



29 June - 5 July 2026

TEAM MANAGERS BOOKLET

The **Team Managers Meeting** will take place in the
Large catering tent near FOP2
on 29th June 2026 at 12:30 hrs

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

Please read this document upon receipt
and BRING it with you to the Team Managers Meeting

Dear participants of the HYUNDAI World Para-Archery World Series 2026

Welcome to Nove Mesto nad Metuji that will soon become a temporary “capital” of the paraarchery worldwide thanks to the Hyundai World Para Archery Series. This new structure of the competition attracted 177 archers and 144 team officials from 32 countries to Nove Mesto nad Metuji this year again. Two classification panels will be working on adoption of quite a number of “newcomers”. The tournament will also host the WA Seminar for Technical Delegates. Which is a great message for further development of the global paraarchery.

And Local Organising Committee is more than happy that Nove Mesto nad Metuji belongs to this project. Large majority of you return to Nove Mesto regularly and I wish you again nice stay in Nove Mesto nad Metuji and top sports performance.

Libor ŠNAJDR

LOC Chairman

Nové Město nad Metují





Agenda of the Team Managers meeting

Roll call of all attending nations (TD)

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1 Opening

- Brought to order by the Technical Delegate (TD), Mr. Rolf VOLUNGHOLEN
- Introduction of the panel, by the TD
- Welcome speech, by Organising Committee

2 Introduction of Officials (TD)

2.1 Organising Committee – Important phone numbers.

General relations & Logistics

Mr. David ŠNAJDR snajdrpv@volny.cz +420 724080831

Transport Manager

Mr. Matej SPRAVKA matej.wrt@gmail.com +420 737679304

Technical Delegate

Mr. Rolf VOLUNGHOLEN volungholen@gmail.com +46 705749507

Medical Care

MUDr. Katerina JAVORSKA k1.javorska@gmail.com +420 777709291

Accountant

Mrs. Jana MARTINKOVA ucto.martinkova@centrum.cz +420 733771868

Accommodation

Mrs. Iveta ULRICOVÁ indie@post.cz +420 731628046

2.2 Tournament Judges Commission

Maren HAASE	Chair	Hana KREJČOVÁ (CZE)	NJ
Muharrem CAKNAK	Deputy	David VOSTŘEZ (CZE)	NJ
Lee MILLER	DOS	Václav LUŇÁČEK (CZE)	NJ
Elen LEONIDOU	CJ	Oldřich HAŠEK (CZE)	NJ
Nellie JOHANSSON	CJ	Jaroslav PRECLÍK (CZE)	NJ
		Lenka SOLNAŘOVÁ (CZE)	NJ
		Gosia SOKOLOWSKA (POL)	NJ
		Dagmar HEŘMÁNKOVÁ (CZE)	NJ



Jury of Appeal: Chair: Charlotte BURGESS, GBR
 Member and alternate chair: Giorgio BOTTO, ITA
 Member: Rubén MONTES, ESP
 Alternate: SURINDERS SINGH, IND
 Alternate: Stephanie KRAGELUND HOLST, DEN
 Alternate: Henrique Junqueira CAMPOS, BRA
 Alternate: Linda PRICE, CAN

2.3 Classification

There will be two classification panels operating this year:

Kim Fong PANG Chief Classifier
 Ela MATZKIN Classifier
 Megan TIERNEY Classifier
 Micah BAIRD Classifier

2.4 Results & Technology Team:

IANSEO team: Ardingo SCARZELLA
 Natasha SALUKVADZE
 Alessio OPIMO
 Alessio CORBUCCI

Official Results: www.ianseo.net

3 Technical aspects of the competition (TD + CoJ)

3.1 Number of participants per category (Number of Member Associations: 45)

Para Recurve Men	Individual:	40	Doubles:	15
Para Recurve Women	Individual:	21	Doubles:	6
Para Compound Men	Individual:	42	Teams:	14
Para Compound Women	Individual:	22	Teams:	7
W1 Men	Individual:	26	Teams:	8
W1 Women	Individual:	11	Teams:	3
Visually impaired (Comb VI1)	Individual:	6	Teams:	NO

PARA RECURVE MIXED TEAMS: 11
 PARA COMPOUND MIXED TEAMS: 11
 W1 MIXED TEAMS: 7



Updated June 29, 2026

The latest competition programme will be provided online.

WA information and results:

www.ianseo.net

infosystem:

<https://info.ianseo.net>

Each official competition schedule will have the version number, date and time printed on it.

3.2 Practice

- FOP No.1 and No.2 will be used for qualification on Tuesday, June 30, 2026
- FOP No.1 (athletic stadium) will then be used for eliminations and the final shooting
- FOP No.2 (artificial grass) will then serve for training only.
- A schedule for free practice will be published with time; Fields will be open for people still involved in the competition.

Official Practice:

- Refer to online schedule

Qualification round practice:

- 3 ends of 4 minutes practice on the Field of Play for qualification to immediately follow once the field is reset.

3.3 Equipment inspection:

- During official practice of the related category behind the waiting line.
- All teams are to wear their team uniform and have their valid accreditation.
- Spare equipment must also be brought for inspection.
- Classification card must be presented during the inspection.
- Team managers must check the details of their athletes such as, name, date of birth 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 if requested.

3.4 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.
- Assistants and spotters (for VI) must wear the same back number as the athlete they assist to.

3.5 Qualification round

- Refer to online schedule.

3.6 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 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. Maximum 3 arrows per end.
- For eliminations up semi-finals, shooting will be simultaneous.

3.7 VI Category

- The VI categories are combined, VI athletes must wear blindfolds at the FoP during setup, practice and until the end of the athlete's competition for the day.

Refer to the WA Rule Book 5, Section 35.2

During individual matches a VI athlete may have a spotter or a coach but not both

- The schedule has been updated to be shorter and to avoid too many days with no shooting for VI.

3.8 Doubles and mixed teams elimination/finals rounds

- The doubles event is run in the same way as the mixed team event
- During Eliminations both teams will shoot at the same time (WA Rules Book 5, Sect. 37.1)



- Finals will run with Alternate Shooting
- Athletes may stay on the shooting line throughout the match. They indicate that they have finished shooting by raising a hand above the head, or other agreed sign with judge/DoS.

3.9 Appeal procedure (Form attached), Refer to WA Rule Book 2.3.12

- An Appeal form is attached to this document (see attached after this chapter, Appendix 1).
- In case of an intent to appeal or an actual appeal, the times indicated on the Appeal form must be considered.
- Appeal form is available at the DoS.
- 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 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 (TD + CoJ)

4.1 Missing arrows

- All missing arrows on the practice or qualification field must be reported to your Judge immediately. Keep track of the found arrows and report them to the judge.

4.2 Timing control system

- ARCHERYCLOCK system will be used for timing on the main field.

4.3 Scoring

- Qualification Round - scoring will be completed by athletes or assistants. One athlete/assistant 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. The other athletes should verify that all scores are written and entered correctly.
- 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.
- Elimination Round – scoring will be completed by athletes/assistants. 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. Ardingo SCARZELLA is responsible for the results of the event.
- **IMPORTANT NOTE: There will be internet access in hotels and at the venue. Because of this we will not distribute any printed results and information. Anyway, there will be “Pigeon boxes” for teams at the venue to collect additional information. TM should check the mail boxes at least twice a day (morning/ afternoon).**

5 Rules that apply in this event

5.1 The rankings

- The Para World Rankings (<https://worldarchery.org/world-ranking>) are updated every two weeks.

5.2 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, undershirts, compression shirts or sleeves may be used on condition that they match the team uniform colours or are white. Under shirts and sleeve may include design, names or markings but the predominant colour should be white or the colour of the T-shirt.
- 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.

5.3 Accreditation cards rules

Refer to WA Rule Book 2, Sect. 3.7

- Proof of accreditation shall be carried at all times on the competition area and shall be shown on request of appropriate officials.



Accreditation card:

- Athletes and team officials, registered in WAREOS, will be issued an accreditation and lanyard. Please ensure all details are correctly entered in WAREOS.
- Accreditation will be done by IANSEO and LOC using WA database during Sunday June 28 and Monday June 29 morning. TMs will check at IANSEO designated tent accreditation cards for their team and will cooperate with IANSEO if there for example are data and/ or photo missing and/ or incorrect.

5.4 WA rules

- WA Rule Book 5 Para Archery

6 Logistical aspects (OC)

6.1 Transportation

Based on the WAREOS registration LOC will arrange for local transportation for the teams flying to PRG international Airport and paying to LOC for such a service. Then there are either teams with their own local transport (private cars, rented minivans, buses) or teams ordering local transport from LOC.

Participants who fly to PRG International Airport will be met by either LOC driver/ volunteer at the arrival gate according to the flight itinerary and will be driven to hotel/ venue (arrivals until June 25 including); Participants arriving on June 26 and 27 will be met by LOC volunteers at Welcome Desk at Terminal 2 and either directly driven to hotel/ venue or will be asked to wait until next bus/ minivan is available for them. There will be refreshment available at the Desk.

Ms. Julie Novakova (+420734279983) will be the contact person at the Welcome Desk in the Airport.

Teams that ordered LOC local transport refer to Mr. Matej SPRAVKA, LOC transport coordinator, on a daily basis to arrange for local transport (hotel – venue) according to a schedule.



6.2 Accommodation

Suitable accommodation for all the participants is always a challenge in Nove Mesto nad Metuji and around. LOC always does its best to meet various needs of the teams especially as for the wheelchair accessibility. Therefore LOC contracted 10 hotels to accommodate 400 participants, officials, LOC members, staff and volunteers within 30min. driving from to venue.

6.3 Meals during the event

Breakfast in hotels from 7:00 to 9:00 AM, Lunch at the venue (12:00 – 14:00), Dinner 7:00 till 9:00 PM in hotels.

There will be designated space for collecting and consuming of lunch boxes in the stadium during the tournament.

Cafeteria and buffet will be open during the tournament to purchase refreshment. Cafeteria and buffet accept Czech currency (CZK); may also accept EUR. The payment may also be done through QR Code. There are ATM or exchange office at the airport upon arrival and ATMs and exchange office in Komenskeho street in Nove Mesto (Komerčni banka, CSOB, Ceska sporitelna).

6.4 Water Supply

Each participant will receive his/ her personal plastic bottle as a souvenir and will draft fresh water from designated pipes himself/ herself. Such water supply is always fresh and cold, moreover gentle to the environment.

6.5 Ice

Due to the weather forecast LOC will ensure ice cubes supply for the teams. One packet by 300g of ice per archer can be picked-up in Cafeteria.

6.6 Water mist aerosol

Will be installed close to the venue.

6.7 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.



6.8 The environment

Team managers, please instruct your team members to use the litter bins located at the competition, practice ranges and common areas at all times. Sanitary risky waste (masks, knives, forks, napkins etc.) should be thrown into blue plastic bags.

7 Impact of COVID-19

No sanitary measures related to COVID-19 pandemic apply anymore in the Czech Republic.

8 Medical related issues

Medical emergency contact and location:

Oblastni nemocnice Nachod, Purkynova 446, Nachod 547 01, phone +420 491 601 111
info@nemocnicenachod.cz

Local Emergency Numbers:

- Police: 158
- Ambulance: 155
- Fire: 150

9 Clean Sport

9.1 Anti-Doping control

- 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.

9.2 Alcohol test

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

10 Other matters of importance (WA TD)

10.1 Internet access and additional hotel charges:

- Internet access will be free of charge in the rooms and lobby of official hotels.
- All other hotel expenses including such as laundry and minibar, etc. will be covered by the participants themselves.

11 Questions from Team Managers



12 Closure (TD)



DOUBLES - MEMBER NOMINATION FORM

National Team:

RECURVE OPEN WOMEN

1.

2.

RECURVE OPEN MEN

1.

2.

COMPOUND OPEN WOMEN

1.

2.

COMPOUND OPEN MEN

1.

2.

W1 WOMEN

1.

2.

W1 MEN

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 that will be competing in the doubles event.

Forms to be given to the World Archery Results Manager or Chairman of the Judges Commission at least 15 minutes before the start of practice the doubles elimination round.



MIXED TEAM - MEMBER NOMINATION FORM

National Team:

RECURVE OPEN Mixed Team:

1.

2.

COMPOUND OPEN Mixed Team:

1.

2.

W1 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 that will be competing in the mixed team event.

Forms to be given to the World Archery Results Manager or Chairman of the Judges Commission at least 15 minutes before the start of practice the mixed team elimination round.



13 Appeal Form

This is an intention of Appeal

This is an appeal from

(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:

I believe this action is against the following rules (state article if known): _____

Signature: _____ Print Name: _____

Article 3.12.3.1:

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 3.12.9:

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.

3.12.4

Amount paid is reviewed and determined by the World Archery Executive Board on an annual basis.

Received on: ____/____/____ Time: _____

by Chair Person of the Tournament Judge Commission

Signature: _____ Name in printing: _____

Appeal Fee

- USD50
- CHF50
- EUR50