

# IAAF WORLD INDOOR CHAMPIONSHIPS PORTLAND 2016



## TEAM MANUAL (Updated 23 February 2016)



**OFFICIAL IAAF PARTNERS**



**OFFICIAL IAAF SUPPLIER**



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## 1. GENERAL INFORMATION

### 1.1 IAAF Council Members and International Officials

#### IAAF Council

President:	Lord Sebastian COE (GBR)
Senior Vice President:	Sergey BUBKA (UKR)
Vice Presidents:	Dahlan AL HAMAD (QAT) Hamad KALKABA MALBOUM (CMR) Alberto JUANTORENA DANGER (CUB)
Treasurer:	José Maria ODRIOZOLA (ESP)
Individual Members:	Roberto GESTA DE MELO (BRA), South America* Nawal EL MOUTAWAKEL (MAR) Abby HOFFMAN (CAN) Anna RICCARDI (ITA) Pauline DAVIS-THOMPSON (BAH) Geoff GARDNER (NFI), Oceania* Sylvia BARLAG (NED) Ahmad AL KAMALI (UAE) Frank FREDERICKS (NAM) Bernard AMSALEM (FRA) Zhaocai DU (CHN) Victor LOPEZ (PUR), NACAC* Stephanie HIGHTOWER (USA) Hiroshi YOKOKAWA (JPN) Antti PIHLAKOSKI (FIN) Mikhail BUTOV (RUS) Adille SUMARIWALLA (IND) Nawaf AL SAUD (KSA) Svein Arne HANSEN (NOR), Europe* David OKEYO (KEN), Africa* Karim IBRAHIM (MAS), Asia* <i>*Area Group Representatives</i>

#### International Officials

Organisational Delegate:	Abby HOFFMAN (CAN)
Technical Delegates:	Anna RICCARDI (ITA) David KATZ (USA)
Jury of Appeal:	Jane EDSTRÖM (CAN) Adille SUMARIWALLA (IND) José Maria ODRIOZOLA (ESP)
Secretary to the Jury of Appeal:	Chris COHEN (GBR)
Medical/Anti-Doping Delegate:	Giuseppe FISCHETTO (ITA)
Press Delegate:	Stefan THIES (GER)
Television Delegate:	Ernest OBENG (GBR)
Statisticians:	Ottavio CASTELLINI (ITA) Felix CAPILLA (ESP)
English Announcer:	Garry HILL (CAN)
Int'l Photo Finish Judge:	David WEICKER (CAN)
Advertising Commissioner:	Rowena SAMARASINHE (GBR)

Photo Commissioner: Raquel CAVACO RICARDO NUNES (POR)  
 International Starters: Alan BELL (GBR)  
 Lisa FERDINAND (CAN)  
 ITOs: Jose Paulo MOREIRA (POR) – Chief  
 John CRONIN (IRL)  
 Krisztina HORVATH (HUN)  
 Janusz ROZUM (POL)  
 Claudia SCHNECK (BRA)

## 1.2 Local Organising Committee

### USA Track & Field

President: Stephanie HIGHTOWER  
 Chief Executive Officer: Max SIEGEL  
 Chief Operating Officer: Renee WASHINGTON

### Track Town USA

President: Vin LANANNA  
 Executive Assistant to President: Jessica GABRIEL  
 Chief Executive Officer: Michael REILLY  
 Chief Strategy Officer: Bob FASULO  
 Chief Financial Officer: Gary TRIGUEIRO

Sport: Jody SMITH  
 Competition/Sport Operations: Jennifer KEURULAINEN  
 Sport Services: Veronica RODRIGUEZ  
 Field of Play: Lance DEAL  
 Technical Officials: Dennis OLAFSON  
 Medical Services: Dr. Jon GREENLEAF

Venues & Infrastructure: Colleen WRENN  
 Venue Development/Facility Services: Derek WALSH  
 Venue Management: Vicki STRAND  
 Venue Development/Technology: Jordan STIMMEL  
 Spectator Services/Public Safety: Aiyana WELSH  
 Sustainability/Cleaning & Waste: Tiffany CHANG

Event Operations: Jason RICE  
 Transportation/Arrivals & Departures: Marlo MAROON  
 Carpool: Rachel WEISHAAR  
 Accommodation: Kate HUGHES  
 Catering/ Language Services: Dana NARDI  
 Protocol: Martina PEPPLER  
 Special Events: Luke HYVONEN

Staff & Client Services: Becky RADLIFF  
 Volunteers: Stephanie BOHANNON  
 Volunteers: Sawyer FRANZ  
 Visas: Kip LEONARD  
 Media Operations: Rita RADOSTITZ  
 Community Programs: Ian DOBSON

Look & Feel/Promotion	Calvin BRAWNER
Look & Feel/Promotion:	Lindsay MARCUM
Communications:	Curtis ANDERSON
Digital Communications:	Josh PHILLIPS
Sponsorship Sales:	Piotrek BUCIARSKI
Sponsorship/Ticketing:	Andy BEHL
Business Operations:	John LUCAS
External Affairs:	Sasha SPENCER ATWOOD
Team Services:	Kelsey MCCONVILLE

### **1.3 Information about Portland**

In Portland it's easy to find limitless recreation, fabulous food and drink and flourishing culture. See for yourself, and come early or stay late to enjoy all that Portland has to offer. With no sales tax, Portland is a haven for shoppers. You'll find retailers large and small, international and indie within easy reach of downtown Hotels. The nearby Pearl District is home to galleries, boutiques, chic restaurants and the legendary Powell's City of Books. An award-winning international airport (PDX), efficient light rail system and pedestrian-friendly city blocks in the central City make getting around town a real pleasure. Visit Travel Portland's website at <http://www.travelportland.com> for detailed information on attractions, dining, hotels and more!

#### **1.3.1 How to spend your days in Portland**

##### **Getting Around**

You won't believe how easy it is to go from place to place.

Nonstop flights to Portland arrive from all of the spots you'd expect: Chicago, New York, Los Angeles and Washington D.C. But they also originate from a few surprising places, such as Tokyo and Amsterdam. In all, Portland offers nonstop service to nearly 50 cities worldwide.

Portland International Airport (PDX) is convenient and comfortable, with a reputation for efficiency and ample amenities. The airport is handy to both the Oregon Convention Center and Portland's dynamic city center.

Portland's light rail system—also called the "MAX"—boasts 52 miles of track that connect PDX, the convention center, downtown and the Portland Expo Center. And riders can easily transfer to the Portland streetcar, which travels to the city's best shopping districts, including downtown, the Pearl District and Northwest Portland. The new Central Loop line connects the convention center to the popular Oregon Museum of Science and Industry (OMSI) and great restaurants and nightlife.

##### **Dining**

Enjoy eating well from Oregon's bounty.

Portland has a favorite flavor; fresh. A passion for seasonal ingredients—from salmon to Dungeness crab, pears to Marion berries, hazelnuts to chanterelle mushrooms—fills kitchens throughout the city.

While you can feast on line-caught salmon and heirloom tomatoes at some of the finest eateries in town, gourmet-grade offerings are just as common in casual settings. Downtown food carts grill locally raised chicken and sauté seasonal produce from

farmers' markets. Pizza joints pile native ingredients onto their pies. Even corner pubs are likely to offer seasonal happy-hour food.

And it's not just chefs who find inspiration in the region's bounty. Vintners produce ethereal Pinot noirs from the hillsides of the Willamette Valley; microbrewers craft award-winning beers with Oregon-grown hops. The city is even home to a growing number of distilleries, which use local grains and fruit to create spirits with a distinctly Oregon flavor.

Wherever you sup or sip in Portland, you'll find it's hard not to eat local here—and harder still to resist.

### **Tax-Free Shopping**

Save every day at Portland's diverse retailers.

Since there's no sales tax in Oregon, the price you see on an item is the price you pay at the register. Which only prompts the question: isn't shopping a whole lot more fun without taxes taking a bite out of your budget?

Within steps of downtown hotels, you'll find major national retailers like Nordstrom and Macy's; Pioneer Place shopping center, featuring big brands like Apple, Louis Vuitton and H&M; plus independent boutiques with designs you won't see anywhere else.

Visit the Pearl District for art, fashion and books—Powell's City of Books occupies an entire city block and stocks more than 1.5 million new and used volumes. For a handcrafted souvenir, visit the artisans at the Portland Saturday Market (open Sundays, too).

Lloyd Center, near the Oregon Convention Center, is Oregon's largest shopping center with 200 stores. And just 30 minutes south of Portland, you'll find 100 big-name brands at Woodburn Company Stores, the largest tax-free outlet center in the West.

### **Arts & Culture**

In Portland, arts and nightlife offerings are decidedly unstuffy.

When delegates explore Portland, they'll experience a vibrant—but refreshingly unpretentious—nightlife and cultural scene. Literally and figuratively, Portland's arts and cultural offerings are all over the map.

In the middle of the city, Lan Su Chinese Garden is an urban oasis of water, stone and poetry, reflecting its authentic Suzhou craftsmanship.

Downtown, attractions range from live music venues and performance spaces to the renowned Portland Art Museum.

In the nearby Pearl District and the culturally diverse Alberta and Central Eastside arts districts, Portland's creative spirit spills into the streets during monthly gallery walks. (And with no sales tax in Oregon, "I wish I could afford that painting" becomes "I'll take it!")

As a cultural hub, Portland offer delegates a variety of choices: established opera, ballet, symphony, theater and modern dance companies; nationally touring Broadway productions; and the boundary-pushing Time-Based Arts Festival, which fills locations around town every September with provocative installations, performances and musical collaborations.

Moviegoers—who'll be tempted by more than 20 annual film festivals—can catch a feature at one of many theaters that serve distinctive meals along with one of the city's most cherished cultural treasures: craft beer.



## Outdoors

Delegates can explore before, during and after the event.

If someone tells you to take a hike in Portland, they may mean it literally. The hills that rise just west of downtown shelter Forest Park, a tree-filled, 5,156-acre expanse crisscrossed by 70 miles of hiking and mountain biking trails.

Urban hikers will find an inviting route just behind the Oregon Convention Center: the 1.5-mile Vera Katz Eastbank Esplanade, which features works of art, water-level views of downtown and the country's longest floating walkway (1,200 feet). Plus, it connects to the Springwater Corridor Trail, a 17-mile bicycling byway.

Portland's proximity to abundant natural wonders makes it the perfect starting point for delegate-friendly day trips. Within a 90-minute drive of downtown, you can:

- visit the vineyards and tasting rooms of Oregon's scenic wine country, famous for its Pinot noir;
- hike past Multnomah Falls or any of the nearly 100 waterfalls in the Columbia River Gorge;
- ski and snowboard—day or night, nearly year-round—on nearby Mount Hood; or
- explore the towns and beaches of the dramatic, rugged Oregon coast.

With so many options for further exploration, the hardest part may be setting foot on the plane to return home.

## Green Appeal

Here in Portland, sustainability is in our nature.

In ways both big and small, Portland has long been obsessed with keeping its environs unspoiled. Residents' recycling and bike-commuting rates are among the highest in the nation, while city planners are committed to preventing sprawl and preserving the working farms and natural wonders that ring the metropolitan area.

This eco-friendly ethos and sustainable infrastructure make it easy—incredibly easy—to plan a green event here. Portland ranks among the top U.S. cities for most LEED (Leadership in Energy and Environmental Design) certified buildings per capita. These include the nation's first gold- and platinum-level renovations of historic buildings (the Jean Vollum Natural Capital Center and the Gerding Theater at the Armory, respectively)—both of which offer event space. There are also many green hotels in the city core, with certifications ranging from LEED to Green Seal and beyond.

### 1.3.2 General Information

Population United States	318.9 million (Oregon population: 3.97 million; Portland population: 609,456)
Language	English
Currency:	US currency is the dollar (USD) Indicative exchange rate as of January 2016: 1 EUR = \$1.08 USD  Currency exchange is available at the Portland Airport as well at local bank branches.
Time zone:	Pacific Time Zone; UTC-08:00
Altitude Portland:	1,073 ft. above sea level (327 meters)

Hours of daylight:	11-12
Shop opening hours:	Monday – Saturday: from 10:00 until 20:00 Sunday: from 11:00 until 18:00
Post Office / Bank opening hours:	Monday – Friday: from 9:00 until 17:00 or 18:00 depending on branch

### Electricity specifications

Portland operates on 120 volts, 60 Hz. Electrical sockets (outlets) in the United States of America are the "Type B" North American NEMA 5-15 standard.

### Dialling Codes

Country Code: +1

Area Code: 541

Dialling Out of the Country: 011

### Useful Telephone Numbers

Emergency number:	911
Police:	911
Medical:	911
Fire:	911
Tourist Information:	1.877.678.5263 503.275.8355 <a href="mailto:visitorinfo@travelportland.com">visitorinfo@travelportland.com</a>

### Drinking water

Portland has excellent tap water that is safe to drink without filter or boiling.

### Climate

Average temperature for Portland in March

Average High Temperature:	13.7°C (56.7°F)
Average Low Temperature:	4.2°C (39.6°F)
Average Temperature:	8.9°C (48.1°F)
Average Monthly Precipitation:	9.29cm (3.66 inches)

### 1.4 General Programme

Until 16 March	Team Arrivals and Accreditation (Hotel Hilton)
Thursday, 17 March	11:00 Technical Meeting at the Stadium (Oregon Ballroom)
	11:45 Stadium Tour
	18:00 Opening Ceremony at the Stadium
	19:05 Pole Vault Finals
Friday 18 – Sunday 20 March	IAAF World Indoor Championships
Sunday 20 March	20:00 Final Athlete Party (Pure Space)
Monday, 21 March	Team Departures

#### **1.4.1 Opening Ceremony**

The Opening Ceremony will take place on Thursday, 17 March at the Oregon Convention Center at 18:00. The IAAF Protocol will be followed during the Ceremony. There will not be an athletes' parade during the Opening Ceremony. A parade of flags will take place with various local groups and volunteers bearing the national flags. Further information about the Ceremony will be given to the teams at the Technical Meeting.

#### **1.4.2 Social Programme**

Portland is a vibrant city with an active culinary, music and arts scene. The city is thrilled to open its arms and its doors to all of our out-of-town visitors. A series of cultural activities is available to athletes and team officials. More information on these activities and on city events during the period of the Championships will be posted at the Event Information Desks in each hotel.

## 2. TRAVEL TO PORTLAND

### 2.1 Official Airport and Arrival Information

Portland International Airport (PDX) is the official airport. It is within 30 minutes driving time from all the important locations (Accreditation Centre, Teams' Hotels, Oregon Convention Center, etc.)

**There is NO transport organised for arrivals at any other airport.**

After leaving the plane, teams and officials go through passport control. There will be a special line for Portland 2016 attendees so please look for signage in the airport. After collecting luggage at the Baggage Claim Area, please proceed to one of the two Welcome Desks located at each end of the airport. LOC volunteers will then guide attendees to the shuttle that will take them to their hotel.

<u>Lost Luggage</u>
<b>Please prepare:</b> <ul style="list-style-type: none"><li>a. passport</li><li>b. boarding pass</li><li>c. luggage tag</li><li>d. description of the luggage</li><li>e. name of the hotel*</li><li>f. working telephone number**</li></ul>
* The luggage will be sent to the hotel by the airport service

In case of lost luggage the Team Leader must declare the missing luggage to the Arrivals and Departures Manager (located at one of the Welcome Desks). You will need to prepare documents according to the list in the table. The Team Leader will be also requested to return to the airport to identify the luggage if it was not located immediately. Consequently, transportation of the luggage to the venue/hotel will be arranged by the LOC.

**Vaulting poles** will be transferred from the airport directly to the training area at the Oregon Convention Center. Be sure to arrange for travel on airlines that are able to transport your vaulting poles.

Teams or individual athletes arriving prior to 14 March will be handled on a case by case basis. However, the LOC should be informed by email to [teams@portland2016.com](mailto:teams@portland2016.com) in advance to make the necessary arrangements.

### 2.2 Entry Visas

Detailed Entry Visa information was circulated in November 2015. The list of countries requiring visas are in Appendix 13.4.

### 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. As in the past, the IAAF proposes, at a fee, insurance coverage for all athletes and officials travelling to an IAAF Event – for more information see IAAF Circular Letter M/04/16.

### **3. ACCREDITATION**

#### **3.1 Accreditation Centre**

The Teams' Accreditation Centre will be located in the Athlete Village Headquarters Hotel: the Hilton Portland. Opening Dates and Times will be as follows:

- 14 March 14:00 – 19:00
- 15 March 10:00 – 19:00
- 16 – 17 March 09:00 – 20:00
- 18 – 19 March 09:00 – 17:00
- 20 March 10:00 – 14:00

#### **3.2 Accreditation Procedures and Payments**

##### **Team Leader**

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
- Athletes' Acknowledgement and Agreement Forms
- LOC Accommodation Invoice
- Travel Reimbursement
- IAAF Financial Statement
- Final Confirmation of Entries

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 collecting the accreditation card, which will be given upon presenting a document stating all procedures have been completed.

##### **Athletes and Officials**

All Athletes and Officials will check into their Hotel before any accreditation is collected. Once checked in the Team Manager will be directed to Team Processing (only present at the Hilton) to settle any outstanding payments. Once payment has been taken, accreditation can then be collected from the Accreditation Centre (only present at the Hilton).

NB: To shorten procedures and avoid delays, it is strongly advised to settle payment prior to arriving into Portland. The LOC Finance Team will be getting in contact with all teams to settle their Accommodation Invoice in advance of their arrival.

#### **3.3 Quota and Financial Support**

The financial Quota by Member Federation, and the financial support offered by the IAAF / LOC, was detailed in the IAAF M-Circular Letter. The Quota chart can be found in Appendix 13.7.

#### **3.4 Arrivals outside the Accreditation Centre Opening Times**

Athletes and Team Officials arriving at the hotels after the closing of the Accreditation Centre will be able to access the hotel for the night. The next morning, they must proceed to the Team's Accreditation Centre to finalise the procedures and collect the official Accreditation Cards.

### **3.5. Special Passes**

IAAF shall provide special passes as required for the following categories:

- Field Event Coaches – see 9.9.3
- Combined Events Rest Room (two per athlete for coach and physiotherapist)
- TIC Pass
  - for collecting items from the pigeon hole
  - for Team Officials' access to the Post Event Area

### **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, please report immediately to the Teams' Accreditation Centre or TIC at the OCC. In order to obtain a new Accreditation Card, the Team Member must proceed to the Accreditation Centre, accompanied by his/her Team Leader or the higher official in his/her Delegation, carrying a passport or an appropriate identification document.

## 4. ACCOMMODATION

### 4.1 Teams' Hotels

The LOC has arranged accommodation for all participants in three hotels:

#### Hilton Portland and Executive Tower

921 SW Sixth Avenue  
Portland, Oregon, 97204  
Tel. 503-226-1611  
Fax 503-220-2565

<http://www3.hilton.com/en/hotels/oregon/hilton-portland-and-executive-tower-PDXPHHH/index.html>



#### The Paramount Hotel

808 SW Taylor Street  
Portland, Oregon, 97205  
Tel. 503-223-9900  
Fax 503-276-1774

<http://www.portlandparamount.com/>



#### Portland Marriot City Centre

520 SW Broadway  
Portland, Oregon, 97205  
Tel. 503-226-6300  
Fax 503-227-7515

[www.marriot.com](http://www.marriot.com)

### 4.2 Teams' Hotels Costs

For all athletes in the Quota the LOC will offer free accommodation in twin rooms in all hotels during the official period (arrival, Wednesday 16 March – departure, Monday 21 March), for a maximum of five nights. Single rooms will be charged a supplement as detailed below.

All Prices per person per day Full Board (in USD)	Official Period from 16 to 21 March (5 nights)		Outside the period (Full Board) per person	
	Twin	Single	Twin	Single
<b>Hilton Portland and Executive Tower</b>				
Athletes in quota	Paid by LOC	99 USD	244 USD	299 USD
Officials and Athletes outside the quota (within 55%)	100 USD	199 USD		
Extra Officials (above 55%)	244 USD	299 USD		
<b>The Paramount Hotel</b>				
Athletes in quota	Paid by LOC	n/a	244 USD	n/a

Officials and Athletes outside the quota (within 55%)	100 USD	n/a		
Extra Officials (above 55%)	244 USD	n/a		
<b>Portland Marriot City Centre</b>	<b>Twin</b>	<b>Single</b>	<b>Twin</b>	<b>Single</b>
Athletes in quota	Paid by LOC	99 USD	244 USD	299 USD
Officials and Athletes outside the quota (within 55%)	100 USD	199 USD		
Extra Officials (above 55%) – if possible	244 USD	299 USD		

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

Payment of extra costs can be made:

- By credit card: MasterCard, Visa
- In cash: US Dollars

#### **4.3 Teams' Hotels Check-in Procedures**

Team Managers must report to the LOC Accommodation Desk, which will be located next to the Hotels Main Reception Desk, to complete the check in procedure. The Accommodation Team will confirm the rooming list as previously provided by the Team and then issue the room keys. All team members must have on them a valid identification document (Passport or Identity Card) for check-in.

Once checked in, the Team Manager will be directed to 'Team Processing' to settle payment. Once payment has been settled the Team Manager can collect his/her accreditation.

If other hotel services are required, the individual must scan the credit card at the main reception desk to activate these extra services (telephone, laundry, minibar, etc.).

Please note: Each Team will check in at the Hotel they have been allocated to, but will settle their accommodation payment and pick up their accreditation at the Hilton Portland Team Processing and Accreditation Centre.

#### **4.4 Services in the Teams' Hotels**

##### **Accommodation Desk**

For questions related to check in, hotel registration and travel our Accommodation team will be happy to assist you. While each hotel will have an Accommodation desk that can also provide help with general event questions, the main Accommodation desk will be located in the lobby of the meet headquarter hotel, the Hilton Portland.

##### **Meeting Rooms**

Rooms for meeting opportunities are available at the Hilton. Reservation shall be required via the Event Information Desk.

##### **Rooms for Physiotherapy**

A common physiotherapy room where the LOC will offer physiotherapy services to those teams that do not have their own medical staff will be available at the Hilton Portland. Please see section 10 of the Team Manual for more details. An additional space for the teams with medical staff to set-up their own massage beds will also be provided.



## **Internet access**

Wi-Fi will be available in all hotels

## **4.5 Meals**

Athletes and team officials will be admitted to the meal service area in the team hotel upon presentation of their accreditation cards. However, access to this area will only be possible in the hotel where they are staying. Meals will all be served in buffet style and, to the extent possible, will be similar in all hotels. Cuisine will cater for special diets and religions and all food shall be appropriately labelled in English. Meal times shall be as follows:

- Breakfast: 07:00–10:00
- Lunch: 12:30–15:30
- Dinner: 19:00–22:00

Due to the competition schedule, meal services on Sunday, March 20<sup>th</sup> will be as follows:

- Breakfast: 06:00–9:00
- Lunch: 11:30–14:30
- Dinner: 17:30–20:30

## 5. TRANSPORT

Teams' transport between hotels and other locations will be provided by the Local Organising Committee. Transport will be provided by buses, minibuses or vans. Detailed schedules will be posted in the official information points of the Championships (Hotel Information Desks, CIDs and TIC).

### 5.1 Travel Times

Below are the approximate time and distances between the key locations.

Place	Team Hotels / places	Distance	Travel time
Portland International Airport	Hilton	13 mi/20.9km	30 min
	Paramount Hotel	14 mi/22.5km	30 min
	Marriott City Center	13 mi/21km	30 min
Oregon Convention Center (OCC)	Hilton	2 mi/3.2km	15 min
	Paramount Hotel	2 mi/3.2km	15 min
	Marriott City Center	2 mi/3.2km	15 min
Outdoor Training Venue (Lincoln High School)	Hilton	0.5 mi/0.8km	5 min
	Paramount Hotel	0.5 mi/0.8km	5 min
	Marriott City Center	0.8 mi/1.2km	5 min

Once downtown everything is very nearby. Pioneer Courthouse Square (PCS), home of the medal ceremonies, is only a 3–5 minute walk from each Team hotel.

### 5.2 Public Transport System

The City of Portland takes great pride in the public transportation system. TriMet's MAX Lightrail offers dependable, frequent service to and from all venues related to Portland 2016. We highly encourage all Teams to utilize this system while here. <https://trimet.org/max/>

MAX Lightrail connects downtown Portland with the Oregon Convention Center and Portland International Airport. Hours of operation vary, but all MAX lines run about every 15 minutes or better most of the day, every day.

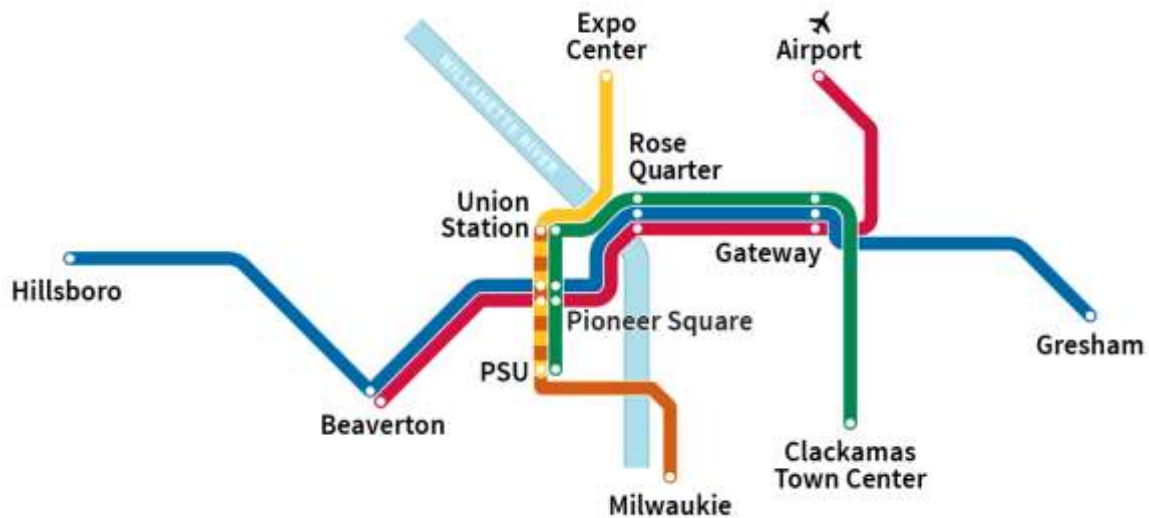
You must have a valid ticket or pass *before* boarding MAX. This ticket will be given to all accredited guests with their accreditation.

There are various colors of lines that can be taken. Each one has different destinations. Accredited guests will use the Red, Blue or Green line to get to key locations.

Signs at the station indicate where to wait and when the next train is due. Signs on the front of each train identify the line (Blue, Green, Red, Yellow, or Orange) and destination.

MAX stops at every station, so you don't need to signal the operator to get on or off. The station name is announced before each stop and appears on a reader board overhead.

We will have volunteers and signage at the designated stops for Portland 2016. The “Teams” stop at the Competition Venue will be the Rose Quarter Stop (closest point to the “Team” entry). The Oregon Convention Center stop will be the main Spectator entrance.



**Red Line:** To Portland Airport, **Oregon Convention Center (Portland 2016 Competition), City Center (Portland 2016 Live Site)**

- Monday through Sunday, 05:00 to 00:50, every 15 mins

**Blue Line:** To Hillsboro, **City Center (Portland 2016 Live Site), Oregon Convention Center (Portland 2016 Competition)**

- Monday through Saturday, 04:00 to 01:30, every 15 mins.

- Sunday 05:00 to 01:00, every 15 mins.

**Green Line:** To Clackamas, **City Center (Portland 2016 Live Site), Oregon Convention Center (Portland 2016 Competition)**

- Monday through Friday, 05:00 to 23:30, every 15 mins

- Saturday, 06:00 to 23:30, every 15 mins

- Sunday, 08:00 to 23:40, every 15 mins

## **6. INFORMATION CENTRES**

### **6.1 Technical Information Centre (TIC)**

The TIC is located in the main Stadium on the event level in the Warm-up Area in Hall B. (see map in Appendix 13.1). The main task of the Centre is to ensure a smooth liaison between each Delegation and the Local Organising Committee, the IAAF Technical Delegates and the Competition Management of the Championships regarding technical matters.

The TIC is 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 and Call Room reporting times. These will also be displayed at the Warm-up Area.
- Distribution of Urgent notices to the Delegations from the Technical Delegates and Competition Management via the pigeonholes. It is the Team Leader's duty to collect this kind of information in due time.
- Distribution of Special Passes
- Receipt of Relay Order Confirmations
- Receipt of written questions for the Technical Meeting (deadline 9:00, 17th March)
- Written Appeals

#### **Opening Dates and Times will be as follows:**

- Wednesday, 16 March 10:00 – 19:00
- Thursday, 17 March 08:00 – 22:00
- Friday, 18 March 08:30 – 21:45
- Saturday, 19 March 09:00 – 21:00
- Sunday, 20 March 10:30 – 16:00

This will be the main centre for technical information although certain documents produced in the TIC will also be distributed to the CIDs for circulation.

### **6.2 Competition Information Desks (CID)**

The CID will be situated at the Hilton Hotel and will be linked to the TIC. It 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 and Call Room reporting times.
- Distribution of Urgent notices to the Delegations from the Technical Delegates and Competition Management. It is the Team Leader's duty to collect this kind of information in due time.
- Receipt of written questions for the Technical Meeting (deadline 9:00, 17th March)

#### **Opening Dates and Times will be as follows:**

- Wednesday, 16 March 09:00 – 20:00
- Thursday, 17 March 08:00 – 21:00
- Friday, 18 March 08:00 – 21:00
- Saturday, 19 March 08:00 – 21:00
- Sunday, 20 March 10:00 – 16:00

### **6.3 Event Information Desk**

The Event Information Desk will be happy to help you with information on all things outside of the competition. Technical and Competition related questions can be

addressed at the Technical Information Centre or CID. Information on the General Programme, transport, meals, social activities and any special requests can all be provided at the Event Information Desk. Not sure where to go with your question? Come see us in the lobby of the Hilton Hotel.

#### **6.4 IAAF Competitions Department Offices**

Staff from the IAAF Competitions Department will be in Portland 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:

- 14 to 17 March                      Teams Accreditation Centre
- 17 to 20 March                      IAAF Competitions Office at the Stadium – can be contacted through the TIC

#### **6.5 Document Distribution**

The distribution of competition related information at the TIC and CID will NOT be systematically made through printouts in the Team pigeonholes but will be displayed on the notice boards (also available at the warm-up Area).

It will still be possible to request occasional copies of specific event start lists and / or results (at the TIC).

Important notices of general interest (e.g. changes to the timetable) will also be displayed on the Posting Board while individual communications to specific teams will still be posted through the pigeon holes.

## 7. COMPETITION FACILITIES, EQUIPMENT AND IMPLEMENTS

### 7.1 Main Stadium

The Championships will take place in the “Oregon Convention Center”. This multi-function facility is situated in close proximity to the downtown Portland on the east side of the city and the Columbia River. This will feature:

- Beynon Track Surface (Beynon BSS 2000 track surface with Hobart Texture)
- 200m oval track (6 lanes)
- 60m straight (8 lanes)
- One High Jump site
- Two Pole Vault sites
- One Long/Triple Jump site
- One Shot Put site

The rest area for the Combined Events will be situated in dedicated rooms near the main stadium and the Team Camps. See maps in Appendix 13.1 for the detailed location.

Team Seats are located in sections 210, 211 and 212.

### 7.2 Warm-up Area

The Warm-up area will be arranged in Hall A located in the same building as the main arena of the Championships. It has an overall surface of 51m x 103m which will be equipped as follows:

- 60m straight (6 lanes)
- hurdles, starting blocks
- synthetic surface to allow for athlete movement
- Team Medical Area and cold tubs.

The entrance to the Warm-up area will be from the team areas in the arena. The warm-up area will be available at the following times:

- Monday, 14 March 16:00 – 19:00
- Tuesday, 15 March 14:00 – 21:00
- Wednesday, 16 March 12:00 – 18:00
- Thursday, 17 March 09:00 – 18:00
- Friday, 18 March 08:30 – 21:45 (For athletes competing on this day)  
14:30 – 17:00 (For all athletes)
- Saturday, 19 March 09:00 – 21:00 (For athletes competing on this day)  
13:30 – 16:30 (For all athletes)
- Sunday, 20 March 10:30 – 16:00 (For athletes competing on this day)  
10:30 – 12:00 (For all athletes)

### 7.3 Training Venue

A dedicated outdoor training venue will be provided at **Lincoln High School** in downtown Portland. The venue has the following:

- 400m track (8 lanes)
- one horizontal jump runway and pit
- one shot put sector
- portable toilets

LOC personnel will be available at the training venue to assist. Athletes are advised to follow the instructions given by the personnel and to pay particular attention to safety rules during the training sessions. Further information regarding the training area will be available from the Competition Information Desk.

Implements, equipment (hurdles, starting blocks) and relay batons will be available to athletes and coaches at the official training venue. These can be obtained from the equipment store and athletes/coaches using the equipment will be asked to leave their accreditation card with the LOC personnel in charge.

**Opening dates and times are as follows:**

Thursday, 10 March – Sunday 20, March                    10:00 – 14:00

**7.4 Training at the Competition Venue**

Athletes shall also be given the opportunity to train at the competition venue before the Championships. The competition venue will be available at the following times\*:

- Monday, 14 March    16:00 – 19:00
- Tuesday, 15 March     18:00 – 21:00
- Wednesday, 16 March                                      14:00 – 18:00
- Thursday, 17 March                                         09:00 – 12:30

*\* times subject to change*

A 60 minute training session with the official starters will be held between 11:00 – 12:00 on Thursday, 17 March.

**7.5 Sports Equipment**

All competition equipment will be provided by IAAF Supplier Mondo.

**Vaulting Poles**

Concerning the transportation of the vaulting poles, these will be collected by the LOC directly at the airport and transferred to the competition venue. A tag with the athlete’s details will be placed on the pole for easier identification. A pole vault check-in and check-out table will be located in the warm-up venue. On departure, LOC will arrange transport directly from the Oregon Convention Center to the airport where the poles will be kept in a secure place ready to be collected by the athlete before flight check-in.

**Markers**

Athletes will not be permitted to use their own markers during the Championships. Those athletes wishing to use a marker will be required to use the markers provided by the LOC and available at the event site.

**7.6 Official Implements**

<b>MEN</b>				
Catalogue No.	Company	Description	Colour	Certification No.
<b>SHOT 7.26kg</b>				
N1118A	Nelco	Turned iron, dia: 128mm	Yellow	I-99-0093
F251C	NISHI Athletic Goods	Steel, dia: 129mm	Silver	I-99-0083
PK-7,26/120	Polanik	Competition, steel, dia: 120mm	Various	I-99-0152

<b>WOMEN</b>				
Catalogue No.	Company	Description	Colour	Certification No.
<b>SHOT 4kg</b>				
F253C	NISHI Athletic Goods	Steel, dia: 109mm	Silver	I-99-0084
5133402	Nordic Sport	Turned steel, dia: 108mm	Red	I-99-0025
PK-4/110	Polanik	Competition, Turned steel, dia: 110mm	Various	I-12-0581

**Personal Implements** will also be allowed, providing that:

- they are readily identifiable and are IAAF certified
- they are not already on the official list
- they have been checked for compliance with IAAF Rules
- they are made available to all the other athletes until the end of the Final

<b>Location &amp; Time for submitting</b>	<b>Return</b>
Personal Implements checking desk at the TIC between <b>12:00 and 14:00 on Thursday, 17 March</b> . A receipt will be given for the implements	Implements will be returned in exchange for the receipt after the event's Final at the Personal Implements checking desk at the TIC



## 8. ENTRIES AND FINAL CONFIRMATIONS

### 8.1 Age Categories

- U20 (Junior) Athletes: any athlete aged 18 or 19 years on 31 December 2016 (born in 1997 or 1998) may compete in any event.
- U18 (Youth) athletes: any athlete aged 16 or 17 years on 31 December 2016 (born in 1999 or 2000) may compete in any event except the Shot Put.
- Athletes younger than 16 years on 31 December 2016 (born in 2001 or later) cannot compete in any event.

### 8.2 Entry Standards and Entry Rules

These were approved by the IAAF Council in April 2015 - See Appendix 13.5 for details.

Member Federations may participate with up to two athletes in each event provided both have achieved the required standards while there are no entry standards for the 4x400m relay.

Please do however note the following specific regulations which apply to these Championships:

- The Men's and Women's High Jump and Pole Vault events shall be held as straight Finals with twelve athletes starting in each event. All athletes who achieve the Entry Standard will be eligible for entry and, if the target number of twelve athletes is not reached, the next best ranked athletes in the qualification period will become eligible for entry. The IAAF will inform the Member Federations concerned accordingly, immediately after the closing date of the Final Entries.
- In the Long Jump, Triple Jump and Shot Put, events shall be held as straight Finals with sixteen athletes starting in each event. All athletes who achieve the Entry Standard will be eligible for entry and, if the target number of sixteen athletes is not reached, the next best ranked athletes in the qualification period will become eligible for entry. The IAAF will inform the Member Federations concerned accordingly, immediately after the closing date of the Final Entries.
- In the Combined Events, twelve athletes will be invited by the IAAF in the Heptathlon and in the Pentathlon as follows:
  - the winner of the 2015 Combined Events Challenge
  - the five best athletes from the 2015 Outdoor Lists (as at 31 December 2015), limited to a maximum of one per country
  - the five best athletes from the 2016 Indoor Lists (as at 29 February 2016)
  - one athlete which may be invited at the discretion of the IAAF
  - In total no more than two male and two female athletes from any one Member will be invited. Upon refusals or cancellations, the invitations shall be extended to the next ranked athletes in the same lists respecting the above conditions.

*Note: additional quota places are granted to the invited combined events athletes*
- Unqualified Athletes – Members who have no male and/or no female qualified athletes whom they wish to enter in any Championships event may enter one unqualified male athlete OR one unqualified female athlete in a running event (except the 800m). In exceptional cases, and as agreed by the Technical Delegates, entry of unqualified athletes in the 800m, Long Jump, Triple Jump or Shot Put may be accepted. Applications for such entries must be submitted to the IAAF (events@iaaf.org) **no later than 29 February 2016.**

## IAAF World Indoor Tour Wild Card Entries

The IAAF Council has approved the official launch of the IAAF World Indoor Tour which started on 6 February 2016. According to the new Regulations, the individual overall winner of each of the following eleven events will automatically qualify for the IAAF World Indoor Championships Portland 2016 as a “wild card” entry:

Men	Women
60m	400m
800m	1500m
3000m	60m Hurdles
Pole Vault	High Jump
Triple Jump	Long Jump
Shot Put	

Should a Member Federation already have two athletes qualified in one of the above events, the wild card will be allowed to compete as a third athlete for that Member Federation. If this is the case, the target number of starters in the Field Events may be increased accordingly: from 12 to 13 in the High Jump and Pole Vault and from 16 to 17 in the Long Jump, Triple Jump and Shot Put.

The Member Federation of the World Indoor Tour winner will have the ultimate authority to enter the athlete or not, based on its own domestic standard or qualification system.

### 8.3 Final Entries

The IAAF on-line Event Entry System will be available from 1 February 2016 for the Final Entries (<http://evententry.iaaf.org>). The deadline for completing and submitting the Entries is 7 March 2016 (midnight Monaco Time).

No changes or additions will be accepted after the closing date. Technical Delegates may request Member Federations to submit a copy of the official results of the event where the qualifying performances have been achieved.

### 8.4 Final Confirmations

#### 8.4.1 General

Teams will receive the Final Confirmation Forms upon arrival in Portland 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, at the latest, by 12:00 on Thursday, 17 March 2016 at the TIC or CID in the Teams' Hotels. It will also be possible for Teams to confirm their athletes upon arrival during the accreditation procedure at the Teams Accreditation Centre.

#### 8.4.2 Relays

The final composition of the relay teams and the order of running must be declared at the TIC no later than the following deadlines:

Event	Qualification (Sat. 19 March)		Final (Sun. 20 March)	
	Declaration deadline	Event Start time	Declaration deadline	Event Start time
Men's 4x400m	11:00	12:40	13:10	14:50
Women's 4x400m	11:45	13:25	12:40	14:20

Any four athletes among those entered for the competition, whether for the relay or for any other event, may then be used in the composition of the team for the first round. Once the team has taken part in the event, only two additional athletes may take part in the Final. Substitutes may only be taken from the list of entered athletes, whether for the relay or for any other event.

#### **8.4.3 Failure to participate**

Any athlete who, after the Final Confirmation has been submitted, or after qualifying during a qualifying round or a heat for any event, fails to participate in the event without giving a valid reason (e.g. a medical certificate provided by and based on an examination of the athlete by the Medical Delegate appointed under Rule 113), shall be excluded from participation in all further events in the competition, including Relays.

#### **8.5 Withdrawals**

Withdrawals after final confirmation have to be submitted, on the official Withdrawal Form, to the TIC. The reason for the withdrawal has to be specified in detail, being its acceptance the responsibility of the Technical Delegates based on the IAAF Rules.

#### **8.6 Athlete Acknowledgement and Agreement**

All athletes competing in the IAAF World Indoor Championships must sign and submit this acknowledgement, as soon as possible, but by no later than the Final Entry deadline (7 March 2016). IAAF Member Federations are obliged to submit one for each entered athlete (email: [athletes-agreement@iaaf.org](mailto:athletes-agreement@iaaf.org)). Any Athlete Acknowledgement and Agreement Form not received by the IAAF before the event will be collected at the time of the Accreditation procedure. Athletes whose Agreement is already on file with the IAAF do not need to send it again - see appropriate indication in the EES.

The Athlete Acknowledgement and Agreement can be found in Appendix 13.8

## **9. COMPETITION PROCEDURES**

### **9.1 Technical Meeting**

The Technical Meeting will take place on Thursday, 17 March at 11:00 at the Oregon Convention Center in the Oregon Ballroom. As usual, no more than two representatives from each participating Member Federation (and in addition an interpreter or attaché if required) may attend the meeting.

The IAAF Technical Delegates will preside over the meeting, which will be conducted in English.

The meeting will provide updates and new information which is not already mentioned in this Team Manual and will include:

- Timetable amendments (if any)
- Progressions and Raising of the bar
- Answers to written questions

#### **Written Questions**

Any enquiries concerning the Championships must be made in writing (in English or French). These questions will be answered at the Technical Meeting. The forms on which the questions must be written will be distributed upon arrival at the Accreditation Centre. These forms must be returned to the TIC or CID no later than 09:00 on Thursday, 17 March. No questions will be accepted during the Technical Meeting however the Technical Delegates will be available for a limited time to take a few individual questions after the meeting.

### **9.2 Orientation Visit for Team Leaders and Coaches**

Following the Technical Meeting, a visit to the main Stadium and Warm-up Area will be organised on Thursday, 17 March at 11:45, in order for the Team Leaders and Coaches to familiarise themselves with the exact location of the various facilities (changing rooms, Warm-up area, Call Room, interview room, etc.).

More information with regard to this visit, including transport arrangements, will be available at the Competition Information Desks.

### **9.3 Timetable**

The timetable for Portland was approved by the IAAF Council in April 2015. Some adjustments were agreed in November 2015 and the updated timetable can be found in Appendix 13.3.

Information on any changes to the Official Timetable will be provided at the Technical Meeting and through the TIC.

### **9.4 Athletes' Bibs**

The Bibs will be distributed during the Accreditation procedure at the Hilton. Bibs which are not collected, shall be taken to the Stadium TIC on Thursday afternoon.

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

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. In the Pole Vault and High Jump, it is

possible to wear only one bib on the front or on the back. In this case it **MUST** be the bib with the name. The third bib can be placed on the bag or on the tracksuit.

The bibs for the relays (carrying the country code – e.g. “USA”) shall be handed out at the Call Room.

Special bibs (green background) shall be used for the leader of the Combined Events after each event. These shall be handled directly by the Combined Events Referee and distributed at the Combined Events Rest Area.

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

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 cm<sup>2</sup> for the Manufacturer's logo on the competition wear and 40 cm<sup>2</sup> 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.

A sample of the uniforms must be taken to the Accreditation Centre upon arrival for inspection. 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.

### **9.6 Personal Belongings**

Athletes (including Combined Events) will only be permitted to take a backpack or similar sized bag with them into the competition arena. Combined Events athletes may bring larger bags but they must be left in the rest area in between events. Athletes are therefore requested not to take with them to the competition area large bags, bulky items or other inappropriate items.

A strict inspection shall be made on illegal and prohibited items, which athletes may have in their possession. Media players, mobile phones, cameras, etc. shall not be permitted. Any items that do not conform to the IAAF Technical and/or Advertising Rules and Regulations will be confiscated. Confiscated items may be retrieved at the TIC after the event.

### **9.7 Call Room Procedures**

The Call Room will be situated at the end of the Warm-up Area. All athletes must present themselves to the Call Room according to the scheduled times as noted below. Times will also be announced over the PA system as well as shown on the electronic display in the Warm-up Area.

Athletes who fail to appear on time at the Call Room without a valid reason may be excluded from participating in this and all further events in the Championships, including

relays. Team officials are not allowed to enter the Call Room.

Call Room Reporting Times – all times are prior to the actual starting time of the event:

<b>Event</b>	<b>Report to Call Room</b>	<b>Arrival at Field of Play</b>
Track Events	35'	10'
High Jump	65'	40'
Pole Vault	85'	60'
Long/Triple Jump	55'	30'
Shot Put	55'	30'

*Note: Times may change slightly depending on number of entries and eventual changes will be announced at the Technical Meeting.*

A dedicated, heat by heat, call-up schedule will be issued once Final Entries are confirmed and displayed at the Warm-up Area.

The procedures in the Call Room shall be as follows:

- Identification of Athletes by means of their accreditation card and bib number.
- Checking of Athletes' Uniform
- Inspection of personal belongings
- Checking of Shoe Spikes (number, shape and size). The maximum sizes allowed are:
  - All events (except for High Jump) : not more than 6mm
  - High Jump : not more than 9mm

If they do not comply with IAAF Rules, the athletes will be asked to change them to the correct size.

After completion of these procedures, athletes must follow the instructions given by the officials at the Call Room before being escorted onto the Field of Play.

Athletes who compete in Combined Events shall report ONLY to the Combined Events Rest Room for every event. For the first event of the day, the above reporting times apply. For subsequent events, the Combined Events Referee shall communicate the required reporting times directly to the athletes and will display them in the Combined Events Rest Room. All pre-competition checks will take place in the Combined Events Rest Room before the start of each event.

Team Leaders must ensure that all their athletes comply with the above before entering the Call Room to avoid delays.

## **9.8 Track Events**

Athletes competing in Track Events will be required to change into their competition uniform and spike shoes in the Call Room. Their personal belongings will be taken directly from the Call Room to the post event area.

The starter's commands will be given in English.

Hip numbers will be provided at the Call Room.

## **9.9 Field Events**

### **9.9.1 High Jump and Pole Vault**

High Jump and Pole Vault Events shall be conducted as straight Finals with twelve athletes starting in each event.

### **9.9.2 Horizontal Field Events**

The Long Jump, Triple Jump and Shot Put will be held as straight Finals with sixteen athletes starting in each event.

- All athletes have three initial attempts
- The top 8 athletes after three rounds have 2 additional attempts
- The top 4 athletes after five rounds have 1 last attempt

### **9.9.3 Coaching Zones**

Field Event Coaches will be given the possibility to access dedicated coaching zones in the tribunes by means of special passes which will be distributed through the TIC (one per athlete). The coaches concerned must gather at the TIC according to the same Call Room reporting times as their athletes – see table in 9.7 – from where they will be escorted to the reserved seats.

### **9.10 Timing and Measurement**

Official timing and measurement will be provided by SEIKO. Video Distance Measurement (VDM) will be used as the official measurement system to determine the results in the horizontal jumps. All trials of all athletes are recorded and stored in the system.

### **9.11 Post Competition Procedures**

All athletes will depart from the competition area via the Mixed Zone. In the Mixed Zone, the Media may conduct short interviews. Please note that the first three athletes in each final will also be required to attend the formal interview.

After passing through the Mixed Zone, athletes move on to the Post Event Area where they will be able to recover and collect their clothing.

One Official per team will have access to this area (upon presentation of the TIC Pass) in order to contact the athlete in case of urgent need. Here athletes will also be notified for eventual doping control. From here they can then return to the Warm-up Area (and eventually to the hotel) or to go to the team seats.

### **9.12 Medal Ceremonies**

Affectionately known as Portland's "Living Room", Pioneer Courthouse Square (PCS) is located in the heart of downtown Portland and is the most central location in the city visited by thousands of shoppers, tourists and downtown office and retail employees every day. The square is located a short walking distance from the IAAF, athlete and partner's hotels.

As a part of LOC efforts to bring the sport to the public, Medal Ceremonies will take place from within the fan festival/live site celebration at PCS. For the first time ever, athletes will come to receive their medals on a podium at the Square, outside of the main competition venue. They will be celebrated and given exposure to all citizens and visitors of Portland as well as the families and spectators who watched them compete earlier that day.

All ceremonies will begin one hour after competition to ensure those in attendance at the Oregon Convention Center (OCC) will have plenty of time to arrive at PCS to watch athletes receive their medals.

The first three athletes in each individual event and the first three teams in each relay race will be presented with a gold, silver and bronze medal. Medalling athletes will be transported in groups from the OCC post competition to PCS. Medalling athlete groups

will be pre-determined by competition schedules and in most cases will transport six to nine athletes in each convoy at a set time.

Upon arriving at PCS, athletes will be held in a waiting area/green room. This space will offer a place for athletes to relax, include beverages and snacks, as well as briefings on order of ceremonies.

At the conclusion of each ceremony, athletes will be escorted over to a primary athlete hospitality tent located within PCS or they could choose to return to their respective hotels within the Athlete Village.

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.

Medallists in the men's and women's pole vault will receive their medals on 17 March at the Oregon Convention Center immediately following the end of the competition.

### **9.13 Protests and Appeals**

Protests and Appeals will be handled according to IAAF Rule 146, an extract of which appears hereunder. Protests and appeals will be handled by the TIC at the Stadium.

#### **9.13.1 Protests**

Protests concerning the result or conduct of an event shall be made within 30 minutes of the official announcement of the result of that event. The Organising Committee of the competition shall be responsible for ensuring that the time of the announcement of all results is recorded.

Any protest shall be made orally to the Referee by an athlete, by someone acting on his behalf or by an official representative of a team. Such person or team may protest only if they are competing in the same round of the event to which the protest (or subsequent appeal) relates. To arrive at a fair decision, the Referee should consider any available evidence which he thinks necessary, including a film or picture produced by an official video recorder, or any other available video evidence. The Referee may decide on the protest or may refer the matter to the Jury.

If the Referee makes a decision, there shall be a right of appeal to the Jury. Where the Referee is not accessible or available, the protest should be made to him through the Technical Information Centre.

#### **9.13.2 Appeals**

An appeal to the Jury of Appeal must be made within 30 minutes:

- a) of the official announcement of the amended result of an event arising from the decision made by the Referee; or
- b) of the advice being given to those making the protest, where there is no amendment of any result.

It shall be in writing, signed by a responsible official on behalf of the athlete or team, and shall be accompanied by a deposit of USD 100, or its equivalent, which will be forfeited if the appeal is not allowed.

Note: The relevant Referee shall, after his decision on a protest, immediately inform the TIC of the time of the decision. If the Referee was unable to communicate this orally to the relevant team(s) /athlete (s), the official time of the announcement will be that of posting of the amended results or of the decision at the TIC.



## 9.14 Competition Awards

### 9.14.1 Prize Money

The IAAF Council has approved the following Competition Awards for the IAAF World Indoor Championships in Portland:

#### Individual

1 <sup>st</sup>	US \$ 40,000	2 <sup>nd</sup>	US \$ 20,000	3 <sup>rd</sup>	US \$ 10,000
4 <sup>th</sup>	US \$ 8,000	5 <sup>th</sup>	US \$ 6,000	6 <sup>th</sup>	US \$ 4,000

#### Relays

1 <sup>st</sup>	US \$ 40,000	2 <sup>nd</sup>	US \$ 20,000	3 <sup>rd</sup>	US \$ 10,000
4 <sup>th</sup>	US \$ 8,000	5 <sup>th</sup>	US \$ 6,000	6 <sup>th</sup>	US \$ 4,000

The Award Form for Individual Events can be found in Appendix 13.9. It must be returned to [awards@iaaf.org](mailto:awards@iaaf.org) but it will also be possible to return it to the Stadium TIC. The Relay awards will be managed directly with the Member Federations concerned. 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.

### 9.14.2 World Record Bonus

In the event that an athlete breaks a World Record during the IAAF World Indoor Championships, a prize of USD 50,000 will be awarded.

The payment of any World Record Award is subject to the following conditions:

1. A World Record Award will only be made for performances which meet all conditions necessary for ratification of an IAAF World Record in accordance with IAAF Rules and only after the Record has been officially ratified by the IAAF.
2. To qualify for a World Record Award, the performance must be an improvement on the existing IAAF World Record. Performances which equal the existing IAAF World Record will not be eligible for a World Record Award.
3. World Record Awards will not be awarded for World Junior Records.
4. An athlete may only claim a World Record Award once in any one discipline at a particular event. The effect of this rule is that if an athlete breaks an IAAF World Record more than once in a discipline, that athlete will only be eligible for one World Record Award.
5. If more than one athlete breaks the IAAF World Record in a particular discipline, the athlete who has achieved the best performance will receive the World Record Award.
6. IAAF World Records achieved in qualifying/preliminary rounds will be eligible for a World Record Award (see also §4 above).
7. Relay teams achieving an IAAF World Record will receive one World Record Award to be divided among the members of the team.
8. The athlete receiving a World Record Award will be solely responsible for the payment of any taxes, duties and/or levies of any nature and will agree to hold the IAAF and its partner(s) harmless in this regard.

Athletes eligible to receive a World Record Award shall make themselves available to the sponsors of this scheme and the IAAF for promotional activities at the end of their competition programme and until the end of the Competition in question.

### **9.14.3 Rights and Obligations in Relation to the Prize Money and World Record Bonus**

By signing the respective Awards Forms, athletes acknowledge and agree to their rights and obligations in regards to the above mentioned Prize Money and World Record Bonus.

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

## **10. MEDICAL SERVICES**

### **10.1 General Plan**

Following is general information regarding medical services for the Championships. More detailed information will be provided in a Medical Services Manual that will be distributed to all teams.

Prior to and during the event, medical services will be available at selected locations and at the venues related to the Championships.

All Medical Centres and Medical Teams will have direct communication and coordination and all medical personnel will be identified by official identification documents.

A fully equipped emergency ambulance will be available on-site with a medical team during the Competition. Emergency services will also be available on-call for training periods, hotels and other venues 24 hours a day.

### **10.2 Emergency Contact Numbers**

For all medical emergencies anywhere in the United States you should call number **911**. Emergency services are available 24 hours a day and 365 days a year. Calling **911** is free of charge from all public phones and can be dialed without inserting a card or coins.

### **10.3 Medical Services in the IAAF and Teams' Hotels**

Healthcare services for all accredited people are available on call 24 hours during the Championships.

For emergency medical situations an ambulance with a medical team is available on call 24 hours a day.

For after-hours non-emergency medical care, a phone consultation service will be provided to determine the best course of action and necessary medical care. Translation services will also be provided.

At the Hilton Portland hotel there will be a common medical treatment room where the LOC will offer the services of certified athletic trainers, licensed physical therapists and sports chiropractic services. A sports medicine physician will also be available for consultation on short notice as well.

#### **10.3.1 Rooms for Physiotherapy**

At the Hilton Portland hotel there will be a common physiotherapy room available to teams and medical staff to provide treatment to their athletes.

### **10.4 Venues Medical Services**

#### **10.4.1 Main Stadium: Oregon Convention Center**

A suitably equipped Medical Center will be set up at the main Stadium. It will include first aid and emergency care as well as examination rooms and treatment areas. Medical staff on site will include medical doctors, including sports medicine specialists, emergency trained physicians and internal medicine and orthopaedic physicians. Physical therapists, massage therapists and chiropractic physicians will also be on site at all times during practice and competition times. Medical staff will be available two hours prior to one hour after competition and during official practice times.

Comprehensive medical care will include physician evaluation, massage therapy, chiropractic evaluation and care, as well as physical therapy services including modality based systems such as ultrasound, heat, cryotherapy and laser modality treatments.

Ultrasound diagnostic evaluation of musculoskeletal injuries will also be available by physician and specialist technician with ability to document injuries for future use.

#### **10.4.2 Warm-up Area**

The Warm-up Area is located in the same building as the Main Stadium and the medical services for this area will be provided by the Main Stadium Medical Center. Dedicated space for physiotherapy will be available for the teams in the warm-up area.

#### **10.4.3 Training Venue: Lincoln High School**

Physiotherapy services will be provided at the training venue, during official scheduled training hours. Certified athletic trainers available at all practice times and a sports physician will be on site at documented times. Physical therapy will also be available in a building close to the training venue.

#### **10.5 Procedures in case of injury or illness**

The LOC Medical Services at the venues will focus on the treatment of injured athletes and emergency evacuation. In case of need for further treatment, athletes will be transferred to partner hospitals or other appropriate medical facilities.

In case of injury or illness, please report to one of the LOC Medical Centers to receive the necessary evaluation and treatment.

#### **10.6 Massage Services offered by the LOC**

LOC Medical services include massage services in the main stadium and at the Hilton Portland Hotel.

#### **10.7 Designated Medical Institutions**

Providence Portland Hospital and Legacy Emmanuel Hospital have been designated to aid in each emergency situation. Providence Portland Hospital has been designated as the non-emergency facility to provide x-ray, MRI, laboratory and diagnostic services.

#### **10.8 Other Information**

Both the Competition and training areas will have a sufficient supply of ice for treatment and drinkable water for Athletes.

Emergency medications will be available for use at the medical rooms as necessary, and as prescribed by licensed physicians from the LOC Medical Center and as supplied by the Medical Director. Other medical prescriptions given by accredited team physicians can be supervised by local medical teams' physicians if requested.

There are no required vaccinations when coming to the United States.

### **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 in co-operation with the United States Anti-Doping Agency. Both blood and urine doping control testing will be carried out in the Doping Control Stations located in the Hilton Portland and at the Competition venue.

More details will be provided at the Technical Meeting.

## **12. DEPARTURES**

The Team Leader will be requested to confirm the departure information, already provided in the Final Entries, at the Team's Accreditation Centre.

The bus schedule will be made available at the Hotel Information Desks so that all Team Members are informed of the departure time of the buses from the Hotel to the Airport.

Unless special arrangements have been requested with the LOC, check-out time from the hotels is 12:00 (noon). Team Members must settle any outstanding costs (telephone, laundry, minibar, etc.) with the hotel front desk prior to departure.

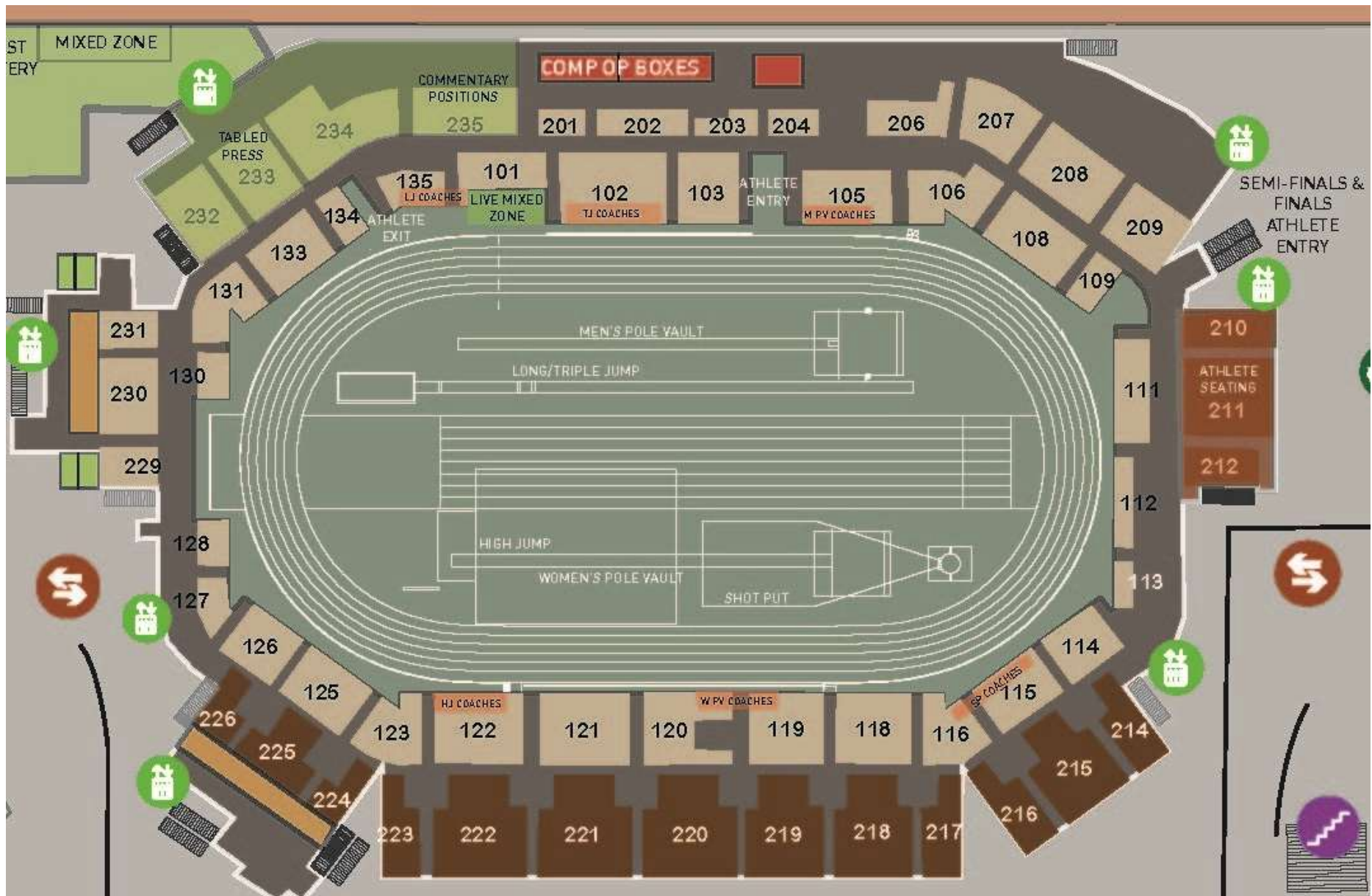
Vaulting Poles will be located in the Baggage Claim Area at Portland International Airport so Teams can collect them and proceed to their flight check in.





Appendix 13.2

Oregon Convention Center Field of Play, Team Seats and Field Event Coaches' Seats







**Category 1: List of Countries whose Citizens do not need a Visa to enter the USA:**

<b>NACAC</b>	BER, CAN, ISV, PUR
<b>OCEANIA</b>	ASA, GUM, NMI

***The Visa Waiver Program enables the following nationals to travel to the USA on tourism or business visa for up to 90 days :***

<b>ASIA</b>	BRU, JPN, KOR, SIN, TPE
<b>EUROPE</b>	AND, AUT, BEL, CZE, DEN, ESP, EST, FIN, FRA, GBR, GER, GRE, HUN, IRL, ISL, ITA, LAT, LIE, LTU, LUX, MLT, MON, NED, NOR, POR, SLO, SMR, SUI, SVK, SWE
<b>OCEANIA</b>	AUS, NFI, NZL

**Category 2: List of countries whose Citizens need a Visa to enter the USA and do have an American Embassy or Consulate in their own country:**

<b>AFRICA</b>	ALG, ANG, BDI, BEN, BOT, BUR, CAF, CGO, CHA, CMR, COD, CPV, DJI, EGY, ERI, ETH, GAB, GAM, GEQ, GHA, GUI, KEN, LBA, LBR, LES, MAD, MAR, MAW, MLI, MOZ, MRI, MTN, NAM, NGR, NIG, RSA, RWA, SEN, SLE, SUD, SWZ, TAN, TOG, TUN, UGA, YEM, ZAM, ZIM
<b>ASIA</b>	AFG, BAN, BRN, CAM, CHN, HKG, INA, IND, IRQ, JOR, KSA, KUW, LAO, LIB, MAC, MAS, MGL, NEP, OMA, PAK, PHI, PRK, QAT, SRI, SYR, THA, TJK, TKM, TLS, UAE, UZB, VIE
<b>EUROPE</b>	ALB, ARM, AZE, BIH, BLR, BUL, CRO, CYP, GEO, ISR, KAZ, KGZ, KOS, MDA, MKD, MNE, POL, ROU, RUS, SRB, SSD, TUR, UKR
<b>NACAC</b>	BAH, BAR, BIZ, CRC, CUB*, DOM, HAI, HON, JAM, MEX, MNT, NCA, TTO
<b>OCEANIA</b>	COK, FIJ, FSM, MHL, PLW, PNG, PYF, SAM
<b>CONSUDATLE</b>	ARG, BOL, BRA, CHI, COL, ECU, ESA, GUA, GUY, PAN, PAR, PER, SUR, URU, VEN

***\* Office in Havana performs consular functions including USA visas. Athletes do not have to leave the country to obtain visas***

**Category 3: List of countries whose Citizens need a Visa to enter the USA and do not have an American Embassy or Consulate in their own country:**

<b>AFRICA</b>	CIV, COM, GBS, SEY, SOM, STP
<b>ASIA</b>	BHU, IRI, MDV, MYA, PLE
<b>EUROPE</b>	GIB
<b>NACAC</b>	AIA, ANT, ARU, CAY, DMA, GRN, IVB, LCA, SKN, TKS, VIN
<b>OCEANIA</b>	KIR, NRU, SOL, TGA, TUV, VAN

MEN		Event	WOMEN	
Indoor	Outdoor		Indoor	Outdoor
6.65	10.15 (100m)	<b>60m</b>	7.32	11.20 (100m)
46.70	45.10	<b>400m</b>	53.15	51.20
1:46.50	1:44.00	<b>800m</b>	2:02.50	1:58.50
3:39.50 / 3:55.00 (Mile)	3:33.00	<b>1500m</b>	4:13.00 / 4:30.00 (Mile)	4:03.00
7:50.00	7:40.00 / 13:10.00 (5000m)	<b>3000m</b>	9:00.00	8:36.00 / 14:56.00 (5000m)
7.72	13.45 (110mH)	<b>60mH</b>	8.14	12.85 (100mH)
No standard		<b>4x400m Relay</b>	No standard	
2.33		<b>High Jump</b>	1.97	
5.77		<b>Pole Vault</b>	4.71	
8.18		<b>Long Jump</b>	6.75	
17.00		<b>Triple Jump</b>	14.30	
20.50		<b>Shot Put</b>	18.10	

### **ENTRY RULES**

- **Running Events** (except the Relays)
  - Each Member is entitled to enter up to three athletes in each event of the Championships, provided all have achieved the corresponding entry standard.
  - A maximum of two athletes from any Member Federation may compete in each event.
- **Field Events**
  - In the **High Jump** and **Pole Vault**, events shall be held as straight Finals with twelve athletes starting in each event. Entries will be determined by a combination of entry standards and ranking.
  - In the **Long Jump, Triple Jump and Shot Put**, events shall be held as straight Finals with sixteen athletes starting in each event. Entries will be determined by a combination of entry standards and ranking.
  - In all cases a maximum of two athletes from any one Member may compete in each event.
- **Combined Events**
  - Twelve athletes will be invited by the IAAF in the Heptathlon and in the Pentathlon as follows:
    - the winner of the 2015 Combined Events Challenge
    - the five best athletes from the 2015 Outdoor Lists (as at 31 December 2015), limited to a maximum of one per country
    - the five best athletes from the 2016 Indoor Lists (as at 29 February 2016)
    - one athlete which may be invited at the discretion of the IAAF
  - In total no more than two male and two female athletes from any one Member will be invited. Upon refusals or cancellations, the invitations shall be

extended to the next ranked athletes in the same lists respecting the above conditions.

- For the **Relays**, there is no entry standard and each Member Federation will be able to enter up to 6 athletes in each team.
- **Unqualified Athletes**
  - Members who have **no male and/or no female qualified athletes** (whether by Entry Standard or by Ranking) in any event may enter one unqualified male athlete OR one unqualified female athlete in a running event (except the 800m). In exceptional cases, and as agreed by the Technical Delegates, entry of unqualified athletes in Long Jump, Triple Jump or Shot Put may be accepted. Applications for such entries must be submitted to the IAAF (events@iaaf.org) no later than 29 February 2016.
  - If the **host country** does not have a qualified athlete in an event, it may enter one athlete in this event regardless of any Entry Standard (except the Combined Events). For the 800m and Field Events, the entry is at the discretion of the Technical Delegates.
- **Age Requirements**
  - **Youth athletes** (any athlete aged 16 or 17 years on 31 December 2016, i.e. born in 1999 or 2000) cannot be entered in the **Shot Put**.
  - **Athletes younger than 16 years** (on 31 December 2016, i.e. born in 2001 or later), CANNOT be entered in any event.

### **CONDITIONS FOR VALIDITY OF PERFORMANCES**

- Performances must be achieved during the **qualification period** of 1 January 2015 to 7 March 2016 (midnight Monaco time), except for the Combined Events (see above).
- Performances must be achieved during **competitions organised or authorised by the IAAF**, its Area Associations or its National Member Federations. Thus, results achieved at university or school competitions must be certified by the National Federation of the country in which the competition was organised.
- Performances must be achieved during an official competition organised in **conformity with IAAF Rules**.
- Performances achieved in **mixed competitions in track events** will not be accepted. Exceptionally, in accordance with IAAF Rule 147, performances achieved in events of 5000m may be accepted in circumstances where there were insufficient athletes of one or both genders competing to justify the conduct of separate races and there was no pacing or assistance given by an athlete(s) of one gender to an athlete(s) of the other gender under specific circumstances and conditions (see Rule 147).
- **Wind-assisted performances** will not be accepted.
- **Hand-timed performances** in 60m, 100m, 400m, 60m Hurdles, and 100m/110m Hurdles will not be accepted
- For the running events of 400m and over, performances achieved on **oversized tracks** will NOT be accepted

## Appendix 13.6

## Team Officials' Chart

Athletes	Officials accommodated with the Team (55%)	Extra Officials (25%)	Athletes	Officials accommodated with the Team (55%)	Extra Officials (25%)
1	1	1	41	23	11
2	2	1	42	24	11
3	2	1	43	24	11
4	3	1	44	25	11
5	3	2	45	25	12
6	4	2	46	26	12
7	4	2	47	26	12
8	5	2	48	27	12
9	5	3	49	27	13
10	6	3	50	28	13
11	7	3	51	29	13
12	7	3	52	29	13
13	8	4	53	30	14
14	8	4	54	30	14
15	9	4	55	31	14
16	9	4	56	31	14
17	10	5	57	32	15
18	10	5	58	32	15
19	11	5	59	33	15
20	11	5	60	33	15
21	12	6	61	34	16
22	13	6	62	35	16
23	13	6	63	35	16
24	14	6	64	36	16
25	14	7	65	36	17
26	15	7	66	37	17
27	15	7	67	37	17
28	16	7	68	38	17
29	16	8	69	38	18
30	17	8	70	39	18
31	18	8	71	40	18
32	18	8	72	40	18
33	19	9	73	41	19
34	19	9	74	41	19
35	20	9	75	42	19
36	20	9	76	42	19
37	21	10	77	43	20
38	21	10	78	43	20
39	22	10	79	44	20
40	22	10	80	44	20

## Appendix 13.7 Quota

Host Country	USA
14 athletes	GBR
12 athletes	GER, RUS
10 athletes	CAN, POL
9 athletes	FRA, UKR
8 athletes	AUS, CHN
7 athletes	CUB, ITA, JAM, NED
6 Athletes	BRA, ESP, KEN, RSA
5 athletes	BEL, BLR, CZE, MAR, SWE
4 athletes	BAH, BRN, BUL, ETH, GRE, JPN, NGR, NOR, NZL, ROU, TTO
3 athletes	ALG, CRO, POR, SRB, SUI, SVK
2 athletes	ANT, ARG, AUT, AZE, BAR, BDI, BIH, BOT, CHI, COL, CYP, DJI, DOM, EST, FIN, GRN, HUN, IRI, IRL, ISR, KAZ, KSA, LCA, LTU, QAT, SKN, SLO, TPE, TUR, UAE, UGA, VEN

All other Member Federations are given a quota of one athlete ONLY.

## 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> 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 am aware of and have had the opportunity to review the IAAF Code of Ethics (the "CoE") available on the IAAF website at <http://www.iaaf.org/about-iaaf/documents/rules-regulations#rules>. I consent and agree to comply with and be bound by the Code of Ethics (and any amendments to the Code of Ethics as may be made from time to time).
  - 1.6. 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.
  - 1.7. 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.

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](mailto:athletes-agreement@iaaf.org)**



NAME OF AWARD WINNER: \_\_\_\_\_

EVENT: \_\_\_\_\_ M/W: \_\_\_\_\_ POSITION: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

I would like my Portland World Indoor Championships' Award to be paid to  
(Please tick the box corresponding to your choice):

My Authorised Representative (name) \_\_\_\_\_

Me personally

To my National Member Federation

**In case of choice 1 or 2, type in block letters the bank details hereunder:**

BANK NAME: \_\_\_\_\_

Bank Branch Address (street and number): \_\_\_\_\_

City: \_\_\_\_\_ Country: \_\_\_\_\_ Zip code: \_\_\_\_\_

ACCOUNT OWNER (Beneficiary, pay to): \_\_\_\_\_

ACCOUNT NUMBER: \_\_\_\_\_

IBAN CODE: \_\_\_\_\_

BANK CODE: \_\_\_\_\_

SWIFT CODE: \_\_\_\_\_

Signature of the Athlete: \_\_\_\_\_

Return this form before **30 April 2016** to [awards@iaaf.org](mailto:awards@iaaf.org)