



# 12<sup>TH</sup> AFRICAN ARCHERY CHAMPIONSHIPS

05-09 November 2022, Pretoria (RSA)



## TEAM MANAGERS MEETING INFORMATION BOOKLET

The **Team Managers Meeting** will take place at the Competition Field -  
Tuks Archery club  
on **5<sup>th</sup> November 2022 at 11:00 A.M**

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.

Dear participants, coaches and all others who will be active at the 12<sup>th</sup> African Archery Championships in Pretoria, South Africa.

On behalf of the Organizing Committee, we would like to welcome all participating athletes, officials and all distinguished guests to the 12<sup>th</sup> African Archery Championships that will be held from 05<sup>th</sup> to 09<sup>th</sup> November, 2022 in Pretoria, South Africa.

I am sure that all participants – athletes, officials, media representatives and spectators – will enjoy this exciting competition and all athletes will demonstrate their great skill, competitiveness and fairness at this event.

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

Sincerely yours,

**Barbara MANNING**  
LOC President

Contact (Phone): **+27829014900 (WhatsApp)**  
Email: **barbara@sanaa.org.za**





## Agenda of the Team Managers Meeting

Roll Call of all attending nations (TD)

### 1) Opening

- Brought to order (Technical Delegate)
- Welcome speech, by WAAf President / LOC President / TD

### 2) Introduction of Officials (TD)

- Organizing Committee members, by TD
- Tournament Judges Commission, by the Chairman of Judges
- Jury of Appeal, by TD

### 3) Technical aspects of competition (TD + Chairman of Judges)

- 3.1. Number of participants per category
- 3.2. Competition Program
- 3.3. Practice – training
- 3.4. Equipment inspection
- 3.5. Athlete / Assistant / Spotter (back) Numbers
- 3.6. Qualification round & scoring information
- 3.7. Individual elimination round
- 3.8. Team elimination round
- 3.9. Individual and Team Medal Matches
- 3.10. Appeal procedure (Form attached)

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

- 4.1. Missing Arrows
- 4.2. Timing control system
- 4.3. Results system
- 4.4. Update and reminder on Rules.

### 5) Logistic aspects (OC)

- 5.1. Accommodation and Transportation
- 5.2. Meals during the event
- 5.3. Water





5.4. Non-Smoking

5.5. The environment

## 6) Protocol and ceremonies (OC)

## 7) Medical related issues (Medical representative)

7.1. Medical services and emergencies

## 8) Clean Sport (Medical representative)

8.1. Doping control

8.2. Alcohol test

## 9) Other matters of importance (TD)

## 10) Questions from Team Managers

## 11) Closure





## 1 Opening

- Brought to order by the Technical Delegate (TD)
- Welcome speech, by WAAf President / LOC President / TD

## 2 Introduction of Officials (TD)

### Technical Delegate

Ahmed KOURA: +201015727820 (WhatsApp)

### 2.1 Tournament Judges Commission (CJ)

- 1 Charmaine HO (IJ) - RSA, Chair of Judges: (+27 82 389 1727)
- 2 Graham POTTS (IJ) – GBR, CJ Deputy
- 3 Alfredo LOBO DAS NEVES (NJ) – RSA, DoS
- 4 Amira MANSOUR (NJ) - EGY
- 5 Hany MOSTAFA (NJ) - EGY
- 6 Houssem Eddine BEN ABDEL FETTAH (NJ) - ALG
- 7 Thabet ZIDI (NJ) - TUN
- 8 Ian SUBRAMANIAN (NJ) - MRI
- 9 Emile BOTHA (NJ) - RSA
- 10 Frans Petrus VAN KRADENBURG (NJ) - RSA

### 2.2 Jury of Appeal (TD):

- 1 Patrick ROUX - RSA
- 2 Tabbasum ANWAR – KEN
- 3 Youssof BAYJOO – MRI
- 4 Paige PEARCE – RSA
- 5 Iona BARTOSZ - ZIM

### 2.3 Results & Technology Team (TD):

- 1 Ismail ALALAOUI - MAR, Results Manager
- 2 Saber BEN BRAHIM - TUN
- 3 Rhys McWilliams - RSA



### 3 Technical aspects of the competition (TD + CoJ)

#### 3.1 Number of participants per category

Event	No. of Athletes	No. of Teams	No. of Mixed Teams
Recurve Men	30 (1/16)	6 (1/4)	7 (1/4)
Recurve Women	15 (1/8)	3 (1/2)	
Compound Men	11 (1/8)	2 (Gold)	2 (Gold)
Compound Women	6 (1/4)	-	
Barebow Men	5 (1/4)	-	-
Recurve Men Open	1	-	-
Compound Men Open	1	-	-
Compound Women Open	1	-	-
Men W1	1	-	-

#### 3.2 Competition Program



Pretoria - South Africa

12th African Archery Championships

5-9 Nov 2022

Schedule



#### SCHEDULE

Schedule V.1.4

##### 4 Nov 2022, Friday

##### Arrival of Delegates and Open Practice

11:00-13:00	02:00	Open (Unofficial) Practice
16:00-18:00	02:00	Open Unofficial Practice

##### 5 Nov 2022, Saturday

##### Official Practice + Equipment Inspection

08:00-10:00	02:00	Official Practice + Equipment Inspection (RMO, CMO, CWO, MW1)
10:00-12:00	02:00	Official Practice + Equipment Inspection (RW, CM)
11:00-12:00	01:00	Team Managers Meeting (Archery Venue)
12:00-13:30	01:30	Lunch Break
13:30-15:30	02:00	Official Practice + Equipment Inspection (RM, CW, BM)

##### 6 Nov 2022, Sunday

##### Qualification Rounds

##### Session 1

08:00-08:30	00:30	3 Practice ends immediately followed by qualification (RMO, CMO, CWO, MW1)
08:30-10:45	02:15	Session 1

##### Session 2

10:45-11:15	00:30	3 Practice ends immediately followed by qualification (RW, CM)
11:15-13:30	02:15	Session 2
13:00-14:30	01:30	Lunch Break

##### Session 3

14:00-14:30	00:30	3 Practice ends immediately followed by qualification (RM, CW, BM)
14:30-16:45	02:15	Session 3



### 7 Nov 2022, Monday

#### Individual Matches

08:45-09:00	00:15	3 ends of practice immediately followed by competition (RM)
09:00-09:45	00:45	1/16: RM
09:45-10:30	00:45	1/8: RM
10:30-10:45	00:15	3 ends of practice immediately followed by competition (RW + CM)
10:45-11:30	00:45	1/8: RW, CM
11:30-11:45	00:15	3 ends of practice immediately followed by competition (RM + CW)
11:45-12:30	00:45	1/4: RM, CW
12:30-14:00	01:30	Lunch Break
14:00-14:15	00:15	3 ends of practice immediately followed by competition (RW + CM + BM)
14:15-15:00	00:45	1/4: RW, CM, BM
15:00-15:15	00:15	3 ends of practice immediately followed by competition (RM + RW + CM + CW + BM)
15:15-15:55	00:40	1/2: RM, RW, CM, CW, BM

### 8 Nov 2022, Tuesday

#### Team Matches

08:30-08:50	00:20	3 ends of practice immediately followed by competition (RM)
08:50-09:30	00:40	1/4: RM
08:50		(Byes and RW can practice)
09:30-10:00	00:30	1/2: RM, RW
10:00-10:30	00:30	Bronze: Recurve Men Team

#### Team Matches, Tuesday (Continue)

10:30-10:50	00:20	3 ends of practice immediately followed by competition (RX)
10:50-11:20	00:30	1/4: RX
11:20-11:50	00:30	1/2: RX
11:50-12:20	00:30	Bronze: Recurve Mixed Team
12:20-13:50	01:30	Lunch Break

### 9 Nov 2022, Wednesday

#### 09:30 Finals Matches and Award Ceremony

#### Team Matches

09:30-10:00	00:30	Gold: Compound Men Team
10:00-10:30	00:30	Gold: Compound Mixed Team

#### Individual Matches

10:30-10:45	00:15	Bronze: Compound Women
10:45-11:00	00:15	Gold: Compound Women
11:00-11:15	00:15	Bronze: Compound Men
11:15-11:30	00:15	Gold: Compound Men
11:30-11:45	00:15	Bronze: Barebow Men
11:45-12:00	00:15	Gold: Barebow Men
12:00-12:30	00:30	Award Ceremony - Compound + Barebow + Para
12:30-14:00	01:30	Lunch Break

#### Team Matches

14:00-14:30	00:30	Gold: Recurve Women Team
14:30-15:00	00:30	Gold: Recurve Men Team
15:00-15:30	00:30	Gold: Recurve Mixed Team

#### Individual Matches

15:30-15:45	00:15	Bronze: Recurve Women
15:45-16:00	00:15	Gold: Recurve Women
16:00-16:15	00:15	Bronze: Recurve Men
16:15-16:30	00:15	Gold: Recurve Men
16:30-17:00	00:30	Award Ceremony - Recurve
19:00-21:00	02:00	Closing Party

\* This schedule will be updated after the equipment inspection on 5<sup>th</sup> November 2022.

### 3.3 Practice

- The Competition venue will be open for unofficial practice on 4th November during (09:00-11:00) + (16:00 – 18:00).
- There is no separate Practice field, all practice will be done on the Competition venue and there will be practice ends before every match.

#### Official Practice:

- Refer to online schedule Qualification round practice.
- 3 ends of 3 minutes practice on the Field of Play for qualification to immediately follow once the field is reset.

### 3.4 Equipment inspection:

- During official practice of the related category.
- Located on the right side 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.
- All para-athletes must bring their classification card to the equipment inspection
- Spare equipment must also be brought for inspection.
- Team managers must check the details of their athletes such as names are correct beforehand.
- Inform the Judge if details are not correct and the Judge will inform Results Team.
- Instructions to use the tablet scoring system will be carried out during official practice.

### 3.5 Athlete / Assistant / Spotter (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.

### 3.6 Qualification round

- Refer to online and attached schedule.
- All information and results <http://www.ianseo.net/Details.php?toid=12215>

### 3.7 Individual elimination round

- Target faces will **NOT** be changed after practice arrows. Please instruct your athletes and assistants 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 will not be allowed to shoot, they will get 3 practice ends before



their next match.

- There will be no alternate shooting during the preliminary elimination rounds.

### 3.8 Individual and Team Medal Matches

- Individual and Team Medal Matches will be held on the Finals Venue (Tuks Rugby Stadium)
- Refer to online and attached schedule for the finals matches including Live streaming.

### 3.9 Teams and mixed teams elimination round

- The Team event and Mixed Team events will run on the same way.
- Reminder of rules :

#### 13.2.2 In the Team Event (both teams shooting at the same time):

- *The left/right position for matches shall follow the match play chart. The team on the top line of each pair (of the chart) shall shoot on the left-hand side of that match. The target allocation for each round of the competition is the choice of the organizers;*
- *Both teams shall start each end of their match with the athletes behind the 1m line. The first athlete may only cross the 1m line when the Director of Shooting has given the signal to start the match;*
- *The athletes in the team shall shoot two arrows each in an order of their own choosing; one athlete shall occupy the shooting line, while the other athletes remain behind the 1 m line. No more than one athlete at a time shall be in front of the 1m line;*
- *In compound team matches, athletes shall not hook their release aids on the string until they are on the shooting line and the signal for shooting has been given. Once the athlete is on the shooting line and the signal for shooting has been given, the release aid may be hooked either before or after the arrow nocked on the string.*
- *Violations of the Team Event rules shall be handled according to 15. Chapter 15- Consequences of Breaking Rules.*

#### 13.2.3 In the Team Event Finals Rounds (alternating shooting):

- *Both teams shall start each end of their match with their athletes behind 1m line;*
- *The higher placed team in the Qualification Round shall decide the order of shooting of the first end. The team with the lower set points for recurve or lower cumulative score for compound shall shoot first the next set/end. If teams are tied, the team which started the match shall shoot first;*
- *Each team has to alternate between their members after each shot so that each member has shot one arrow in each phase of the rotation;*
- *When the first team has shot three arrows **and the athlete has returned behind the 1m line the clock of that team is stopped, displaying the time remaining;** When the clock of the second team is started, the first athlete of that team may start shooting;*
- *This is repeated until both teams have shot six arrows or their time has expired;*
- *The team that shot first in the match shall start shooting the shoot-off and the alternation between the teams shall take place after every shot arrow.*

### 3.10 Appeal procedure (Form attached)

- An Appeal form is attached to this document (see attached after this chapter, Appendix 1).
- In case of 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 Judges Commission, for the appeal to be valid.
- If the appeal is upheld by the Jury of Appeal, the fee will be returned. In the case of the appeal being rejected, the fee will not be returned.

## 4 Technical matters (TD + Chairwoman of Judges)

### 4.1 Missing arrows

- All missing arrows on the practice or qualification field must be reported to the Judges and Field Crew immediately.

### 4.2 Timing control system

- Chronotir Timers and ianseo scoring system will be used for timing on the final field.

### 4.3 Results system

- Qualification Round – There will be (2) athletes per target butt. The scoring will be completed by athletes. One athlete records on the official paper-based score card and the other athlete on that same target, will enter all the scores of both athletes on that target into the scoring tablet. In case of having a single athlete on one target, he will score with the neighboring target.
- 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 card. 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. Our result team is responsible for the results of the event.
- **IMPORTANT NOTE: There will be internet access in hotels / Competition venue. Because of this we will not distribute any printed results or information.**



## 4.4 Update and reminder on the rules

### 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 (Live) on the finals day 9<sup>th</sup> November, undershirts, compression shirts or sleeves may be used on condition that they match the team uniform colours or are white. Under shirts and sleeves 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.

### 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:

#### 3.4.1.1. 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.
- For all **para-archery** individual rounds at Para Archery World Ranking Events, the time per arrow shall be extended by 10 seconds for all situation aforementioned (40 seconds during qualifications).

### 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.





## 5 Logistical aspects (OC)

### 5.1 Accommodation and Transportation

All teams are in the official hotels (according to LOC) and will be provided transportation according to the schedule of the 12<sup>th</sup> African Archery Championships.

### 5.2 Meals during the event

Lunch will be served at the venue. Breakfast and dinner will be in the hotels.

### 5.3 Water

Drinking water in South Africa is safe to drink and cook with when taken from taps in urban areas like Pretoria. Containers of water will be used at the venue. Branded flasks will be delivered to the team managers during the team managers meeting for distribution to their respective teams.

### 5.4 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.

### 5.5 The environment

Team managers, please instruct your team members to use the litter bins located on the competition field and common areas at all times. Sanitary risky waste (masks, knife & fork, napkins etc.) should be thrown into plastic bags / trash bins.

## 6 Protocol and Ceremonies

- Kindly follow the online and attached schedule for the times of award and ceremonies of the Championships.
- For Para athletes, they will be awarded based on their Qualification results.

## 7 Medical related issues

- Ambulance will be present on the venue during competition.
- Medical person of the competition: There will be doctor and health support on the venue (LOC).

## 8 Clean Sport

### 8.1 Anti-Doping control

- Anti-Doping control will follow the rules of World Archery.
- 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 (TD)

## 10 Questions from Team Managers

## 11 Closure (TD)





## TEAMS - MEMBER NOMINATION FORM

### National Team:

.....

#### RECURVE WOMEN

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

#### RECURVE MEN

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

#### COMPOUND WOMEN

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

#### COMPOUND MEN

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

## MIXED TEAM - 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 who will be competing in the Team / mixed team event and deliver it to the Chairman of Judges in writing at least fifteen (15) minutes before the start of official practice of that round of competition including a substitution of another athlete who competed in the Qualification Round.





## APPEAL FORM

☐ 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:

Appeal Fee

50

USD

50

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.*

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

by Chairperson of the Tournament Judge Commission

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

