



world archery
youth championships
Madrid 2019

19 – 25 August 2019

TEAM MANAGERS

BOOKLET

The Team Managers Meeting will take place in Teresa's dining in the University College Teresa of Jesus on 19 August at 17:00hrs ([map can be found on page 21](#))

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

Version 1.0 Aug 8, 2019 20:00 UTC

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2019 world archery
madrid youth
championship

As President of the Organising Committee and the Spanish Archery Federation, it is my pleasure to welcome all participating athletes, officials and all distinguished guests to the 2019 World Youth Championship, to be held in Madrid.

We are glad of hosting the biggest WAYC ever, which means a great pride & joy for us, but also turns to be a great responsibility to pay all participating teams their confidence back.

Archers, officials, judges, volunteers, WA representatives and LOC staff will be meaning nearly 1000 participants involved in the biggest archery event in our country ever, and we really hope all our hard work in the last year will make the difference for all participants to enjoy one of their greatest experiences ever. Archery FUTURE STARS are on their way to Madrid, and we only want them to remember our city as a milestone in their promising sport careers.

On behalf of the Organising Committee, I would like to thank, very much, World Archery and all its member associations for their support. I wish you all a wonderful time in Spain and all the best to all participating archers and teams in succeeding achieving their goals.

Mr. VICENTE MARTÍNEZ ORGA

President

Real Federación Española de Tiro con Arco / World Archery Spain

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Agenda of the Team Managers meeting

Roll call of all attending nations (HE)

Opening

- Brought to order by Fernando SUAREZ
- Introduction of the panel, by Fernando SUAREZ
- Welcome speech, by Organising Committee

2) Introduction of Officials (HE)

- Organising Committee members, by Mr. Rifaat Chabouk
- Tournament Judges Commission, by the Chairman of Judges
- Director of Shooting, by the Chairman of Judges
- Jury of Appeal, by Fernando SUAREZ

3) Technical aspects of competition (HE + Chairman of Judges)

- 3.1. Number of participants per class
- 3.2. Competition programme
- 3.3. Practice-training
- 3.4. Equipment inspection
- 3.5. Qualification round & scoring information
- 3.6. Individual elimination round
 - 3.6.1. Recurve
 - 3.6.2. Compound
- 3.7. Team and mixed team elimination round
 - 3.7.1. Recurve Cadet Team
 - 3.7.2. Recurve Junior Team
 - 3.7.3. Compound Cadet Team
 - 3.7.4. Compound Junior Team
 - 3.7.5. Recurve Cadet Mixed Team
 - 3.7.6. Recurve Junior Mixed Team
 - 3.7.7. Compound Cadet Mixed Team
 - 3.7.8. Compound Junior Mixed Team
- 3.8. Individual finals round & team finals round
- 3.9. Appeal procedure (Form attached)

4) Technical matters (HE + Chairman of Judges)

- 4.1. Timing control system
- 4.2. Results system
- 4.3. Rules that apply in this event.
 - 4.3.1. Dress regulations
 - 4.3.2. 3 – Meter Line Rule
 - 4.3.3. Athletes must have at least 6 arrows during Finals (Rule Book 3 – 13.2.1. – bullet point 3)
 - 4.3.4. Individual alternate shooting (Rule Book 3 – 13.6.2.)
 - 4.3.5. Compound Team Event Shooting (Rule Book 3 – 14.2.2.1.)
 - 4.3.6. Individual shoot-off (Rule Book 3 – 14.5.2.2.)
 - 4.3.7. Team shoot-off (Rule Book 3 – 14.5.2.3.)
- 4.4. Athlete's Agent – Roles & Responsibility
- 4.5. Accreditation cards for 2019

5) Logistical Aspects (OC)

- 5.1. Transportation: venue, airport, etc.
- 5.2. Meals, during practice, qualification rounds, finals...

6) Protocol and ceremonies (OC)

- 6.1. Medal ceremonies and mixed zones

7) Medical related issues (Medical representative)

8) Clean Sport (Medical representative)

- 8.1. Doping control
- 8.2. Alcohol test

9) Other matters of Importance (HE)

10) Questions from Team Managers

11) Closure (HE)

- 11.1. Closure

Important dates for the outdoor season

Date	Event	Entry Deadline Type
04 March	2019 World Archery Para Championships 's Hertogenbosch (NED)	Preliminary Entry
11 March	2019 Hyundai World Championships 's Hertogenbosch (NED)	Preliminary Entry
01 April	2019 Hyundai Archery World Cup – Medellin (COL)	FINAL Entry
02 April	2019 Hyundai Archery World Cup – Berlin (GER)	Preliminary Entry
12 April	2019 Olympic Test Event – Tokyo 2020	Preliminary Entry
15 April	2019 Hyundai Archery World Cup – Shanghai (CHN)	FINAL Entry
29 April	2019 Hyundai Archery World Cup – Antalya (TUR)	FINAL Entry
10 May	2019 World Archery Para Championships 's Hertogenbosch (NED)	FINAL Entry
19 May	2019 Hyundai World Championships 's Hertogenbosch (NED)	FINAL Entry
21 May	2019 Youth World Championship – Madrid (ESP)	Preliminary Entry
04 June	2019 World Archery 3D Championships – Lac La Biche (CAN)	Preliminary Entry
10 June	2019 Hyundai Archery World Cup – Berlin (GER)	FINAL Entry
20 June	2019 Olympic Test Event – Tokyo 2020	FINAL Entry
29 July	2019 Youth World Championship – Madrid (ESP)	FINAL Entry
12 August	2019 World Archery 3D Championships – Lac La Biche (CAN)	FINAL Entry

Important telephone numbers

Event Manager

Mr. Rifaat CHABOUK

+34 696 66 78 39

+34 660 48 06 09

Team Services Manager

Ms. Beatriz ESPÍNOLA

+34 649 46 29 16

Medical Care

Dr. Santos LÓPEZ

+34 660 48 06 09

Competition Manager

Ms. Almudena GALLARDO

+34 619 54 57 26

World Archery Federation (WA)

Mr. Thomas AUBERT

+41 79 664 99 27

Mr. Fernando SUAREZ

+1 801 907 09 39

Tournament Judge Commission Chairman

Mr. Indranil DATTA

World Archery Judges

Charmaine HO

Logan ANDREW

Klemen CEZAR

Ana Luiza DE MESQUITA

Zahra FAHIM

Marleen KROEDERS

Xinping LI

Nanaka MATSUYAMA

Katerina PLAKOUDA

Bjarne STRANDBY

David TAN

Paco GIMENEZ

Randall JONES

National Judges

Alfonso IZQUIERDO CRIADO

Rocio BENITO DEL MONTE

Jesus GARAVIS GONZALES

Miguel Angel Martin ESPOSITO

Jose William TORRES PETERS

Antonio GARROTE RAMOS

Fernando CASTRO NAVARRO

Jose BENAVENTE PELLEJERO

Jury of Appeal:

To be announced on the day of the Team Managers Meeting

World Archery Results & Technology Team:

Mr. Andrea GABARDI

World Archery Communication:

Mr. Chris WELLS

World Archery Clean Sport Supervisor:

Ms. Fiammetta SCARZELLA

Points to clarify

3. Technical aspects of the competition (ED + Chair of Judges)

3.1. Number of participants per category (Number of Member Associations: 61)

Recurve Junior Men	Individual:	113 (1/48)	Teams:	29 (1/12)*
Recurve Junior Women	Individual:	73 (1/48)	Teams:	16 (1/8)
Recurve Cadet Men	Individual:	107 (1/48)	Teams:	26 (1/12)*
Recurve Cadet Women	Individual:	83 (1/48)	Teams:	21 (1/12)*
Compound Junior Men	Individual:	63 (1/48)	Teams:	13 (1/8)
Compound Junior Women	Individual:	45 (1/24)	Teams:	11 (1/8)
Compound Cadet Men	Individual:	55 (1/24)	Teams:	13 (1/8)
Compound Cadet Women	Individual:	47 (1/24)	Teams:	13 (1/8)

MIXED Teams RECURVE JUNIOR:	35 (1/12)*
MIXED Teams RECURVE CADET:	33 (1/12)*
MIXED Teams COMPOUND JUNIOR:	19 (1/12)*
MIXED Teams COMPOUND CADET:	17 (1/12)*

Updated August 8, 2019

**For Team Events starting from 1/12 Elimination, there will be shoot off for the 8th place, if there is a tie in Qualification Round*

3.2. Competition programme

The latest competition programme will be provided 1 week prior to official practice on the World Archery website. Any official competition schedule will have the version number, date and time printed on it. Latest version of the Competition Schedule at the moment of writing the Team Managers Booklet is V1.0 (9 August 2019, 02:30 UTC).

3.3 Practice

- The training field is few meters away from the qualification and elimination field. The training field will be made available for practice on August 16th and will close on August 25th. Daily schedule: 09:00 – 12:00 and 17:00 – 21:00. Address: Calle del Obispo Trejo, 10, 28040 Madrid.
- Transportation to training field will be provided at no additional cost on August 17th – 23rd. Teams hosted at Marriot Princesa or Santa Maria de Europa University Accommodation Building wishing to train on August 16th, please arrange transportation with the organizing committee.

Official Practice

- 09:00hrs – 12:00hrs for compound cadet men, compound cadet women, recurve junior women and recurve junior men.
- 17:00hrs – 20:00hrs for compound junior men, compound junior women, recurve cadet women and recurve cadet men.
- Shooting will be organized in AB-CD format.

Qualification round practice

- 3 ends of 4 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, walking distance of the qualification competition venue.
- 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:

- Monday 19 August, during official practice.
- Located to the right of the field.
- Teams will be announced in (English) alphabetical order by the DOS.
- All teams are to wear their team uniform and have their valid accreditation.
- Spare equipment must also be brought for inspection.
- Team managers are to check the details of their athletes such as, name and date of birth are 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:

- Cold water fountains will be provided in both, competition and practice fields.
- As an environmentally friendly championship, all participants will receive a stainless-steel bottle in the goody-bag to be refilled during the championship, avoiding wasting a lot of plastic glasses.

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.
- Smoking areas are indicated for those that do smoke.

3.5. Qualification round

COMPOUND CADET WOMEN, COMPOUND CADET MEN, RECURVE JUNIOR WOMEN and RECURVE JUNIOR MEN – 20 August morning

4 athletes per target in AB-CD format

50m and 70m Round (72 arrows)

COMPOUND JUNIOR WOMEN, COMPOUND JUNIOR MEN, RECURVE CADET WOMEN and RECURVE CADET MEN – 20 August afternoon

4 athletes per target in AB-CD format

50m and 60m Round (72 arrows)

3.6. Individual elimination round

- Recurve Cadet Women, Compound Junior Women and Compound Junior Men, it will be in the afternoon of the 20 August. Recurve Cadet Men, Compound Cadet Men and Compound Cadet Women will be in the morning of the 21 August. Recurve Junior Men and Recurve Junior Women will be in the afternoon of the 21 August.
- 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.
- 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 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 practice and compound athletes are permitted to shoot 5 ends of practice for their bye.
- Individual elimination rounds will start at the 1/48 elimination stage (104 athletes, or less, depending on entries) for Recurve Cadet Men, Recurve Cadet Women, Recurve Junior Men, Recurve Junior Women and Compound Junior Men. While Compound Cadet Men, Compound Cadet Women and Compound Junior Women will start at the 1/24 elimination stage (56 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. If there is a tie for the 8th position, then the tie will be resolved using shoot-off procedures.
- Athletes ranked 9th to 104 position will shoot the 1/48 and 1/24 eliminations.
- There will be no alternate shooting during the preliminary elimination rounds.

3.6.1 Recurve elimination

- The sets system will be used for all individual, team and mixed team matches. Individual matches will consist of the best 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.

Book 1, 4.5.1.4 (Recurve)

- The Elimination Round, in which the top 104 athletes (mandatory for World Archery Championships) are seeded according to their positions in the Qualification Round (see match play chart Appendix 10 and Book 2, Appendix 1). Athletes shoot a series of matches in groups, each match consisting of the best of 5 sets of 3 arrows;

3.6.2 Compound Elimination

- Matches for all compound 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.

Book 1, 4.5.1.5 (Compound)

- The Elimination Round in which the top 104 athletes (mandatory for World Archery Championships) are seeded according to their positions in the 50m Qualification Round (see match play chart Appendix 10 and Book 2, Appendix 1). Athletes shoot a series of matches in groups, each match consisting of 5 ends of 3 arrows;

3.7. Team and mixed team elimination round

- No alternating shooting
- Byes permitted from the 1/12, teams will be allowed to shoot on their allocated target, but no score will be recorded or displayed. Under such cases, teams are allowed to practice for the first 3 sets for recurve or all 5 ends for compound with limitation of 6 arrows per end/set (2 per archer).

3.7.1. Recurve Cadet Team

- Wednesday 21 August – 1/12 elimination phase
- Thursday 22 August – 1/8 and 1/4 elimination phases
- Friday 23 August – 1/2 elimination phase and bronze match
- Up to 4 sets of 6 arrows, 2 arrows per athlete (60 m, sets system)

3.7.2. Recurve Junior Team

- Wednesday 21 August - 1/12 elimination phase – Recurve Junior Men
- Thursday 22 August – 1/8 and 1/4 elimination phases
- Friday 23 August – 1/2 elimination phase and bronze match
- Up to 4 sets of 6 arrows, 2 arrows per athlete (70 m, sets system)

3.7.3. Compound Cadet Team

- Wednesday 21 August – 1/8 elimination phase
- Thursday 22 August – 1/4 elimination phase
- Friday 23 August – 1/2 elimination phase and bronze match
- 4 ends of 6 arrows, 2 arrows per athlete (50 m, cumulative scoring)

3.7.4. Compound Junior Team

- Wednesday 21 August – 1/8 elimination phase
- Thursday 22 August – 1/4 elimination phase
- Friday 23 August – 1/2 elimination phase and bronze match
- 4 ends of 6 arrows, 2 arrows per athlete (50 m, cumulative scoring)

3.7.5. Recurve Cadet Mixed Team

- Wednesday 21 August – 1/12 elimination phase
- Friday 23 August – 1/8 elimination phase through the bronze match
- Up to 4 ends of 4 arrows, 2 arrows per athlete (60 m, sets system)

3.7.6. Recurve Junior Mixed Team

- Wednesday 21 August – 1/12 elimination phase
- Friday 23 August – 1/8 elimination phase through the bronze match
- Up to 4 ends of 4 arrows, 2 arrows per athlete (70 m, sets system)

3.7.7. Compound Cadet Mixed Team

- Wednesday 21 August – 1/12 elimination phase
- Thursday 22 August – 1/8 elimination phase
- Friday 23 August – 1/4 elimination phase through the bronze match
- 4 ends of 4 arrows, 2 arrows per athlete (50 m, cumulative scoring)

3.7.8. Compound Junior Mixed Team

- Wednesday 21 August – 1/12 elimination phase
- Friday 23 August – 1/8 elimination phase through the bronze match
- 4 ends of 4 arrows, 2 arrows per athlete (50 m, cumulative scoring)

3.8. Individual and team medal matches

- Saturday 24 August - COMPOUND
- Sunday 25 August – RECURVE
- Finals to be staged in front of the Palacio Real de Madrid, located in Plaza de Oriente, 28013 Madrid.
- Venue for finals will have one “Warm Up” field.
- Warm-Up field:
 - The area will have 2 targets.
 - The area will have water, tents, chairs and tables.
 - Will be open 1 hour before the start of competition.
- Athletes are not permitted to use scopes on the finals FOP. Coaches will be provided a Vanguard scope by the coaches’ box on the main FOP.
- Vanguard are the official World Archery scope providers for the main finals field of play for coaches to use. Each scope will be fitted with a wired microphone and possibly a camera. These comments from coaches and athletes are for TV purposes. No sound will go out to the venue. Microphones will only be activated immediately when entering the FoP for the match and deactivated when the match is completed, while exiting the finals FoP. Coaches’ comments will be recorded for use in the TV highlights and on matches placed on www.archery.tv platform.

3.9. 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 their deputy.
- A fee of US\$50- (Euro 50.-) 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 (HE + Chairman of Judges)

4.1. Timing control system

- LONGINES Timing equipment will be used for timing and scoreboards.

4.2. Results system

- **Qualification Round** – scoring will be completed by athletes. One athlete records, 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. The other athletes should verify that all scores are written and entered correctly.
- 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 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.
- 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. Any score cards not signed or the total is missing will result in disqualification.
- Once signed, it signifies that the archer/team agrees with the decision of the match and this result cannot be further appealed.
- Scoring tablets will be used during the Qualification and Elimination Rounds, but not in the Finals. Mr. Andrea GABARDI (World Archery Results & Technology Manager) 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. There will be no pigeon boxes on the field.**

4.3 Rules that apply in this event

4.3.1. 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 team uniform colours or are white. Under shirts and sleeve may include design, names or markings but the predominant colour should be white or the colour of the uniform.
- 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 for athletes participating in World Archery major events.

4.3.2. 3 - Meter Line Rule

- **Qualification Round** – During the qualification round, if an arrow lands in the ground near the 3-meter line, the archer will call the judge. After shooting for the end is finished, they will go to the 3-Meter line and check if the arrow is in or outside. If the arrow is found to be within the 3-Meter Line, the arrow will be considered as not shot and the archer will get a make-up arrow
- **Match Round** – During the match if an arrow lands in the ground, it will be upto the archer to decide if its within the 3-Meter Line or not. Basis his own judgement, the archer will then need to make a call on shooting another arrow. Incase if the archer does not shoot and later its found that the arrow is within the 3 – Meter Line – the archer will NOT get any make-up arrow.

4.3.3. Athletes must have at least 6 arrows during Finals (Rule Book 3 – 13.2.1. – bullet point 3)

- In the Finals Rounds (individual matches, alternating shooting,) each athlete shall shoot on a separate target butt and shall not go to the target to score and collect the arrows. Each athlete shall appoint an athlete's agent who shall observe the scores recorded and withdraw the arrows. The arrows shall be returned to the athlete at the completion of every end/set after the second end/set;

4.3.4. Individual alternate shooting (Rule Book 3 – 13.6.2.)

- When there is individual alternating shooting, athletes competing shall go to the shooting line upon the 10 seconds alerting signal. At the end of the 10 seconds, one sound signal shall start the 20 second shooting period for the first athlete in the match. As soon as the first arrow is shot and the score is posted or the time runs out, the countdown clock for the opponent athlete is started to indicate the appropriate 20 or 30 second shooting period to shoot one arrow. The athletes of the match shall continue to alternate their shots following the countdown clock visual signal until each athlete has shot his three arrows or the athlete is sure he can no longer win the match. The losing athlete may then vacate the shooting line and congratulate the winner.
- If the time runs out a sound signal shall indicate to the other athlete/team the start of

his/their time period or the end of the end/set.

4.3.5. Compound Team Event Shooting (Rule Book 3 – 14.2.2.1)

- For Compound team matches, there will be 2 target face per team. Each team must shoot 3 arrows on each target face (2 in case of Mixed Team). The archers are free to choose the order, but each archer must shoot 2 arrows in each end/set.
- During Shoot-off, the target face setup will be changed to single face per team where each archer of the team will shoot one arrow.
- If there are more number of arrows than required in one target face, then the higher values will become M and will be counted in the scoring of that end

4.3.6. Individual shoot-off (Rule Book 3 – 14.5.2.2.)

- A single arrow shoot-off for score;
- If both archers score a 10 (recurve) or X (compound) on their first shoot-off arrow, then the match would be considered a tie and a second shoot-off arrow will be needed to resolve the match;
- If the score is the same the arrow closest to the centre of the target face shall resolve the tie and if the distance is the same, successive single arrow shoot-offs, until the tie is resolved.
- If both athletes miss the scoring area of the target, both athletes will shoot an additional arrow.

4.3.7. Team shoot-off (Rule Book 3 – 14.5.2.3.)

- A three-arrow (two-arrow for Mixed Team) shoot-off for score, a single arrow by each team member; the alternation between the teams shall take place after every arrow shot.
- If the score is tied, the team with the arrow closest to the centre shall win;
- If still tied the second arrow (or third) closest to the centre shall determine the winner.

4.4 Athletes Agent Roles & Responsibility

DRESS: Must be the same team uniform as the athlete/team/mixed team they are representing.

EQUIPMENT: The Agent must be equipped with the following:

- a. an arrow puller, and
- b. A pen to mark the arrow holes and to sign the scoresheet.

The Agent must not use their mobile telephone while in the blind, as this can distract them from their duty.

The Agent must be with the athlete/team/mixed team as they are called to be ready for their match. The Agent will then be escorted to the Scoring Blinds by a volunteer.

The agent is the representative of the athlete/team/mixed team at the target and should:

- a. Have a basic knowledge of English to be able to complete and understand the scoring at the target
- b. Check that the Judge has called both athletes/teams/mixed teams arrow values correctly, and that the scorer has recorded the values correctly on the scoreboard. If they are in any doubt as to a value, or the recording of the value on the scoresheet, they should check with the Target Judge/Scorer before the arrows are pulled from

the target

- c. At the end of the match, the Agent must ensure the scorecard is completed correctly, and sign on behalf of the athlete / team / mixed team they are representing

Copies of the scorecards in use in Alternate Shooting Finals are included at the end of the Team Managers Booklet for reference.

4.5 Accreditation cards rules for 2019 and the future

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



Lanyard



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 2019 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.

Photographs:

- Will be taken on venue two days before official practice.
- 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.
- Any athlete or official that desires to update their photograph in the system can go to the accreditation area to do so.

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 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 will be accepted, at a rate to be displayed on site).
- 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.

5. Logistical aspects (OC)

5.1. Transportation

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

5.2. Meals during the event

- Breakfast in the hotels: **07:00 – 10:30**
- Breakfast in university accommodation buildings: **07:00 – 9:30**
- Lunch will be served at the university accommodation buildings: **13:00 – 15:00**
 - Lunch will NOT be served at the hotels.
- Dinner in university accommodation buildings: **20:00 – 21:30**
- Dinner in the hotels: **20:00 – 22:00**

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

5.3. Top things to do in Madrid

A PIECE OF LIVING HISTORY: “MADRID DE LOS AUSTRIAS” (HABSBURG MADRID)

Madrid possesses one of the most important historic centres in Europe, also known as “Madrid de los Austrias” (Habsburg Madrid). It is located around the “Plaza Mayor” (Main square), inaugurated in 1620, and the “Plaza de la Villa” (Village square), which is the old City Hall headquarters.

Near “Plaza Mayor” you can take a walk feeling like a king until the so-called “aristocratic centre” of Madrid, where you can discover the beauty of the Royal Palace (“Palacio Real”), the “Plaza de Oriente”, the Opera house or the Almudena Cathedral. This is the Madrid of the Bourbons (“Borbones”).

I would recommend you visit the “Mercado de San Miguel” (San Michael’s Market) at aperitif time, where it is currently in vogue to have “Tapas”, buy top quality food, or even buy the current bestseller novel.



RECALL THE TWELVE GRAPES

Following the “Calle Mayor” you will find the “Puerta del Sol”, with its “Km 0”, 100-year-old shops and the large clock where many Spanish people see the new year in. Take a picture with the bear and the strawberry tree statue (“El oso y el Madroño”), the symbol of the city.



It is about time to do some shopping: from here, and in streets like Preciados or Gran Vía, you will find a large number of stores, department stores and shopping malls where you can find the ultimate technology.

THE BEST MUSEUMS IN THE WORLD

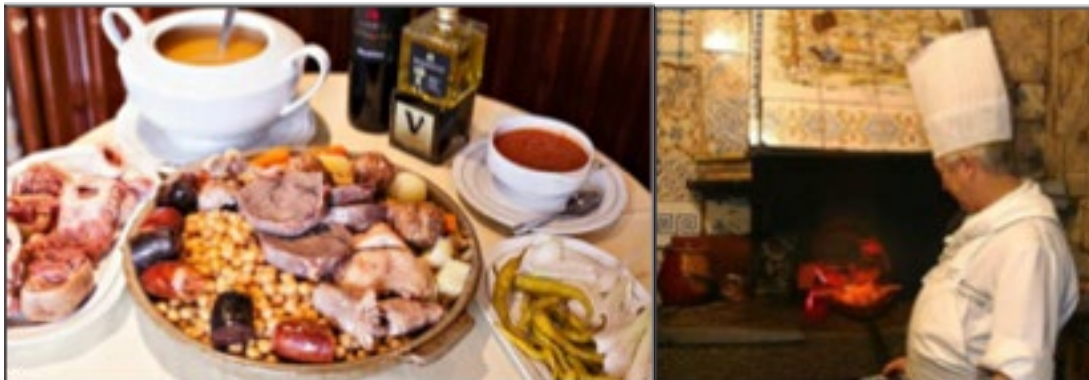
Among this cultural offering, three world's top art galleries should be highlighted: Prado Museum, Thyssen-Bornemisza Museum and Reina Sofía Museum, forming what is called The Art Walk.



Enjoy a pleasant walk through its gardens and you will be able to contemplate the historic buildings and monuments that shine out with their own light, with Cibeles and Neptuno fountains, the Bank of Spain, the Palace of Communications (the current headquarters of Madrid city council) and the “Puerta de Alcalá”.

A TRIBUTE TO THE PALATE

The gastronomy of Madrid is something that you cannot miss either. It is very typical to have “Cocido Madrileño” and “Tapas” in any of the traditional bars, where a stop is required in order to restock on energy and keep on touring the city. Madrid is able to satisfy any demand. It has more than 10,000 restaurants, 40,000 bars and 3,000 cafes. A wide range of establishments represent the best of the Madrid's cuisine, as well as national and international cuisine due to the strategic positioning of Madrid. According to the most prestigious gastronomic guides, Madrid has the highest recognized quality. This fact makes Madrid the most important city in Europe when it comes to gastronomy and cuisine.



There are many Michelin-starred restaurants, the highest award in this sector, thanks to chefs like David Muñoz (Diverxo), Sergi Arola, Mario Sandoval, Diego Guerrero, Óscar Velasco, Ricardo Sanz, Ramón Freixa, Paco Roncero and Juan Antonio Medina. All of them are international benchmarks of the Spanish creative cuisine, which have made Madrid and our region their refuge. But if you prefer tradition, you must visit our centenary restaurants, such as the Taberna Malacatín, Casa Ciriaco, La Bola, Botín, Casa Labra, el Café Gijón or Lhardy. There, history and culture of Madrid come together with the pleasure of a great dish, the best way to finish a night in Madrid.

As a curious fact, Madrid hosts the oldest restaurant in the World: Casa Botín.

TAPAS AND EVENTS

If you are an impassionate gourmet, there are many events and performances related to haute cuisine celebrated in Madrid that you can't afford to miss. Events like Madrid Wines Show, Millésime, the Gourmet Club International Exhibition or the important "Madrid Fusión" Gastronomic Summit, make Madrid the Gastronomy Capital of the World.



There are a lot of areas around the capital where you can taste the best gastronomy of our bars and restaurants. In the Central Area you can have the traditional squid baguette or try tap vermouth and centenary restaurants. La Latina neighborhood hosts typical and classic taverns, and especially on weekends it becomes one of the most dynamic areas of the capital, as well as Huertas, the Cava Baja and the Plaza de Santa Ana (Santa Ana square). The traditional Chamberí neighborhood, the gourmet markets like San Miguel, San Antón or San Ildefonso Markets and Platea Madrid are dedicated to national and international gastronomy. In Platea Madrid you will find restaurants, cocktail bars, pastry shops, stores and shows, and it is one of the biggest gastronomic areas in Europe and the most interesting in the World, with 6000 square meters, six Michelin stars and eleven Repsol suns.

6. Protocol and ceremonies (OC)

6.1. 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 finals venue gathering point of the Award Ceremony, 10 minutes before the ceremonies are due to start.
- Medal ceremonies will be conducted immediately after the conclusion of each gold medal match of each category during the days of the finals (please check the competition schedule).

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. Medical related issues (Medical representative)

- Medical services will be provided 24/7 from August 17th – 26th.
- Services Manager (+34 660 48 06 09)
- The closest hospital for emergencies is the University Hospital Moncloa, Av. de Valladolid, 83, 28008 Madrid [+34 917 58 11 96](tel:+34917581196)

8. Clean Sport

8.1 Anti-Doping control

- 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.

8.2. Alcohol test

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

9. Other matters of importance (WA HE)

- Accreditation cards must be in your person at all times in the practice and 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.
- In order to improve the standard of our events, athletes and team members are kindly requested to complete the online event evaluation questionnaires when they receive the email from World Archery.

Internet access and additional hotel charges:

- Internet access will be free of charge in the rooms and lobby of official hotels.
- All other hotel expenses including laundry and minibar, etc will be covered by the participants themselves.

10. Questions from Team Managers

11. Closure (HE)

- Closure

Information about the Archery Venues

Map of the venue



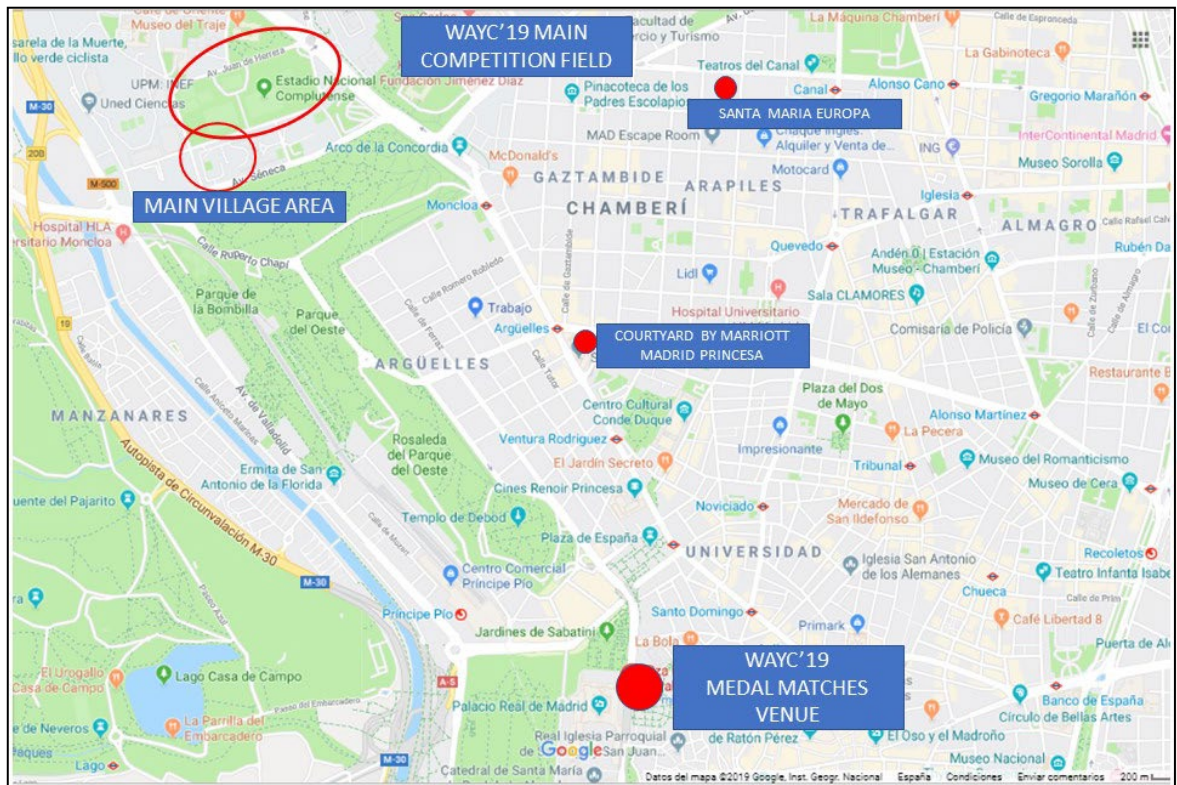
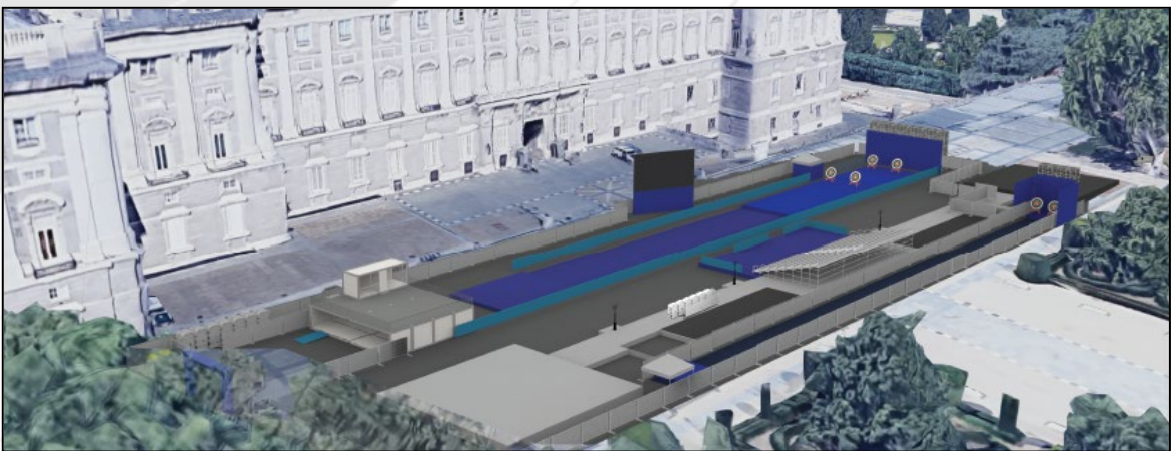
QUALIFICATION AND ELIMINATIONS:

Zona Sur University sport complex - Avenida Juan Herrera - 28040 Madrid)



ARCHERY VENUE FOR FINALS:

Palacio Real de Madrid / Spanish Royal Palace - Plaza de Oriente 28013 Madrid



MIXED TEAM FORM MEMBER NOMINATION FORM

National Team:

RECURVE Mixed Team:

1.

2.

COMPOUND Mixed Team:

1.

2.

Name and signature of Team Official:

.....

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 Results Manager or Chairman of the Judges Commission at least 1 hour before the start of the mixed team competition (1/12 elimination round or equivalent first round).



Appeal Form

This is an intention of Appeal

This is an appeal from

(please tick appropriate box)

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: _____ Print Name: _____

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.

3.13.4

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

Received on: ____/____/____ Time: _____

by Chair Person of the Tournament Judge Commission

Signature: _____ Name in printing: _____

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 belonging to the Member Association that accepts the upgrade)

I, _____, _____ of _____, allow
_____ to act as a coach for us ath the following event _____.

Signature: _____

The accreditation will be given upon upgrade payment and will be valid for the duration of the event only, as long as the Team allowing the upgrade has athlete competing. The Team allowing the upgrade will ensure that the maximum authorised numbers of officials on the field is respected. In case of misuse, the upgrade card may be deactivated at any time by World Archery officials.

Payment of _____ made on _____, _____ by _____

Signature: _____ Accreditation Number: _____

Copy for World Archery

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 belonging to the Member Association that accepts the upgrade)

I, _____, _____ of _____, allow
_____ to act as a coach for us ath the following event _____.

Signature: _____

Payment of _____ made on _____, _____ by _____

Signature: _____ Accreditation Number: _____



Athlete: _____ Rank **1**
 Country: _____
 Category: **Recurve** Target 001

	<input checked="" type="checkbox"/> Winner			Gold				Tot.	
	1	2	3	Set Total	Running Total	Set Points			
1	10	9	10	29	29	2	1	0	2
2	10	9	9	28	57	2	1	0	2
3	10	10	9	29	86	2	1	0	4
4	9	10	10	29	115	2	1	0	6
5						2	1	0	
Total									6

S.O. Closest to the center

Archer *Signature*
 Scorer *Signature*

Judge Annotations

Athlete: _____ Rank **15**
 Country: _____
 Category: **Recurve** Target 002

	<input type="checkbox"/> Winner			Gold				Tot.	
	1	2	3	Set Total	Running Total	Set Points			
1	10	9	9	28	28	2	1	0	0
2	10	10	9	29	57	2	1	0	2
3	9	10	9	28	85	2	1	0	2
4	9	9	10	28	113	2	1	0	2
5						2	1	0	
Total									2

S.O. Closest to the center

Archer *Signature*
 Scorer *Signature*

Judge Annotations

1/1



Athlete: _____ Rank **25**
 Country: _____
 Category: **Compound** Target 001

	<input type="checkbox"/> Winner			Gold				10+X	X
	1	2	3	Sum	Running Total				
1	10	X	9	29	29	2	1		
2	X	9	9	28	57	1	1		
3	10	9	X	29	86	2	1		
4	10	10	10	30	116	3	0		
5	10	9	8	27	143	1	0		
Total						143	9	3	

S.O. Closest to the center

Archer *Signature*
 Scorer *Signature*

Judge Annotations

Athlete: _____ Rank **2**
 Country: _____
 Category: **Compound** Target 002

	<input checked="" type="checkbox"/> Winner			Gold				10+X	X
	1	2	3	Sum	Running Total				
1	9	9	10	28	28	1	0		
2	10	X	X	30	58	3	2		
3	X	9	8	27	85	1	1		
4	9	9	X	28	113	1	1		
5	X	10	X	30	143	3	2		
Total						143	9	6	

S.O. Closest to the center

Archer *Signature*
 Scorer *Signature*

Judge Annotations

1/1





Country: _____ Rank **4**
 Category: **Recurve** Team Target 001

Country: _____ Rank **3**
 Category: **Recurve** Team Target 002

	Winner						Gold			
	1	2	3	4	5	6	Set Total	Tot.	Set Points	Tot.
1	10	9	8	8	9	10	54	54	2 1 0	1
2	8	10	9	8	9	10	54	108	2 1 0	1
3	10	10	8	10	9	10	57	165	2 1 0	3
4	9	9	10	10	10	9	57	222	2 1 0	5

	Winner						Gold			
	1	2	3	4	5	6	Set Total	Tot.	Set Points	Tot.
1	10	9	9	10	7	9	54	54	2 1 0	1
2	8	9	9	10	10	9	55	109	2 1 0	3
3	9	9	8	10	9	10	55	164	2 1 0	3
4	9	9	10	9	9	10	56	220	2 1 0	3

S.O. _____ Total **5**
 _____ Closest to the center
 Archer *Signature*
 Scorer *Signature*
 Judge Annotations _____

S.O. _____ Total **3**
 _____ Closest to the center
 Archer *Signature*
 Scorer *Signature*
 Judge Annotations _____

1/1



Country: _____ Rank **1**
 Category: **Compound** Team Target 001

Country: _____ Rank **2**
 Category: **Compound** Team Target 002

	Winner						Gold			
	1	2	3	4	5	6	Sum	Tot.	10+X	X
1	10	9	X	X	X	X	59	59	5	4
2	9	9	10	10	10	9	57	116	3	0
3	X	X	10	X	X	9	59	175	5	4
4	10	9	9	10	10	10	58	233	4	0

	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	X	10	10	X	10	9	59	117	5	2
3	X	10	9	X	9	10	58	175	4	2
4	X	10	9	10	10	9	58	233	4	1

S.O. _____ Total **233** 17 8
 10 10 X*
 _____ Closest to the center
 Archer *Signature*
 Scorer *Signature*
 Judge Annotations _____

S.O. _____ Total **233** 17 5
 10 10 10
 _____ Closest to the center
 Archer *Signature*
 Scorer *Signature*
 Judge Annotations _____

1/1





Country: _____ Rank **4**
 Category: **Recurve Mixed Team** Target 001

	Winner				Bronze			
	1	2	3	4	Set Total	Tot.	Set Points	Tot.
1	8	10	10	8	36	36	2 1 0	1
2	10	8	10	10	38	74	2 1 0	3
3	9	10	9	9	37	111	2 1 0	4
4	9	10	9	9	37	148	2 1 0	4

S.O. Total **4**

Closest to the center
 Archer *Signature*
 Scorer *Signature*
 Judge Annotations

Country: _____ Rank **11**
 Category: **Recurve Mixed Team** Target 002

	Winner				Bronze			
	1	2	3	4	Set Total	Tot.	Set Points	Tot.
1	8	10	8	10	36	36	2 1 0	1
2	8	10	9	8	35	71	2 1 0	1
3	10	8	10	9	37	108	2 1 0	2
4	9	10	10	9	38	146	2 1 0	4

S.O. Total **5**

Closest to the center
 Archer *Signature*
 Scorer *Signature*
 Judge Annotations

1/1



Country: _____ Rank **1**
 Category: **Compound Mixed Team** Target 015

	Winner				1/8			
	1	2	3	4	Sum	Tot.	10+X	X
1	10	10	9	9	38	38	2	0
2	10	10	10	9	39	77	3	0
3	X	10	10	9	39	116	3	1
4	X	10	10	9	39	155	3	1

S.O. Total **155** 11 2

Closest to the center
 Archer *Signature*
 Scorer *Signature*
 Judge Annotations

Country: _____ Rank **16**
 Category: **Compound Mixed Team** Target 016

	Winner				1/8			
	1	2	3	4	Sum	Tot.	10+X	X
1	10	10	9	9	38	38	2	0
2	X	10	10	9	39	77	3	1
3	X	10	9	9	38	115	2	1
4	X	10	9	9	38	153	2	1

S.O. Total **153** 9 3

Closest to the center
 Archer *Signature*
 Scorer *Signature*
 Judge Annotations

1/1



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 Archery staff
- 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.