

Pan American Championships & Olympic Games Continental Qualifier

Medellín April 7-14, 2024



Team Managers' Booklet

**Pan American Championships and Olympic Games Continental Qualifier
Medellin, Colombia – April 7-14**



Dear Team Managers,

World Archery Americas and the Organizing Committee of the Medellín 2024 Pan American Championship and Olympic Games Continental Qualifier welcome you, your archers and team officials to the most important event in the American continent this year.

To ensure that all teams are properly informed on the technical and organizational structure of this event, we would like to share important information that may help you carry out your role as team managers.

We would like to wish you all a great tournament and a wonderful stay in Medellín.

Best regards

A handwritten signature in black ink, appearing to read "María Emma Gaviria".

María Emma Gaviria
LOC Chairman

1- Important telephone numbers:

Technical Delegate:	Mr. Sergio Font	+57 300 6510562
Organizing Committee Chairman:	Ms. María Emma Gaviria	+57 315 4869616
LOC Administration & Finances:	Ms. Karen Reyes	+57 315 5632194
Transportation:	Ms. Laura Agudelo	+57 310 5029166
Accommodation –City Express:	Ms. Laura Agudelo	+57 310 5029166
Accommodation – San Fernando Plaza	Ms. Viviana Font	+53 52580377 (whatsapp)
	Mr. Luis Guillermo Pineda	+57 317 3719851
Medical Services:	Ms. Lina Orrego	+57 312 8953839
Airport pickups:	Ms. Viviana Font	+53 52580377 (whatsapp)
Chairman of Judges:	Ms. Lais Machado Nunes	+55 31 988154333
Results manager:	Mr. Andrés Gómez	+57 301 4169403

2- Archery Venue:

The events will be held at Unidad Deportiva de Belén. Competition will be run on two separate fields: the permanent archery facility built for the 2010 South American Games, and a football field adjacent to it. There will an additional field which will be used for practice only.

3- Event officials:

Technical Delegate:	Sergio Font (CUB)
Chairman of Judges:	Lais Machado Nunes (BRA)
Deputy Chairman of Judges:	Guillermina García (MEX)
Directors of Shooting:	Vladimir Domínguez (CUB) and Natalia Londoño (COL)

**Pan American Championships and Olympic Games Continental Qualifier
Medellin, Colombia – April 7-14**



Judges:

Michael Oneschuk (CAN)
Robert Pian (USA)
Ana Luiza de Mesquita (BRA)
Nicholas Hing (GUY)
José Espinoza (VEN)
Bianca Ramos (DOM)
Carolina Morales (GUA)
Irma Lira (MEX)
Roy Cortés (COL)
Fanny Plazas (COL)
Oscar Salazar (COL)

Results manager:

Andrés Gómez (COL)

Results team:

Gloria Saldarriaga (COL)
Mellanie Holguin (COL)
Miguel Martínez (COL)

Jury of Appeals:

Sergio Font (CUB) – Chairman
Fernanda Faisal (ESA)
Darío Noriega (GUA)
Mauro De Mattia (ARG)
Trina Roberts (BER)
Junior Bolaños (CHI)

4- Team managers' WhatsApp group

All team managers and preferred contact persons have been added to a WhatsApp group through which we will provide and request information not included in this Booklet. Please make sure the names and WhatsApp numbers are registered on WAREOS before you arrive in Colombia.

5- Team managers' meetings

There will be two Team Managers' Meetings. They will both be held at the restaurant at competition venue. The meeting for the Continental Qualifier will be held on April 7 at 10:00 am, while the meeting for the Pan American Championships will take place on April 9 at 4:00 pm.

Each team can be represented by up to three officials at each meeting. The meetings will be conducted both in English and Spanish.

6- Competition Schedule

The competition schedule can be found on IANSEO. Please, ensure that your team officials, coaches, and archers know when and where they should be shooting each day.

The times on the schedule are tentative. Only the start time for each session (morning and afternoon) is fixed. It is possible that a stage of the competition may start a few minutes before the time in the schedule. So, please, ensure that your archers arrive on the field early enough not to miss the start of their matches if they start a few minutes earlier than planned.

7- Equipment inspection

Equipment inspection will be officially conducted by the judges as specified in the schedule: April 7 and April 9.

The judges may conduct random checks of the archers' equipment during the competition. This is allowed by the rules, so please advise your archers that they may be required to show their equipment to the judges at any time during the tournament.

8- Coaches' position on the field

As has been implemented at the stages of the Hyundai World Cup and other events, a space will be reserved for the archers to place their equipment. The coaches and other team officials should not stand in this area, but behind a line on the field which will be located at least 6 meters away from the shooting line.

During team matches, a specific position will be allocated to the coaches.

9- Participating countries

Argentina	CQT + Pan American Championships
Bahamas	CQT + Pan American Championships
Bermuda	CQT + Pan American Championships
Bolivia	CQT + Pan American Championships
Brazil	Pan American Championships
Canada	CQT + Pan American Championships
Chile	CQT + Pan American Championships
Colombia	CQT + Pan American Championships
Cuba	CQT + Pan American Championships
Dominican Republic	CQT + Pan American Championships
Ecuador	CQT + Pan American Championships
El Salvador	CQT + Pan American Championships
Guatemala	CQT + Pan American Championships
Guyana	CQT + Pan American Championships
Virgin Islands US	CQT + Pan American Championships
Jamaica	CQT + Pan American Championships
Mexico	Pan American Championships
Panama	CQT + Pan American Championships
Peru	CQT + Pan American Championships
Puerto Rico	CQT + Pan American Championships
Uruguay	Pan American Championships
United States of America	Pan American Championships
Venezuela	CQT + Pan American Championships

10- Participants per category

These are the numbers registered in each category for the Continental Qualifier:

Recurve Men: 38

Recurve Women: 32

These are the numbers registered in each category for the Pan American Championships as of March 29. A new version of this Booklet with the updated numbers will be published on IANSEO prior to the start of the competition.

Individual

Recurve Men: 59

Recurve Women: 48

Compound Men: 43

Compound Women: 34

Barebow Men: 13

Barebow Women: 9

Teams

Recurve Men	14	Recurve Women	12
-------------	----	---------------	----

Compound Men	10	Compound Women	9
--------------	----	----------------	---

Barebow Men	3		
-------------	---	--	--

Mixed Teams

Recurve Mixed Team	17	Compound Mixed Team	12
--------------------	----	---------------------	----

Barebow Mixed Team	3		
--------------------	---	--	--

11- Scoring

Scoring will be conducted using a paper scorecard and a PDA. The scoring team will be available to explain to your archers how to enter the scores in the PDA's.

Please instruct your archers to verify that the scores entered in both the electronic and the paper scorecards are the same. All paper scorecards must have a total and show the number of 10s and Xs. They must all be signed. Absence of a total or a signature will cause the archer to be disqualified.

During finals, please instruct your archers' agents to check that what is entered in the scorecard is exactly what is on the target. Archer's agents are expected to sign their archer's scorecard, to have a pen to mark arrow holes and to have (if needed) a device to pull arrows from the targets.

12- Team Uniforms

All World Archery rules in connection with uniforms will be applied, except for the World Cup specific rule that requires archers and teams shooting finals to have two uniforms with different colors. The rule on sleeve colors for finals matches will be enforced.

13- Olympic Games Qualification

Individual Olympic Games Qualification

The Individual Qualifier for the Olympic Games will be held on April 7-9 with the following general schedule:

April 7 – Official practice

April 8 – Qualification round and matches till the 1/8 round.

April 9 – Quarter finals, semifinals, and medal matches (alternate shooting)

Two spots will be allocated in each gender based on the results of the matches contested on April 9. A country can win only one spot in each gender. Therefore, if a country ranks in first and second place, the second spot for the Olympics will go to the third-place finisher.

Team Olympic Games Qualification

A team position in each gender will be allocated at the Pan American Championship. This position will go to the Gold medal winner in each gender. Only if Mexico wins the Gold medal in the women's team event will the Olympic Games team position go to the Silver medal winner.

14-World Games Qualification

Three positions will be allocated for the World Games in each of the two individual compound categories based on the results of match play of the Pan American Championships.

The winners of the three medals will secure positions for their country. A country can win only up to two spots in each gender. Therefore, if in one category the three medals go to the same country, the fourth-place finisher will secure a position for the World Games.

15-Practice

A practice field (third field) will be available from April 8 to April 12. Free practice will be allowed on the Football Field on April 6, 7, 8, 13 and 14.

On April 9 the permanent archery facility will be used for the finals of the Individual Qualifier for the Olympic Games. Therefore, official practice will be conducted on the Football Field all along the day for all the bow divisions. Recurve (both men and women) archers who did not compete in the Individual Olympic Games Qualifier will be allowed a familiarization practice session (not at their targets assigned to them for the competition of the Pan American Championships) at 4.30 pm till 5.15 pm. A target assignment for this session will be published on IANSEO.

Official practice on the Football Field will include all three bow types in the morning and the afternoon. This will not make it possible for all participants to shoot their official practice at the same targets assigned to them for the competition.

16-Venue access

An access control system will be implemented. The accreditation cards will be checked at the entrance to each of the two fields. Archers not shooting competition will not be allowed to enter the field of play. There is plenty of space in the stands on the permanent archery facility for non-competing archers to sit and watch.

The organizing committee and the judges will strictly enforce the World Archery rules regarding the number of officials a team is allowed to have at the same time on the field. During individual matches, a team will be allowed one official for each archer in competition, plus the team manager just in case an appeal needs to be filed.

Archers who are eliminated from match play will be required to leave the field of play not later than 10 minutes after their matches have concluded. The same applies to team officials who no longer have their archers in competition.

Participants who hold a “guest” accreditation card will not be allowed in the archers’ rest area or anywhere else on the field of play. They can watch the competition from the stands. Their accreditation allows them access to the common areas at the venue (including the restaurant), and use of hotel-venue-hotel and airport-hotel-airport transport.

17-World Archery licenses

Archers and officials who have not participated at World Archery events in 2024 are expected to pay a World Archery license which includes the coverage of an insurance policy. The national federations concerned may have already chosen whether to pay prior to the event or to be invoiced and pay at the end of the year.

License payment (if your national federation has decided to pay them on site) must be made to the Technical Delegate in cash prior to the start of competition in Medellin. The amount to pay is 100 CHF per license. All invoices are available on WAREOS.

18-Airport pick up and dropoff

The organizing committee will have volunteers meeting the teams at the airport. They will carry target faces so they can be easily identified.

If some luggage does not arrive with the team, please follow the usual baggage reclaim procedures, and inform the LOC airport staff so they can follow up accordingly.

If your flights to Medellin area delayed or cancelled, please inform Sergio Font and Viviana Font by WhatsApp.

For departures, please check with the LOC that the flight schedules they have are correct. A schedule of hotel-to-airport pickups will be posted.

19- Breakfast and dinner

Breakfast and dinner will be served in a designated area at the hotels with the following schedule:

Breakfast	06:15 to 09:00 am
-----------	-------------------

20- Lunch at the venue

Lunch will be served at the archery venue starting on April 5. All participants who booked their accommodation through the organizing committee will receive lunch coupons once their teams have made all due payments to the Organizing Committee.

The restaurant at the venue will open at 11:30 for archers competing in the afternoon and will close at 14:30.

21- Hydration

Bottled water will be provided. Water coupons will be delivered. A bottle can be claimed either with a coupon or upon return of an empty bottle. Water dispensers will, in addition, be placed on the fields for refills.

22- Transportation

A transportation schedule will be published on Ianseo. Please be informed that the times listed on the schedule refer to the time the buses will depart. This means that it is advisable for your team members to be down at the lobby ready to board the buses at least 15 minutes before the buses are scheduled to leave.

The buses will leave for the venue and back to the hotels as soon as they are full.

The organizing committee will not provide additional transport to participants who are not on time to board their buses.

23- Equipment storage at the venue

It will not be possible to store equipment at the venue.

24- Appeals

The Jury of Appeals will operate with three members at each time. They will be chosen from the pool of six members listed in this manual. The choice will depend on which countries are directly involved in the appeal and on the presence of the members at the venue at the time the appeal is lodged.

According to World Archery Rules, an intention to appeal must be presented to the Chairman of Judges not later than 5 minutes after the end of a stage of the competition or before the start of the next stage, whichever happens first.

Team managers have up to 15 minutes (including the five minutes referred to in the previous paragraph) to lodge the appeal in the proper format. The Chairman of Judges shall reject either the intention or the actual appeal if the time limits are not complied with.

According to a recent bylaw change, the Chairman of Judges has the right to correct a mistake made by a judge if there is enough evidence before an appeal is lodged with the Jury. These corrections do not include changing the value of arrow called by the judge or reverting a yellow card decision in a team match.

25- Doping tests

Doping tests will be conducted at the venue.



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 Results Manager or the Chairman 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:

.....

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 head of technology or Chairman of the Judges Commission at least 15 minutes before the start of the mixed team competition.

**Pan American Championships and Olympic Games Continental Qualifier
Medellin, Colombia – April 7-14**



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) : _____

Appeal Fee <ul style="list-style-type: none">• 50 USD
--

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: _____