



# TEAM MANAGER BOOKLET

The team managers meeting will take place on the Meeting Room (at Olympic Centre venue, 3<sup>rd</sup> floor) on Monday 25 September at 12:00 p.m.

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

Please read this document upon receipt and bring it with you to the team manager's meeting.

Version 1.4 – 19th September 2023

## WELCOME

As President of the Organising Committee it is my pleasure to welcome all the athletes, officials and everybody to the *European Archery 3D Championships 2023* in SanSicario.

I am sure that all of you will enjoy this exciting competition and all athletes will demonstrate their great skill, competitiveness and fairness.

I would like also to thank World Archery Europe and the Italian Archery Federation and for their support.

I wish you all a very pleasant stay in SanSicario and the best of luck, to all athletes in achieving excellent results.



Mr. Paolo Ferrero  
LOC President

## Contents

<b>Welcome</b> .....	<b>- 2 -</b>
<b>Introduction</b> .....	<b>- 4 -</b>
<b>1.1 Opening</b> .....	<b>- 4 -</b>
<b>Contacts</b> .....	<b>- 5 -</b>
<b>Technical aspects of the competition</b> .....	<b>- 7 -</b>
<b>3.1 Number of participants per category</b> .....	<b>- 7 -</b>
<b>3.2 Competition programme</b> .....	<b>- 8 -</b>
<b>3.3 Practice</b> .....	<b>- 9 -</b>
<b>3.4 Equipment inspection</b> .....	<b>- 9 -</b>
<b>3.5 Rounds</b> .....	<b>- 10 -</b>
<b>3.6 Appeal procedure</b> .....	<b>- 11 -</b>
<b>Scoring &amp; Results</b> .....	<b>- 12 -</b>
<b>Reminder on Rules</b> .....	<b>- 13 -</b>
<b>5.1 Dress regulations</b> .....	<b>- 13 -</b>
<b>5.2 Accreditation cards rules</b> .....	<b>- 13 -</b>
<b>Logistics &amp; Transports</b> .....	<b>- 15 -</b>
<b>6.1 Transportation</b> .....	<b>- 15 -</b>
<b>6.2 Meals during the event</b> .....	<b>- 15 -</b>
<b>6.3 Internet Access and additional hotel charges</b> .....	<b>- 15 -</b>
<b>6.4 Medical related issues</b> .....	<b>- 15 -</b>
<b>6.5 Bow storage at venue (opening times)</b> .....	<b>- 16 -</b>
<b>Protocol, ceremonies, clean sport</b> .....	<b>- 17 -</b>
<b>7.1 Medal ceremonies</b> .....	<b>- 17 -</b>
<b>7.2 Mixed zone and press conferences</b> .....	<b>- 17 -</b>
<b>7.3 Clean sport</b> .....	<b>- 17 -</b>
<b>Archery venues</b> .....	<b>- 18 -</b>
<b>Mixed team form</b> .....	<b>- 19 -</b>
<b>Appeal Form</b> .....	<b>- 20 -</b>
<b>Team form</b> .....	<b>- 21 -</b>

# INTRODUCTION

## 1.1 Opening

- Brought to order by the World Archery Europe Technical Delegate (TD), *Mrs. Kristina Reitmeier*
- Introduction of the panel, by World Archery Europe TD, *Mrs. Kristina Reitmeier*
- Roll call of all attending nations, *Mrs. Kristina Reitmeier*
- Welcome speech, by *Organising Committee*

## CONTACTS

### L.O.C. President

Mr. Paolo FERRERO  
Email: [presidente@parco2023.com](mailto:presidente@parco2023.com)  
Mobile: +39 347 393 0681  
Language: English

### Competition Manager

Mr. Gabriele GIOVINE  
Email: [competitionmanager@parco2023.com](mailto:competitionmanager@parco2023.com)  
Mobile: +39 334 976 3331  
Language: English

### Transport Manager

Mr. Alessio CORBUCCI  
Email: [trasport@field3dchamps.eu](mailto:trasport@field3dchamps.eu)  
Mobile: +39 328 321 2697  
Language: English

### Accommodation Manager

Mrs. Barbara CAMANDONA  
Email: [accommodation@field3dchamps.eu](mailto:accommodation@field3dchamps.eu)  
Mobile: +39 392 4977667  
Language: English

### Secretary and Finance

Mrs. Rosella BERTOLOTTI/Mrs. MariaPia MARTINO/Mr. Dario GALFIONE  
Email: [info@field3dchamps.eu](mailto:info@field3dchamps.eu)  
Language: English

### Technical Delegate

Mrs. Kristina Reitmeier  
Email: [kristina.reitmeier@czecharchery.cz](mailto:kristina.reitmeier@czecharchery.cz)  
Mobile: +420 774526032

**Field manager:** Mr. Carlo Cogo

**Award ceremony:** Mrs. Tiziana PEYTAVIN

**Finals Announcer:** Mr. Lorenzo RICHETTO

**Photographer:** Mr. Fausto ERCOLI

**Medical liaison:** Mrs. Marina NICOLETTI

**World Archery Europe Results & Technology (IANSEO):**

Mr. Ardingo SCARZELLA

Mr. Marco CARPIGNANO

Mr. Alessio OPIMO

**World Archery Europe Judges**

Mrs. Ringa Baltrusaite (LTU) Chairperson

Mr. Yadin Sapir (ISR)

Mrs. Victoria Duncan (GBR)

Mrs. Michaela Dominik (GER)

Mr. Manfred Piesinger (AUT)

Mrs. Petra Bolta (SLO)

Mr. Christophe Pezet (FRA)

Mr. Taavo Allik (EST)

Mr. José Benavente Pellejero (ESP)

Mr. Konrad Przesmycki (POL)

**Director of Shooting – Practice Field**

TBD

## TECHNICAL ASPECTS of the COMPETITION

### 3.1 Number of participants per category

Updated: 19<sup>th</sup> September 2023

Number of Nations:	<b>22</b>
Total number of archers:	<b>190</b>
Total number of officials:	<b>32</b>

Barebow Women	21
Barebow Men	27
Longbow Women	13
Longbow Men	28
Compound Women	17
Compound Men	33
Tradition Women	21
Tradition Men	30

Barebow MixedTeams	10
Longbow MixedTeams	8
Compound MixedTeams	9
Tradition MixedTeams	12

Women Teams	7
Men Teams	13

### 3.2 Competition programme

Day	Date	Description
Day -1	Sunday 24 September	Arrival of Delegations <i>h.9.30-12 / 14.30-17</i> : Unofficial Practice field and local transportation available Team Registration
Day 0	Monday 25 September	<i>h.9-12 / 14-17</i> : Official Practice and equipment inspection <i>h.12.00</i> : Team Managers' Meeting <i>h.17.00</i> : Opening Ceremony
Day 1	Tuesday 26 September	<i>h.9.00</i> : 1 <sup>st</sup> Qualification Round – 24 targets unmarked
Day 2	Wednesday 27 September	<i>h.9.00</i> : 2 <sup>nd</sup> Qualification Round – 24 targets unmarked <i>following</i> : MixedTeam Semifinals <i>following</i> : MixedTeam Bronze matches
Day 3	Thursday 28 September	<i>h.9.00</i> : Individual Eliminations
Day 4	Friday 29 September	<i>h.9.00</i> : Team Eliminations and Bronze <i>h.14.00</i> : Team & MixedTeam Gold Finals
Day 5	Saturday 30 September	<i>h.9.00</i> : Semifinals <i>h.9.00</i> : Individual Finals <i>following</i> : Award & Closing Ceremony



## Practice

### **Unofficial practice**

training range is available on Sep. 23 and 24, 9:30 a.m. - 12:00 p.m. and 2:30 - 6:00 p.m.

### **Official Practice**

training range is available on Sep. 25:

- Morning session (9:00 a.m. - 12:00 p.m.): AUT, BUL, CRO, CZE, FIN, GER, ISR, LAT, NOR, SLO, SMR, SUI, SWE
- Afternoon session (2:00 - 5:00 p.m.): BEL, DEN, ESP, FRA, GBR, HUN, IRL, ITA, ROU, SVK

**Warm up** during all days of the competition will be organized according the schedule published.

## 3.3 Equipment inspection

Equipment inspection will follow the program of the official practice and will be held at the official practice field.

The teams have to confirm by signing at the registration their acknowledgement of group in which they will come to the equipment inspection (group 1 or group 2)

Each team will be called (in the English alphabetical order) and invited by the judges to the dedicated place for the Equipment inspection in the competition field.

- All teams shall wear or bring their team uniforms.
- Spare equipment, binoculars and bags you intent to bring into the field must also be brought for inspection.
- Coach binocular will be checked by judge before use in team event and

## Athlete (back) Numbers

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

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

## Toilets

Portable toilets will be present along the fields of competition and at the Practice field.

## Environment

Team Managers, please instruct your team members to use the litter bins located on the competition, practice ranges and common areas always and clear the area you have used on the FOP before leaving.

## Water

Water (bottles) will be distributed around the field.

## Non-Smoking

This is a non-smoking event.

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

The non-smoking area will apply on the entire Olympic Centre venue.

## Rounds

There are two (2) courses for the two qualification rounds. All qualification rounds are set up at Olympic Centre venue.

The target assignment will be handed out on the day of the official practice.

Regrouping of archers for the 2nd qualification round and new start list will be prepared.

For the 2nd Qualification Round the division will change to the other course.

### 1st Qualification Round

- Compound Women, Compound Men, Longbow Women, Longbow Men → **Yellow Course**
- Barebow Women, Barebow Men, Traditional Women, Traditional Men → **Green Course**

### 2nd Qualification Round

- Barebow Women, Barebow Men, Traditional Women, Traditional Men → **Yellow Course**
- Compound Women, Compound Men, Longbow Women, Longbow Men → **Green Course**

## Individual Eliminations

The top 22 athletes per category from the 2nd Qualification Rounds will qualify for the 1st Elimination Round.

1st and 2nd are qualified for semi-finals, matches will be run as fast as possible.

Therefore, the times indicated in the schedule are just a reference. Please be aware of that and follow the competition to be prepared when the match of your athlete could be scheduled. Only the start of the morning session and the start of the afternoon session will be respected as indicated in the competition schedule.

## Team Elimination Round

The top 8 teams in each category qualifying from the two (2) Qualification Rounds will shoot quarter-finals, with byes, the winners will shoot semi-finals.

## Individual Finals Round, Team & Mixed Team Finals Round

The top 4 teams in each MixedTeam category will shoot semi-finals and finals.

## TV Coverage

Team, Mixed Team and Individual finals will have live TV coverage on World Archery Europe.

Live Streaming links will be on lanseo event page and WAE website.

## 3.4 Appeal procedure

- An Appeal form is attached to this document.
- In case of an intent to appeal or an actual appeal, the times indicated on the Appeal form must be considered.
- Appeal forms should be given to the Chairman of the Tournament Judge Commission or to their deputy.
- A fee of 50 USD (or 50 EUR) must be paid to the Chairman of the Tournament Judge Commission, for the appeal to be valid.
- If the appeal is upheld by the Jury of Appeal, the fee will be returned. In the case of the appeal being rejected, the fee will not be returned.

## Technical Matters

According to the rules it is not allowed to bring any electronic devices to the course. This includes smart phones and smart watches.

## SCORING & RESULTS

There will be electronic scoring and paper scoring during all competition. The paper score sheets must be filled in by the athletes themselves. All the athletes in the same group must verify that the correct scores are entered.

Please instruct your athletes correctly fill in the scorecards including total score, number of 6's, number of 5's and sign the cards before handing them back after each round. All scorecards of each group must be returned together by one person, chosen as representative of the group.

In case of tied score on positions 2 and 22, a shoot-off will be arranged. Shoot off target will be in the central area.

Due to environmental preservation and responsible behavior toward nature we will not have any printed material.

- Printed documents will be published only on the board at the competition venue and in the lobby of the hotel.

- All competition documents will be published on lanseo:

<https://www.ianseo.net/Details.php?told=15338>

- The official results will be published immediately after the conclusion of the competition.

## REMINDER on RULES

### 5.1 Dress regulations

*Rule Book 4 – Ch. 31*

#### 31.1 ATHELETES

*Athletes shall wear shirts with name and country at all times.*

*Sport shoes or walking boots shall be worn by all athletes and officials, these may be different styles but shall cover the entire foot.*

*Athletes may wear trousers of their choice for the Qualification round.*

*Athletes shall wear full Team uniform, which shall not include denim, for Team Rounds and Medal Matches.*

*Clothing and equipment shall not be camouflage. No oversize or baggy type trousers are allowed.*

#### 31.2 TEAM OFFICIALS

*Shall have their country on their shirt or jacket, and shall be the same colour, so that they are easily recognisable as part of the team.*

*In addition, The dress regulations found in Book 3, Article 20.1 shall apply. (Book 4, Ch.22)*

### 5.2 Accreditation cards rules

*Rule Book 2 – 3.8 Accreditation*

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

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

#### Accreditation card:

Athletes and team officials, registered in WAREOS, will be issued an accreditation and lanyard.

Please ensure all details are correctly entered in WAREOS.

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

### Photographs

Will be taken on venue during unofficial and official practice. For athlete who do not already have one.

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

### Lost/Damage/Replacement costs:

For those persons that unfortunately forget to bring, damage or lose their accreditation, can purchase another accreditation at the event for the cost of 30 EUR (€).

### Fair Play

All archers should enjoy the competition and no archer should do anything that spoils this for another.

### Un-sportsmanlike behaviour

- Un-sportsmanlike behaviour will not be tolerated from athletes, coaches or spectators.
- If it is suspected that distances, slopes, cuts are being communicated by accredited persons, then accreditation will be removed. Spectators will be removed from the viewing area.
- English is the language that must be used when talking to athletes when competing, and yes, no, good and bad are all the words you need to use during the individual event.

### Consequences of Breaking Rules

*Book 4, Chapter 27, Article 27.8.2.*

In the case of a Judge's timing an athlete and observing him exceeding the time limit, at the third and all subsequent warnings during that stage of the competition, the athlete shall lose the highest scoring arrow at the target.

### Officials on course

No officials are allowed on the course. In case of a technical problem or the need of medical attention the group shall contact the judge, who will refer the problem to the chairman of the judge commission who will seek out the team captain in order to care of the problem – therefore it is very important for the team manager or representative to remain in the central area.

## LOGISTICS & TRANSPORTS

### 6.1 Transportation

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

All equipment transported in official shuttles shall be fully packed in bowcases. No quiver, arrows, or any other part of bows will be allowed in the seating area of the buses.

### 6.2 Meals during the event

Breakfast and Dinner will be served at the hotel restaurants.

Lunch will be offered on the venue in exchange of a voucher that you will receive during registration according to the schedule below:

- Breakfast: 06:30- 09:30 hrs.
- Lunch: 11:30 a.m. – 2:30 p.m. hrs.
- Dinner: 7:00 to 9:00 p.m. hrs.
- Final Party: 7:30 p.m. (at Olympic Centre)

*\*Times will adjust to the competition schedule as and when required. Please also note the information boards in the hotels.*

### 6.3 Internet Access and additional hotel charges

Internet access will be free of charge in the hotel and on the venues.

All other expenses including laundry and minibar, etc will be covered by the participants themselves. Any damages will be charged to the participants national team.

### 6.4 Medical related issues

First Aid services will be available from 24 to 30 September at the venue.

## 6.5 Bow storage at Olympic Centre venue (opening times)

Saturday 23.09.2023 8.00 am to 6.00 pm

Sunday 24.09.2023 9.00 am to 6.00 pm

Monday 25.09.2023 8.00 am to 5.00 pm

Tuesday 26.09.2023 8.00 am to 5.00 pm

Wednesday 27.09.2023 7.30 am to 6.00 pm

Thursday 28.09.2023 7.30 am to 6.00 pm

Friday 29.09.2023 7.30 am to 7.00 pm

Saturday 30.09.2023 7.30 am to 5.00 pm



## PROTOCOL, CEREMONIES, CLEAN SPORT

### 7.1 Medal ceremonies

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

Medal ceremonies will be conducted as indicated in the competition schedule.

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

### 7.2 Mixed zone and press conferences:

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

### 7.3 Clean sport

#### Anti-doping

Anti-Doping control will follow World Archery rules.

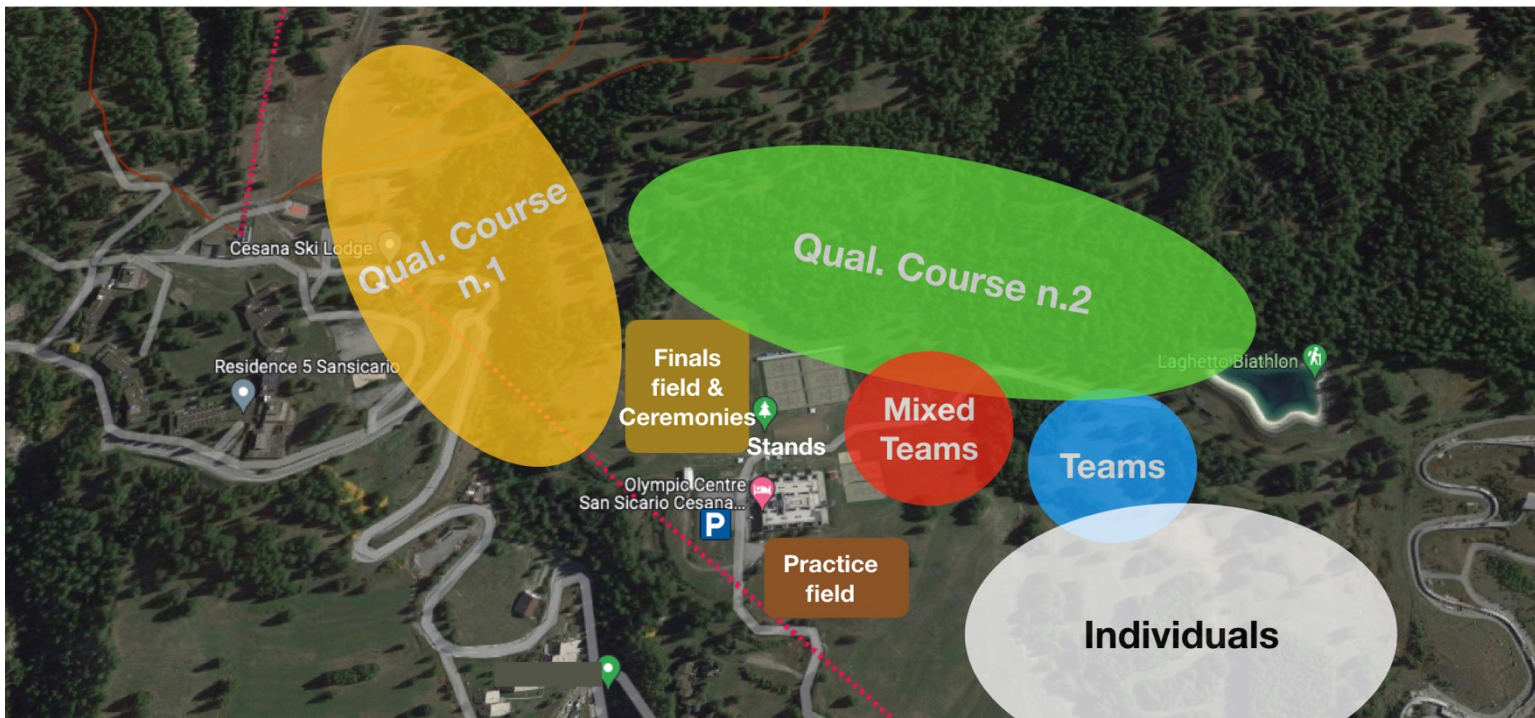
Athletes should bring their passports and/or accreditation cards to the anti-doping control station if selected for a test.

## VENUE

Qualifications, Eliminations, Finals and Ceremonies

**OLYMPIC CENTRE**

(GPS: 44.95933699370808, 6.815819947695188)



# MIXEDTEAM FORM

COUNTRY: \_\_\_\_\_

**Recurve Mixedteam:**

1. ....

2. ....

**Longbow Mixedteam:**

1. ....

2. ....

**Compound Mixedteam:**

1. ....

2. ....

**Traditional Mixedteam:**

1. ....

2. ....

Name and signature of Team Manager:

.....

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

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

# APPEAL FORM

This is an intention of Appeal       This is an appeal form

(please tick appropriate box)

## Appeal Fee

- 50 USD
- 50 CHF
- 50 EUR

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

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

Description of Appeal or Protest:

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

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

### **Article 3.13.3.1:**

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

### **Article 3.13.8:**

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

### **Article 3.13.4:**

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

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

by Chairperson of the Tournament Judge Commission

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



2023 EUROPEAN ARCHERY FIELD CHAMPIONSHIPS  
18 – 23 September 2023  
Cesana|Sansicario – ITALY



**TEAM FORM**

COUNTRY: \_\_\_\_\_

**Men Team:**

1.....

2.....

3.....

**Women Team:**

1.....

2.....

3.....

Name and signature of Team Manager:

.....

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

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

