



**2025 ASIA CUP  
SINGAPORE**

**TEAM MANAGER  
BOOKLET**



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**This is a non-smoking  
event, no smoking at  
the practice and official  
competition areas.**

## Welcome Word from the LOC

As President of the Archery Association of Singapore and the Organizing Committee, it is my honour to welcome all participating athletes, officials, and distinguished guests to the second leg of the 2025 Asia Cup, in Singapore.

I believe that all participating countries will enjoy the competition and the great sights that Singapore has to offer.

On behalf of the Association and Organizing Committee, I would like to thank everyone for their support.

I wish you all a very pleasant experience and stay in Singapore, and the very best of luck to all athletes.

Best Regards

A stylized, handwritten signature in black ink that reads "edelinwong". The script is fluid and cursive, with the first letters of each word being capitalized and prominent.

Ms. Edelin Wong  
President of LOC

## 1.1 Opening

- Brought to order by Technical Delegate
- Roll call of all attending nations TD
  1. Australia
  2. Bangladesh
  3. Bhutan
  4. PR China
  5. Hong Kong, China
  6. Indonesia
  7. India
  8. Japan
  9. Kazakhstan
  10. Kyrgyzstan
  11. Saudi Arabia
  12. Macau, China
  13. Malaysia
  14. Mongolia
  15. New Zealand
  16. Philippines
  17. Singapore
  18. Thailand
  19. Chinese Taipei
- Introduction of the panel, by TD
- Welcome speech, by Organising Committee

## 1.2 Introduction of officials (TD)

- Technical Delegate Maki Nakano (Japan)
- Tournament Judges Commission, by the Chair of Judges
  1. Karla Cabrera (COJ, Philippines)
  2. Saruul Enkhbat (Deputy, Mongolia)
  3. Aiya Aitbay (Kazakhstan)
  4. Ting Chun Liu (Chinese Taipei))
  5. Yongyuth Tansalee (Thailand)
  6. Chou Ming Hsi (Chinese Taipei)
  7. Ho Soo Jit (Singapore)
  8. Yeo Chee Wee (Singapore)
  9. Oh Yee Wee (Singapore)
  10. Anthony Tan (Singapore)
  11. Jerry Lim (Singapore)
  12. Izzah (Singapore)
  13. Sng Min-Wei (Singapore)
  14. Khor Jia Min (Singapore)
  15. Pecilius Tan (Alt) (Singapore)

- Director of Shooting, by the Chair of Judges
  1. Tsung Yi Wu (Chinese Taipei)
- Jury of Appeal, by (TD / Chair of Jury of Appeal)
  1. Ainur Tyrtykayeva – Chair of Jury
  2. Kazi Rajib Uddin Ahmed Chapol
  3. Chen Szu Yuan
- Result Team
  1. Chen Ting Ni

## 2. Contact Persons:

Chair of Organisation Committee:

President of AAS: Ms Edelin Wong +65 9733 4239

Transport In charge: Mr David Tan +65 9154 7390

Technical Delegate: Ms Maki Nakano

Competition Manager: Mr Frankie Hoong +65 9455 1809

Results Manager: Ms Chen Ting Ni

Hotel: Gerald George

## 3. Technical aspects of the competition

### 3.1 Number of participants per category

1. Recurve Men	Individual: 55	Teams: 14
2. Recurve Women	Individual: 55	Teams: 15
3. Compound Men	Individual: 50	Teams: 13
4. Compound Women	Individual: 44	Teams: 11
5. Recurve Mixed Team:	16 Teams	
6. Compound Mixed Team:	13 Teams	

### 3.2 Competition programme

Please refer to Annex A

### 3.3 Practice

Official Practice as per schedule

### 3.4 Equipment inspection

- During official practice on the 15<sup>th</sup> June 2025
- Teams will be announced in alphabetical order by DOS
- All teams are to wear their team uniform
- Spare equipment must also be brought for inspection
- Team managers are to check the personal details of their athletes (names, DOB, etc.).
- Inform the Judge if details are not correct and the judge will inform Result Team
- Athletes' numbers will be issued on the day of the qualification round during practice
- Athletes' numbers must be attached on the quiver, facing the waiting line while shooting.
- Inform the Judge if details are not correct and the Judge will inform World Archery Asia Results Team. Instructions to use the tablet scoring system will be carried out if requested.
- Judges will use the Bow scales provided by LOC.

#### **Accreditation card and Athlete (back) Number**

- Accreditation cards will be issued to Team Managers in the morning of the practice day.
- 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, throughout the event including finals.

### 3.5 Rounds

Target faces will **NOT** be changed after practice arrows. During a session, they will be changed only if the judges require it.

Please instruct your athletes to mark all arrow holes during practice and competition.

The sessions will start on time. When there are no practice arrows scheduled on the competition venue, the matches will start as soon as the field is ready. Athletes should be alert and prepared for their matches to start earlier than scheduled.

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

### 3.6 Appeal procedure

An Appeal form is attached to this document.

- In case of an intent to appeal or an actual appeal, the times indicated on the Appeal form must be considered.
- Appeal forms should be given to the Chair of the Tournament Judge Commission or the Deputy.
- A fee of US\$100 must be paid to the Chair 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. Result and Timing

### 4.1 Timing control system

Timing equipment will be used for timing and scoreboards on preliminary rounds and finals. During qualifications and elimination rounds, the clock will run until the end, without interruption of the Director of Shooting.

### 4.2 Results system

- Qualification Round - scoring will be completed by athletes. One athlete records the scores of all other athletes on that target on the official paper-based score sheet. At the same time, another athlete, on that same target, will enter all the scores of the athletes on that target into the scoring tablet.
- Scorecards MUST be signed by both the athlete and the scorer, have all the totals mathematically correct with the 10s+Xs and X count fully completed. Any scorecards where the 10s+Xs and X count are not completed, a "0" will be given for the total of 10s+Xs and X count for that athlete. Any score cards not signed or the score total is missing will result in disqualification.
- Elimination Round – scoring will be completed by 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.
- Scoring tablets will be used during the Qualification and Elimination Rounds, but not in the Finals. Ms. Chen Ting Ni is responsible for the results of the event.
- ***IMPORTANT NOTE: There will be internet access in the official hotels and the venues. Because of this we will not distribute any printed results and information.***

### 4.3 Rankings

At the end of the event, Ianseo Result System and the Asia Cup Rankings (<https://www.asianarchery.com/>) will be updated.

The World Rankings (<https://worldarchery.sport/world-ranking>) are updated every Monday.



## 5. Reminder of Rules

### 5.1 Dress regulations

*20.1.1 During the Olympic Games, World Championships, World Ranking Events and World Cup Events, athletes and team officials shall dress in sports clothing on the field of play.*

- All members of one team by category shall be dressed in the same team uniform. The teams of one country may wear different design and colour uniforms. Team officials may wear a different style but should wear the same colours and should be easily identified as the official of their team.
- Athletes shall wear trousers, shorts, dresses, skirts or divided skirts of their choice; however, this legwear may not be shorter than the athlete's fingertips when the arms and fingers are extended at the athlete's side. They shall wear long or short sleeved shirts, blouses, or tops, however, the upper body clothing must be fixed over each shoulder covering the front and back of the body while still covering the midriff when the athlete is at full draw.
- No denim or jeans, regardless the colour, or camouflage clothes and equipment may be worn nor any oversize or baggy type pants or shorts.
- During the Team and Mixed Team match play competition the same colour and style shirt/blouse/top and the same colour pants/shorts/skirts shall be worn.
- Due to weather conditions, protective clothing such as sweaters, track suits, raingear, etc. may be worn following approval by the Technical Delegate of the event, or, in his absence, the Chairperson of the Tournament Judge Commission.
- Headwear is optional;
- During finals with TV coverage, undershirts, compression shirts or sleeves may be used on condition that they match the predominant colour of the team shirt or are white (might include design, names or markings but the predominant colour should be white).

### 5.2 Rules update

The current World Archery Constitution and Rules is to be applied for this event (version 2025-04-04).

#### **Time to shoot an arrow:**

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

*13.4.1.1 For World Ranking Events:*

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

## Equipment Failure:

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

## 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:**

Officials and Archers are to carry it at all times to enter the Stadium.

## 6. Logistics

### 6.1 Transportation

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

### 6.2 Meals during the event

Breakfast, Lunch and Dinner will be served at the official hotels. However, if team officials would like to have a lunch box at the venue, kindly contact the LOC.

- Breakfast in all hotels: 06:00 – 09:00 hrs.
- Lunch in all hotels: 11:00 – 14:00 hrs.
- Dinners in all hotels 18:00 - 21:00 hrs

*Venue: Courtyard Function Room (Basement 1 – Oasis Hotel Novena), All provided meal services will cease after breakfast services on 21<sup>st</sup> June 2025, Light refreshment will be available for self-collection at Courtyard Function Room between 0900 – 1100hrs only on 21 June 2025.*

### 6.3 Internet Access and additional hotel charges

Internet access will be free of charge in the rooms and lobby of official hotels, there will also be free internet access on venue.

All other hotel expenses including laundry and minibar, etc will be covered by the participants themselves.

### 6.4 Medical related issues

First Aid services will be available from 15<sup>th</sup> – 20<sup>th</sup> Jun at the archery venue.

In cases of emergencies in official hotels, please seek for assist from hotel reception.

The closest hospital for emergencies is: Tan Tock Seng (Nearest to Oasia Hotel Novena) and Ng Teng Fong General Hospital (Nearest to Stadium).

## **6.5 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.

## **6.6 Water**

To aid the environment, water will be distributed using bottles located on designated areas. Every day each team will be issued the number of waters according to the registration given to LOC.

A new bottle of water will only be issued by the return of the empty bottle. If the empty bottle has been lost, please contact the Organising Committee in the LOC Office.

Please make sure to give empty bottles back to the water station. Do not throw them in the trash bin. There is a refund and recycling system for all bottles and bins.

Please use the trash bins provided and clear the area you have used on the FOP before leaving.

## **6.7 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.

## 7. Protocol, Ceremony, Clean Sport

### 7.1 Medal ceremonies

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

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

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

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

### 7.2 Mixed zone and press conferences:

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

### 7.3 Clean sport

#### **Anti-doping**

Anti-Doping control will follow World Archery rules (Hyundai Archery World Cup and World Ranking events).

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

#### **Alcohol Test**

Alcohol is a banned substance in archery. No person on the field of play shall consume alcohol or be under the influence of alcohol as prohibited in 2.3.4. Alcohol Test. Athletes selected for Anti-Doping Sample collection shall also be tested for alcohol.

Tests may be carried out at any time during the Competition at any International Event at the discretion of the person designated by World Archery to conduct the Alcohol Test, or by the Organising Committee if World Archery has not designated any such person.

#### **Procedure for alcohol tests**

The alcohol test is performed by the testing of exhaled air. If the test of exhaled air exceeds the doping violation threshold of 0.1 per mille, a second test of exhaled air will be performed 10 minutes later using a different breathalyser. If the second test of exhaled air still exceeds the threshold, this will result in a positive alcohol test.

#### **Consequences of a Positive Alcohol Test**

- If an alcohol test performed on a person subject to 2.3.4. Alcohol Test in Book 1 results in positive before the end of an Event, such person shall be withdrawn from the Event and the case will be forwarded to the Board of Justice and Ethics for further sanctions.
- Consequences are:
  - Disqualification of the Event;
  - 1 year of ineligibility for the first offense;
  - 4 years of ineligibility for the second offense;
  - Life ban for the third offense.

## Archery Venue

Bukit Gombak Active Stadium  
800 Bukit Batok West Ave 5  
Singapore 659081



## Team Nomination Form

Country: \_\_\_\_\_

### **Recurve Women:**

1. ....
2. ....
3. ....

**Athlete NOT in the team:** .....

### **Recurve Men:**

1. ....
2. ....
3. ....

**Athlete NOT in the team:** .....

### **Compound Women:**

1. ....
2. ....
3. ....

**Athlete NOT in the team:** .....

### **Compound Men:**

1. ....
2. ....
3. ....

**Athlete NOT in the team:** .....

Name and signature of Team Manager:

.....

The results of the 3 highest scoring members of the team, per discipline and gender will automatically be used for the team events. If Team Managers wish to use other athletes of the team, please use this form to name the athletes that will be competing in the team event. Forms to be given to the World Archery head of technology or Chair of the Judges Commission at least 15 minutes before the start of the team competition.

## Mixed Team Nomination Form

Country: \_\_\_\_\_

### **Recurve Mixed team:**

1. ....

2. ....

### **Compound Mixed team:**

1. ....

2. ....

Name and signature of Team Manager:

.....

## Appeal Form A

☐ This is an intention of Appeal

☐ This is an appeal form

(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):

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

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

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

by Chairperson of the Tournament Judge Commission

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