

Team Manager Booklet



GWANGJU 2025

Hyundai World Archery Championships



The Team Managers' Meeting will be held in the meeting room at the Gwangju International Archery Center(1187, Hoejae-ro, Nam-gu, Gwangju, Republic of Korea) on 5 September at 15:00 and 8 September at 15:00, for compound and recurve respectively. To find the location, enter the following postal code into Google Maps: 61609

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 1.1 – 1 September 2025

Welcome Word from the LOC

Dear President and Members of the World Archery,

It is a great honor and pleasure to welcome the World Archery and all its member nations to the Gwangju 2025 Hyundai World Archery Championships, a grand global festival.

Gwangju has established itself as a renowned sports city of Korea, having successfully hosted the 2015 Summer Universiade, the 2019 World Aquatics Championships, and the second stage of the Hyundai Archery World Cup in 2022.

Furthermore, Gwangju has produced numerous archery champions, including several Olympic gold medalists, and is home to world-class infrastructure such as the Gwangju International Archery Center, solidifying its reputation as a global hub for archery.

We are truly delighted to share our valuable experience and infrastructure with the world. This September, the eyes of the world will turn to Gwangju, and the echoes of peace for the future of global harmony and coexistence will resonate across the globe.

In particular, the finals of the competition will take place at the May 18 Democracy Plaza, a sacred site where citizens fought for democracy in 1980. Here, we will share and commemorate the history and spirit of Gwangju with peace-loving people from around the world.

Gwangju, the City of Nobel Prizes that shines brightly with author Han Kang's win in literature, now seeks your support in an effort to spread echoes of peace through archery and sports.

I look forward to welcoming you in Gwangju this September.

Sincerely yours,

KANG Gijung

Chairperson, Organizing Committee

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Introduction

1.1 Opening

- Brought to order by the World Archery head of events and marketing (HE), Mr. T. Aubert
- Introduction of the panel, by World Archery HE, Mr T. Aubert
- Roll call of all attending nations (HE)
- Welcome speech, by Organising Committee
- Jury of Appeal, by World Archery HE

Contacts

Organisation Management

Chair

KANG Gijung

Registration

GO Hara

hihr7@korea.kr

Event Manager

KIM Taeyeon

rx9231@korea.kr

Event Co-Ordinator

HA Jungjae

yesha1118@korea.kr

World Archery Federation

Thomas AUBERT – head of events and marketing

+41 79 664 99 27

Chris WELLS – head of communications

Tournament Judge Commission

Graham POTTS - chairperson

Junji OZAWA

Megan TIERNEY

Christina TIFLIDOU

Katerina KONCALOVA

Seyedeh Zahra HOSSEINI

LAW Siew Kie

Guillermina GARCIA – deputy chairperson

Rubens TERRA NETO

Ringa BALTRUSAITIS

Denis PAQUET

WU Tsung Yi

QU Yinan

Director of Shooting

Robert POTTS

Jury of Appeal

To be announced during the meeting.

Team Managers

WhatsApp group



https://chat.whatsapp.com/Jnu5oNC4DjI33Nx63EnsHu?mode=ems_copy_t



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SPORTOTO



errea



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AIRLINES

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Technical aspects of the competition

3.1 Number of participants per category

Updated 31 August 2025

Member Associations: 76

	Individual	Teams	Mixed Teams
Recurve Men	154 1/48	42 1/12	45 1/12
Recurve Women	123 1/48	33 1/12	
Compound Men	121 1/48	32 1/12	45 1/12
Compound Women	103 1/48	26 1/12	

3.2 Competition programme

The current version of the schedule, at the moment of writing the team managers booklet is v1.1 (31 August 2025, 11:45 UTC).

Please frequently refer to World Archery website for latest updates of the schedule, as changes may occur during the week. There will be two competition fields, one for men and one for women all throughout qualification and elimination.

3.3 Practice

The practice range layout will vary depending on the event.

The practice fields for the finals will be open 1 hour before the competition. The opening times for the qualification practice fields are as follows:

The practice venue is located in the Gwangju World Cup stadium: 35.13391572658236, 126.87543363862073

<https://maps.app.goo.gl/1N1Y92otuLUfr3k8>

	Practice Venue
Sunday August 31	09:00 – 11:00 , 14:00 – 17:00
Monday September 1	09:00 – 11:00 , 14:00 – 17:00
Tuesday September 2	09:00 – 11:00 , 14:00 – 17:00
Wednesday September 3	09:00 – 11:00 , 14:00 – 17:00
Thursday September 4	09:00 – 11:00 , 14:00 – 17:00
Friday September 5	09:00 – 11:00 , 14:00 – 17:00
Saturday September 6	09:00 – 11:00 , 14:00 – 17:00
Sunday September 7	09:00 – 11:00 , 14:00 – 17:00
Monday September 8	09:00 – 11:00 , 14:00 – 17:00
Tuesday September 9	09:00 – 11:00 , 14:00 – 17:00
Wednesday September 10	09:00 – 11:00 , 14:00 – 17:00
Thursday September 11	09:00 – 11:00 , 14:00 – 17:00

Qualification round practice

- 3 ends of 3 minutes practice on the Field of Play for qualification to immediately follow once the field is reset.
- Non-competing athletes can use the practice field.
- There is transportation for teams between the qualification field, practice range and official event hotels. Bus schedule will be published online as well as displayed in the official event hotel lobbies.

Finals practice

- The practice field will be open from September 7 to September 12 only for the athletes who are competing in the finals.
- There is transportation for athletes between the finals field, practice range and official event hotels. Bus Schedule will be published online as well as displayed in the official event hotel lobbies

The finals practice venue can be found at the following addresses:

5.18 Democracy Square- 56, Seoseok-ro, Dong-gu, Gwangju, Republic of Korea

3.4 Equipment inspection

The equipment inspection will be done by alphabetical order during official practice, athletes must bring the equipment they will be using during the competition, as well as spare equipment, and shall wear official team uniform. In the exceptional case of needing to use borrowed equipment, the athlete borrowing the equipment shall make the judges aware of the situation.

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.

World Archery will use electronic bow scales for equipment inspection.

Preamble to Chapter 11:

This article lays down the type of equipment athletes are permitted to use when shooting in World Archery competitions. It is the athlete's responsibility to use equipment which complies with the rules. Any athlete found to be using equipment contravening World Archery Rules may have his scores disqualified. Described below are the specific regulations that apply to each division followed by the regulations that apply to all divisions.

15.1.5 - Any athlete found to be using equipment contravening World Archery Rules may have his scores partly or fully cancelled (see 11. Chapter 11-Athletes Equipment).

- All teams are to wear their team uniform with their name and have their valid accreditation during official practice
- 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 Judge if details are not correct and the Judge will inform World Archery Results Team. 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) during practice.

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

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.

Water

Water stations will be available throughout the venues.

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.

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 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 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, 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 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. Mr. Andrea Gabardi 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

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 2025-01-15)

Time to shoot an arrow:

The timing applied to World Archery Championships is 30 seconds per arrow in qualifications and eliminations, 20 seconds per arrow in team matches and alternate shooting.

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.

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:



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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 2025 season. Athletes and team officials should bring their accreditation to all World Archery events such as, all 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 50 CHF (EUR/USD or local currency will be accepted, at a rate to be displayed on site).

Upgrade card

Upgrade cards are available for those teams that do not have a coach or team manager available on their team and wish to have a coach for their athlete/team's match.

An upgrade card can be allocated to another athlete or accredited person to perform the role of coach for a specific athlete at that particular event.

Upgrade cards (serial numbered) are individually allocated/valid to an individual person for a particular event athlete/team. As soon as the athlete/team is out of the competition, the upgrade card is no longer active.

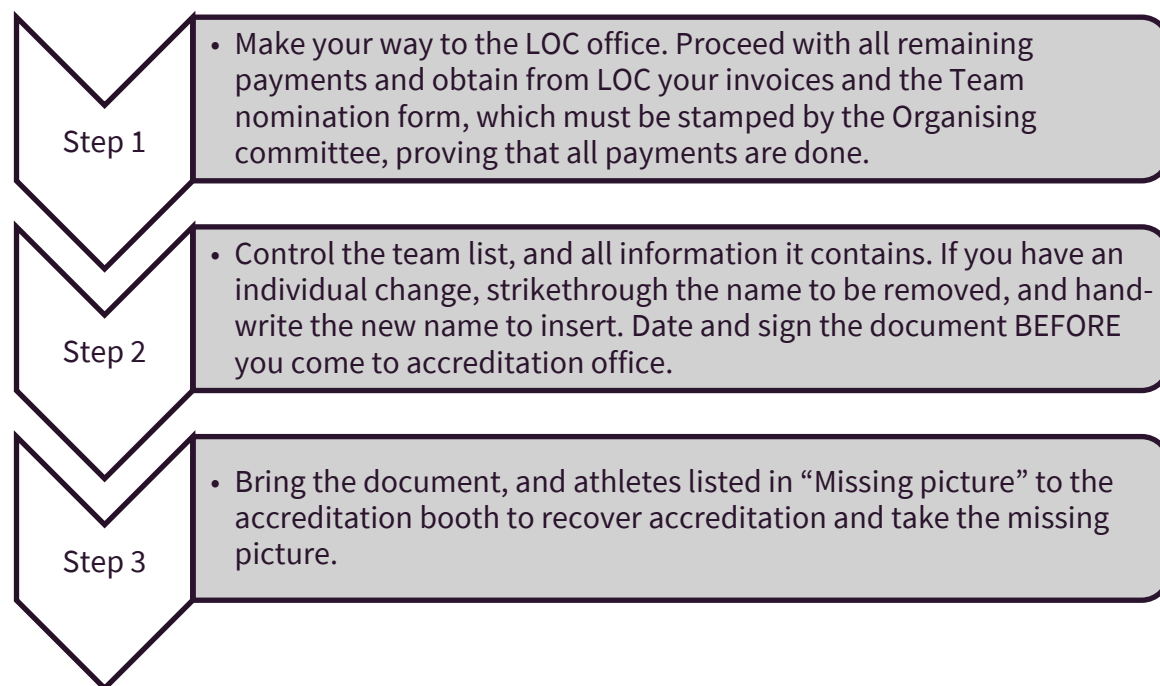
For an upgrade card to be issued, an Accreditation Upgrade Form needs to be completed and signed by the Team Manager, President, or Secretary General of the Member Association of the athlete/team to be coached. This form can be completed in advance by completing the form in annex or at venue.

Each upgrade cards costs 30 CHF (EUR/USD or local currency will be accepted, at a rate to be displayed on site).

Upgrade cards will not be available for teams who already reach the maximum number of officials allowed according to World Archery rule (Book 2, Chapter 3, Article 3.7.3.3.) or to individuals registered as guests. Remember, as stated in the World Archery rules, only 1 accredited team official per athlete is allowed with a maximum of 4 officials if a team has more than 4 athletes competing on the field of play.

Accreditation process

Before arriving at the event, make sure with your Member Association that all payments are done, and that you carry all necessary payment proofs if they are not already registered in your summary of costs on WAREOS.



Note: Athlete in the “picture to retake” section, will need to come later during the week when all accreditation process is over, priority is given to missing pictures.

Accreditation will open on Friday 5 September at 09:00, at the venue.

Logistics

6.1 Transportation and Communications

For those staying in the official hotels, transportation will be offered to and from both the qualification venue as well as to the finals venue. Transportation schedules will be available in the hotel lobbies.

6.2 Meals during the event

Meals will be provided to participants staying at the official hotel from breakfast on 3 September to breakfast on 13 September. All meals will be served at the official hotel. Lunch at the finals (September 8th-9th, September 11th-12th) will be provided at the locations listed below.

Breakfast

- Served in hotel dining halls
 - Holidays: 6:30 - 10:00
 - UTOP, CS, DUBAI, RAMADA: 6:30 - 8:30
 - ACC: 7:00 - 9:00

Lunch

- Served in hotel dining halls
 - Holidays: 11:30-14:30
 - UTOP: 11:30-14:00
 - CS, DUBAI, ACC: 12:00-14:00
 - RAMADA: 12:00-13:30
 - * September 5-8: Priority for compound athletes; September 9-12: Priority for recurve athletes
- Final venue (8th floor of Jeonil Building)
 - September 8-9
 - Compound athletes who advance to the Round of 16 will be served meals at a location near the finals venue
 - September 11-12
 - Recurve athletes who advance to the Round of 16 will be served meals at a location near the finals venue

Dinner

- Served in hotel dining halls
 - Holiday : 17:30~21:00
 - UTOP : 18:00~20:00
 - CS, DUBAI : 18:00~20:00
 - RAMADA : 18:00~19:30
 - ACC : 18:00~21:00

Teams should have posted any diet restriction on WAREOS. The LOC will accommodate any dietary restrictions that were submitted through WAREOS.

**Times will adjust to the competition schedule as and when required.*

6.3 Internet Access and additional hotel charges

All official hotels have complimentary internet access. There will be wifi for participants at the Competition venues:

All other hotel 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

The LOC provides emergency medical services at all stadiums to ensure the safety and well-being of all players, officials, and spectators.

In the event of an emergency at an official hotel, please contact the front desk or dial 9-1-1 to request emergency services (ambulance, police, or fire). Team managers are encouraged to notify the LOC or volunteers at each official hotel in the event of an emergency.

The closest hospitals for emergencies are:

Dongah Hospital

238, Daenam-daero, Nam-gu, Gwangju

Emergency room: Open 24 hours

Phone: (062) 654-6611

Mirae-ro 21 Hospital

1, Hwaun-ro, Seo-gu, Gwangju

Emergency room: Open 24 hours

Phone: (062) 450-1000

6.5 Bow Storage

Secure bow case storage will be provided on-site at the Qualification Venue, in front of doping room at the International Archery Center. Please note, however, that the storage is very limited, accommodating only one case per seven people.

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 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.

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.

Alcohol testing can be performed at any moment on anyone that is present on accredited areas of the field of play.

2.3.4 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.

2.3.4.1 Procedure for alcohol tests

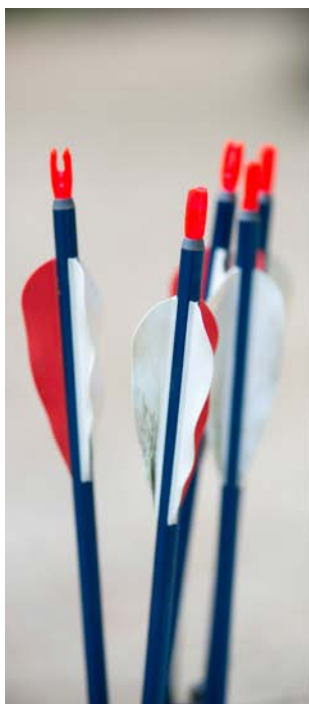
The alcohol test is performed by the testing of exhaled air. If the test of exhaled air exceeds the doping violation threshold of 0.1 per mile, a second test of exhaled air will be performed 10 minutes later using a different breathalyser. If the second test of exhaled air still exceeds the threshold,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

15.5 Consequences of a Positive Alcohol Test

15.5.1 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.

15.5.2 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.



SAFE SPORT

If you see something, say something.

World Archery is committed to providing a safe, respectful, and inclusive environment for all athletes, officials, and participants. Harassment, abuse, and discrimination of any kind will not be tolerated.

All participants are expected to uphold the principles of the World Archery Safeguarding Policy, ensuring the well-being of everyone involved in the Championships.



**Need to report abuse, discrimination
or harassment?**

Scan the QR Code to access World Archery:
Online Safeguarding Report Form

Archery venues

Qualifications and eliminations

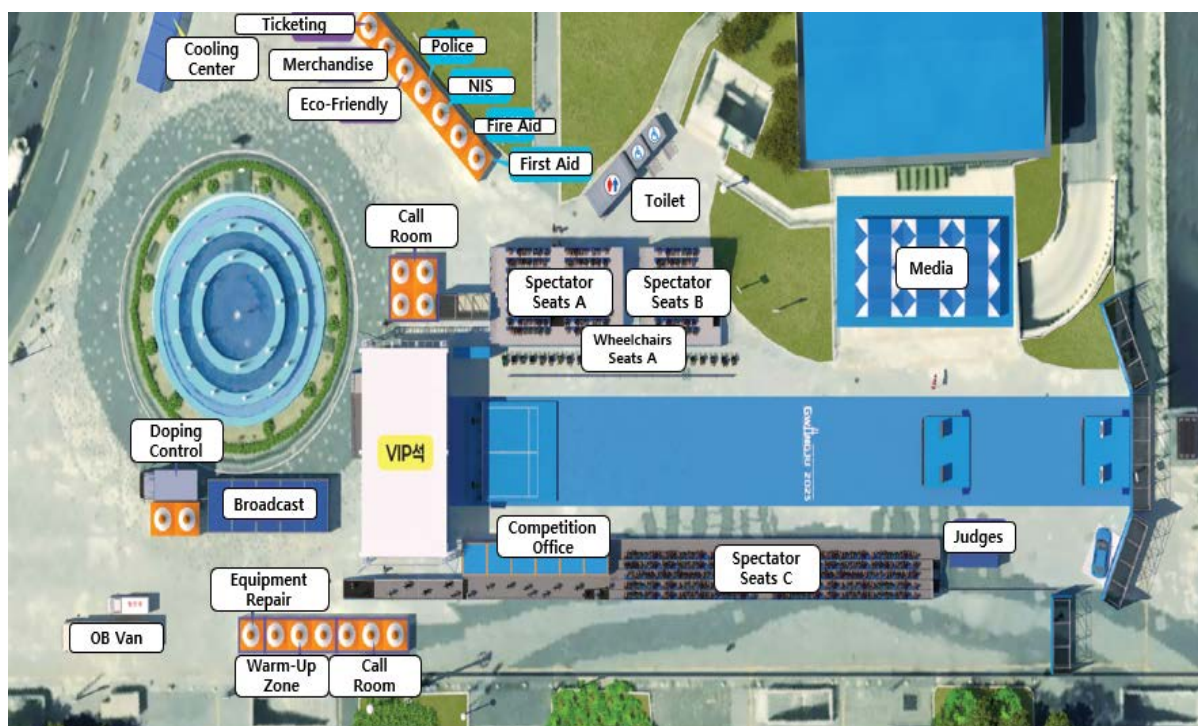
Gwangju International Archery Center - 1187, Hoejae-ro, Nam-gu, Gwangju, Republic of Korea^a



Finals venue

Asia Culture Center, 5.18 Democracy Square

56, Seoseok-ro, Dong-gu, Gwangju, Republic of Korea



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 results verifier 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) : _____

This appeal is against: _____

Description of Appeal or Protest:

Appeal Fee

- 50 USD
- 50 CHF
- 50 EUR

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: _____



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