

Team Manager Booklet



The team managers meeting will take place at:

Lac La Biche Shooting Range

Monday September 16th – 13:00

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 managers meeting

Version 1.0 – 2024-09-09

Welcome word from the LOC

Dear Team Managers,

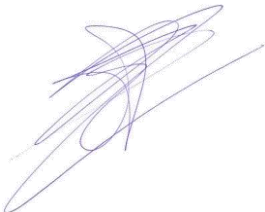
On behalf of the Local Organizing Committee and the county of Lac La Biche Alberta, welcome to the 2024 World Archery Field Championships!

Our community, province and country are thrilled to 'Welcome the World' once again to beautiful Lake Land County. We have spent the last year preparing to host all of you making the journey to Canada for this prestigious event. It is our hope that you experience and enjoy the warmth, natural beauty and hospitality that we have to offer.

We understand the dedication and hard work it has taken for you to qualify and compete in this world championship level event. We are excited to deliver challenging and picturesque trails and terrain that will make your experience exceptional.

We wish you all the best of luck over the competition and hope you walk away with great memories as well as medals!

Sincerely,

A handwritten signature in blue ink, appearing to read "Rene Schaub".

**Mr. Rene Schaub
President, WAFC2024 Local Organizing Committee**

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Introduction

1.1 Opening

- Brought to order by the Technical Delegate (TD) Ms. Hannah BROWN
- Introduction of the panel (TD)
- Roll call of all attending nations (TD)
- Welcome speech, by Organising Committee

1.2 Introduction of officials (TD)

- Tournament Judges Commission, by the Chairman of Judges
- Jury of Appeal (TD)

Contacts

LOC

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World Archery Federation

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Matteo PISANI – head of technology	
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Tournament Judge Commission

Kristina REITMEIER – Chairperson
Curtis BALUSEK – Deputy Chairperson
Laura Lynne CHURCHILL
Lee MILLER
Jose Luis DEL TORNO
Marusa GAJIC
Ringa BALTRUSAITE
Christina TIFLIDOU
Shahrazad ALLAHYARI
Erick LEITE
Ranjan BHOWMIK
Siew Kie LAW
Logan ANDREW

World Archery Clean Sport supervisor

Tom DIELEN

Jury of Appeal

To be announced on the day of the Team Managers Meeting

Technical aspects of the competition

3.1 Number of participants per category

Updated 5 September 2024

Member Associations: 29

Recurve Men	Individual:	39	Mixed Teams:	12 (1/4)
Recurve Women	Individual:	27		
Recurve U21 Men	Individual:	11	Mixed Teams:	4 (1/2)
Recurve U21 Women	Individual:	12		
Compound Men	Individual:	34	Mixed Teams:	12 (1/4)
Compound Women	Individual:	21		
Compound U21 Men	Individual:	19	Mixed Teams:	4 (1/2)
Compound U21 Women	Individual:	10		
Barebow Men	Individual:	28	Mixed Teams:	9 (1/4)
Barebow Women	Individual:	17		
Barebow U21 Men	Individual:	12	Mixed Teams*:	3 (1/2)
Barebow Junior Women*	Individual:	4		
			Teams Men:	13 (1/4)
			Teams Women:	8 (1/4)
			Teams U21 Men	5 (1/4)
			Teams U21 Women*	2 (1/2)

**These categories will have a competition, but no World Championship title shall be awarded*

3.2 Competition programme

The current version of the schedule, at the moment of writing the team managers booklet is v1.0 (07 Sep 2024 19:00 UTC).

Please frequently refer to World Archery website for latest updates of the schedule, as changes may occur during the week.

3.3 Practice

- The practice range will be located at the Lac La Biche Shooting Range within walking distance of the qualification and elimination field. The practice range will open on September 14 and will close on September 20. Daily schedule: 08:45 – 17:00. The practice range will be controlled by athletes for unofficial practice.

Qualification round practice

- The practice range for the qualification rounds will be available at the Lac La Biche Shooting Range within walking distance of the qualification and elimination field.
- The practice field has no limits and is under the responsibility of a volunteer with a whistle.
- Registered non-competing athletes can use the practice field.

3.4 Equipment inspection

The equipment inspection will be done during official practice.

The equipment inspection will not be limited to only the official practice, judges can, at any time during the competition, require inspecting an athlete's bow.

If equipment is found to be not compliant with the World Archery Rules while shooting is in progress, they may have scores disqualified or be disqualified depending on the infringement.

- All teams are to wear their team uniform with their name and have their valid accreditation during official practice.
 - While athletes are allowed to wear jeans for qualification, they must have full uniform for inspection and for all rounds after qualification.
 - None of the athletes' clothing, equipment or accessories may have any camouflage pattern on any part
- Spare equipment must also be brought for inspection.
- Team managers are to check the details of their athletes such as, name, date of birth is correct beforehand.
- Inform the World Archery Results Team if details are not correct. 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) when groups are called.

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 garbage and recycling bins located on the competition, practice ranges and common areas at all times.

Water

Reusable water bottles will be given to all participants. Water filling stations are available at the main building and throughout the qualification/elimination courses.

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.

3.5 Rounds

There are 3 courses prepared for two qualification rounds. All courses are within walking distance from the Practice Field. There are 3 courses of 6 targets prepared for the individual elimination round.

The sessions will start on time, as 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.

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 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.

Results

4.1 Timing control system

World Archery timing equipment will be used for timing and scoreboards during finals.

4.2 Results system

- Qualification Round - scoring will be completed by athletes. One athlete record, 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.
- Scorecards **MUST** be signed by both the athlete and the scorer, have all the totals mathematically correct with the 5's+6's fully completed. Any scorecards where the 5's+6's are not completed a "0" will be given for the total of 5's+6's 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.
And
- 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. Mr. Christian Deligant 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.**

Reminder on Rules

5.1 Dress regulations

- 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.
- 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 Equipment Rules Update

- Eliminations
 - - the pool system is replaced with head-to-head (brackets like in target archery), only top 16 archers in each category will advance into the elimination rounds. 1/8 and 1/4 is shot over 6 targets. (Book 2, Ch. 4, 4.5.3.3.2 - 4.5.3.3.6)
 - Mixed Teams: top 8 team will shoot the Eliminations (Book 2, Ch. 4, 4.5.3.3.11.4)

There have been some major changes to the Equipment Rules.

- Barebow Rules to allow dampeners (Book 4 – 22.3.6.1)
- Clarification on use of binoculars (Book 4, Ch. 22, 22.7)
- The latest 2023-2025 interpretations are available at:
<https://extranet.worldarchery.sport/documents/index.php?dir=1073>

5.3 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 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 2024 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. Only athletes scheduled to compete at certain stages of the event are permitted on the Field of Play, together with one coach/official.

Photographs

Will be taken on venue the day prior to 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.

Photos are used for both event accreditation and website biographies.

Athletes and team official profile photographs expire after 24 months. Athletes and team officials whose photographs have expired will be contacted to schedule a time during the week to retake the picture, in order to avoid affluence and gathering at accreditation booth.

Any athlete or official that desires to update their photograph in the system can go to the accreditation area to do so during the competition week.

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 or local currency will be accepted, at a rate to be displayed on site).

Logistics

6.1 Transportation

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

6.2 Meals during the event

Participants will be issued wrist bands during registration. One color for Half Board and another color for Full Board. You **must** wear your wristband to all meals. Volunteers will be at the entry points to check wrist bands to ensure that only those who have purchased meal plans have access to meals. We expect participants to treat volunteers with respect and courtesy. If you have a question about wristbands and meal plans, please see the Event Producer.

Breakfast will be offered at BCMInns, Canalta and Ramada hotels. Breakfast for guests at Parkland 1 & 2 will be at Costa Café each morning from 7am-8am. There will be transportation from Parklands to Costa Café September 16-22.

For those who have purchase the Half and Full Board meal plan, lunch will be served at the Lac La Biche Shooting Range each day.

For those who have purchased the Full Board meal plan, dinner will be served at the range Sept 14 & 15th, at the Bold Centre Sept 16-19 and 21st. Once again, the LOC has arranged cultural entertainment and displays after dinner for participants to enjoy on Sept 17 & 18th. Friday September 20th dinner will be served (for full board meal plan participants) by the Ag Society at the Rodeo Grounds followed by a full western rodeo for WAFC participants. Tickets will be distributed at registration for those teams who have purchased only dinner meals and the Gala Dinner at the Bold Centre on Sunday September 22nd.

For Finals Sept 21 & 22, there will be Food Trucks, a Beer Garden and activities for all spectators!

Please remember that meals plans are only included for those staying at official hotels. If you would like to purchase meal tickets, please notify the LOC as soon as possible.

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

Basic medical supplies will be available at archery venues.

In cases of emergencies in official hotels during evening hours, please call 911 if immediate medical services are needed. For all other medical issues, please inform Trevor Funk +1 780-623-0023 who is managing medical care operations.

The closest Healthcare Centre for emergencies is the William J. Cadzow – Lac La Biche Healthcare Centre: 9110 93 Street Lac La Biche, Alberta +1-780-623-4404, +1-780-623-5959 (after hours)

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.

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.

Alcohol test

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

Archery venues

Qualification & Elimination Venue

Lac La Biche Shooting Range

Township Rd 672, Lac la Biche, AB T0A 2C0



Finals Venue

Lac La Biche Golf Club

10 Provincial Park Rd, Lac La Biche, AB T0A 2C0

There is NO parking of personal vehicles at the Finals Venue. Participants can take transport from the hotels or park at the designated parking area and take the shuttle bus to the Lac La Biche Golf Club



Team nomination form

Country: _____

Women

1. Recurve Athlete.....

2. Compound Athlete

3. Barebow Athlete.....

Men:

1. Recurve Athlete

2. Compound Athlete

3. Barebow Athlete

Name and signature of Team Manager:

.....

A team shall be made up by one Recurve athlete, one Compound athlete and one Barebow athlete. The team ranking shall be based on the best athlete's results for each category after the second Qualification Round. (If both the Traditional and the Barebow division are competing the higher result shall be taken for the ranking); 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 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.

Barebow Mixed team:

1.....

2.

Recurve U21 Mixed team:

1.

2.

Compound U21 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.

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

- 50 USD
- 50 CHF
- 50 EUR

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: _____