



Team Managers Booklet

18th - 19th October 2025

Version 1.0 – 15.10.2025

TEAM MANAGERS MEETING INFORMATION BOOKLET

**The Team Managers Meeting takes place at
the competition venue
Friday 17th October at 16:00**

**Due to environmental preservation and responsible behavior toward nature, we
will not have any printed material.**

**Please note that notifications regarding the tournament will be
shared in real-time on Ianseo.**

Please read this document carefully.

Agenda of the Team Managers (TM) meeting

Opening

- Welcome speech, Organizing Committee, Mr Caner SECILMIS

1) Roll call of all attending clubs (TD)

2) Introduction of Officials (TD)

- Organizing Committee (OC) members, by the President of OC
- Tournament Judges Commission, by the Chairman of Judges
- Jury of Appeal, by WAE TD

3) Technical Aspects of the competition (TD + OC + Chairman of Judges)

- 3.1. Number of participants per class
- 3.2. Competition Field
- 3.3. Competition Program (attached)
- 3.4. Practice and Warm up
- 3.5. Equipment Inspection
- 3.6. Qualification Round & information on scoring
- 3.7. Pool matches
 - 3.7.1. Main Tournament
- 3.8. Ranking matches
 - 3.8.1. Semifinals
 - 3.8.2. Finals
- 3.9. Bronze and Gold medal matches
- 3.10. Appeal Procedure

4) Technical Matters (TD + Chairman of Judges)

- 4.1. Timing Control system
- 4.2. Results system
- 4.3. Rules that apply in this event, Youth Cup rules, WA Rules for 2024
 - 4.3.1. Practice on the competition field during byes
 - 4.3.2. Team members' nomination
 - 4.3.3. Archers acting as Coaches
- 4.4. Dress Instructions
- 4.5. Lost arrows

5) Logistical Aspects (OC)

- 5.1. Accreditation cards

6) Protocol and ceremonies (OC)

- 6.1. Opening
- 6.2. Medal Ceremonies and Closing

7) Medical Related issues (OC)

- 7.1. Medical services
- 7.2. Emergencies

8) Doping Control (TD)

- 8.1. Doping control
- 8.2. Alcohol test

9) Other matters of Importance (TD)

- 9.1. The environment
- 9.2. Water
- 9.3. Smoking
- 9.4. Lost items

IMPORTANT TELEPHONE NUMBERS

Event & Competition Management

Mr. Caner SECILMIS +905372245224

Hotel & Transportation

Mr. Caner SECILMIS

WAE TD

Mr. Daniel PAVLOV +359888330105

WAE TECHNICAL DELEGATE

Mr. Daniel PAVLOV

ORGANIZING COMMITTEE

Event & Competition Manager: Mr. Caner SECILMIS

Field manager: Mr. Kerem KIRSEVER

Result Systems: Mr. Onur BEKTAS

Media: Mrs. Seliz GIZEP

OFFICIALS

Tournament Judge Commission

Mr. Alper GULER, Chair of Judges

Members

Mr. Muharrem CAKMAK

Mrs. Devrim Pelin ILTER

Mr. Ali YAPAR

Mr. Kadir Caner AZDEMIR

Mr. Emir Kaan AZDEMIR

Mrs. Fatma BICER

Mrs. İleyda KELESTEMUR

Mrs. Aynur Sevda KARAKAYA

Director of Shooting

Mrs. Fatma ATES,DOS

Jury of Appeal

Mr. Olivier GRILLAT

Mrs. Iliyana TSENOVA

Mr. Samet Can YAKALI

Mr.Rafal CARRASCO (Alternate)

Mr. Pierrick LEPARC (Alternate)

3) Technical Aspects of the competition

3.1. Number of Participants per class

| | | |
|----------------------------|---------------|----------|
| RM | Individual:48 | Teams:16 |
| RW | Individual:33 | Teams:11 |
| Total no of Archers : 81 | | |
| Total no of Officials : 25 | | |

3.2. Competition Field

Competition field is with natural grass. The official practice, qualification round and all competition matches and finals will be organized on the same, but reorganized field.

3.3. Competition Program (attached)

The latest competition program is published. Any official competition schedule will have indicated the version number and the date-hour it was printed.

3.4. Practice and Warm up

Official Practice (2,5 hours) shooting AB format on Friday 14:00 – 17:00

Warm up will be organized on the competition field as it is scheduled in the attached program.

3.5. Equipment Inspection

Equipment inspection will follow the program of the official practice and will be held at the official practice field. Each team will be called (in the English alphabetical order of nations) and invited by the judges to the dedicated place for the Equipment inspection in the competition field.

- All team members (archers and officials) shall wear or bring their team uniforms.
- Spare equipment and accreditation card must also be brought for inspection.
- The start number will be given at the warm up on Saturday morning in front of archer's position on the shooting line and will not be changed during the competition.
- The start list will be published before the start of the official practice, so archers can practice on their assigned targets.
- There is no access to the competition field before or without accreditation. The correct spelling of athlete's names will be checked during the accreditation.

3.6. Qualification Round & Information on scoring

Target assignments will be published only on boards and on internet.

30 seconds per arrow will be the time allowed for individual shooting during Qualification; therefore the time limit for 6 arrows will be 3 minutes.

Shooting in qualifications will be conducted with 2 archers per target in AB format.

For the qualification rounds, no faces will be changed after the practice arrows. Please instruct the archers to mark the arrow holes during practice. There will be no equipment failure procedure.

The athletes will have one paper scoring in the qualification round. Electronic scorecards will be managed by archers.

All the athletes on the same target must verify that the correct scores are entered.

Please instruct your athletes to fill in properly the scorecards including total score, 10's and X's and sign the card before handing them back after each round. Double scoring is required.

3.7. Pool matches

For the pool matches, no faces will be changed after the practice arrows. So please instruct the archers to mark the arrow holes during practice. Matches will start as soon as the field is ready.

We will keep to the starting time at the beginning of the session and then the competition will run as it goes. Therefore, some matches could start sooner than the time indicated in the schedule. Please be aware of this and be prepared for it.

Byes are allowed. In case of a bye, archers will be allowed to shoot, but no score will be recorded or allowed to be displayed.

Main Tournament

At the end of the qualification round, the first 16 Men Club teams and 8 Women Club teams will compete in the Main competition. Ties are broken as per WA rules. Teams are entered into groups of 4 Club teams, according to the following scheme:

Men

| Group A | Group B | Group C | Group D |
|---------|---------|---------|---------|
| 1st | 2nd | 3rd | 4th |
| 8th | 7th | 6th | 5th |
| 9th | 10th | 11th | 12th |
| 16th | 15th | 14th | 13th |

Women

| Group A | Group B |
|---------|---------|
| 1st | 2nd |
| 4th | 3rd |
| 5th | 6th |
| 8th | 7th |

In each group each Club team competes against the three others in the group.

In each match 2 “pool points” are allocated based on the outcome of the match: 2 points for the winner and for bye and 0 points to the loser, or 1 point each if tie.

At the end of the 3 pool matches, ties in “pool points” are broken by the set points earned during the 3 matches. If still tie a Shoot Off will decide the winner.

All matches will consist of 4 sets of 6 arrows (Set system will be used).

Main Tournament

All the teams that did not make the cut will compete in a secondary “just for fun” competition. There is nothing to win except experience.

A cumulative ranking is established, with all the teams involved, regardless of gender: Women Club teams will therefore compete among Men Club teams.

Based on that ranking, all teams are divided in “flights” of 4 teams each. The minimum flight composition is of 3 teams not less.

Each team will then compete against all other team in its flight with the same procedure of the pool matches of the main competition. Byes are allowed in case of 3 teams in a flight.

3.8. Ranking Matches

The 4 Club teams of same level will then go into a standard semifinals/finals scheme:

Match 1

Men semifinals:

| |
|-----------------------|
| A1 vs D1 and B1 vs C1 |
| A2 vs D2 and B2 vs C2 |
| A3 vs D3 and B3 vs C3 |
| A4 vs D4 and B4 vs C4 |

Women semifinals:

| |
|-----------------------|
| A1 vs B2 and B1 vs A2 |
| A3 vs B4 and B3 vs A4 |

Match 2

Men and Women finals:

apart the level 1 Club teams, that will do their final match on a final field of play, the winners of the previous match compete for the 1st place, the loser for the 3rd place of their “level”.

3.9. Bronze and Gold Medal Matches

All Bronze and Gold medal matches will have alternate shooting and will take place one after the other. There will be a practice area for finalists on one side of the venue.

Remember that you need an agent for the blind.

3.10. Appeal Procedure (Form attached)

An Appeal form is attached to this document (see attached after this chapter, Appendix 3)

In case of Intent to Appeal or an actual Appeal, the times indicated on the Appeal form must be considered.

The Appeal form should be given to the Chairman of the Tournament Judge Commission or to his deputy. A fee of 50 EURO 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.

4) Technical Matters

4.1. Timing Control system

The timing equipment will be used during competition and practice.

4.2. Results system

Ianseos is the provider of the results. The electronic scoring in the Qualification and during matches will be done by archers. Archers will write the scorecards and electronic scorecard score. The archer verifies that the correct scores are entered.

4.3. Rules that apply in this event

4.3.1. Practice on the competition field during byes

Practice on the competition field during byes will be limited to six arrows per end and maximum of three. If more than six arrows are shot by a team in one end after being warned by a judge, the team may be denied further practice on the competition field but any such violation shall not affect the next match.

4.3.2. Archers acting as Coaches

Archers may be acting as coaches during finals.

4.4. Dress Instructions

Athletes, officials and staff should have a proper appearance when they are on the field during competition. Athletes, team officials and technicians should wear their club team uniforms (with same look per division following WA rules) and sport shoes.

Opened shoes are not allowed on the field of play and on practice field.

We would like to remind all teams that names of archers and country code are appreciated for this event, but mandatory for archers participating in major events.

4.5. Lost arrows

All lost and find arrows are to be reported to judges. An arrow found on the field of play at later stage of the competition will be considered as a part of that end if not reported.

5) Logistical Aspects

5.1. Accreditation Cards rules

The accreditation card must be worn at all times in the practice and competition areas.

6) Protocol and ceremonies

6.1. Opening

There is no opening ceremony. Only a short welcome speech will be organized before the start of the qualification Round.

6.2. Medal Ceremonies and Closing Ceremony

Medal ceremonies will be conducted separately for only teams.

All archers involved in the ceremonies are requested to go to the gathering point ASAP in order to proceed quickly and smoothly with the award ceremony.

After awarding the medalists will have to stay on the field for the picture. All teams are kindly asked to stay on the field till the end of the medal ceremony.

There will be short closing ceremony. The event will finish officially after the last medal ceremony at the

finals venue.

7) Medical Related issues

There is a medical person responsible for the First Aid on the field. In emergency the ambulance will be called.

In case of emergency during your stay in the hotel, please inform the reception and proper arrangements will be made.

Number of Emergency Call Centre: **112**

8) Doping Control

8.1. Doping control

There will be no doping control on this event.

8.2. Alcohol test

Level of alcohol will not be tested during the competition.

9) Other matters of importance

9.1. The environment

We ask you to instruct your athletes to use the litter bins which are placed behind the waiting area.

9.2. Water

Water will be available at the venue free of charge.

9.3. Non smoking and no alcohol

This is a non smoking event for the practice and official competition areas. Inside sport area you are not allowed to smoke, you must use the designated areas outside the sport field. The same is valid also for electronic cigarettes.

Also alcohol consumption is forbidden.

9.4. Information System

- Due to environmental preservation and responsible behavior toward nature we will not have any printed material.
- Printed documents will be published only on the board at the competition venue.
- All competition documents will be published. <http://www.ianseo.net>
- The official results will be published immediately after the conclusion of the competition.

9.5. Lost items

All lost items will be brought to the DoS stand, so ask there if you lost something.

10) Questions from Team Managers

11) Closure (TD)

We wish you to spend good time in our beautiful area and bring home some nice memories.

Team composition declaration

Club Team:

Category: M / W

Names of competing archers:

- 1.
- 2.
- 3.

:

Date:

Time of Receipt:

Team Manager Signature:

Result verifier/TD signature *(to confirm time of receipt)*:

NOTE: Form must be submitted to the technical delegate in writing before the start of the qualification round.

