

IAAF WORLD RACE WALKING CUP TAICANG 2014



TEAM MANUAL



OFFICIAL IAAF PARTNERS



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1. GENERAL INFORMATION

1.1 IAAF Council Members and International Officials

IAAF Council

President:	Lamine DIACK (SEN)
Senior Vice President:	Robert HERSH (USA)
Vice Presidents:	Dahlan Jumaan AL HAMAD (QAT) Sergey BUBKA (UKR) Sebastian COE (GBR)
Treasurer:	Valentin BALAKHNICHEV (RUS)
Area Representatives:	Zhaocai DU (CHN) Geoff GARDNER (NFI) Roberto GESTA DE MELO (BRA) Hamad KALKABA MALBOUM (CMR) Victor LOPEZ (PUR) Hansjörg WIRZ (SUI)
Council Members:	Ahmed AL KAMALI (UAE) Bernard AMSALEM (FRA) Sylvia BARLAG (NED) Pauline DAVIS-THOMPSON (BAH) Helmut DIGEL (GER) Nawal EL MOUTAWAKEL (MAR) Frank FREDERICKS (NAM) Abby HOFFMAN (CAN) Alberto JUANTORENA DANGER (CUB) Isaiah KIPLAGAT (KEN) José Maria ODRIOZOLA (ESP) Jung-Ki PARK (KOR) Anna RICCARDI (ITA) Irena SZEWINSKA (POL) Katsuyuki TANAKA (JPN)
General Secretary:	Essar GABRIEL (FRA)

International Delegates and Officials

Organisational Delegate:	Valentin BALAKHNICHEV (RUS)
Technical Delegate:	Maurizio DAMILANO (ITA)
Jury of Appeal:	Ahmad AL KAMALI (UAE) Peter MARLOW (GBR) Miguel Angel RODRIGUEZ (MEX)
Medical / Anti-Doping:	Fumihiko YAMASAWA (JPN)
Press Delegate:	Anna LEGNANI (ITA)
Television Delegate:	Ernest OBENG (GBR)
Int'l Race Walking Judges	Frederic BIANCHI (SUI) – Chief Geoff ANNEAR (NZL) Jose Julio BARBOSA DIAS (POR) Wayne FLETCHER (AUS)

Anne FROBERG (FIN)
Janusz KRYNICKI (POL)
Dolores SUAREZ ROJAS (ESP)
Steven TAYLOR (GBR)
Shan-de YANG (CHN)

Recorder Luis SALADIE (ESP)
Course Measurer Wang-Tak FUNG (HKG)

1.2 Local Organising Committee

Athletic Association of the P. R. of China

n° 2 Tiyuguan Road,
Beijing 100763
PR of China
Tel.: + 86 10 8718 3441
Fax: + 86 10 6714 0801
E-mail: chn@athletics.org.cn
Website: www.athletics.org.cn

Organizing Committee of 2014 IAAF World Race Walking Cup

n° 99 Xianfudong Street,
Taicang, Jiangsu 215400
PR of China
Tel.: + 86 512 5395 2224
Fax: + 86 512 5354 0922
E-mail: tcsports2014@163.com
Website: www.taicang2014.org

1.3 Information about Taicang

Taicang is situated in the southeast part of Jiangsu Province, bordering on the Yangtze River in the east and Shanghai in the south covering an area of 810 km². The total population is 947,000, with registered population of 472,000.

Taicang boasts long history and profound culture. Two thousand and four hundred years ago, the King of Wu established granary in this region, hence the name "Taicang" (meaning "the great granary"). During Yuan and Ming Dynasties, Taicang was an important harbor and commercial port, known as "the Wharf of Six States". It was the place where Zheng He's fleet weighed anchor (Zhenghe, a most famous Chinese navigator, who led his fleet to voyage to the Western seas for seven times). Taicang was rich in talent and cultural heritage. In Ming and Qing Dynasties, literati in Taicang came forth in large numbers, including the famous ones such as Wang Shizhen, Zhang Fu, and Wu Meicun. Taicang was the birthplace of the Loudong School of Painting, Kunqu opera, and Jiangnan Sizhu (south Yangzi string and pipe ensemble). In modern and contemporary times, Taicang took pride in celebrities such as Wu Jianxiong (the famous physicist), Zhu Diwen (the Nobel Prize winner in physics), Tang Wenzhi (the educator), Wu Xiaobang (the dancing master), as well as Zhu Qizhan and Song Wenzhi (painting masters). Taicang was also the city of bridge (a card game), martial arts, dragon and lion dances, and folk music of China.

Since China's reform and opening up, Taicang has seen sustained rapid economic growth and social development. For many years, the comprehensive strength of Taicang has ranked in the top ten among the "National Hundred Counties (Cities)". Taicang was among the six counties and cities of Jiangsu Province which took the lead in reaching a comprehensive well-off level. Taicang has a great sporting tradition, with

citizens actively participating in sports activities. It is one of the first batch of “National Outstanding Sports Counties” and the first batch of “Outstanding Sports Cities in Jiangsu Province”. Taicang has hosted a number of major national and international events and has hosted the IAAF Race Walking Challenge (Taicang) for three consecutive years, and the event has been listed as one of the Six Brand Events by the Jiangsu Provincial Sports Bureau.

During the “Twelfth Five-Year Plan” Period, Taicang is committed to building a “modern garden city” as well as “a beautiful golden Taicang” with a high level of modernization, featuring a more developed economy, more comfortable living conditions, a more harmonized society, a more prosperous culture, more progress in ecology and happier people.

Population	947,000
Language	Chinese
Currency	RMB
Time zone	GMT +8
Altitude	2.5m
Average daily rainfall (in May)	3mm
Climate (average temperature and humidity)	20C° temperature 60% humidity
Shop opening hours	9:00 ~ 21:30
Bank opening hours	9:00 ~ 17:00
Electricity voltage	220V
Mobile Telephone Network	GSM: 3G, UMTS, WCDMA
Drinking Water	It is not recommended to drink tap water directly, though it is not harmful.

1.4 General Programme

Thursday, 1 May	All day	Team Arrivals and Accreditation
Friday, 2 May	10:00	IAAF / LOC Press Conference
	14:00	Opening Ceremony
	15:00	Course Inspection and Technical Delegate availability
	19:00	IAAF / LOC Dinner at Four Points by Sheraton (by Invitation)
Saturday, 3 May	8:00	50km Senior Men
	15:30	10km Junior Men
	16:30	20km Senior Women
Sunday 4 May	9:00	10km Junior Women
	10:10	20km Senior Men
	18:00	Final Banquet at Ludu Hotel
Monday, 5 May	All day	Team Departures

1.4.1 Opening Ceremony

The Opening Ceremony will take place on **Friday, 2 May** at the Course at 14:00. The IAAF Protocol will be followed during the Ceremony and will include, at 14:30, a 1km Mass Race Walk event.

2. TRAVEL TO TAICANG

2.1 Official Airports and Arrival Information

The two possible arrival airports are:

- Shanghai Pudong International Airport (PVG)
- Shanghai Hongqiao International Airport (SHA)

The LOC will organise transport by bus from the two official airports to Taicang according to the arrival details indicated by the teams in the Final Entries. Expected travel time from Shanghai Pudong International Airport (PVG) to Taicang is around 1hr 30mins, and from Shanghai Hongqiao International Airport (SHA) is about 40 minutes.

2.2 Entry Visas

The Foreign Affairs Office of Taicang Municipal Government, a special government agency in charge of foreign affairs, is responsible for visa matters and has provided the following guidelines for submitting the Visa Application and for requesting the Invitation Letter.

Basic Visa Application Documents

1. Passport: Original passport with at least six months of remaining validity and a page for the visa, also a photocopy of the passport's data page and the photo page (if it is separate). If the period of validity is not enough, Member Federations should urge participants to apply for a new passport and submit relevant information of the new passport to the LOC.
2. Visa Application Form and Photo: One completed People's Republic of China Visa Application Form with a recently-taken colour passport photo attached (frontal with no hat), taken against a light background.
3. If you are not applying for the visa in the country of your citizenship, you must provide the original copy and photocopy of your valid certificates or visa of stay, residence, employment or student status, or other valid certificates of legal stay provided by the relevant authorities of the country where you are currently staying. Please also inform the LOC as soon as possible if you are applying under these circumstances.
4. Original Chinese passport or original Chinese visa (applicable to those who once had Chinese citizenship and later became a foreign national). If it is your first time applying for a Chinese passport, you need to provide an original copy of your Chinese passport and a photocopy of the photo and information page in the passport. If you have obtained a Chinese visa before and want to apply for a Chinese visa with a renewed foreign passport that does not contain any Chinese visa, you should present a photocopy of the previous passport's photo and information page, along with a photocopy of the page that contains the previously obtained Chinese visa. (If your name on the current passport differs from that on the previous one, you must provide an official document of name change.)

Documents to be provided for receiving the Invitation Letter

1. Photocopy of the valid passport of the invitee including a photocopy of the previous visa page.

Embassies in Countries and Regions

Please refer to the Appendix 13.5 for:

- Countries and Regions whose Citizens DO NEED A VISA and HAVE an Embassy

- Countries and Regions whose Citizens DO NEED A VISA and DO NOT HAVE an Embassy.

Visa Invitation Letter requests, and other enquiries, should be submitted to:

LOC Visa Office

Tel. + 86 512 53510195

Email: visas2014@163.com

2.3 Insurance

All Member Federations are responsible for their own insurance to cover illness or injury to any member of their Delegation and/or team when travelling to and from IAAF competitions and during the event itself. The IAAF has negotiated with its insurance company insurance coverage for emergency medical costs during the travel and stay abroad for all athletes and officials entered. More information can be found in IAAF Circular Letter M/06/14.

2.4 Entry Notice

A detailed Entry Notice is available to all foreigners entering the People's Republic of China. This contains information on:

- Requirements for the vaccination of immigrants
- Instructions on entry / exit inspection and quarantine of aliens and goods

Please visit the LOC website www.taicang2014.org to download the complete document.

3. ACCREDITATION

3.1 Accreditation Centre

The Accreditation Centre will be located on the 3rd floor of the Ludu Hotel (one of the teams' hotels). Opening Dates and Times will be as follows:

- 30 April 15:00 – 19:00
- 1 May 09:00 – 12:00 14:00 – 19:00
- 2 May 08:30 – 12:30

3.2 Accreditation Procedures and Payments

Team Leader

As soon as possible after his arrival in Taicang, the Team Leader will have to report to the LOC / IAAF Offices at the accreditation centre before collecting his card in order to complete the following formalities:

- Uniform Check (make sure you have a sample with you)
- Athletes' Acknowledgement and Agreement Forms
- LOC Accommodation Invoice
- Travel Reimbursement and IAAF Financial Statement
- Final Confirmation of Entries
- Copies of passports for the Junior athletes – make sure you have the passports with you (or a photocopy)

The Team Leader will be asked to complete the accounting procedures and settle any extra payments (for team members above quota, use of single rooms, extra days, etc.) before he / she can collect the accreditation card, which will be given upon presenting a document stating all procedures have been completed.

NB: to shorten procedures and avoid delays, it is strongly advisable to submit the rooming list in advance, prior to arrival.

Athletes & Team Officials

All athletes and team officials will be able to check-in at their respective hotel upon arrival according to the information provided with the final entries. Here they will also collect the welcome bag.

3.3 Quota and Financial Support

3.3.1 Quota

The Quota can be found in Appendix 13.6.

3.3.2 Travel

For athletes within the Quota, IAAF will offer 50% of an economy-class airline ticket from the Member Federation Headquarters to Shanghai Airport and 100% of economy-class airline tickets for Area Champions (subject to certain conditions - see Appendix 13.6 for complete details). The travel costs must be approved by the IAAF before any reimbursement is issued.

Member Federations must have submitted travel cost quotes at the same time as the Preliminary Entries, no later than 3 March 2014.

3.3.3 Accommodation

For athletes within the quota staying with their teams in one of the official hotels, the

LOC is offering free accommodation in twin rooms for the subsidised period of maximum four nights (arrival Thursday 1 May, departure Monday 5 May). Quota athletes requesting single rooms will be charged a supplement (see costs below).

3.3.4 Reimbursements

Reimbursements will be made by bank transfer after the competition. Should a Member Federation exceptionally wish to be refunded in cash or by cheque on site, the President or the General Secretary of the Federation must send a request to the IAAF before 21 April 2014, indicating the reasons for the request and the name of the person authorised to collect the reimbursement, and will be advised if this is possible.

If an athlete for whom the IAAF/LOC have provided financial support is on site but does not compete, the IAAF/LOC have the right to reclaim the travel and accommodation support.

3.4 Arrivals outside the Accreditation Centre Opening Dates and Times

Teams or individual athletes arriving prior to 30 April will be able to check in at their respective hotel upon arrival in Taicang. The LOC will then make arrangements for the Team Leader to go to the Accreditation Centre to complete the necessary procedures as soon as practical.

Please make sure to inform the LOC well in advance of your early arrival so that dedicated accommodation and transport can be organised accordingly.

3.5 Special Passes

IAAF shall provide special passes as required for the Teams' Staff at the Personal Refreshments Station.

3.6 Loss of Accreditation Card

The Accreditation Card must be worn visibly at all times and must be presented upon request. It is personal and non-transferable. In case of loss or theft, the Team Leader must report immediately to the Teams' Accreditation Centre or Information Desk in the hotel.

4. ACCOMMODATION

4.1 Teams' Hotels

LOC has arranged accommodation for the teams in three hotels of similar standard:

Ludu Hotel

No.7 Zhenghe Road
Taicang, Jiangsu Province
PR of China
Tel.: + 86 512 53459890
Fax: + 86 512 53459833

Loudong Hotel

No.6 Xianfu Road
Taicang, Jiangsu Province
PR of China
Tel.: + 86 512 53712068
Fax: + 86 512 53235152

Century Hotel

No.30 Xianfu East Road
Taicang Jiangsu Province
PR of China
Tel.: + 86 512 53587778
Fax: + 86 512 53587779

4.2 Teams' Hotels Costs

All Prices per person per day Full Board (in USD)	Official Period from 1 to 5 May (4 nights)		Outside Official Period	
	Twin	Single	Twin	Single
Athletes within the quota	Paid by LOC	20 USD	100 USD	120 USD
Athletes outside the quota and all officials	80 USD	100 USD		

The accommodation invoices will be based on the information (number of persons and arrival / departure details) provided by the Final Entries deadline, with a tolerance of two persons.

Payment of extra costs can be made:

- by credit card: Mastercard, Visa
- In cash: Euros or USD

4.3 Check-in Procedures

Upon arrival, team members must report to the Competition Information Desk or Hotel Front Desk where, according to the rooming list previously provided, the check-in procedures will be completed and the room keys delivered. A valid Passport needs to be presented for check-in.

4.4 Services in the Team Hotels

Dedicated rooms for teams' physiotherapy staff and team meetings will be available at each hotel.

4.5 Meals

Athletes and team officials will be admitted to the restaurants at their respective hotel

upon presentation of their accreditation cards. Meal times shall be as follows:

- Breakfast: 06:00 09:00 (from 5:00 on Saturday 3 May)
- Lunch: 12:00 14:00
- Dinner: 19:00 21:30

A Final Banquet will take place on 4 May at 18:00 at the Ludu Hotel, in the Banqueting Hall on the second floor. All athletes and officials are invited and no dinner will be served in the teams' restaurants that evening.

5. TRANSPORTATION

As indicated in section 2.1, teams must organise their international travel to one of the two Shanghai airports and then the LOC will organise the transfer to Taicang.

Concerning local transport in Taicang, the LOC will organise a bus service for the following activities:

- Course Inspection
- Training (see later)
- Competition
- Social functions
- Final Banquet

Timetables will be available upon arrival at the Competition Information Desks.

6. INFORMATION CENTRES

6.1 Technical Information Centre (TIC)

During the competition, a Technical Information Desk will be set-up at the course. It will be located inside the Library and close to the Teams' Changing Area. It will be equipped with a posting board to display start lists and results (partial and final) and shall deal with any competition-related enquiry during the races, including protests and appeals.

6.2 Competition Information Desk (CID)

A Competition Information Desk will be available at each team hotel. They shall be in charge of, but not limited to, the following:

- Display on the relevant Notice Board of official communications to the teams, including Start Lists, Results, etc.
- Distribution of Urgent notices to the Delegations. It is the Team Leader's duty to collect this kind of information in due time.
- Distribution of information for issues relating to accommodation, meals, transport and the Competition in general.
- Distribution of unbranded bottles and labels for those athletes that need them.

6.3 IAAF Competitions Department Offices

Staff from the IAAF Competitions Department will be in Taicang to assist the LOC with the final preparation and conduct of the Championships and the teams with their participation. They can be contacted as follows:

- 1-2 May Teams Accreditation Centre at Ludu Hotel
- 3-4 May In the Call Room or at the Start / Finish Area – can be contacted through the TIC

7. COURSE AND COMPETITION FACILITIES

7.1 Course

The 2 km loop course is located in the centre of Taicang and it has already been used for the annual IAAF Race Walking Challenge event. It is completely flat, very wide and with very wide turning points at both ends. For the competition it will be completely closed off from traffic. See map in Appendix 13.3.

7.2 Start / Finish Area

This will be situated around the City Museum and Library with many facilities located inside the buildings (see Appendix 13.4).

The Warm-up Area is located in Dongting Road, next to the East gate of the Library. It is a 300m stretch of asphalt road which will be completely closed from traffic.

7.3 Refreshment and Drinking / Sponging stations

There will be one Personal Refreshments Station and one Drinking / Sponging Station – see location on the course map in Appendix 13.3. Both will be on the right-hand side. Two mist stations will also be available along the course as well as two temporary toilets.

7.3.1 Personal Refreshment Station

- Each team will have its own table
- Tables will be arranged in alphabetical order (by country code)
- A maximum of three representatives from each Member Federation will be allowed at the tables and appropriate special passes, produced by the IAAF, will be provided for the purpose of controlling access – these will be distributed during the accreditation process
- Member Federations will be responsible for bringing refreshments to their tables. If an athlete has no official able to assist him, the LOC will ensure that the refreshment is placed on the athlete's table. Athletes concerned must hand in their personal refreshments, adequately marked (athlete's name, country and bib number) at the TIC **at least 45 minutes before the start of the race**
- The LOC will provide some refrigerators and an ice supply for the teams at the station
- The LOC will provide unbranded bottles and labels for those athletes that need them which will be distributed through the CID at the hotels
- A second group of two tables, about 15m from the last personal refreshment table, will offer water provided by LOC in open bottles or plastic cups

7.3.2 Drinking / Sponging Stations

At the Drinking / Sponging Station there will be two sets of tables, each about 6m long, and spaced about 15m apart.

They shall be arranged in the following order:

- water in open bottles or plastic cups
- sponges

It is a requirement that the walkers pick-up their water and sponges by themselves

7.4 Training

Training

For the Ludu Hotel, a 500m long dedicated stretch of the adjacent Feihu Road will be reserved next to the hotel and closed from traffic.

For the Loudong and Century hotels, bus transport will be arranged to the City Stadium where there is a 400m synthetic track.

In case some of the teams staying at the Ludu Hotel also wish to train on synthetic surface, transport to the City Stadium will be provided (check timetable at the CID).

Training sessions at the City Stadium will be as follows and transport from the hotels will be organised accordingly:

Date	Morning	Afternoon
30 April		16:00 – 18:00
1 May	09:00 – 11:00	16:00 – 18:00
2 May	09:00 – 11:00	<i>training at the course</i>
3 May	09:00 – 11:00	

8. ENTRIES AND FINAL CONFIRMATIONS

8.1 Final Entries

The IAAF on-line Event Entry System will open on 31 March 2014 for the Final Entries (<http://evententry.iaaf.org>). The deadline for completing and submitting the Entries is 21 April 2014 (midnight Monaco Time).

No changes or additions will be accepted after the closing date.

8.2 Final Confirmations

Teams will receive the Final Confirmation Forms upon arrival in Taicang and Team Leaders, or their representatives, must confirm the names of those athletes already entered who will actually take part in the competition. Final confirmation for all events must be made during the accreditation procedure at the Teams Accreditation Centre.

8.3 Athlete Acknowledgement and Agreement

As announced in Circular M/24/09 dated 29 July 2009, each athlete competing in an IAAF World Athletics Series Competition must have an appropriately filled in and signed copy of the Athlete Acknowledgement and Agreement on file at the IAAF. All athletes competing in the IAAF World Race Walking Cup must sign and submit this acknowledgement, as soon as possible, and ideally by no later than the Final Entry deadline (21 April 2014). IAAF Member Federations are obliged to submit one for each entered athlete (email: athletes-agreement@iaaf.org or fax: + 377 93 503263). Any Athlete Acknowledgement and Agreement Form not received by the IAAF before the event will be collected at the time of the Accreditation procedure. The Athlete Acknowledgement and Agreement can be found in Appendix 13.8.

Note: Athletes who have already submitted their Agreement do not need to send it again (see corresponding indication in the Event Entry System).

9. COMPETITION PROCEDURES

9.1 Course Inspection

A guided tour of the Start / Finish Area and related facilities will take place on 2 May at 15:00. The meeting point will be the start / finish line.

9.2 Technical Delegate Availability

There will not be an official Technical Meeting however the Technical Delegate, together with staff from the LOC and IAAF Competitions Departments, will be available after the course inspection for any questions or clarification that may be required. This informal meeting will take place at the TIC around 15:45.

9.3 Timetable

The timetable for Taicang was approved by the IAAF Council in April 2013 and is provided below:

Saturday 3 May

8:00	50km Senior Men
12:25	<i>Medal Ceremony 50km Senior Men</i>
15:30	10km Junior Men
16:30	20km Senior Women
18:20	<i>Medal Ceremony 10km Junior Men</i>
18:30	<i>Medal Ceremony 20km Senior Women</i>

Sunday 4 May

9:00	10km Junior Women
10:10	20km Senior Men
11:55	<i>Medal Ceremony 10km Junior Women</i>
12:05	<i>Medal Ceremony 20km Senior Men</i>

Any change to the schedule of the races or of the medal ceremonies shall be communicated through the CID.

9.4 Athletes' Bibs

The Bibs shall be distributed during the Accreditation procedure. Bibs which are not collected, shall be taken to the Call Room on Saturday morning.

All athletes will receive 3 bibs, which shall coincide with the information written in the start list, as follows:

- 2 bibs with the competition number
- 1 bib with the athlete's name and the transponder, delivered at the Call Room

Every athlete must wear two bibs during the competition, the one with the name on the front, and the other with the number on the back. The third bib can be put on the bag or on the track suit.

Bibs must be worn in accordance with IAAF Rules and must not be cut, folded or obscured in any way. Failure to comply with the Rules may result in a disqualification or sanction.

9.5 Athletes' Clothing

All athletes must wear the official national uniform approved by their Delegation. Athletes competing in the same event must wear the same uniform.

IAAF Rule 143.1 recommends that the front and the back of the uniforms should have

the same colour. The uniforms will be checked upon arrival at the Team Accreditation Centre. Any infringement of the Rules may result in the disqualification of the athlete. Athletes not wearing their official team uniform will be required to acquire the correct attire before they progress through the Call Room.

Any advertising on clothes and bags must comply with IAAF Rules and Regulations. Please note that the IAAF Advertising Rules and Regulations applicable for this competition specify a maximum of 30 cm² for the Manufacturer's logo on the competition wear and 40 cm² on sweatshirts, T-shirts and jackets. The name/Logo of a national sponsor may be displayed, according to the same dimensions as set out above, instead of one of the national team or Member Federation Logo or flag on the national vest/leotard provided that such national sponsor is not a competitor of a Sponsor of the IAAF or of the event. For the purpose of avoiding such conflicts, Member Federations must seek and receive prior approval from the IAAF.

9.6 Call Room Procedures

The Call Room is situated inside the Library building in the Children's Reading Room on the ground floor (see map in Appendix 13.4). All athletes must present themselves at the Call Room according to the scheduled reporting times as noted below:

Event	Call Room		Arrival at Start Area	Start
	Open (1 st Call)	Close		
Junior Men's 10km	15:00	15:10	15:20	15:30
Junior Women's 10km	08:30	08:40	08:50	09:00
Men's 20km	09:35	09:45	10:00	10:10
Men's 50km	07:25	07:35	07:50	08:00
Women's 20km	15:55	16:05	16:20	16:30

Athletes who fail to appear on time at the Call Room without a valid reason may be excluded from participating. Team officials are not allowed to enter the Call Room.

The procedures in the Call Room shall be as follows:

- Identification of Athletes by means of their bib number
- Distribution of the Bib with the transponder (if not done in advance)
- Checking of Athletes' Uniform

Athletes must be report to the Call Room wearing their competition uniform and **ready to compete**. Any bags, clothing or personal belongings must be left in the changing area.

After leaving the Call Room, athletes will be escorted to the Start Area for a final warm-up.

9.7 Line up for the Start

The Technical Delegate will determine the athletes who will be in the front row. The remaining athletes shall line up behind the front row at random.

There will be pre-calls at 5 minutes, 3 minutes and 1 minute before the start.

9.8 Starter's Commands

The starter's commands will be given in English. The following commands will be used:

- "On your marks"

- Firing the gun

9.9 Timing

Official timing, including split times, will be provided by SEIKO with transponders. The bibs with the athletes' names and the transponders will be delivered directly at the Call Room before the race. Athletes must wear the bib with the name on the chest before leaving the Call Room. At the exit of the Call Room, a control mat will be placed in order to check the good functioning and placement of the transponder.

9.10 Posting Board

Red cards and disqualifications will be posted on the electronic posting board provided and operated by SEIKO. This will be positioned on the right hand side of the course about 100m before the finish line.

9.11 Athletes Beyond Time-Limit

For the IAAF World Race Walking Cup, the IAAF Council has approved the setting of a time limit within which athletes must finish the race.

Athletes will be required to **start their last lap** before the following times:

20km Men	1h35:00
50km men	4h35:00
20km Women	1h40:00

There is no time-limit for the Junior Races.

Athletes who will fail to start the last lap before these times will be stopped by competition officials and will be asked to leave the course through the Mixed Zone. Although they will not record a time, their position at that point will be recorded and shall therefore count towards the team standings.

9.12 Post Competition Procedures

All athletes, upon completion of their event, must proceed to the Mixed Zone located just ahead and to the right of the finish line, where they will meet with Media for flash interviews.

At the end of the Mixed Zone:

- athletes shall be asked to return the transponder
- athletes selected for doping control shall be notified by a doping control officer
- medal winners shall be notified accordingly and eventually escorted to the Medal Ceremonies waiting area

Athletes wishing to collect their clothing must walk back to the changing area.

Flash interviews with TV and radio will be conducted immediately after each race in the Mixed Zone, followed by short interviews with written press.

Press Conferences will be conducted with all the medallists.

9.13 Scoring and Ties

In the senior races the first three finishers shall score for the team while in the junior races, the first two finishers shall score.

Each race shall be scored separately. The team results shall be decided by the aggregate of places recorded by the scoring athletes of each team (including those eventually stopped because of the time-limit – see above). The team with the lowest aggregate of points will be judged the winner. If a team fails to finish with a complete

scoring team, the athletes finishing shall be counted as individuals in the race result and be eligible for the individual awards.

No adjustment to the scoring places of the finishing teams shall be made in respect of any non-scoring team athletes or of individual entries.

In the event of a tie, it shall be resolved in favour of the team whose last scoring member finishes nearer to first place.

9.14 Medal Ceremonies

Gold, Silver and Bronze medals shall be presented to the first three placed athletes in each individual event and the first three placed teams who shall mount the awards podium.

For the team awards, the first three teams shall mount the awards podium.

Participants who did not finish the race or were disqualified shall not mount the awards podium and shall not receive a medal.

The athletes must wear their delegation's official uniform at Medal Ceremonies. During the playing of the anthem and the raising of the flags, they shall face the flags and conduct themselves in a dignified manner at all times.

9.15 Protests and Appeals

Protests and Appeals shall be handled by the TIC according to IAAF Rule 146.

9.16 Competition Awards

9.16.1 Prize Money

The Prize Money for the Senior events ONLY at the IAAF World Race Walking Cup will be as follows:

Individual				
	1 st	US \$30,000	4 th	US \$ 7,000
	2 nd	US \$15,000	5 th	US \$ 5,000
	3 rd	US \$10,000	6 th	US \$ 3,000
Team				
	1 st	US \$15,000	4 th	US \$ 7,500
	2 nd	US \$12,000	5 th	US \$ 6,000
	3 rd	US \$ 9,000	6 th	US \$ 3,000

Payments will be made following confirmation of doping control tests and submission of complete Award Forms with full bank details. Award Forms for the individual prize money will be distributed on site by IAAF Competitions Department Staff and will have to be returned by email or fax to the IAAF Competitions Department. Prize money for the team awards will be paid directly to the Member Federation's account unless otherwise requested.

The LOC confirmed that there will be no taxes to be paid on prize money.

9.16.2 World Record Bonus

In the event that an athlete breaks a World Record during the IAAF World Race Walking Cup, a prize of USD 50,000 will be awarded. The World Record Bonus will only be awarded for performances which improve the existing World Record and which meet all the necessary conditions for recognition as an IAAF World Record, in accordance with IAAF Rules and Regulations and after ratification of the record by the IAAF.

Full details of the regulations regarding this prize are available from the IAAF upon request.

9.16.3 Rights and Obligations in relation to Prize Money and World Record Bonus

Athletes receiving IAAF Prize Money must make themselves available to the IAAF and its sponsors, at least twice in the 12 next months, for promotional activities, upon requests handled by the IAAF.

Should an athlete's Doping Control results return positive, the awards and bonuses won shall be withheld.

10. MEDICAL SERVICES

10.1 General Plan

During the event there will be medical services available at the accommodation venues as well as at the course on the days of competition.

All the Medical Centres and LOC Medical Teams will have direct communication by mobile phones and landlines in the Hotel. Contact numbers will be provided to the teams. All the doctors and nurses will be easy to identify by their uniforms.

A full-equipped emergency ambulance will be available on site with a medical team (doctor, nurse or paramedic and driver) during the competition and training period. Ambulances will also be available on-call for hotels and other venues 24 hours a day, as will be partner hospitals.

10.2 Emergency Contact Numbers

Emergency Ambulance Phone number: **120**

10.3 Medical Services in the Teams' Hotels

For medical emergency situations an ambulance with a medical team (doctor and paramedic) will be available on call for 24 hours a day. There will be a medical team on duty 24 hours in the teams' hotels.

In each team hotel, a common physiotherapy room will be provided for the teams with medical staff to set-up their own massage beds.

10.4 Medical Services at the Course

For medical emergency situations there will be 3 Medical Stations, 1 is near the Start/Finish Line and 2 will be located near the 2 turning points.

10.5 Procedures in case of injury or illness

The LOC Medical Services will focus on the treatment of injured athletes. Patients requiring further treatment shall be transferred to partner hospitals.

In any case of injury or illness, please report to one of the LOC Medical Centres at the course or hotels in order to receive the necessary treatment.

10.6 Physiotherapy and Massage Services offered by the LOC

LOC Medical services include physiotherapy and massage services in the team hotels and at the course on competition day for those teams that do not have their own medical staff.

10.7 Designated Medical Institutions

Partner Hospitals have been designated for each emergency situation. These include laboratory and radio diagnostic, able to assess the medical conditions and the need for an eventual hospitalization.

10.8 Other Information

Both at the competition and at the hotels there will be sufficient supply of ice (on request) for treatment and drinkable water for athletes.

Emergency medications will be ready for use; subject to availability, any necessary medications prescribed by staff physicians will be supplied by the medical directors.

Other medical prescriptions given by accredited team physicians can be supervised by local medical teams' physicians if requested.

11. DOPING CONTROL

Doping Control will be conducted according to the IAAF Rules and IAAF Anti-Doping Regulations (latest editions available on the IAAF website) and under the supervision of the IAAF Doping Control Delegate.

Both blood and urine doping control testing will be carried out in Doping Control Stations located in the athletes' hotels and at the competition venue.

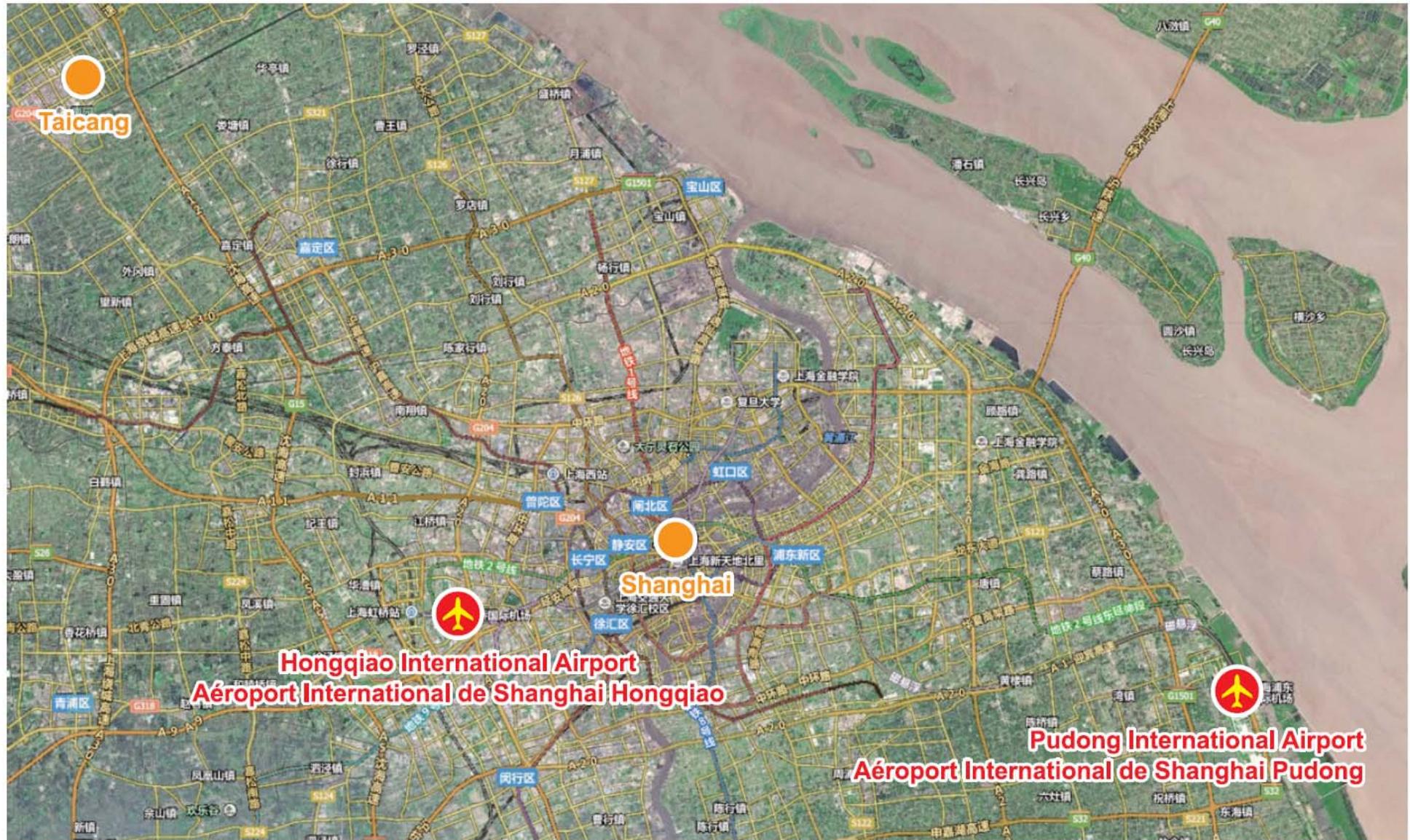
More details will be provided on site.

12. DEPARTURES

All teams are expected to leave Taicang on 5 May. Before leaving the hotel please make sure you check-out at the front desk and settle any extras (minibar, telephone, laundry, etc.).

Bus departure times for the airport, based on the flight information provided at the time of the Final Entries, will be displayed at the CID. If you have any change to your departure flight make sure you inform the LOC immediately.

Appendix 13.1 TAICANG LOCATION MAP





Course Plan



- | | | | | | |
|-------------------------|-----------------------------|----------------------------|------------------|--------------------|---------------------|
| 1 Start/Finish | 2 Warm Up | 3 Call Room | 4 TIC | 5 Anti-Doping | 6 Post Event Center |
| 7 VIP Stand | 8 Data Processing | 9 Award Ceremony | 10 Media Stand | 11 Medical Station | 12 Mixed Zone |
| 13 VVIP/VIP Hospitality | 14 News Center/Media Center | 15 Lap-counting Board | 16 Posting Board | 17 Stand | 18 Video Screen |
| 19 Jury of Appeal | 20 Teams' Changing Area | 21 Press Conference Centre | 22 Copy Center | 23 Toilet | 24 Drink/Sponging |
| 25 Mist Station | 26 Personal Refreshment | 27 LOC Refreshment | | | |

Appendix 13.4 START / FINISH AREA MAP

START / FINISH AREA MAP



- | | | | | | |
|------------------------|----------------------------|---------------------------|-----------------|-------------------|---------------------|
| ① Start/Finish | ② Warm Up | ③ Call Room | ④ TIC | ⑤ Anti-Doping | ⑥ Post Event Center |
| ⑦ VIP Stand | ⑧ Data Processing | ⑨ Award Ceremony | ⑩ Media Stand | ⑪ Medical Station | ⑫ Mixed Zone |
| ⑬ VVIP/VIP Hospitality | ⑭ News Center/Media Center | ⑮ Lap-counting Board | ⑯ Posting Board | ⑰ Stand | ⑱ Video Screen |
| ⑲ Jury of Appeal | ⑳ Teams' Changing Area | ㉑ Press Conference Centre | ㉒ Copy Center | | |

Appendix 13.5**ENTRY VISAS**

1. List of Countries and Regions whose Citizens DO NEED A VISA and HAVE an Embassy:

AFRICA

ALG	ANG	BDI	BEN	BOT	CAF	CGO	CHA	CIV	CMR
COD	COM	CPV	DJI	EGY	ERI	ETH	GAB	GBS	GEQ
GHA	GUI	KEN	LBA	LBR	LES	MAD	MAR	MAW	MLI
MOZ	MRI	MTN	NAM	NGR	NIG	RSA	RWA	SEN	SEY
SLE	SOM	SUD	TAN	TOG	TUN	UGA	ZAM	ZIM	

ASIA

AFG	BAN	BRN	BRU	CAM	INA	IND	IRI	IRQ	JOR
JPN	KAZ	KGZ	KOR	KSA	KUW	LAO	LIB	MAS	MDV
MGL	MYA	NEP	OMA	PAK	PHI	PLE	PRK	QAT	SIN
SRI	SYR	THA	TJK	TKM	TLS	UAE	UZB	VIE	YEM

EUROPE

ALB	AND	ARM	AUT	AZE	BEL	BIH	BLR	BUL	CRO
CYP	CZE	DEN	ESP	EST	FIN	FRA	GBR	GEO	GER
GRE	HUN	IRL	ISL	ISR	ITA	LAT	LIE	LTU	LUX
MDA	MKD	MLT	MNE	MON	NED	NOR	POL	POR	ROU
RUS	SLO	SMR	SRB	SUI	SVK	SWE	TUR	UKR	

NACAC

ANT	BAH	BAR	CAN	CRC	DMA	CUB	GRN	JAM	MEX
TTO	USA								

OCEANIA

AUS	COK	FIJ	FSM	NZL	PNG	SAM	TGA	VAN
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CONSUDATLE

ARG	BOL	BRA	CHI	COL	ECU	GUY	PER	SUR	URU
VEN									

2. List of Countries and Regions whose Citizens DO NEED A VISA and DO NOT HAVE an Embassy (Citizens should apply for Visa in a neighbouring country or region that has a Chinese Embassy)

AFRICA

BUR	GAM	STP	SWZ
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ASIA

BHU

EUROPE

GIB

NACAC

AIA	ARU	BER	BIZ	CAY	DOM	ESA	GUA	HAI	HON
ISV	IVB	LCA	MNT	NCA	PUR	SKN	TKS	VIN	

OCEANIA

ASA	GUM	KIR	MHL	NFI	NMI	NRU	PLW	PYF	SOL
TUV									

CONSUDATLE

PAN	PAR
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Citizens of Hong Kong China (HKG), Macau China (MAC) and Chinese Taipei (TPE) can enter Mainland China with ID card, visa not needed.

For more information about Visa for China, please check the website of the Ministry of Foreign Affairs of China: www.fmprc.gov.cn

Appendix 13.6 QUOTA

Senior Races

All Member Federations are entitled to a basic quota of one athlete in each race.

Based on the results achieved in the previous three editions of the competition (2008 Cheboksary – 2010 Chihuahua – 2012 Saransk), the following Member Federations benefit from a higher quota in some races as below:

COUNTRY	20 Km Men	50 Km Men	20 Km Women
AUS	3	2	3
BLR	3	2	3
BRA	1	2	2
COL	3	2	2
ECU	3	1	2
ESP	3	3	3
FRA	3	3	1
GER	2	1	2
IRL	2	1	2
ITA	3	3	3
JPN	3	1	2
LTU	1	1	3
MEX	3	3	3
POL	3	2	3
POR	3	3	3
ROU	1	1	3
RUS	3	3	3
SRB	2	1	1
SUI	1	1	2
SVK	1	2	1
UKR	3	3	3

Junior Races

All Member Federations have a quota of one athlete in each race (except in the case of Area Champions – see below).

Host Country CHN (no quota)

Area Champions

If an Area Association has organised, in the year of the Competition, Area Race Walk Championships, 100% travel and full board accommodation (in twin rooms for the four nights of the subsidised period) for the Area Champions participating in the IAAF World Race Walking Cup shall be administered as follows:

Individual Competitions The Area Champion of each individual event of the Area

Championships shall benefit from the grants regardless of the number of participants in the event in which he / she competed

Team Competitions

The Area Champion (up to a maximum of three in the Senior races and two in the Junior races) of each team event of the Area Championships, where at least 5 national teams have participated, will benefit from the grants. It is to be noted that the winning teams of events where less than 5 national teams have participated shall not benefit from the grants, unless the team in question finishes in the first half of the IAAF World Race Walking Cup

If the Champions are not entered, the benefit will not be extended to second place.

The Continental Associations concerned are invited to send the results of these competitions to the IAAF.

In all cases, and regardless of the number of athletes entered, the quota shall not exceed the number of scoring athletes: i.e. three in the Senior races and two in the Junior races.

TEAM OFFICIALS CHART

Athletes	55% Officials	25% Officials
1	1	1
2	2	1
3	2	1
4	3	1
5	3	2
6	4	2
7	4	2
8	5	2
9	5	3
10	6	3
11	7	3
12	7	3
13	8	4
14	8	4
15	9	4
16	9	4
17	10	5
18	10	5
19	11	5
20	11	5
21	12	6

Appendix 13.8

ACKNOWLEDGEMENT & AGREEMENT FORM

1. In consideration of the right to compete in International Competitions, I,

_____ of _____
[Last Name, First Name] [National Federation]

hereby acknowledge and agree as follows:-

- 1.1. I am aware of and have had the opportunity to review the IAAF Rules (the "Rules") and the IAAF Regulations (the "Regulations") available on the IAAF website at <http://www.iaaf.org/about-iaaf/documents/rules-regulations> . I consent and agree to comply with and be bound by the Rules and Regulations (and any amendments to the Rules and Regulations as may be made from time to time).
 - 1.2. I consent and agree in particular to comply with and be bound by the IAAF Anti-Doping Rules (Chapter 3 of the Rules) and by the IAAF Anti-Doping Regulations and the International Standards incorporated into the IAAF Anti-Doping Regulations. I declare that I am not currently using and will not in the future use any substance or method or other practice which violates the IAAF Anti-Doping Rules. I undertake to compete in Athletics drug free at all times.
 - 1.3. I am aware of and have had the opportunity to review the Athlete Information Notice available on the IAAF website at <http://www.iaaf.org/about-iaaf/documents/anti-doping#athletes-guides-and-advisory-notes> concerning the use of my personal information by the IAAF. I consent and agree that my personal information may be used by the IAAF in accordance with the Athlete Information Notice.
 - 1.4. I consent and agree in particular that my Personal Information including without limitation my Sensitive Personal Information (as those terms are defined in the Anti-Doping Regulations) may be processed for anti-doping purposes in accordance with the IAAF Anti-Doping Rules and the IAAF Anti-Doping Regulations (and the International Standard for the Protection of Privacy and Personal Information incorporated into the Anti-Doping Regulations) by and amongst the IAAF and its Area Associations and Member Federations, the World Anti-Doping Agency, National Anti-Doping Agencies and/or other Anti-Doping Organisations, including, but not limited to, as part of the ADAMS database system.
 - 1.5. I consent and agree that for the limited purpose of promoting the IAAF, the sport of Athletics, or particular athletics competitions, the IAAF may without charge and on a worldwide basis use any images that are taken of me in any media at or in conjunction with any athletics competitions in which the IAAF has an ownership interest, including the World Championships in Athletics and other World Athletics Series events.
 - 1.6. I acknowledge and agree that any dispute arising out of a decision made pursuant to the Rules may be appealed exclusively as provided in the Rules to the Court of Arbitration for Sport (CAS). I acknowledge and agree that all decisions of CAS under the Rules shall be final and binding and that I will not bring any claim, arbitration, lawsuit or litigation in any other court or tribunal.
2. Unless renewed upon the IAAF's request at any time, this Agreement shall be of indefinite duration and shall terminate only upon my retirement from Athletics.
 3. This Agreement shall be governed by and construed in accordance with the Laws of Monaco. I acknowledge that, by signing this Acknowledgement and Agreement, I have read and understand this Acknowledgement and Agreement and that it is legally binding.

Date: _____

Name: _____
[Print Last Name (in Capitals), First Name]

Date of Birth: _____
[Day/Month/Year]

Signature: _____

Please return to athletes-agreement@iaaf.org