

**13th EUROPEAN & MEDITERRANEAN
JUNIOR OUTDOOR
TARGET ARCHERY CHAMPIONSHIPS
NYKØBING F. DENMARK
JULY 2. - 7. 2012**



**TEAM MANAGERS MEETING
INFORMATION BOOKLET**

V-1 / 28 June 2012

**The Team Managers Meeting will take place in
Danhostel near the shooting field – 2 July -11:00**

All Team Managers are requested to attend this important meeting.
Teams without Team Managers are requested to send one of their
Athletes to the Team Managers' Meeting.

Please read this document upon receipt
and take it with you to the Team Managers Meeting.



Dear Friends.

On behalf of Nykøbing Bueskyttelaug, Danish Archery Federation and the Organising Committee, I am glad to give you all a warm welcome in Nykøbing.

We hope that at the end of this week we all will have the feeling that this was a successful European and Mediterranean Championships and a good competition for the athletes and for our sport.

Please don't hesitate to ask whatever you need during your staying!

I wish good luck and success to your Teams.

Dan Hansen
President of Organising Committee

Agenda of the Team Managers (TM) meeting

Opening

- Brought to order by EMAU TD, Ms. Irena ROSA
- Introduction of the panel, EMAU TD, Ms. Irena ROSA
- Welcome speech, Chairman of the Organising Committee, Mr. Dan Hansen

1) Roll call of all attending nations (TD)

2) Introduction of Officials (TD)

- Organising Committee (OC) members, by the Chairman of the OC
- Tournament Judges Commission, by the Chairman of Judges
- Director of Shooting, by the Chairman of Judges
- Jury of Appeal, by EMAU TD

3) Technical Aspects of the competition (TD + chairman of Judges)

- 3.1. Number of participants per class
- 3.2. Competition Programme (attached)
- 3.3. Practice
- 3.4. Equipment Inspection
- 3.5. Qualification Round & information on scoring
- 3.6. Individual Elimination Round
 - 3.6.1. Recurve
 - 3.6.2. Compound
- 3.7. Team Elimination Round
 - 3.7.1. Recurve Team
 - 3.7.2. Recurve Mixed Team
 - 3.7.3. Compound Team
 - 3.7.4. Compound Mixed Team
- 3.8. Individual Finals Round (Set system Recurve/Compound Round) & Team Finals Round
- 3.9. Appeal Procedure (Form attached)

4) Technical Matters (TD + Chairman of Judges)

- 4.1. Timing Control system
- 4.2. Results system
- 4.3. Rules that apply in this event, Junior Cup rules, FITA Rules for 2011
 - 4.3.1. Practice and start of the competition (Book 3)
 - 4.3.2. Practice on the competition field during byes (Book 3)
 - 4.3.3. Team members' nomination (Book 2 & Book 3)
 - 4.3.4. Number of team officials (Book 3)
 - 4.3.5. Use of the red card (Book 3)
 - 4.3.6. Un-sportsmanlike conduct (Book 3)
 - 4.3.7. Rankings
 - 4.3.8. Archers Scope height
 - 4.3.9. Dress Instructions

5) Logistical Aspects (OC)

- 5.1. Transportation: Venue, Airport etc.
- 5.2. Meals, during practice, Qualification rounds, finals...
- 5.3. Accreditation cards and number of officials on the FOP

6) Protocol and ceremonies

- 6.1. Opening
- 6.2. Closing
- 6.3. Medal Ceremonies

7) Medical Related issues (Medical representative)

- 7.1. Medical services
- 7.2. Emergencies

8) Doping Control

- 8.1. Doping control
- 8.2. Alcohol test

9) Other matters of Importance (TD)

10) Questions from Team Managers

11) Closure (TD)

ORGANIZING COMMITTEE MEMBERS AND IMPORTANT TELEPHONE NUMBERS

Chairman of the Organizing Committee

Mr. Dan HANSEN +45 50 48 53 23

Deputy Chairman of the Organizing Committee

Mr. Klaus LYKKEBÆK +45 25 18 03 06

Secretary General for the Organizing Committee

Ms. Lone LYKKEBÆK

Accreditation Manager

Mr. Steen JØRGENSEN

Accommodation Manager

Mr. Dan HANSEN

Transportation Manager

Ms. Annette STILOU

Field Manager

Mr. Erik LAURSEN

Training Field Manager

Mr. Søren IBSEN

Final Field Manager

Mr. Morten HOLM-NIELSEN

Ceremonies

Mr. Klaus LYKKEBÆK

Medical Care

Mr. Jørgen JENSEN

Press Officer

Mr. Søren SÖNNICHSEN

Organization's Photographer

Mr. Kaj FRANDBSEN

EMAU Photographer

Mr. Dean ALBERGA

Results

IANSEO

EMAU TD

Mrs. Irena ROSA

+386 31 633 851

Tournament Judge Commission

Mr. Jeannot SCHOOS (LUX) Chairman

OFFICIALS

Tournament Judge Commission:

Mr. Jeannot SCHOOS (LUX) Chair
Mr. Miroslav VILLI (CRO) Member
Mr. Andrew WOODGER (GBR) Member
Mr. Stefan LEHMANN (GER) Member
Mr. Kjetil FIGENSCHOU (NOR) Member
Ms. Mariya LARKINA (RUS) Member
Mr. Denis PAQUET (FRA) Member
Ms. Josefina CUADRAT (ESP) Member
Mr. Slobodan MATIC (SRB) Member
Mr. Bjarne Strandby (DEN) DoS

Directors of Shooting:

Mr. Bjarne STRANDBY (DEN) DoS
Mr. Henk WAGEMAKERS (NED) DoS & Speaker

Jury of Appeal:

Emiel Custers (NED) Chairman
Barry Eley (GBR) Member
Anne Reculet (FRA) Member
Anne Lantee (FIN) Alternate
Fraï Constantin (ROU) Alternate

FITA Results & Technology Team (IANSEO):

Mr. Marco CARPIGNANO
Mr. Andrea GABARDI

Points to clarify

3) Technical Aspects of the competition (EMAU TD + Competition Manager + Chairman of Judges)

3.1. Number of Participants per class

Updated 26 June 2012

Number of Nations: 32	Number of archers: 315	Number of officials: 104
Recurve Junior Men	Individual: 69 (1/48)	Teams: 19 (1/8)
Recurve Junior Women	Individual: 45 (1/24)	Teams: 11 (1/8)
Recurve Cadet Men	Individual: 61 (1/48)	Teams: 16 (1/8)
Recurve Cadet Women	Individual: 37 (1/24)	Teams: 9 (1/8)
Compound Junior Men	Individual: 30 (1/16)	Teams: 7 (1/4)
Compound Junior Women	Individual: 18 (1/16)	Teams: 3 *
Compound Cadet Men	Individual: 34 (1/24)	Teams: 9 (1/8)
Compound Cadet Women	Individual: 21 (1/16)	Teams: 3 *
	MIXED Teams RECURVE JUNIOR	20 (1/8)
	MIXED Teams RECURVE CADET	15 (1/8)
	MIXED Teams COMPOUND JUNIOR	8 (1/4)
	MIXED Teams COMPOUND CADET	12 (1/8)

3.2. Competition Programme (attached)

The latest competition programme is shown at the end of this document. Any official competition schedule will have indicated the version number and the date-hour it was printed. Latest version of the Competition Schedule is V-3 (printed 24 June 2012).

3.3 Practice

Official Practice (3 hours) shooting ABC:

- Juniors Recurve & Compound, 09:00 to 12:00 (ABC format)
- Cadets Recurve & Compound, 14:00 to 17:00 (ABC format)

Warm up during all days of the competition will start 15 - 45 minutes before the Competition on the Field of Play and will be published in the program. Non competing archers will be allowed to use the Practice field, which is next to the competition venue. Transportation will be arranged from/to the hotel and from/to the competition venue/practice field.

3.4. Equipment Inspection

Equipment inspection will be run following the program of the official practice. Each team will be called (in the English alphabetical order) and invited by the DoS to the dedicated place for the Equipment inspection in the competition field. Also all spare equipment must be brought to the equipment inspection.

All team members should wear their team uniforms.

The correct spelling of athlete's names, as well as the correct date of birth in the archers' list will be checked during the accreditation.

The registration numbers will be given at the warm up on the day of the competition (it will be distributed on the shooting line, in front of each archer's position). When receiving the registration numbers, we would like each Team Manager to double check that each archer has the correct "athlete number".

The athlete's number must be worn on the archer's quiver or the thigh facing the waiting line.

During the equipment inspection, instructions on the use of the scoring PDA terminals will be carried out if requested. We ask all the archers and coaches to follow the OC volunteers and Judges' instructions in order to proceed with as few delays and as organised as possible.

The Environment

We ask you to instruct your athletes to use the litter bins which are placed behind the waiting area.

Water

To help with environmental issues we would like to enforce the water bottle deposit system. We are kindly asking you to help to avoid useless waste.

Non Smoking

This is a non smoking event for the practice and official competition areas.

Inside sport area and public buildings you are not allowed to smoke, you must use the designated areas outside.

3.5. Qualification Round & Information on scoring

The target assignment will be handed out in the venue and posted in mail boxes on the day of the official practice.

For the qualification rounds, no faces will be changed after the practice arrows. Please instruct the archers to mark the arrow holes during practice.

Qualification Round 70 m Round for Recurve shooting 3 archers per target in ABC format (6 arrows per end) and Compound 50 m Round for Compound shooting 3 archers per target in ABC format (6 arrows per end).

The athletes will be given an electronic score terminal (PDA) for each target. In addition, for the qualification round there is also one paper score sheet per target, which must be filled in by the athletes themselves. For each target, one athlete will enter the score on the paper score sheet; another athlete will score on the PDA terminal. All the athletes on the same target must verify that the correct scores are entered.

Please instruct your athletes to correctly fill in the scorecards including total score, 10's and X's and sign the cards before handing them back after each round.

In case of tied score on positions 8 or teams and mixed teams on position 16, a shoot-off will be arranged. Neutral targets will be used.

- Individuals: 1 arrow closest to the centre.
- Teams: 1 arrow each archer, all shooting at the same time (40 seconds), 3 target faces will be used per team (1 arrow per target face) and each archer will decide which target face to use.
- Mixed teams: 1 arrow each archer, all shooting at the same time (40 seconds), 1 or 2 target faces will be used per team (1 arrow per target face for compound) and each archer will decide which target face to use.

3.6. Individual Elimination Round

For the elimination rounds, no faces will be changed after the practice arrows. So please instruct the archers to mark the arrow holes during practice. Matches will start as soon as the field is ready.

We will keep to the starting time at the beginning of the session and then the competition will run as it goes. Therefore some matches could start sooner than the time indicated in the

schedule. Please be aware of this and be prepared for it.

Byes are allowed. In case of a bye, archers will be allowed to shoot in their own target, but no score will be recorded or allowed to be displayed.

The individual Elimination Round will start with the 1/48 in categories with most archers (RJM, RCM) and 1/24 in other categories. Top 8 individual archers will go directly to the 1/16 eliminations. Archers from 9th to the last position will shoot the 1/24 eliminations. Then the top 8 will join the winners of 1/24 eliminations to complete the 1/16 elimination. There will not be alternating shooting.

Shoot off in individual elimination (Rec & Comp) is just one arrow closest to the centre (40 sec of time)

3.6.1 Recurve

The Set System will be used for Recurve division. All matches will consist of maximum 5 sets of 3 arrows per set.

3.6.2 Compound

The Compound Match Round will be used for Compound division. All matches will consist of 5 ends of 3 arrows, cumulative scoring.

3.7. Team and Mixed Teams Elimination and Final Round

The Team Elimination Round will start with the 1/8. There will not be alternating shooting. Byes are allowed. In case of a bye, teams will be allowed to shoot on their own target, but no score will be recorded or allowed to be displayed.

3.7.1. Recurve Team

- 4 ends of 6 arrows, 2 arrows per archer (70 m, cumulative scoring)

3.7.2. Recurve Mixed Team

- 4 ends of 4 arrows, 2 arrows per archer (70 m, cumulative scoring)

3.7.3. Compound Team

- 4 ends of 6 arrows, 2 arrows per archer (50 m, cumulative scoring)

3.7.4. Compound Mixed Team

- 4 ends of 4 arrows, 2 arrows per archer (50 m, cumulative scoring)

Shoot-off in Team elimination is just one arrow each archer, 1 min per team (40 sec for Mixed Teams). Tie will be resolved by score, and if still tied, closest to the centre. Just ONE target face will be used for the shoot-offs.

3.8. Individual Finals Round – Gold medal matches

All individual and team bronze medal matches and all mixed team matches will be organized with simultaneous shooting (no alternate shooting) on the same field.

The gold medal matches (except for mixed teams) will have alternate shooting. The field for the Finals will be located in the harbour. Practice area will be arranged close to the final field.

3.9. Appeal Procedure (Form attached)

An Appeal form is attached to this document (see attached after this chapter, Appendix 3) In case of an Intent to Appeal or an actual Appeal, the times indicated on the Appeal form must be considered.

The Appeal form should be given to the Chairman of the Tournament Judge Commission or to his deputy. A fee of USD 50- (EUR 40.-) 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.

4) Technical Matters (TD + chairman of Judges)

4.1. Timing Control system

The Danage Timing equipment will be used for Timing and scoreboards.

4.2. Results system

Ianseo is the provider of the Results. The scoring in the Qualification Round will be done by the archers. One archer will write down the score on the paper score sheet and another archer will score on a terminal. The third/forth archer verifies that the correct scores are entered.

PDA terminals are used during the Qualification and Elimination Rounds, but not in the Finals. The person responsible for the results is Mr Marco Carpignano (Ianseo).

4.3. Rules that apply in this event

4.3.1. Practice and start of the competition (Book 3)

16.1.2. At other World Archery events practice shall be for a maximum of 45 minutes but may be less and the competition shall start as soon as possible.

4.3.2. Practice on the competition field during byes (Book 3)

12.2.8. Practice on the competition field during byes will be limited to three arrows per end and maximum of three sets for recurve and five ends for compound. If more than three arrows is shot by an athlete in an end after being warned by a judge, the athlete may be denied further practice on the competition field but any such violation shall not affect the next match.

4.3.3. Team members' nomination (Book 2 & Book 3)

4.5.1.4 & 13.1.4 A team shall consist of the highest ranked 3 (or 2 if a Mixed Team) athletes from the Qualification Round unless the team captain notifies the Director of Shooting or the Chairman of Judges in writing at least 1 hour before the start of that round of competition of a substitution of another athlete who competed in the Qualification Round. In case of substitution medals will only be awarded to the athletes that shot the Team round, not the Qualification Round. A violation of the foregoing will result in disqualification of the team.

4.3.4. Number of team officials (Book 3)

18.1.2. A Team Manager may be helped by other team officials (such as coaches, physiotherapists, psychologists, etc.). There may not be more than one team official on the field of play for each athlete competing at the time. However, the maximum number of team officials on the field of play at the same time is four. This may be increased by one official per category if the Member Association has athletes competing in more than two categories at the same time.

4.3.5. Use of the red card (Book 3)

15.3.2. *If the team does not obey the yellow card (or light) and the athlete shoots his arrow, the team will lose the highest scoring arrow for that end. This violation will be notified by the judge raising a red card.*

4.3.6. Un-sportsmanlike conduct (Book 3)

15.1.7.1. *Un-sportsmanlike conduct shall not be tolerated. Such conduct by an athlete or anyone deemed to be assisting an athlete shall result in disqualification of the athlete or the person in question and may further result in suspension from future events.*

15.1.7.2. *Anyone who alters without authorization, or falsifies, a score, or knowingly has a score altered or falsified, shall be disqualified.*

15.1.7.2. *Arrows withdrawn from the target prior to the scores being confirmed by the scorers shall score a miss (M) and a repeated offence shall result in the athlete being disqualified.*

4.3.7. Rankings

After the end of qualifications, the Junior Cup Ranking will be prepared and the results obtained in the qualification round during European Junior Cup Event in Porec, Croatia and European Junior Championships in Nykobing, Denmark will be added. The awarding of the Junior Cup circuit 2012 will take place after the awarding of mixed teams on Friday.

4.3.8. Archers Scope height

The height of the scope is determined by the highest point of the scope not the height of the lens. The maximum is the lowest part of the armpit. If we continue to have problems, we will instruct the Judges to remove the scopes until the end of the match.



Wrong height



CORRECT height

4.3.9. Dress Instructions

Athletes, officials and staff should have a proper appearance when they are on the field during competition. Athletes, team officials and technicians should wear their national team uniforms (with same look per division following FITA rules) and sport shoes.

Opened shoes are not allowed on the field of play.

We would like to remind to all teams that names of archer and country code are mandatory for archers participating in major events.

5) Logistical Aspects (OC)

5.1. Transportation:

Please check the schedule in the hotel boards and at the competition field for daily transport between the hotels and the competition area and return. However, the field for some countries is in the walking distance.

5.2. Meals, during practice, finals

Breakfast, lunch and Dinner will be on different times depending of the schedule. A detailed schedule will be handed to all countries

In case of late shooting in the morning session the lunch time bill be modified.

5.3. Accreditation Cards rules and number officials

The accreditation card must be worn at all times in the practice and competition areas.

Only athletes competing in any stages of the event are allowed on the Field of play, together with their coaches. Your cooperation in ensuring only the correct athletes are on the Field of Play would be appreciated.

The number of officials on the field of play is limited.

6) Protocol and ceremonies (OC)

6.1. Opening

There will be Opening Ceremony straight after the afternoon session of the official practice. All teams are expected to come dressed in their national uniforms.

6.2. Closing Ceremony

There will be short closing ceremony. The event will finish officially after the last medal ceremony at the finals venue.

6.3. Medal Ceremonies

The award ceremony for mixed teams will take place immediately after the end of the mixed team last match on Friday. Also the teams with no official competition (CCW team, CJW team where there are less than 4 teams) will be awarded at the same time.

The award ceremony for individuals and teams will take place immediately after the end of the last match. All archers involved in the ceremonies are requested to go to the gathering point ASAP in order to proceed quickly and smoothly with the award ceremony. The first 3 archers and team will get medals and the 4th EMAU diploma.

7) Medical Related issues (Medical representative)

First Aid Services will be available in the archery venue. Ambulance will be available in emergency upon the call.

In case of emergency during your stay in the hotel, please inform the reception and proper arrangements will be made.

8) Doping Control

8.1 Doping control

There will be Doping control on this event.

8.2. Alcohol test

Level of alcohol will also be tested during the competition.

9) Other matters of importance (EMAU TD)

Accreditation card provides free admission on presentation to the swim centre which is open daily between the hours 10.00 - 16.00. Remember swimwear.

It also gives free access to the zoo which is open daily from 9.00 to 17.00

10) Questions from Team Managers

11) Closure (TD)

Pictures from the field



Pictures from the finals in harbour

Request for CHANGE in Team composition

National Team:

<p>Category: RJM / RJW / RCM / RCW/ CJM / CJW /CCM / CCW</p> <p>Names of competing archers:</p> <p>1.</p> <p>2.</p> <p>3.</p> <p>Name of ARCHER being replaced:</p>

<p>Category: RJM / RJW / RCM / RCW/ CJM / CJW /CCM / CCW</p> <p>Names of competing archers:</p> <p>1.</p> <p>2.</p> <p>3.</p> <p>Name of ARCHER being replaced:</p>

Date:

Time of Receipt:

Team Manager Signature:

COJ/DOS signature (to confirm time of receipt)

NOTE: Form must be submitted to the Chairman of the Judges Commission or DOS latest 1 hour before the elimination (competition) will start.

Request for CHANGE in MIXED Team composition

National Team:

<p>Division: RECURVE JUNIOR/ RECURVE CADET Names of competing archers:</p> <p>1. 2.</p> <p>Name of ARCHER being replaced:</p>

<p>Division: COMPOUND JUNIOR / COMPOUND CADET Names of competing archers:</p> <p>1. 2.</p> <p>Name of ARCHER being replaced:</p>

Date:

Time of Receipt:

Team Manager Signature:

COJ/DOS signature (to confirm time of receipt)

NOTE: Form must be submitted to the Chairman of the Judges Commission or DOS latest 1 hour before the elimination (competition) will start.



APPEAL FORM / FORMULAIRE D'APPEL

This is an intention of Appeal / *Ceci est une intention de faire appel*

This is an appeal from / *Ceci est un appel*
 (please tick appropriate box / *cochez la case appropriée*)

- the Team Captain of the following country
 / *du capitaine d'équipe du pays suivant:* -----
 Name of the Team Captain / *Nom du capitaine d'équipe:* -----
- a Team (please name country) / *d'une équipe (précisez le pays):* -----
- an individual person (name) / *d'une personne individuelle (nom):* -----
- other (please specify) / *autre (précisez):*-----

This appeal is against / *cet appel est dirigé contre:* -----

Description of Appeal or Protest / *Description de l'appel ou de la plainte:*

I believe this action is against the following rules (state article if known) :
 / *je pense que cette action viole les règles suivantes (citez l'article si connu):*

Signature : Name in printing / *nom en capitales:* -----

Article 3.13.2.1:

An intention to appeal when it might affect the progression of an athlete from one stage of the competition to the next, must be expressed in writing and lodged with the Chairperson of the Tournament Judge Commission and/or the Jury within 5 minutes of the end of the relevant round or match, whichever comes first. The written appeal must be lodged with the Jury within 15 minutes of the end of the relevant round or match, whichever comes first, to allow the Jury to come to a decision before the beginning of the next round of the competition.

L'intention de faire appel dans le cas où cela pourrait affecter la progression d'un concurrent entre une phase de la compétition et la phase suivante doit être exprimée par écrit au Président des Juges du Tournoi et/ou au Jury dans les 5 minutes suivant la fin de l'épreuve ou du match en question, peu importe celui qui arrive en premier. Cet appel écrit doit être présenté au Jury dans un délai de 15 minutes suivant la fin de l'épreuve ou du duel en question, peu importe celui qui arrive en premier, pour que le Jury prenne une décision avant le début de la phase suivante de la compétition.

Article 3.13.4:

Jury decisions shall be minuted and submitted to the appellant, the Chairperson of the Tournament Judge Commission and the Organizers before the beginning of the next stage of the competition or before the awarding of prizes.

Le procès-verbal des décisions du jury d'appel est soumis au requérant, au Président des Juges du Tournoi et aux organisateurs avant le début de la phase suivante de la compétition ou avant la remise des prix.

Received on / *reçu le:* ----- time / *heure:*-----

by Chairperson of the Tournament Judge Commission / *par le Président des Juges du Tournoi:*

Signature: Name in printing / *nom en capitales:* -----
