



# euro

## 2016 PARA-ARCHERY CHAMPIONSHIPS

SAINT JEAN DE MONTS / FRANCE

**02 – 10 April 2016**

**TEAM MANAGERS MEETING**

**INFORMATION BOOKLET**

V 1.0 (22 March 2016)

**The Team Managers Meeting will take place at  
Complexe sportif (Sport Centre)  
02 April 2016, 16:00**

**All Team Managers are requested to attend this meeting.  
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.**

## Agenda of the Team Managers meeting

### Roll call of all attending nations (TD)

#### 1) Opening

- Brought to order by the Technical Delegate (TD), Mr. Dominique OHLMANN
- Introduction of the panel, by the TD
- Welcome speech, by Organising Committee Co-President

#### 2) Introduction of Officials (TD)

- Organising Committee members, by Competition Coordinator, Catherine MIGNE
- Tournament Judges Commission, by the Chairman of Judges, Mr. Henk WAGEMAKERS
- Director of Shooting, by the Chairman of Judges
- Tournament Classifiers, by the Chairman of Classifiers, Mr. John NYLAND
- Jury of Appeal, by the TD

#### 3) Technical Aspects of Competition (TD + Chairpersons of Judges and Classifiers)

- 3.01. Number of participants per class
- 3.02. Classification
- 3.03. Competition Programme
- 3.04. Practice
- 3.05. Equipment Inspection
- 3.06. Qualification Round
- 3.07. Individual Elimination Round
- 3.08. Team Elimination Round
- 3.09. Medals matches
- 3.10. Appeal Procedure (Form attached)

#### 4) Technical Matters (TD + Chairman of Judges)

- 4.1. Results system
- 4.2. Rules that apply in this event.
  - 4.2.1. Ranking
  - 4.2.2. Paralympics qualification
  - 4.2.3. Dress regulations
- 4.3. Accreditation
- 4.4. Coaches Positions on the Finals Field

## 5) Logistical Aspects (OC)

- 5.1. Transportation
- 5.2. Meals, during the event
- 5.3. Access control.
- 5.4. Services

## 6) Protocol and ceremonies (OC)

- 6.1. Medal Ceremonies
- 6.2. Opening ceremony
- 6.3. Closing ceremony
- 6.4. Closing party

## 7) Medical Related issues (Medical representative)

## 8) Clean Sport (Medical representative)

- 8.1. Anti-Doping control
- 8.2. Alcohol test

## 9) Other matters of Importance (TD)

- 9.1. Environment - Water
- 9.2. Water
- 9.3 Communication
- 9.4 Non-smoking
- 9.5 Mixed zone
- 9.6 Internet access
- 9.7 Hotels internal rules

## 10) Questions from Team Managers

## 11) Closure (TD)

### Appendixes:

[Map of the venues](#)

[Mixed team nominations form](#)

[Appeal form](#)

Separate documents, updated on line:

[General schedule](#)

[Classification schedule](#)

## IMPORTANT TELEPHONE NUMBERS

Medical Care : **EMERGENCY (out of FOP) : 112**

Team managers main contact

By email: **team@parachery-euro2016.com**  
by sms or whatsapp: **+33 633 646 736**

Please send us a sms or whatsapp message including “country” and “name” to enable the LOC to enter you as contact in or list in case of necessity to send you information with

## OFFICIALS

**Technical Delegate:** Dominique OHLMANN **td@parachery-euro2016.com**

### Tournament Judge Commission:

Chairman:	Henk WAGEMAKERS	
Director of Shooting:	Mélodie LOUVEL	DOS Assistant: Tbd
Judges:	Friedrich KARLE (Deputy) Ringa BALTRUSAITE Francisco GIMENEZ Bjarne STRANDBY	Marusa RUSJAN Nina HERCEQ Patrick WIGGELEER Pry EKHOLM

### Tournament Classifiers Commission:

Chairman:	John NYLAND	
Classifiers:	Andreas HEGMANN Didier GRASPERGER	Marco CARPIGNANO

**Jury of Appeal:** Tbc

### WA Results & Technology Team:

Results Manager: Christian DELIGANT  
Ardingo SCARZELLA - Marco CARPIGNANO

### 3) Technical Aspects of the competition (TD + Ch. of Judges + Chief classifier)

#### 3.01. Number of Participants per class (Number of Nations: 25)

Category	Group	Individuals	Teams	Mixed Teams
Compound Men Open		40	8	11
Compound Women Open		22	4	
Recurve Men Open		31	6	11
Recurve Women Open		23	4	
W1 Men		18	2	5
W1 Women		7	4	
VI 1 women/men		0		
VI 2-3 women/men		6		
	TOTAL	147		

(Updated 13 March 2016)

#### 3.02. Classification

All athletes for classification MUST bring with them a medical intake form filled out in English and signed by a doctor.

Schedule of the classification sessions, please refer to the Appendix section

For the physically impaired categories, classification will take place on the venue at Sports Centre.

#### 3.03. Competition Programme

The latest competition programme is attached 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 V1.0

### 3.04 Practice

Free practice: training range is available Saturday 02/04 in groups by country

Group A : AUT - AZE - ESP - ITA - POL - SWE - TUR

Group B : FRA - GBR - RUS - UKR

Group C : CZE - FIN - GEO - GER - GRE - IRL - ISL - ISR - LAT - NED - NOR - ROU - SRB - SUI - SVK

10:00 to 12:00	Group A
12:30 to 14:30	Group B
15:00 to 17:00	Group C

#### Official Practice:

#### **Sunday 03 April**

08:30 to 10:30	Group 1
11:00 to 13:00	Group 2
14:00 to 16:00	Group 3

#### Qualification Round Practice

30 minutes practice on the Field of Play for the qualification competition to immediately follow once the field is ready. Target faces will not be changed. You have to mark the arrow holes.

Non competing athletes can use the practice field.

### 3.05. Equipment Inspection:

- Sunday 03 April, during official practice.
- Located in the athlete sheltered area behind targets .....
- Teams will be announced in (English) alphabetical order by the DOS.
- All teams are to wear their team uniform including name of the athlete and country code
- Spare equipment must also be brought for inspection.
- Athletes have to present all allowed devices, and their update classification card.
- Team Managers are to check the details of their athletes such as, name, date of birth are correct.
- Inform the Judge if details are not correct and WA Results Team.
- Instructions to use the scoring PDA terminals will be carried out if requested.

#### Athlete (back) Numbers:

- Athlete numbers will be issued on the day of the qualification round \*together with the scoresheets.
- Athlete numbers must be worn on the quiver or thigh, facing the waiting line while shooting.

### **3.06. Qualification Round**

2 athletes per target, shooting ABC format

### **3.07. Individual Elimination Round**

For the start of each session, 3 ends of 2 minutes warmup will be awarded for individual eliminations on the Field of Play, for competition to immediately follow once the field is ready.

Target faces will NOT be changed after practice arrows. Please instruct your athletes to mark all arrow holes during practice.

Matches will start as soon as the field is ready.

Warmup for matches at the start of each session will begin on time. Proceeding matches will follow up on the immediate completion of the prior match. Athletes should be alert and prepared for their matches to start slightly earlier than scheduled.

In case of a bye, athletes might 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. RMO and RWO are permitted to shoot 3 ends of practice and CMO, CWO, W1M and W1W are permitted to shoot 5 ends of practice for their bye.

If the competition schedule indicates that athletes with byes are not permitted to practice on the competition field, training is available at the nearby practice field. However, please ensure athletes are present on the competition field before their match starts.

Individual elimination rounds will start at the 1/48 elimination stage (104 athletes, in each category or less, depending on entries).

The top 8 individual ranked athletes from the qualification round will progress directly to the 1/16 finals. Shoot-offs for positions 8 (individual) and 16 (teams) will be conducted immediately after results are made official. Athletes, involved in the shoot-off, who are not present on the field at the time the shoot-off has started, will lose their shoot-off by forfeit. Neither the judges nor the organizers are expected to look for these athletes on or out of the competition field to make sure they are present.

There will be no alternate shooting during the preliminary elimination.

#### **3.07.1 Recurve Open Elimination**

The set system, will be used for all individual, team and mixed team matches. Individual matches will consist a maximum of 5 sets, (3 arrows per set) and the winner is the athlete to reach a minimum of 6 set points first. Team and mixed matches will consist of the best of 4 sets (6 arrows per team and 4 arrows per mixed team). The team that reaches minimum of 5 set points first will win the match. All matches, up to and including the semi-finals, will be shot simultaneously on the qualification range for the individual, team and mixed team events.



### **3.07.2 Compound Open and W1 Elimination**

Matches for all compound Open and W1 events will use the cumulative scoring, consisting of 5 ends of 3 arrows. All matches, up to and including the semi-finals, will be shot simultaneously on the qualification range for the individual, team and mixed team events.

### **3.07.3 Visually Impaired divisions Elimination**

The set system, will be used for all divisions. During the elimination rounds, the athletes stay for all matches on the same target.

### **3.08. Teams Elimination Round**

#### **3.08.1 Mixed Teams Elimination Round**

The results of the 2 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 the attached form to name the athletes that will be competing in the mixed team event.

Forms have to be given to Technical Delegate, Chairman of the Judges Commission or his Deputy at least 1 hour before the start of the first round for the category.

### **3.09. Medals Matches**

Venue for finals will have a "Practice field".

Practice Field will be open 1 hour before the start of competition.

Athletes are not permitted to use scopes on the finals FOP. The coach is allowed

### **3.10. Appeal Procedure (Form attached)**

An Appeal form is attached to this document (see attached after this chapter, Appendix 1).

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 the deputy.

A fee of 50,00 € must be paid to the Chairman of the Tournament Judge Commission or to the deputy, 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 + RM + Chairman of Judges)

##### 4.1. Results System

Qualification Round - scoring will be done by athletes/agents. One athlete/agent records, on the official paper based score sheet, the scores of all other athletes on that target. At the same time, another athlete/agent, on that same target, will in put all the scores of the athletes on that target into the HHT (Hand Held Terminals). All athletes/agent should verify that all scores are written and entered correctly on both score cards (paper and HHT).

In case of the archer has no agent and can't go to the target by himself, the agent role will be assume by a volunteers from the LOC.

Please note that as of April 1st 2016 the new article 14.4.1 of World Archery Rulebook 3 is in force:  
*Article 14.4.1: [...] Should a discrepancy be found in the sum total where:*

*[...] one paper scorecard and one electronic scorecard are used, the total of the electronic scorecard will be used for total score, 10s and Xs on the following conditions:*

- a total score has been entered on the manual scorecard so verification is possible;
- in case no 10s and Xs (9s for indoor) are entered on the manual scorecard, no 10s and Xs (9s for indoor) are registered;
- in case no total score is entered on the manual scorecard when it is submitted to the results team, then the athlete shall be disqualified (individual/team and mixed team where applicable).

It is important to notice that if an athlete is not entering the total score of the distance he will be disqualified, which affects also the team events, so please assure your athletes fully understand that the scorecards MUST have all the totals fully completed, with the 10's+X's and X count.

Elimination Round – scoring will be done by athletes/agents. One athletes/agents records the arrow values of both athletes/teams on the papers score sheet. While at the same time, the other athletes/agents inputs the arrow values in the HHT. Both athletes/teams should verify that all scores are written and entered correctly before returning back to the shooting line. At the end of the match, the scorecard must be fully completed and signed by the athletes involved in the match.

HHT will be used during the Qualification and Elimination Rounds, but not in the Finals. Mr Christian DELIGANT (IANSEO Results & Technology Team) is responsible for the results of the event.

##### 4.2 Rules that apply in this event

**Beside the special rules noted in chapter 21 of book 3, WA rules will apply.**

##### 4.2.1. The Rankings

At the end of the event, the World Rankings ([www.worldarchery.org](http://www.worldarchery.org)) will be updated.

#### **4.2.2 Paralympics Qualification Tournament**

The individual ranking series for the Paralympics' qualification will take place on Wednesday 6<sup>th</sup> April.

Only the countries who has not already obtain the maximal number of slots can compete in the concerned category.

The archers who obtained slots at the 2015 World Championship are not allowed to attend the CQT.

#### **4.2.3. Dress Regulations**

Athletes, officials and staff should wear the appropriate clothing and have the correct appearance when on the field during competition.

Athletes, team officials and technicians should wear their national team uniforms and sports shoes having the same appearance as per the division, following WA rules.

We would like to remind all teams that athlete names and country names or code are mandatory on the back of their national team uniform shirts for athletes participating in WA major events.

Camouflaged clothing (including headwear and shoes) is not to be worn at World Archery events. Camo coloured equipment is not allowed.

#### **4.2.4. Team officials on the field**

“(WA-RB Ch. 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. Accreditation**

The accreditation office will be open for athletes, judges and officials from 09:00 to 16:00 Saturday 02<sup>nd</sup> April . Teams will be able to sign up for specific 30 minutes sessions to avoid long queues.

Persons who need to take picture for accreditation has to wear their country sport uniform.

Athletes or officials that forget or lose their accreditation will be issued a new accreditation and will need to pay 25,00 € (30,00 \$) per card.

#### **4.4. Coaches Positions on the Finals Field**

The coaches' position on the Finals Field will be drawn on the floor. The coaches have to stay inside the coaches' zone while the athletes are shooting. The coach can step out of the coaches' zone between the ends/sets.

## 5) Logistical Aspects (OC)

### 5.1. Transportation

There will be dedicated shuttles leaving the hotels in the morning to be able to get athletes shooting in the first session on the FOP on time: these shuttles are for competing athletes in wheelchair. The departure time of these shuttles will be communicated and will show a Boarding time and a Departure time. Bus drivers and Volunteers will be instructed to NOT wait for delayed athletes!

OC will inform all teams about the competitor's time schedule as soon as possible.

An additional flexible transport can be provide. When necessary, teams has to ask for it at least the day before depending on the competition schedule (priority for the competing athletes).

### 5.2. Meals during the event

Please, tell us about any food allergy or special diet one week before the sport event.

#### Catering at the hotels:

Breakfast		07:00 to 08:00
Dinner	usualy	19:00 or 19:30 depending on hotel,
	Sat 2 <sup>nd</sup> April :	18:30 because of the opening ceremony

#### Catering at the championship areas:

Saturday 2<sup>nd</sup> April to Friday 08<sup>th</sup> April

Lunch	11:45 to 13:30
	Into the Sports Centre (near the qualifications FOP)

Saturday 09<sup>th</sup> and Sunday 10<sup>th</sup> April :

Lunch	11:45 to 13:30
	Into the Congress Centre ODYSSEA, room "Les Mouettes".

Every accredited person has a food voucher for the daily menu: to access the Catering Area the accredited person must show the accreditation and the voucher which will be validated.

Water is FREE (pay attention: DEPOSIT requested, as explained in 9.2), while all other drinks must be paid extra. (Attention: payment CASH only in Euro!).

Catering times may be adjusted according to the daily schedule. In this case the teams will be informed in advance.

### 5.3. Access Control

Accreditation cards must be worn at all times in the practice and competition areas.

Only athletes scheduled to compete at certain stages of the event are permitted on the main Field of Play, together with one coach/official.

Athletes who are not in competition may watch the event from the stands or at the left and right side of the main FoP in the designated areas.

Athletes who are eliminated are required to collect their equipment and leave the competition area as soon as possible to allow more room for those athletes still competing. If some of them want to stay and encourage the archers competing in further rounds, they have to stay behind the waiting line. During the elimination rounds, coaches are placed just in front of the media lane.

### 5.4 Services

At your hotels, a laundry is available with an extra fee.

#### IN THE SPORTS CENTER:

- Delegations welcoming and information desk
- Gifts shop
- Archery supplier shop
- Bar with coffee and soft drinks
- Locked room for the archery equipment. Only archery equipment in closed bow cases will be accepted.

#### REPAIR SERVICE:

LOC has some agreements with repair shops in town in case of mechanical issue about your wheelchair or equipment.

## 6. Protocol and ceremonies (TD)

### 6.1. Medal Ceremonies

Medal Ceremonies will begin immediately after the end of the last match.

All athletes involved in the ceremonies are requested to go to the gathering point. Location will be confirmed during the event.

All medal winner are requested to be present at the finals venue gathering point of the Award Ceremony, 15 min before the ceremonies are due to start.

Medal ceremonies will be conducted immediately after the conclusion of each session during the days of the finals (please check the competition schedule).

## 6.2. Opening Ceremony

The opening ceremony is planned outdoor.

If weather conditions would be clearly bad, the ceremony will take place at the Sport Centre in the main sport hall.

### Outdoor ceremony:

Provide appropriate clothing, and the official uniform of the country.

Volunteers of the organizing committee will distribute "ponchos", in case of rain.

18:30 – 19:30 meals in hotels.

19:45 last departure shuttles from hotels, to the opening

20:00 Appointment for all delegations in front of the Congress Centre ODYSSEA and organization of the parade of delegations.

The flag of each nation will be provided by the organizing committee with a handle, and a sign with the name of your country.

20:30 Start of the ceremony.  
Parade of delegations.

The sign will be given by a volunteer, and the flag will be carried by the country's representative. The country's representative will be followed by all their delegation, and they will take place after the parade to the reserved seats to watch the show.

Official speeches / Dancing show / Arrival of the flag of the WAE / Oaths judges and athletes.

Big Final Show "sound and light on the beach"

21:30 End of the ceremony

## 6.3. Closing Ceremony

Closing Ceremony will take place right after the Medal Ceremonies on Sunday August 30th. We ask all the delegations to be present for the Finals as well as the Medal and Closing Ceremony. The Ceremony will take place on the Finals Field.

#### **6.4. Closing Party**

Closing Party will take place at ODYSSEA (Congress Centre), room “Les Mouettes”

Please note that the Closing Party is the last meal included in your accommodation fee: if you are not attending, than you have to arrange the meal at your own cost.

Also the meals after the eventual breakfast for the following day or days are not anymore included in your Hotel fees.

Transport from the Closing Party to the Hotels will start at 22:00 in front of the Congress Centre. The official transport to the Hotels from the HQ Hotel will stop at 24:00.

#### **7. Medical Related issues (OC)**

First Aid is provided: the “Protection Civile” has a stationary service on the Field. Please refer to them.

#### **8. Clean Sport**

##### **8.1 Anti-Doping control**

Anti-Doping control will follow World Archery rules (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.

Specific transport will be organise for archers and assistant after the control if it ends later than the competition schedule.

##### **8.2. Alcohol test**

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



## 9. Other matters of importance (TD)

### 9.1. Environment - Water:

Team Managers please instruct your team members to use the litter bins provided which are located on the competition, practice ranges and common areas.

### 9.2. Water:

Water: During the event every accredited person has the right to get free water.

In an effort to aid the environment, water will be distributed using a bottle deposit system.

Each accredited person will receive a deposit coin. This coin can be exchanged for a bottle of water. In order to get a new bottle, it is necessary to provide either a deposit coin or an empty bottle of the same type. At the end of the day, empty bottles can be traded for a coin that can be used on the next day.

Water bottles will be distributed at several points over both fields. There will also be a mobile water station.

### 9.3. Communication

Mail boxes will be installed at the entry of the Sport Centre during the qualification and elimination days.

They will be placed at the entry of the Congress Center the 09<sup>th</sup> and 10<sup>th</sup> April.

All results and updated documents for TM will be on

<http://info.ianseo.net/> and <http://ianseo.net/Details.php?toid=1282>

### 9.4. Non Smoking

This is a non-smoking event.

Smoking is forbidden inside public buildings and all competition and training areas and within the security parameter of the venue.

There are designated smoking areas outside the venue.

### 9.5. Mixed Zone and Press Conferences:

Interviews will take place at the Mixed Zone at the exit of final venue. Athletes will be requested to pass through the mixed zone to speak with the media.



### **9.6 .Internet access:**

Athletes and Coaches will be able to use WiFi at the qualification venue and finals venue. In addition the IANSEO Info System will also be operational for results.

The access code for the public WiFi will be displayed all over the field and at the Info Points.

### **9.7. Hotels internal rules**

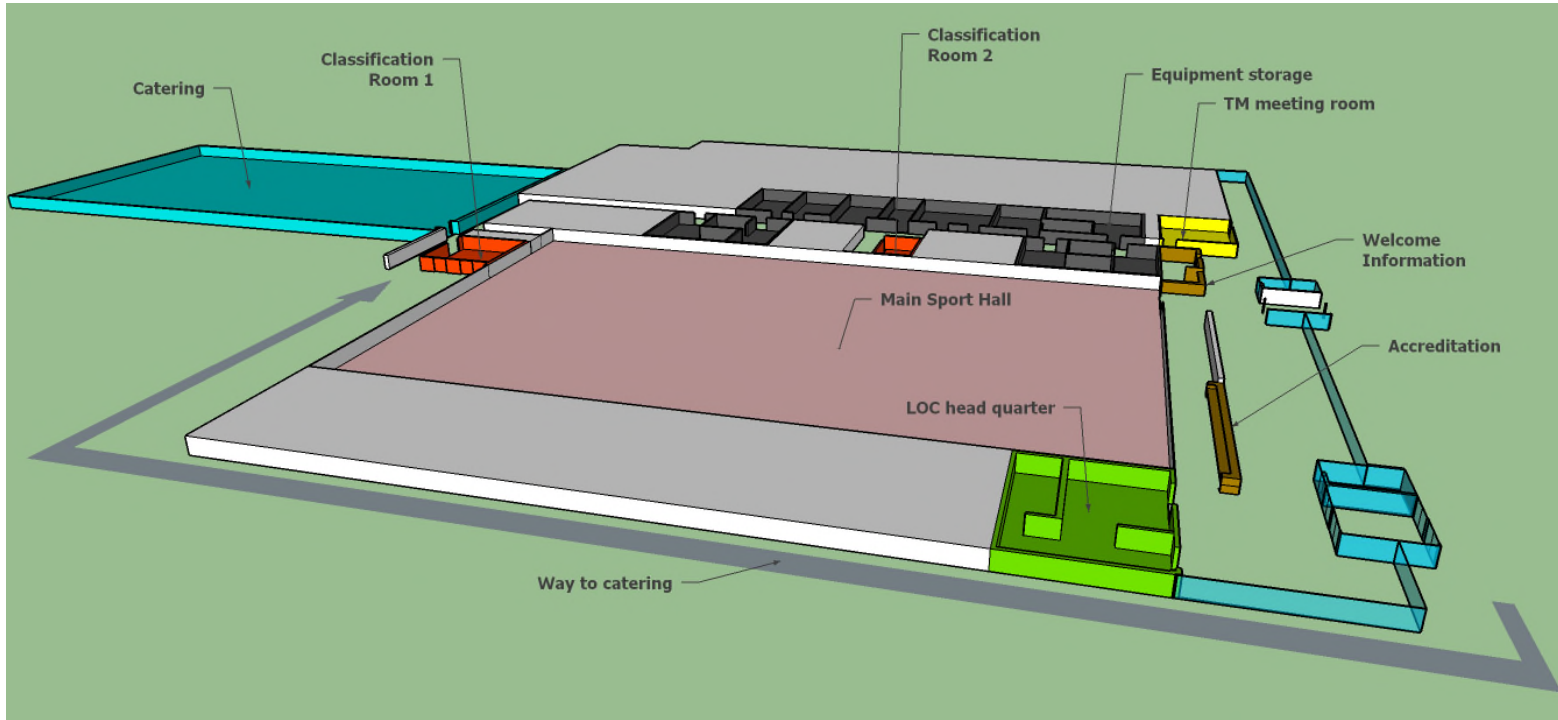
Each one has to respect rules on the field AND out of the field during all the Championships.

We remind that in all hotels it is strictly forbidden to cook or to smoke in rooms. If you don't respect it, you'll have to pay a 150,00 € fine due to fire and smoke alarm system.

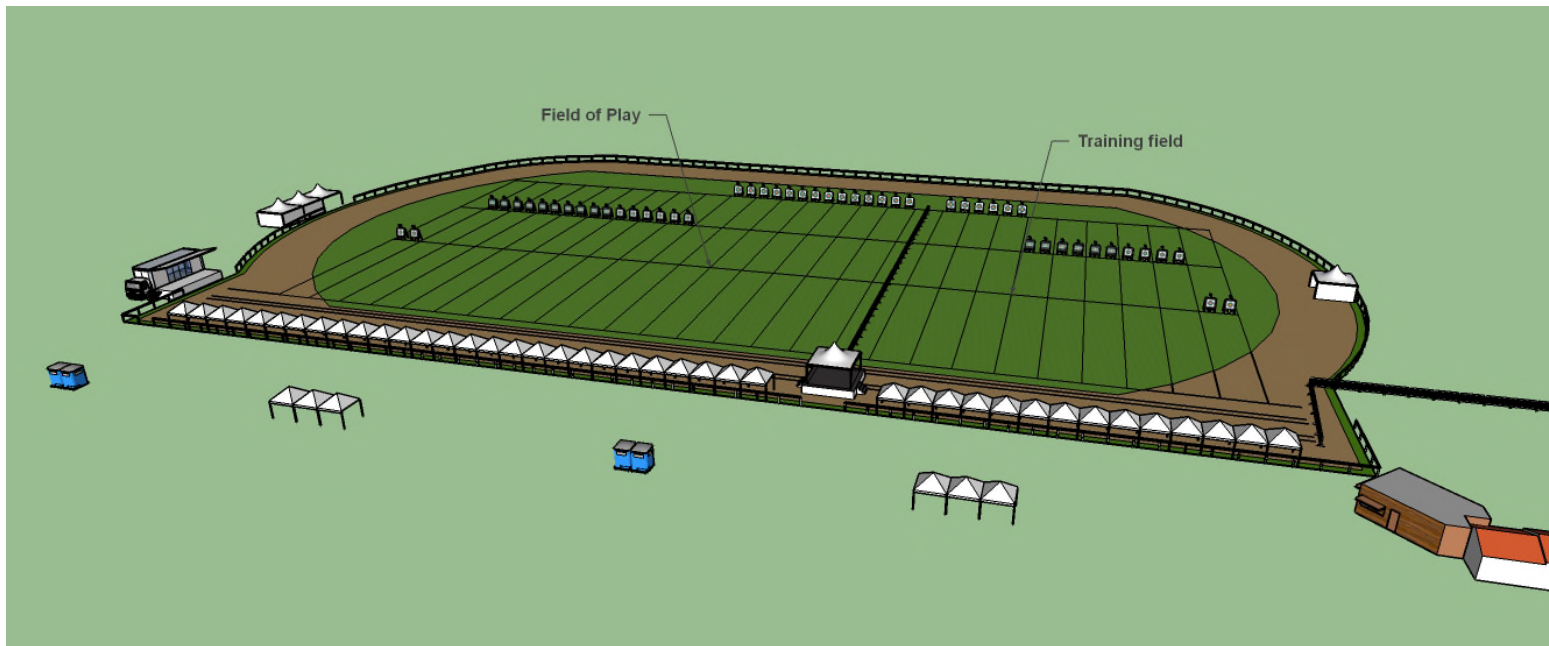
## **10. Questions from Team Managers**

## **11. Closure (TD)**

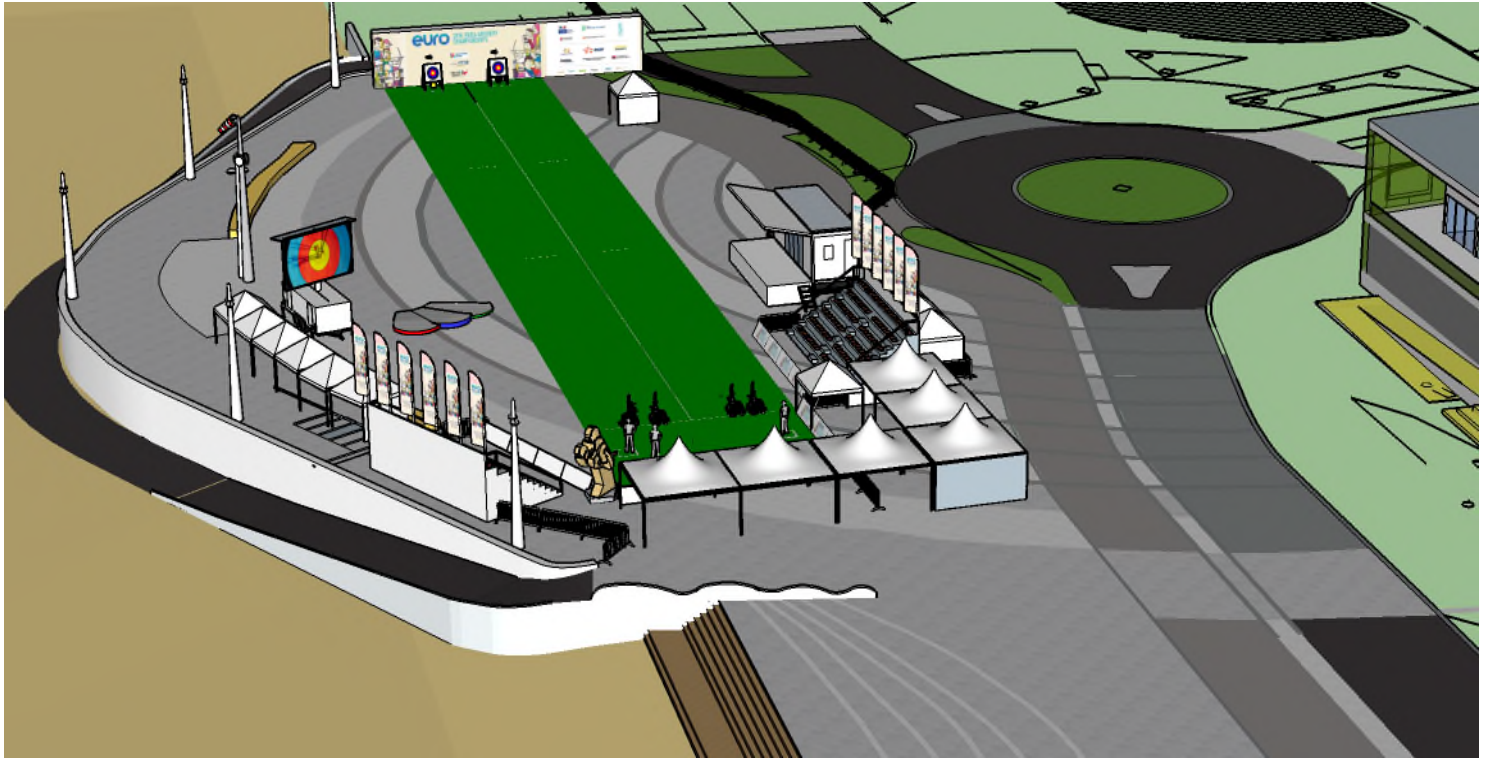
SPORT CENTER (close to the stadium)



STADIUM



FINALS VENUE



# Mixed Team

## Member Nomination Form

**National Team:** .....

- RECURVE OPEN Mixed Team
- COMPOUND OPEN Mixed Team
- W1 Mixed Team

1. ....

2. ....

### Name and Signature of Team Official:

.....

The results of the 2 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 Technical Delegate, Chairman of the Judges Commission or his Deputy at least 1 hour before the start of the first round for the category.**

Received by :       Technical Delegate       Chairman of Judges or Deputy

Date : \_\_\_\_ / 04 / 2016      Time : \_\_\_\_ : \_\_\_\_





**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: -----

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 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 3.13.8:**  
Jury decisions shall be minuted and submitted to the appealer, 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: -----