

TEAM MANUAL

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International Youth Athletic Match

25-27 May 2013

Donetsk, Ukraine

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1. GENERAL INFORMATION

1.1 Ukraine

Official language:	Ukrainian
Population:	48 457 000 (2001 est.)
Area:	603,700 sq km
Capital:	Kyiv
Currency:	Hryvnia
Time zone:	EET (UTC +2)
(Summer DCT)	EEST (UTC +3)

1.2 Host City Donetsk

Donetsk is a large city in eastern Ukraine on the Kalmius River. Administratively, it is a centre of Donetsk Oblast, while historically, it is the unofficial capital and largest city of the larger economic and cultural Donets Basin (Donbas) region. The city of Donetsk is adjacent to another major city of Makiivka and along with other surrounding cities forms a major urban sprawl and conurbation in the region. Donetsk is a major economic, industrial and scientific centre of Ukraine with a high concentration of companies and a skilled workforce.

The city was founded in 1869 by a Welsh businessman, John Hughes, who constructed a steel plant and several coal mines in the region; the town was thus named Yuzovka (Юзовка) in recognition of his role in its founding ("Yuz" being a Russian or Ukrainian approximation of Hughes). During Soviet times, the city's steel industry was expanded. In 1924 it was renamed Stalino (Сталино), and in 1932 the city became the centre of the Donetsk region. Renamed Donetsk in 1961, the city today remains the centre for Ukraine's coal mining and notable steel industry centre.

Donetsk currently has a population of over 982,000 inhabitants (2010)[1] and has a metropolitan area of over 2,000,000 inhabitants (2011). According to the 2001 Ukrainian Census, Donetsk is the fifth-largest city in Ukraine.

Donetsk was one of the Ukrainian host cities for the UEFA Euro 2012.

Donetsk is nicknamed "The City of a Million Roses".

2. ORGANISATIONAL STRUCTURE

2.1 Executive Board of Ukrainian Athletic Federation

President	Igor Gosyl
Senior Vice President	Yevgeny Bazhenkov
Head Coach	Mihaylo Medved

2.2 Local Organising Committee

President	Leonid Volochay
Vice-President	Tetyana Klevakina
Deputy General Secretary	Olena Korduykova

2.3 Competition Organisation

Technical Delegate	Olena Korduykova
Competition Secretary	Irina Shapkyn
Meeting Manager	Vitaliy Koreskiy
Technical Information Centre	Olga Nikitenko
Technical Manager	V'ycheslav Nishemenko

Referees:

Call Room	Ihor Filenko
Starter	Anatoliy Nikitin
Running events	Oleh Zaychenko
Combined Events	Zhorzh Karutsa
Horizontal Jumps	Svetlana Gudym, Mikhail Akilov
Vertical Jumps	Valentyn Demidov, Mukola Kozlov
Throwing events	Anatoliy Yarosh, Boris Rubanko, Sergey Plohoy, Oleh Leonov

2.4 Participating Federations

The Team Delegations of Ukrainian Athletic Federation, Belarus Athletic Federation, and Turkey Athletic Federation are invited to take part in the International Youth Athletic Match.

3. ARRIVALS

3.1 Arrivals Information

The official date of arrival is **Friday 24th May**.

The transfer for the team delegations from the Donetsk Railway Station and Donetsk International Airport will be provided by LOC upon arrival.

Please, take notice that all the travel details should be informed to the Ukrainian Athletic Federation and LOC in advance **no later than Thursday May 16, 2013**.

3.2 Arrival by air

The official airport is Donetsk International Airport. Please check that final point of the air flight is Donetsk (Ukraine). After collecting luggage, team members will be escorted to the official buses by the LOC staff and then taken to the hotel.

3.3. Arrival by train

The official railway station is Donetsk Railway Station. **Please check that final point of railway travel is Gorlovka Railway Station (Ukraine)**. Teams arriving by train will be met by LOC representatives at the platform exit on railway station. Then they will be taken to the team hotel, according to the arrival times given in the final entry system.

4. DEPARTURES

The official date of departure is **Monday 27 May**. All the team delegations will be asked to fill in the Departure form (refer to Appendix 6).

Please note, that all the team delegations should inform LOC completed **at least 24 hours before departure**, especially if there are any changes to the preliminary confirmed details and submitted to the LOC. The transport will be provided in accordance with the travel details of the team delegations.

5. ACCOMMODATION

5.1 Official Hotel

The official hotel is "Liverpool" Hotel:

Please be informed, that for the reservation of additional places in the hotel you should send the request to LOC on e-mail not later than by **16th May**.

5.2 Extra Expenses

All outstanding fees, charges and possible other expenses must be settled with the cashier. On the day of departure, the LOC Hotel Manager checks the rooms together with the team leaders.

The telephone calls are extra paid in the hotel reception desk.

If you lose your hotel room key, you will be charged 10 USD.

6. TECHNICAL INFORMATION

6.1 Technical Information Centre (TIC)

The main function of the centre is to ensure smooth communication between each Team Delegation, the LOC and Technical Delegate and the Competition Management regarding technical matters.

The TIC will be located at the East Building Second Floor.

The TIC shall be responsible for the following:

- Official invitations
- Liaison points concerning technical matters between Team Delegate, Technical Delegate and LOC
- Settlement of technical enquiries from the Delegations
- Start lists (notification of lists of competitors)
- Distribution of number bibs
- Competition information
- Recovery of confiscated items at the Call Room (for the list of confiscated items please refer to Appendix 6)
- Urgent notices – collection and delivery of any urgent written notices to the Team Delegations from Technical Delegates and LOC
- Publication of results. Results will be displayed on the notice boards near the TIC
- Receipt of protests from the teams

All technical information regarding the competition will be distributed to each team Delegation in a special mailbox. Information put in the mailboxes will include the programme, start lists, results as well as official information from LOC.

Teams that are not able to attend the Technical Meeting, under extreme circumstances, can collect their information material from the TIC after the technical meeting.

6.2 Technical Meeting

The Technical Meeting will be held **on Friday May 24** at the press centre of **stadium "Olimpiysky" at 17:00**.

Each team may be represented by a maximum of 2 persons and, if necessary, an interpreter. It is very important that all teams are represented at the Technical Meeting.

The Technical Meeting will be attended by:
Technical Delegate
Local Organising Committee Representatives
Competition Director
Competition Officials
TIC representatives

The preliminary **agenda** of the Technical Meeting includes:
Welcome by the President of the Organising Committee
Presentation of the Competition Officials
Informational briefing by the Technical Delegate
Technical information
Confirmation of entries
Call-room procedure and schedule
Allocation and order of competition
Scoring and ties
Protests
Presentation of the competition and warm up sites
Opening and Closing Ceremonies
Answering questions of federations
Distribution of the competition numbers

6.3 Training

Athletes will have the possibility to use the "Olimpiysky" Stadium for training **on 24th of May from 15.00 to 19.30**

6.4 Dressing Rooms

Dressing rooms will be available at the East Building Ground Floor as well as medical service and first-aid post.

7. COMPETITION REGULATIONS

7.1 Preliminary Entries

Preliminary entries indicating the quantity of athletes and officials as well as the travel details should be submitted to the office of Ukrainian Athletic Federation and the LOC not later than **midnight 15th May 2013 local time.**

7.2 Final Entries

Final entries indicating the names of the athletes plus the names of accompanying officials must be submitted to the LOC **by midnight on 20th May 2013 local time.**

Please note, that the Final Entry should include the following information about the athletes: the names, date of birth, their performances, season and individual best results.

7.3 Final Confirmation

Team Leaders or their representatives must confirm the names of those competitors already entered who will actually take part in the competition.

Final start lists will be ready for collection at the TIC after the Technical Meeting.

7.4 Participation Order

Competition will be held in accordance with the IAAF Rules.

For the competition order and results of allocation which was conducted by the Technical Delegate before head please refer to Appendix 3.

The allocation for the Octathlon and Heptathlon will be held according to the final confirmation.

The access to the infield before the beginning of the competition will be conducted in accordance with the Call Room timetable (please refer to Appendix 2).

7.5 Competition Numbers

Each competitor will receive two (2) bib numbers. This personal competition numbers should be pinned on the front and the back of the competition clothing. The teams will be provided with the bibs immediately after the Technical Meeting.

The bibs shall be worn according to IAAF Rule 143. These bibs must be worn as issued and may not be cut, folded or obscured in any way. Bibs should be worn visibly on the breast and back, except in the High Jump and Pole Vault, where one number bib may be worn on the breast or back only.

The number bib shall correspond with the number allocated to the athlete in the programme. Please be informed that no athlete shall be aloud to compete without displaying the appropriate number bib(s).

7.6 Scoring

The results of each event will be merged into one list.

The team ranking is decided by summing up the points according to the following system:

1 st place	6 points
2 nd place	5 points
3 rd place	4 points
4 th place	3 points
5 th place	2 points
6 th place	1 points

For the Relay Race team ranking is decided by summing up the points according to the following system:

1 st place	6 points
2 nd place	5 points
3 rd place	4 points

In the event of a tie, it shall be resolved in favour of the team whose athletes achieve in the events the highest score.

7.7 Competition Clothing

Competitors must wear the Federation's official team clothing. IAAF Rule 8 & 143 will be strictly applied.

Team clothing must be uniform. A competitor wearing any other clothing will have no access to the competition area and will not be allowed to compete.

This rule applies both to competition clothing (vest, shorts and tights) as well as to tracksuits.

7.8 Competition Shoes

In accordance with IAAF Rule 143 shoes of the athletes must not be constructed so as to give an athlete any unfair additional assistance.

Any number of spikes up to 11 (eleven) may be used but he number of spike positions shall not exceed 11 (eleven).

The maximum length of spikes for only Javelin Throw and High Jump is 12 mm.

The maximum length of spikes for the track events is 9 mm.

8. COMPETITION PROCEDURE

8.1 Timetable

For the timetable of the International Youth Athletic Match please refer to Appendix 1.

8.2 The procedure of lifting heights in the high jump and pole vault

Discipline	Qualification standard	Qualification competitions	Final competitions		
High Jump Girls Youth	1.65	1.45 + 5 to 1.60	1.55 + 5 to 1.80, 1.83, 1.85, 1.87 + 2c.		
High Jump Boys Youth	1.95	1.75 + 5 to 1.95	1.80 + 5 to 2.05, 2.08, 2.11 + 3c.		
Pole Vault Girls Youth	3.00	2.40 + 20 to 3.00	2.80 + 10 to 3.40 + 5		
Pole Vault Boys Youth	4.00	3.00 + 20 to 4.00	3.60 + 20 to 4.00 + 10		
Long Jump Girls Youth	5.60	Only qualified athletes are allowed to take part in Finals but no less than 12 athletes by best results			
Long Jump Boys Youth	6.80				
Triple Jump Girls Youth	12.30				
Triple Jump Boys Youth	14.30				
Discus Throw (1 kg) Girls Youth	41,50				
Discus Throw (1,5kg) Boys Youth	48,70				
Hammer Throw (3kg) Girls Youth	52,00				
Hammer Throw (5kg) Boys Youth	65,00				
Shot Put (3kg) Girls Youth	13,80				
Shot Put (5 kg) Boys Youth	17,50				
Javelin Throw (500gr) Girls Youth	38,00				
Javelin Throw (700gr) Boys Youth	57,50				
100m,200m,400m Girls Youth, Boys Youth				N = 24t	F = 1,2 + 2t
800m, 400m Hurdle Race Girls Youth, Boys Youth				N = 8t	
1500m,3000m,2000m Steeplechase Race, Girls Youth, Boys Youth			Final		
5000m Race Walking\ 10000m Race Walking, Girls Youth, Boys Youth			Final		
100m Hurdle Race \ 110m Hurdle Race Girls Youth, Boys Youth		N = 8t			

8.3 Competition Area

International Youth Athletic Match will take place at the "Olimpiysky" Stadium, situated in the centre of Donetsk.

The plan of the Stadium and its surrounds is included in this Manual (Appendix 4).

The total capacity of the Stadium is 25000 seats.

8.4 Call Room

All athletes must report to the Call Room according to the schedule ,which will be given at the technical meeting.

The following checks will be carried out on equipment that must comply with IAAF Advertising and Competition Rules:

- Competition clothing
- Shoes
- Bags
- That non-authorized equipment (radio, Walkman, mobile phone, camera etc) are not brought infield (for the information refer to Appendix 6).

8.5 Protests and Appeals

Protests are permitted and will be processed in accordance with IAAF Rule 146.

At first, protests must be made orally to the Referee by the athlete himself/herself or by a responsible official acting on his/her behalf (Rule 146.3). Protests concerning the result or conduct of an event should be made **within 30 minutes** of the official announcement of the result of that event (posted on the TIC information board).

Any written appeal to the Jury of Appeal must be signed by a responsible official on behalf of the athlete and submitted to TIC **within 30 minutes** after the official announcement of the decision made by the Referee.

The Jury's decision will be provided in writing at the TIC.

9. MEDICAL SERVICES

9.1 Medical Services at the Stadium

The team doctor has access to the medical service facilities when an athlete of his/her own team is injured or is in need of other medical attention.

10. CEREMONIES

10.1 Opening Ceremony

The Opening Ceremony will be held **on Friday 25 May at 15-30 on "Olimpiysky" Stadium.**

10.2 Awarding Ceremonies

For the timetable of Awarding Ceremonies please refer to Appendix 1.

11. CONTACT DETAILS

11.1 Organizing Member

Ukrainian Athletic Federation

Str.B.Gmyri, Kyiv 02140 Ukraine

Tel/fax: +380442202085

+380442202086

E-mail: office@flau.org.ua

11.2 LOC Office

Stadium "Olimpiysky"

Address: Artema str, 145v, Donetsk, Ukraine

Tel: + 380623371440

E-mail: irina_klevakina@inbox.ru



Appendix 1

Timetable

International Youth Athletic Match

25-27.05. 2013.

Donetsk, stadium « Olimpiysky »

1- st day 25 may, Friday						
5000m Race Walking	Girls Youth	Final	09:20			
100m	Boys Youth	Octathlon	10:00	Hammer Throw	Boys Youth	Q
100m Hurdle Race	Girls Youth	Heptathlon	10:25			
			10:40	Long Jump	Boys Youth	Octathlon
100m	Girls Youth	R1	10:45			
			11:00	High Jump	Girls Youth	Heptathlon
			11:05	High Jump	Boys Youth	Q
100m	Boys Youth	R1	11:15			
			11:30	Hammer Throw	Girls Youth	Q
400m	Girls Youth	R1	11:50			
			12:10	Shot Put	Boys Youth	Octathlon
			12:15	Shot Put	Boys Youth	Q
400m	Boys Youth	R1	12:20	Long Jump	Boys Youth	Q
100m Hurdle Race	Girls Youth	R1	13:00			
			13:10	Discus Throw	Boys Youth	Q
			13:20	Shot Put	Girls Youth	Heptathlon
110m Hurdle Race	Boys Youth	R1	13:45	Shot Put	Girls Youth	Q
			14:00	Long Jump	Girls Youth	Q
400m	Boys Youth	Octathlon	14:15			
200m	Girls Youth	Heptathlon	14:45			
Opening Ceremony 15.00						
15.05 Victory Ceremony: 5000m Race Walking «Girls Youth»						
110m Hurdle Race	Boys Youth	Final	16:20	Triple Jump	Girls Youth	Q
			16:30	Shot Put	Boys Youth	Final
			16:35	Pole Vault	Girls Youth	Q
			16:40	Discus Throw	Girls Youth	Q
100m Hurdle Race	Girls Youth	Final	16:45			
100m	Girls Youth	SF	17:20			
100m	Boys Youth	SF	17:40			
			17:45	Triple Jump	Boys Youth	Q
17.50 Victory Ceremony: 110m 3/6 «Boys Youth»;						
17.55 Victory Ceremony: 100m Hurdle Race «Girls Youth»						
1500m	Girls Youth	Final	18:05	Javelin Throw	Boys Youth	Q
			18:10	Shot Put	Girls Youth	Final
1500m	Boys Youth	Final	18:35			
18.50 Victory Ceremony: Shot Put «Boys Youth»						
18.55 Victory Ceremony: 1500m «Girls Youth»						
19.00 Victory Ceremony: 1500m «Boys Youth»						
			19:05	Pole Vault	Boys Youth	Q
400m	Girls Youth	SF	19:10			
400m	Boys Youth	SF	19:35			
100m	Girls Youth	Final	20:05			
100m	Boys Youth	Final	20:25			

20.35 Victory Ceremony: 100m «Girls Youth»						
20.40 Victory Ceremony: 100m «Boys Youth»						
20.45 Victory Ceremony: Shot Put «Girls Youth»						
2-d day 26 may, Saturday						
110m Hurdle Race	Boys Youth	Octathlon	10:00	Long Jump	Girls Youth	Heptathlon
			10:00	Javelin Throw	Girls Youth	Q
200m	Girls Youth	R1	10:40			
			10:45	High Jump	Boys Youth	Octathlon
			10:50	High Jump	Girls Youth	Q
200m	Boys Youth	R1	11:10			
			11:30	Javelin Throw	Girls Youth	Heptathlon
400m Hurdle Race	Girls Youth	R1	11:40			
400m Hurdle Race	Boys Youth	R1	12:20			
			12:45	Javelin Throw	Boys Youth	Octathlon
800m	Girls Youth	Heptathlon	13:00			
1000m	Boys Youth	Octathlon	14:15			
14.30 Victory Ceremony: Heptathlon «Girls Youth»						
14.35 Victory Ceremony: Octathlon «Boys Youth»						
			16:00	Pole Vault	Girls Youth	Final
			16:00	Discus Throw	Boys Youth	Final
400m Hurdle Race	Boys Youth	Final	16:15			
			16:25	High Jump	Boys Youth	Final
			16:35	Long Jump	Boys Youth	Final
400m Hurdle Race	Girls Youth	Final	16:40			
200m	Girls Youth	SF	17:05			
200m	Boys Youth	SF	17:30			
			17:35	Hammer Throw	Boys Youth	Final
17.40 Victory Ceremony: 400m Hurdle Race «Boys Youth»						
17.45 Victory Ceremony: 400m Hurdle Race «Girls Youth»						
17.50 Victory Ceremony: Discus Throw «Boys Youth»						
800m	Girls Youth	R1	17:55			
800m	Boys Youth	R1	18:25			
			18:35	Long Jump	Girls Youth	Final
18.40 Victory Ceremony: Pole Vault «Girls Youth»						
18.45 Victory Ceremony: High Jump «Boys Youth»						
18.50 Victory Ceremony: Long Jump «Boys Youth»						
			18:50	Pole Vault	Boys Youth	Final
400m	Girls Youth	Final	18:55			
			19:10	Hammer Throw	Girls Youth	Final
400m	Boys Youth	Final	19:15			
19.25 Victory Ceremony: Hammer Throw «Boys Youth»						
19.30 Victory Ceremony: 400m «Girls Youth»						
3000M	Girls Youth	Final	19:40			
3000M	Boys Youth	Final	20:05			
20.20 Victory Ceremony: 400m «Boys Youth»						
20.25 Victory Ceremony: Long Jump «Girls Youth»						
3-d day 27 may, Sunday						
10000M Race Walking	Boys Youth	Final	09:00			
09.10 Victory Ceremony: Pole Vault «Boys Youth»						
09.15 Victory Ceremony: Hammer Throw «Girls Youth»						
09.20 Victory Ceremony: 3000m «Girls Youth»						
09.25 Victory Ceremony: 3000m «Boys Youth»						
			09:55	Discus Throw	Girls Youth	Final
800M	Girls Youth	Final	10:00			
			10:05	Triple Jump	Girls Youth	Final
			10:10	High Jump	Girls Youth	Final
10.10 Victory Ceremony: 10000m Race Walking «Boys Youth»						
800M	Boys Youth	Final	10:20			

10.25 Victory Ceremony: Triple Jump «Girls Youth»						
200m	Girls Youth	Final	10:40			
200m	Boys Youth	Final	11:00			
11.10 Victory Ceremony: Discus Throw «Girls Youth»						
11.15 Victory Ceremony: High Jump «Girls Youth»						
11.20 Victory Ceremony: 800m «Girls Youth»						
11.25 Victory Ceremony: 800m «Boys Youth»						
2000m Steeplechase Race	Girls Youth	Final	11:30			
			11:40	Javelin Throw	Boys Youth	Final
			11:50	Triple Jump	Boys Youth	Final
2000m Steeplechase Race	Boys Youth	Final	12:00			
12.15 Victory Ceremony: 200m «Girls Youth»						
12.20 Victory Ceremony: 200m «Boys Youth»						
12.25 Victory Ceremony: 2000m Steeplechase Race «Girls Youth»						
100+200+300+400 Relay Race	Girls Youth	Final	12:30			
			13:05	Javelin Throw	Girls Youth	Final
100+200+300+400 Relay Race	Boys Youth	Final	13:10			
13.30 Victory Ceremony: 2000m Steeplechase Race «Boys Youth»						
13.35 Victory Ceremony: Javelin Throw «Boys Youth»						
13.40 Victory Ceremony: Triple Jump «Boys Youth»						
14.20 Victory Ceremony: 100+200+300+400 Relay Race «Girls Youth»						
14.25 Victory Ceremony: 100+200+300+400 Relay Race «Boys Youth»						
14.30 Victory Ceremony: Javelin Throw «Girls Youth»						

Appendix 3

Competition Order and Allocation of the Athletes International Youth Athletic Match

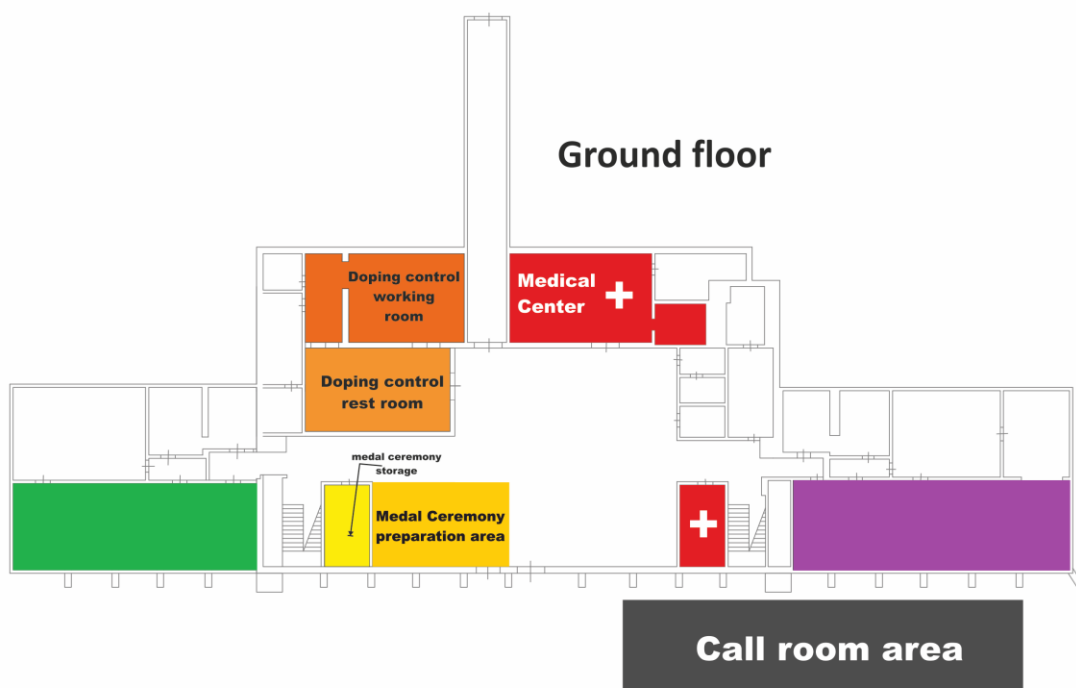
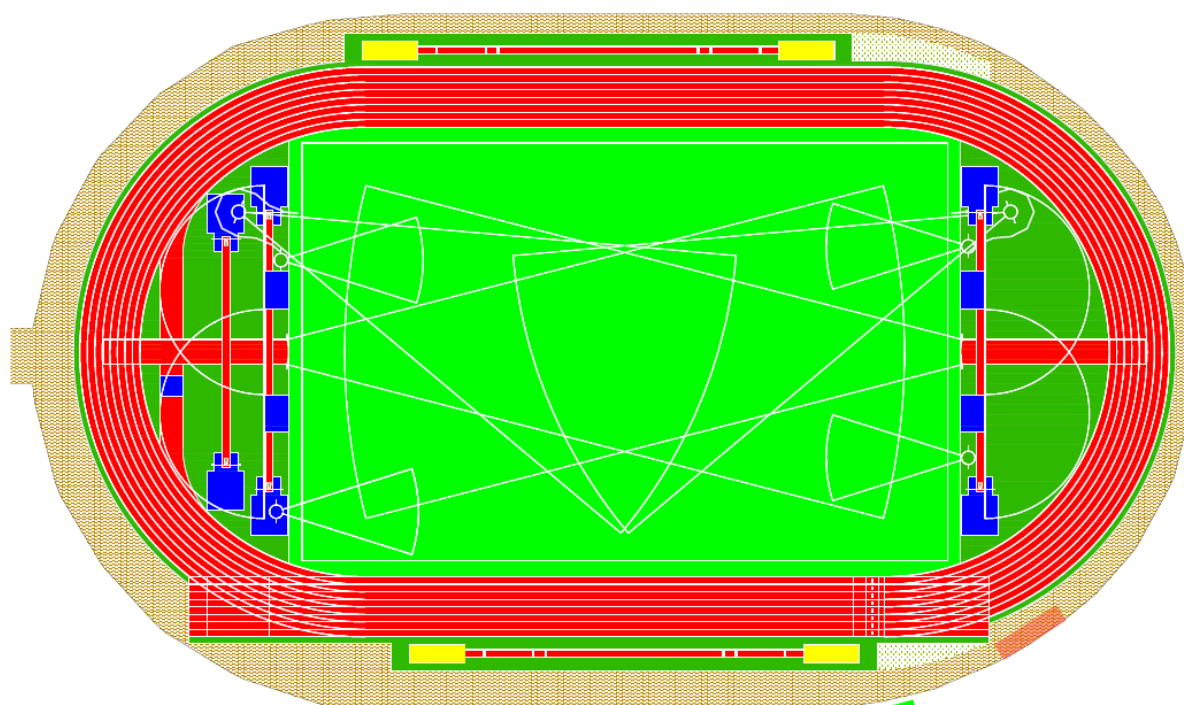
Competition numbers for the athletes will be as follows:

Ukraine -№ 1-2, Belarus -№ 3-4, Turkey -№ 5-6,

Events	Lane										girl \ boy
	1	2	3	4	5	6	7	8	9	10	
100 M		5	1	3	6	2	4				Girls Youth
100 M		4	5	1	3	6	2				Boys Youth
200 M		2	4	5	1	3	6				Girls Youth
200 M		6	2	4	5	1	3				Boys Youth
400 M		3	6	2	4	5	1				Girls Youth
400 M		1	3	6	2	4	5				Boys Youth
800 M		5	1	3	6	2	4				Girls Youth
800 M		4	5	1	3	6	2				Boys Youth
100 Hurdle Race		5	1	3	6	2	4				Girls Youth
100 Hurdle Race		4	5	1	3	6	2				Boys Youth
400 Hurdle Race		2	4	5	1	3	6				Girls Youth
400 Hurdle Race		6	2	4	5	1	3				Boys Youth
Relay Race		TU R	UK R	BL R							Girls Youth
Relay Race		BL R	TU R	UK R							Boys Youth

High Jump	1	3	5	2	4	6	Girls Youth
High Jump	6	1	3	5	2	4	Boys Youth
Pole Vault	4	6	1	3	5	2	Girls Youth
Pole Vault	2	4	6	1	3	5	Boys Youth
Long Jump	5	2	4	6	1	3	Girls Youth
Long Jump	3	5	2	4	6	1	Boys Youth
Triple Jump	1	3	5	2	4	6	Girls Youth
Triple Jump	6	1	3	5	2	4	Boys Youth
Discus Throw	4	6	1	3	5	2	Girls Youth
Discus Throw	2	4	6	1	3	5	Boys Youth
Hummer Throw	5	2	4	6	1	3	Girls Youth
Hummer Throw	3	5	2	4	6	1	Boys Youth
Javelin Throw	1	3	5	2	4	6	Girls Youth
Javelin Throw	6	1	3	5	2	4	Boys Youth
Shot Put	4	6	1	3	5	2	Girls Youth
Shot Put	2	4	6	1	3	5	Boys Youth

Appendix 4 Map of "Olimpiysky" Stadium





Appendix 5

CALL ROOM CHECK

Please note that you **can not** bring the following things into the competition area:

No Mobile Phones

No CD-players, Walkmen

No Photo or Video Camera

No Video or Cassette Recorders

No Radios

No shoes with too many spikes

No over-sized spare spikes

No throwing implements or parts of implements

No tape, chalk etc. for markings (other than by the LOC)

DEPARTURE FORM



Please fill in this form if the preliminarily confirmed times of departure have been changed.

The current departure list can be checked at the Information Desks at the hotels.

Team Delegation: _____

Departure Date	
Departure Airport / Railway Station	
Flight number and time	

Any further Information:

Confirmed by: _____