspection

The equipment inspection will be done on a volunteering basis during official practice, meaning that any athlete can proceed to the equipment inspection area to get their equipment revised.

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 disqualified. Scores shot using illegal equipment shall be forfeited.

- All teams are to wear their team uniform with their name and have their valid accreditation during official practice
- 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) during practice.

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

Bottled water will be provided. Coupons will be distributed to all participants so that a bottle of water is delivered in exchange for a coupon or an empty bottle.

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 3, Art.12.8.

3.5 Rounds

After qualification rounds, bonus points will be allocated to top 8 athletes in each category. The points will be allocated on the total score for the 72-arrow qualification, before applying any tie breaking rule.

Target faces will **NOT** be changed after practice arrows. During a session, they will be changed only if the judges require it. Please instruct your athletes to mark all arrow holes during practice and competition.

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.

In case of a bye, athletes may be allowed to shoot on their own target, provided the competition schedule allows. If the competition schedule allows, no score will be recorded or displayed and athletes shooting their bye must respect the DOS timing and signals of the competition. Recurve athletes are permitted to shoot 3 sets of up to three arrows of practice and compound athletes are permitted to shoot 5 3-arrow ends of practice for their bye.

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. Intents or Appeals shall be rejected if submitted after the time limits established by the rules.
- 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.

Serrea 🚺 TURK









Results

4.1 Timing control system

World Archery timing equipment will be used for timing and scoreboards on preliminary rounds and finals.

During Qualification and Elimination matches each Field, will be controlled separately with their own Directors of Shooting.

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+Xs and X count fully completed. Any scorecards where the 10s+Xs and X count are not completed a "0" will be given for the total of 10s+Xs and X 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 the 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 to the shooting line.
- 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 and the venues. Because of this, we will not distribute any printed results and information.

4.3 Rankings

At the end of the event, the Hyundai Archery World Cup Rankings (https://worldarchery.sport/world-cup-ranking) will be updated.

The World Rankings (https://worldarchery.sport/world-ranking) are updated every two weeks.













Reminder on Rules

5.1 Dress regulations

- Athletes, officials, and staff should wear the appropriate clothing having the correct appearance when on the field during competition. Open-toed shoes or camouflage clothing, accessories or archery equipment are not permitted.
- Athletes, team officials and technicians should wear their national team uniforms and sports shoes having the same appearance as per the division, following World Archery rules.
- During finals with TV coverage, undershirts, compression shirts or sleeves may be used on condition that they match the predominant colour of the team shirt or are white (might include design, names or markings but the predominant colour should be white)
- We would like to remind all teams that athlete names and country names or codes are mandatory on the back of their national team uniform shirts when participating in World Archery events
- Athletes (and their coaches) who are competing in the televised individual matches must wear uniforms of differing predominant colours (t-shirt only). Each athlete and coach must have a second (alternate) uniform that is of a distinctly different colour to their main (primary) uniform and complies with World Archery rules. The higher seeded athlete will be given the choice of whether they or the lower-seeded athlete will wear their alternate uniform should a change be required.

5.2 Rules update

The current World Archery Constitution and Rules is to be applied for this event (version 2022-03-01)

Time to shoot an arrow:

13.4.1 The total time allowed to shoot an end shall be determined by the total number of arrows to shoot in an end, where:

13.4.1.1 For World Ranking Events:

- 20 seconds per arrow is the time allowed for individual alternate shooting, and for all team and mixed team rounds including shoot-offs;
- 30 seconds per arrow is the time allowed for individual shooting during qualifications, Olympic round and Compound rounds where alternate shooting does not apply, including shoot-offs;

Equipment Failure:

12.2.3. No extra time shall be allowed for equipment failure or the treatment of medical problems, but the athlete concerned may leave the shooting line to resolve the issue and return to shoot any remaining arrow(s) if the time limit permits. In the Team Event other member(s) of the team may shoot in the meantime.











5.3 Accreditation cards rules

Rule Book 2 – 3.8 Accreditation

3.8.1.1. Proof of accreditation shall be always carried 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, 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 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 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. They will also be posted on World Archery website.

6.2 Meals during the event

Breakfast will be served at the designated restaurant in the official hotels from 6:00 to 9:00 am

Lunch will be served at the competition venue (including the finals): 11:30 - 14:00.

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 the qualification and elimination fields.

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 18 - 24 July at the archery venues.

In cases of emergencies in official hotels, please inform the official hospital stated below.

For teams requiring PCR testing before departure, **please contact the LOC by 12:00 on July 19** to organise testing for your team. The cost of the tests is USD 90.00 (PCR) and USD 50.00 (antigen). The samples will be taken at the hotels.

The closest hospital for emergencies is:

Clínica Las Vegas Calle 2 Sur No. 46-55, Medellin +57 316 0182184

6.5 COVID / Quarantine / Departure PCR tests

If you have symptoms of COVID-19, please contact the Organising Committee.

- (1) If positive, you should get the PCR test or Rapid Antigen Test. Please contact the LOC.
- (2) If test result comes out positive from the PCR test or RAT, 7 days of mandatory quarantine in the hotel is needed.

6.6 ENTRY TO COLOMBIA - Regulations

To check in for your flights to Colombia, you will be required to show your vaccination card proving that you have been fully vaccinated. If you have not been fully vaccinated, you will need to show a negative PCR test result (sample taken within the 72 hours preceding your entry).

All passengers entering Colombia will be required to complete an online declaration. The online system will be available two days prior and until one hour before your flight. Please complete the declaration at https://apps.migracioncolombia.gov.co/pre-registro/public/preregistro.jsf and be ready to show a printed or digital copy of it at the airline counter, otherwise you will not be allowed to check in.











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.

Bronze medal winners are requested to be present at the final venue gathering point of the Award Ceremony, 20 minutes before the ceremonies are due to start.

Medal ceremonies will be conducted immediately after the interview of gold medal winner of each category during the days of the finals (please check the competition schedule).

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 and Finals venue

Qualifications and eliminations venue

Unidad Deportiva de Belen

Cra. 66B #31a15, Medellín, Belén, Medellín, Antioquia



Finals venue PARQUES DEL RIO

Cra. 48 ## 18 A 126, apto 134, Medellín, Antioquia















Team nomination form

Country:	
Recurve Women:	
1	
2	
3	
athlete NOT in the team:	
Recurve Men:	
1	
2	
3	
athlete NOT in the team:	
Compound Women:	
1	
2	
3	
athlete NOT in the team:	
Compound Men:	
1	
2	
3	
athlete NOT in the team:	
Name and signature of Team Manager:	

The results of the 3 highest scoring members of the team, per discipline and gender will automatically be used for the team events. If Team Managers wish to use other athletes of the team, pleased 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:
Recurve Mixed team:
1
2
Compound 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, pleased 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.











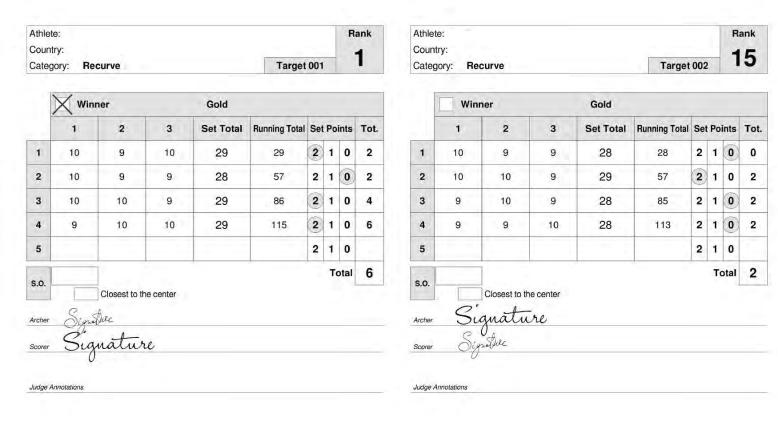


Appeal Form

This is an intention of Appeal This is an appeal form	Appeal Fee
(Please tick appropriate box)	50 USD50 CHF
Team Manager of the following country:	• 50 EUR
Name of the Team Manager:	
Team (please name country):	
Individual person (name):	
Other (please specify):	
This appeal is against:	
Description of Appeal or Protest:	
and the second se	
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 expression with the chairperson of the Tournament Judge Commission within five minutes of the end of the relevant round or match, whichever approach 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 is first.	oplies. During the Finals of
Article 3.13.8:	
Jury decisions shall be minuted and reported to the appellant, the chairperson of the Tournament Judge Commission and the organise the next stage of the competition or before the awarding of prizes.	ers before the beginning of
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:	
- 19 -	
	TURKISH







1/1

Athlete:

Country:

Judge Annotations

HYUNDAI SPORTOTO







Rank

2

Athlete:			Rank
Country:			25
Category:	Compound .	Target 001	23

		Gold			Gold			er		Winn
	x	10+X	Running Total	Sum	3	2	1			
1	1	2	29	29	9	x	10			
2	1	t	57	28	9	9	х			
3	1	2	86	29	х	9	10			
4	0	3	116	30	10	10	10			
5	0	1	143	27	8	9	10			
s.0	3	9	143	Total	e conter	Closest to th	10			
Arch						hec natur	Signat			
Scor					e	ratur	Sig			

er 2 9 X	3 10 X	Gold Sum 28	Running Total	10+X 1	-
9	10				x
		28	28	1	0
х	x				U
		30	58	3	2
9	8	27	85	1	1
9	х	28	113	1	1
10	х	30	143	3	2
1		Total	143	9	6
	10 Closest to th		10 X 30 Total	10 X 30 143 Total 143 Closest to the center	10 X 30 143 3 Total 143 9 Closest to the center 143 9

Judge Annotations

s.o.

Archer Scorer











Rank



Country:

Judge Annotations

1/1

1										_	
	Winner					Gold	Gold				
	1	2	3	4	5	6	Sum	Tot.	10+X	x	
1	10	9	x	x	х	x	59	59	5	4	
2	9	9	10	10	10	9	57	116	3	0	
3	x	x	10	х	x	9	59	175	5	4	
4	10	9	9	10	10	10	58	233	4	0	
5.0.	10		10		X*		Total	233	17	8	
5.0.	Closest to the center			enter							

	Winner					Gold				
	1	2	3	4	5	6	Sum	Tot.	10+X	x
1	10	10	9	10	9	10	58	58	4	0
2	х	10	10	х	10	9	59	117	5	2
3	x	10	9	х	9	10	58	175	4	2
4	х	10	9	10	10	9	58	233	4	1
6.0.	10		1	10		0	Total	233	17	5
		Closest Sign Sign	t to the c							

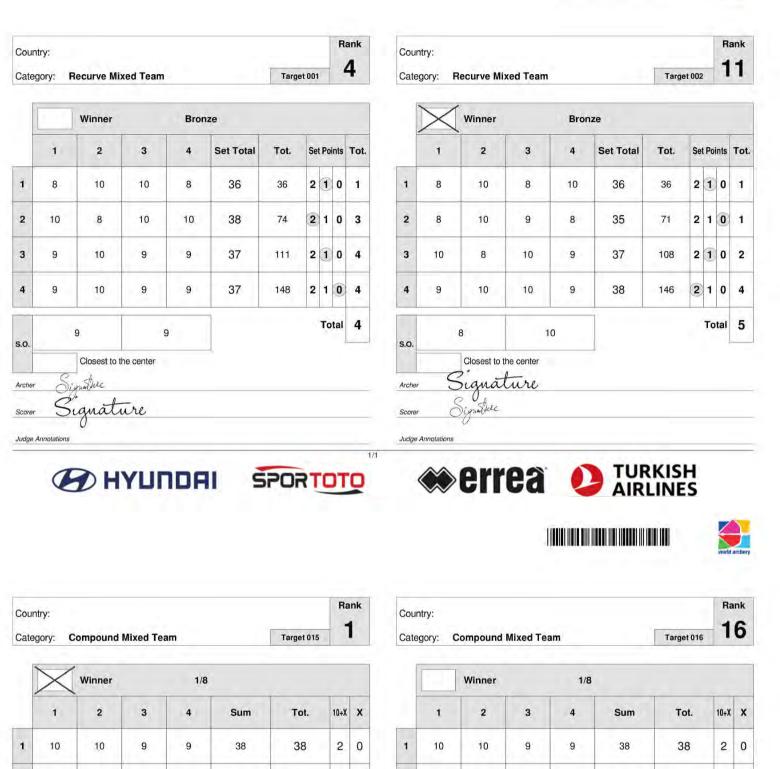
Judge Annotations











Closest to the center Signature Archer

Total

 S.O.

Archer

Scorer

1/1

Х

Х

Х

Signather

Closest to the center Signature

Total

Signature Scorer

Judge Annotations

S.O.

х

Х









Policies and Procedures

Officials and Team Management

Introduction

Since we have more and more teams coming with more and more athlete support personnel, it is time that clear provisions are made on the type of official and what their access is to the field of play.

Definition of team officials:

- Coach (a person that is involved in assisting the athlete from the waiting area and has a qualification in doing so recognised by his national federation)
- Team Manager (the person in charge of the management of the team including taking responsibility for the behaviour of all athletes and other officials. This person is not necessarily a coach)
- Medical (a medical doctor who has a medical certification and who can only act on people of his own team if he is so authorised to do so)
- Other athlete support staff (Physiotherapist, Sport Psychologist, Nutritionist, Biomechanical researcher, ...)
- Other National Federation officials (President, Secretary General, Technical Director, translators...)
- Other World Archery Officials and staff
- Other (not defined and therefore should be avoided) Definition of

Field of Play and controlled area:

- The definition for the purpose of this document is the area where the archers are shooting their competition, and which is controlled by an accreditation check. This includes the waiting area and the rest area.

For instance, there is a clear difference in terms of the access of a coach that is actively coaching an athlete and a physiotherapist or sport psychologist.

Teams must manage themselves and at no moment will World Archery advantage teams over others. Especially small teams with as good as no officials should not be disadvantaged on the actual field of play.

When we define field of play, we also need to be clear which area we consider. For instance, it is not the same on what is the waiting area where coaches would typically spot the arrows and the tent area where other necessary officials could have access when required (for instance team manager or medical staff in case of emergency).

In terms of the actual management of the team numbers, this is first of all the role of the team itself and their team manager. In case there are issues he will be the first responsible to resolve them or also suffer the consequences of misbehaviour of their athletes or officials.

On the active part of the field of play the current rule works which is maximum 1 coach per athlete

In consultation with the medical committee, it is quite clear that unless in case of medical emergency, there is absolutely NO NEED for any medical staff to have access to the field of play. Depending on the configuration you can argue that they have access to the rest area but in future specific areas should be made available where medical staff and other athlete support staff (such as physiotherapists, chiropractors, ...) can assist the athletes-. These areas should provide a minimum privacy and should not just be in an open tent or other open area but close to the access gates of the field of play.





Access for the team manager. A team manager has access to the field of play as long as any athlete of his team is competing or has finished competing in the 15 minutes preceding the time, so he can take care of any official business for his team such as:

- Making sure that his team members are only on the field of play when necessary
- Give information to his team
- File an intention of appeal or appeal if necessary
- Communication with the judges, LOC or World Archery
- Get emergency assistance for his team members

ONLY Team officials that are in proper uniform (meaning clearly identifiable as belonging to the athletes shooting at that time and in the same colour schemes) can be in the controlled area. This includes the National Federation Presidents, Secretary General, Technical Director or anyone else.

Use of upgrade cards

Teams can purchase upgrade cards which are non-transmissible and for one event only. These upgrade cards do not provide additional number of officials on the field. In case of misuse they will be invalidated, and further action could be taken.

Access to VIP areas for Team officials

In principle there is no access for team officials to VIP areas unless they have a specific VIP accreditation. The following people have automatic access to VIP zones:

- World Archery Executive Board Members & Senior World Archerystaff
- LOC Board & Senior Staff
- World Archery Permanent Committee members (on condition that they are not accredited as team official for the event)
- A maximum of two representatives of future organisers of World Archery events (World Cup stages, World Cup Final, World Championships)
- The President and Secretary General of the host nation if they are not part of the LOC
- Sponsor guests
- Guests of World Archery and the LOC based on an agreed list by the LOC and World Archery
- Jury members if no other place is available for them to be close to the field of play

The LOC might offer additional access for the VIP area at cost for national federation officials. The cost will be communicated upon arrival at the event.

Consequences of not respecting access to controlled areas:

Any accredited person that is not respecting the access to the controlled areas will be verbally warned and asked to leave the zone. Failure to do so might result in loss of accreditation for the day, the event or in suspension and fines for the person concerned and/or the team concerned. The decision for the removal of the accreditation lies with the World Archery Secretary General or in his absence the Event Director. For consequences beyond the event, the matter will be sent to the Board of Justice & Ethics.





Accreditation Upgrade Form

Copy for Member Association

Athlete requesting the upgrade:	World Archery ID:
Member Association:	
Member Association allowing the upgrade:	
(the requesting athlete will only be allowed to assist the team members be	longing to the Member Association that accepts the upgrade)
I, of	, allow
to act as a coach for us at the following e	vent
Signature:	
The accreditation will be given upon upgrade payment and will be valid for the du competing. The Team allowing the upgrade will ensure that the maximum authorised may be deactivated at any time by World Archery officials.	
Payment of made on,,	by
Signature: Accreditati	on Number:
Copy for World Archery	
Athlete requesting the upgrade:	World Archery ID:
Member Association:	
Member Association allowing the upgrade:	
I, of to act as a coach for us at the following ev	
Signature:	
Payment of made on,,	by
Signature: Accreditati	on Number: