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| ANOCA Zone V Youth Games  2019 |

**Huye 2019**

**Games Manual**

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# **PARTICIPATION**

|  |  |
| --- | --- |
|  | Burundi |
|  | Egypt |
|  | Eritrea |
|  | Ethiopia |
|  | Kenya |
|  | Rwanda |
|  | Somalia |
|  | South Sudan |
|  | Sudan |
|  | Tanzania |
|  | Uganda |

# **KEY DATES**

|  |  |
| --- | --- |
| **Date** | **Activity** |
| 18-Jan-18 | Sending invitation letters to the NOCs and Chef de mission manual V1. |
| 18-Feb-19 | Start to send the list of participating athletes |
| 01-Mar-19 | Deadline to submit the final signed list of participating athletes |
| 15 Mars 2019 | Deadline to submit signed and stamped Participation Agreement |
| 31 March - 01 April 2019 | Introductory Meetings ( chef de mission meetings) |
| 1-Apr-19 | Opening of the AYG Village |
| 02-Apr-19 | Opening Ceremony |
| 03-06 Apr-19 | Visit to the Rwandan Genocide memorial site |
| 04-Apr-19 | Educational talks in the evenings |
| 06-Apr-19 | Closing Ceremony |
| 08-Apr-19 | Departure and Closing of Games Village |

## **ARRIVAL, DEPARTURES AND IMMIGRATION**

All NOCs will have to notify the **Huye 2019 LoC** of their arrival details, including whether they would be arriving as individuals or in a group, by air or land, and what equipment they would be carrying.

### **Points of Entry**

NOCs are encouraged to use the following points of entry:

* Kigali International Airport, Kigali
* Gatuna Border Gate (South Eastern border with Uganda)
* Akanyaru Boarder
* Rusumo Boarder

### **Arrivals, Departures and Transfers**

Transport will be provided from Kigali International Airport to the **Huye 2019 Games Village**, on condition that NOCs have promptly submitted their Arrival information.

### **Airport Arrivals**

There will be Protocol Officers at the Airport to receive the Teams. The process will be as follows:

1. Teams should first receive their Visa letters (if applicable) and fill out Immigration forms;
2. Pick up any luggage at the carousel. If there is missing luggage, please go to the desk to fill out the lost luggage forms.
3. Teams are to declare excess amounts of money. Gifts must also be declared. Gifts must be accompanied by a copy of the letter from Customs to avoid penalty and confiscation.
4. Protocol officers and ushers will assist with ushering teams to their transport.

### **Visa Requirements**

From 1st Jan 2018, Nationals of all countries receive visa on arrival at Kigali International Airport and all land borders.

Citizens of all countries that are not visa exempt, have also option to submit application online [(Click he](https://www.migration.gov.rw/index.php?id=203" \t "_blank" \o "Opens internal link in current window)

[re](https://www.migration.gov.rw/index.php?id=203" \t "_blank" \o "Opens internal link in current window)) or at the Rwanda Diplomatic Missions of the country of residence before departure. Those applying online have option to pay online or upon arrival. Detailed requirements are set out in the Information for applicants for each class of visa (use the [following link](https://www.migration.gov.rw/index.php?id=79) to select the appropriate class of visa)

# **SPORTS**

### **Participating Sport Disciplines**

(F) = Female

(M) = Male

|  |  |
| --- | --- |
| Athletics |  |
| Basketball 3\*3 |
| Cycling |
| Taekwondo |
| Beach Volleyball |

In addition to the sport-specific Quotas, each NOC may accredit the following:

|  |  |
| --- | --- |
| Category | Quantity |
| Chef de Mission | 1 |
| NOC President | 1 |
| 1 coach per team per sport | 1 |
| 1 female assistant per country | 1 |

### **Venues**

**Huye 2019 LoC** will provide suitable venues, access to equipment and scheduled training times for the purposes of athlete training prior to and during each sport specific competition. Training venues will be availed before the Opening Ceremony for the teams that arrive early.

The following table shows the competition venues as well as their distance from the Games Village:

|  |  |
| --- | --- |
| Sport | Competition Venues |
| Athletics | Huye Stadium |
| Basketball | Groupe Scolaire Officiel de Butare |
| Cycling | Huye Roads |
| Taekwondo | Gatagara High School |
| Beach Volleyball | Groupe Scolaire officiel de Butare |

|  |  |  |
| --- | --- | --- |
| **Age Range** | **Age Category** | **Birth Date** |
| 2 Years | 16 – 18 (U 18) | 01/01/2001 - 01/01/2003 |

**Note**: Each sports will have specific regulations about the interpretation of U18 as per their respective international federations.

### **Competition Schedule**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | 01 April 2019 | 02 April 2019 | 03 April 2019 | 04 April 2019 | 05 April 2019 | 06 April 2019 |
| Huye Stadium |  | Opening Ceremony |  |  |  | Closing Ceremony |
| Huye Stadium |  |  |  | Athletics | Athletics | Athletics |
| Groupe Scolaire officiel de Butare Basketball court |  |  | Basketball | Basketball | Basketball |  |
| Huye Roads |  | Team  Time Trial |  | Individual  Time Trial |  | Road Race |
| Groupe Scolaire Officiel de Butare Beach Volleyball court |  |  | Beach Volleyball | Beach Volleyball | Beach Volleyball |  |
| Gatagara High School |  |  | Taekwondo | Taekwondo |  |  |

# **ACCREDITATION**

The **Huye 2019** Accreditation system captures, verifies and compiles all the data received from the NOCs and produces an Accreditation Card that will be used as the official identification instrument during the Games.

Accreditation cards will be distributed to Chefs de Mission upon their arrival or upon the Delegation Registration Meeting if they arrive prior to their team. It is the Chef de Mission’s responsibility to ensure that the Accreditation Cards are distributed to all athletes and officials and that their details are correct.

All accreditation corrections may be done at the Accreditation Centre in the Games Village.

All information regarding accreditation will need to be sent to the email address of the games:

[anocazone5youthgames2019@olympicrwanda.org](mailto:anocazone5youthgames2019@olympicrwanda.org) together with the athletes’ registration forms.

# **NOC RELATIONS**

### **Chef de Mission Meetings**

All Chefs de Missions will be required to meet every morning to discuss issues raised on the previous days and activities scheduled to occur, such as the process for Opening and Closing Ceremonies. The Chef de Mission Meeting will take place in the Services Centre.

## **COMMUNICATION AND IT SERVICES**

### **Telephone**

Each NOC will receive one Rwandan SIM card for their Chef de Mission

# **AYG VILLAGE**

The Games’ Village for the Huye 2019 will be at the Integrated Polytechnic Regional Centre (IPRC) South Campus in Huye district, where all teams will be accommodated. The Games Village will accommodate all athletes on a gender-specific sharing basis (2 per room).

Chefs de Mission, Coaches, as well as Managers, Team Doctors and other team officials will be accommodated at University of Rwanda Huye Private Campus Hostel.

1. Each Chef de Mission will be responsible for the distribution of keys and allocation of rooms. Locks and keys will be delivered to Chefs de Mission following their Delegation Registration Meeting.
2. It is obligatory that any apartment with female athletes must also have female officials.
3. Where possible, each apartment should be gender specific (only males or only females).
4. Rooms are mandatory to be gender specific.
5. Lost keys and locks that must be broken will be charged $25 US Dollars each.

### **Athlete Centre**

The Athlete Centre is placed in the center of the Games Village. Athlete Centre will have:

1. Help desks
2. Transport Desk
3. Booking transportation and verifying of schedules and Arrivals and Departures.
4. Sports Desk
5. Schedules, draws, results and general sports information.
6. Athlete Wellbeing Desk
   * Safe Games and incident reporting.
   * Information on Education programs, Village & Accommodation Desk
   * Maintenance issues, lost & found, Catering & laundry queries, check-out confirmation, lost keys.
   * Education Desk
7. Convenience stores
8. Food kiosk (paid service)

### **Services Centre**

The Services Centre will include:

1. Accreditation Centre
2. Chef de Mission Meeting Room
3. Transport Centre
4. LoCOffices
5. Volunteer Centre
6. Education Programs

# **FOOD AND CATERING**

### **Meal Times and Locations**

The dining hall located within the Games Village and will have an indoor seating capacity. The menu will have a component of fixed items such as fresh fruits and varied main courses including vegetarian options.

Arrangements will be made for food and beverages to be provided at least 17 hours a day.

|  |  |
| --- | --- |
| Meals | Operation Times |
| Breakfast | 06h00 – 10h00 |
| Lunch | 11h30 – 15h30 |
| Dinner | 18h00 – 23h00 |

Access to the cafeterias shall be by indication of *Knife and Fork* on the Accreditation Card or meal vouchers. Staff shall be located at entry points of the cafeteria to restrict entry to correctly accredited people.

Any dietary needs should be communicated at the Village Help desk in the Athletes Centre.

# **NOC PRESIDENTS**

NOC Presidents & Secretary Generals will be accommodated at hotel Boni Consilii in Huye.

***Huye 2019 LoC*** *will only pay for accommodation and breakfast. Any other extras such as other hotel meals, laundry and telephone will be paid for by individual guests.*

**Notes**

1. All delegates shall abide by the rules and regulations and code of conduct with respect to the respective places where they would be accommodated, from the time they check in to the time they check out.
2. All delegates shall comply with rules and regulations, meal times, hygiene standards and codes of ethics with respect to catering at the various catering facilities set aside for the Games, including the AYG Village, Hotels and other halls of residence.

# **TRANSPORT**

# International transport

# ANOCA Zone V will provide a transport subsidy for each participating NOC. Clarifications and details will be sent to NOCS by the ANOCA Zone V later.

### **Games Shuttles**

The Games Shuttles are available to all accredited individuals and will be offered from 8:00 to 20:30 and will run on an hourly basis. (Shuttles will not be running 3 hours prior to and during the Opening and Closing Ceremonies) The shuttle route will stop at the following key locations:

1. AYG Village;
2. Competition venues;
3. Games Family Hotels

### **Team sports Shuttles:**

Each sport will have a dedicated, prescheduled bus to travel to competitions to ensure arrival at venue at least 2 hours prior to competition and at most 2 hours after competition ends.

### **Transport Centre**

The Transport Centre will be at the Athletes Centre where all the transport will be coordinated. This is where the Call Centre and a Help Desk will be operated from. All information on Games Transport will be available from the Transport Office. Applications for special transport will also be handled by the Transport Office.

### **NOC Cars**

NOC Presidents will have private cars to be used on any route in Huye or to go to any external Games site. Those delegates wishing to go outside Huye or Games sites, special permission must be obtained from the Transport Centre.

For official evening social events, transportation will be provided from the Games Village to the event venue and back.

### **Technical Official’s Transport**

Each sport will have a dedicated car and specific transport as per their individual sport’s needs.

# **CUSTOMS, FREIGHT AND LOGISTICS**

### **Prohibited and Restricted Goods**

**Prohibited Goods**

The importation of, among other things, the following goods into Rwanda is prohibited. It is illegal to be found in possession of prohibited goods and may result in seizure and prosecution. These include:

1. Narcotic, habit-forming drugs and related substances in any form.
2. Military firearms, ammunition and explosives
3. Indecent and obscene material such as pornographic books, magazines, films, videos, DVDs and software

### **Restricted Goods**

Plastic bags are banned from being imported into Rwanda.

### **Equipment Transport and Storage**

Please communicate in advance any equipment that will be entering Rwanda for competition that will then be re-exported out of the country. Any materials that will not remain in the country should not pay tax or dues as long as they are appropriately documented.

# **CEREMONIES AND PROTOCOL**

### **Opening Ceremony**

The Huye 2019 ANOCA Zone V Youth Games Opening Ceremony will be held at Huye Stadium.

The Athletes will leave the Village in English alphabetical order. Teams will be assigned times to leave for Huye Stadium. Athletes and Team Officials will be expected to wear traditional dress or their official team uniforms during the Opening and Closing Ceremonies.

All athletes and officials who reside in the Games Village will be invited to walk in the Athletes Parade at the Opening Ceremony.

The parade will progress in alphabetical order from Burundi to Uganda using each countries official name in English with the exception of Rwanda which as host country will parade last.

After the athletes parade delegates will be seated in the stadium to enjoy the ceremony. Athletes and officials with competitions the following day will have the option to return to the Games village after their country parades. Flag bearers for each country should be nominated at the Delegation Registration.

**Closing Ceremony**

The Closing Ceremony will take place at Huye Stadium, all athletes and officials who reside in the Games Village will be invited to walk in the athlete’s parade. In the Closing Ceremony all athletes will parade together.

Flag bearers for the Closing Ceremony must be nominated at the appropriate desk at the Athletes Centre in the AYG Village.

*\*Details pertaining to the Opening and Closing ceremonies will be given at the Chef de Mission.*

### **Medal Ceremonies**

Medal Ceremonies will be taking place at all the venues during the competition. The dress code for Medal Ceremonies should be official tracksuits.

**MEDICAL**

### **Hospitals and Medical Services**

Medical services will be provided on-site at the Games Village through the Polyclinic. Referrals will be done to designated medical facilities. Referrals which are not routed accordingly will be at the NOC/personal cost.

### **Services at Competition Venues**

Emergency medical services and basic medical care will be availed at each competition venue.

#### **Medical Cover**

Medical insurance for all their athletes and officials during the competition (1st to the 7th April 2019) will be covered by the Loc 2019.

### **Vaccinations**

**Yellow Fever Vaccination**

While Rwanda is Yellow Fever free, following the current active outbreak of Yellow Fever in Angola and the documenting of imported cases in some countries, the Rwandan Ministry of Health is implementing measures to prevent the import of Yellow Fever cases and therefore protect the health of residents and visitors.

The following instructions are delivered to inform public and travelers:

1. To enter in Rwanda, a Yellow Fever vaccination certificate is not required for travelers (Residents/ Non-Residents) coming from Yellow Fever non-endemic countries and without an active transmission outbreak of Yellow Fever.
2. To enter in Rwanda, a valid Yellow Fever vaccination certificate is mandatory for travelers (Residents/ Non-Residents) coming from Yellow Fever endemic countries1 and countries2 with active Yellow Fever transmission outbreaks.
3. All residents travelling to Yellow Fever endemic countries1 should be vaccinated at least 10 days before travelling.
4. For travelers (Resident/ Non-Resident) coming from an active Yellow Fever transmission outbreak country2 or travelers who have recently visited (within 24 days) an active Yellow Fever transmission outbreak country2 the following instructions will be applied:

Yellow Fever endemic countries1: Angola, Argentina, Benin, Bolivia Plurinational, Brazil, Burkina Faso, Burundi, Cameroon, Central African Republic, Chad, Colombia, Congo, Côte d’Ivoire, Democratic Republic of the Congo, Ecuador, Equatorial Guinea, Ethiopia, French Guiana, Gabon, Gambia, Ghana, Guinea, Guinea-Bissau, Kenya, Liberia, Mali, Mauritania, Niger, Nigeria, Panama, Paraguay, Peru, Senegal, Sierra Leone, South Sudan, Sudan, Suriname, Togo, Trinidad and Tobago, Uganda, Venezuela

Active Yellow Fever transmission outbreak country2: Angola

*Unvaccinated and potentially infected travelers shall be refused entry*. Travelers who possess an exemption from yellow fever vaccination, signed by an authorized medical officer or an authorized health worker, may nevertheless be allowed entry.

# **DOPING CONTROL**

### **Anti-Doping Rules**

The Rwanda National Anti-Doping Organisation Rules will be applicable to all athletes competing at the Rwanda 2019 ANOCA Zone V Youth Games for the entire period of the Games. This period is defined from the opening to the closing ceremony. During this period, athletes may be tested at any time and place during the Games under the authority of the RADO.

All the NOC’s should be familiar with the RADO rules and guidelines as they cover the applicable measures for the Therapeutic Use Exemptions (TUE’s). In addition, the NOC’s will be required to provide athletes room list as well as their training details to facilitate the testing.

### **Doping Control Process**

The WADA International Standards will be applicable during the Games and these can be found on the website www.wada-ama.org.

# **SECURITY**

### **Overall Security**

Security services will be provided at each Venue and at the Village. In addition, the Residences at the Village will be cordoned off and access will be controlled. A set of security tips have been prepared with contact numbers for emergency situations or just general enquiries.

### **Village Security**

There will be permanent guards at places of interest especially at entry and exit points on the perimeter fence and around the residential blocks. The Rwanda Police Service and other local law enforcement agencies will as well take part in securing the games village throughout. Within the village there will be an office for use by law enforcement to cater for any eventuality and to make sure the security needs for everyone at the village are fulfilled.

### **Background Checks**

As part of safety for everyone, background checks have been done for everyone coming into the country and this will continue throughout the games. If anything adverse is picked about anyone, the due process shall be invoked.

### **Accreditation Cards**

Access to the Village and Venues will be controlled through the use of Accreditation Cards. Athletes, officials, staff and volunteers must wear their accreditation cards at all times.

### **Crime Prevention Tips**

The Rwanda 2019 LoC would like to welcome all participants to the ANOCA Zone V Youth Games. We would also like to wish everyone a safe stay in Kigali until the end of the Games.

We would therefore like to offer the following crime tips:

1. Never leave your door unlocked when not in your room, even if it is just for a few minutes. This includes even going to the bathroom or to sleep.
2. Do not keep or carry large amounts of cash.
3. Do not leave your belongings unattended.
4. Seek help from Police or Security Services if needed.
5. If you realize or suspect that you are being followed, stay in an illuminated area and call Security Officers or Police for help.
6. Never let strangers into your apartment block.
7. Report unauthorized persons or suspicious behavior to the Police or Security Officers immediately.
8. Trust your instincts and if you feel uncomfortable in a place or situation, leave right away and get help if necessary.
9. Be alert and aware of your surroundings. Pay attention to who is around you and what activities are happening. Do not leave the safety of a building or your vehicle until you have ensured all is secure and safe.
10. Lost and found properties may be handed to the Police or Security Officers.
11. Do not accept food or drinks from strangers and do not leave your food and drinks unattended

# **CONDUCT DURING THE GAMES & SAFE GAMES**

### **Participation Agreement and Code of Conduct**

All NOCs are expected to sign a Participation Agreement and abide by the participation rules and guidelines related to this agreement.

Further to that, all participants, be they athletes, officials, guests or volunteers, are expected to read, understand and sign the ANOCA Zone V Youth Games Code of Conduct. Chefs de Mission can sign this document on behalf of their delegations.

**KIGALI AND HUYE KEY FACTS**

### **Climate**

Rwanda has a temperate tropical highland climate, with lower temperatures than are typical for equatorial countries due to its high elevation. Kigali, in the centre of the country, has a typical daily temperature range between 12 °C (54 °F) and 27 °C (81 °F), with little variation through the year.

The climate is tropical in Huye. The summers are much rainier than the winters in Huye. This location is classified as Aw by Köppen and Geiger. The average annual temperature in Huye is 19.1 °C. Precipitation here averages 1147 mm.

### **Population**

Huye is one of eight district (Akarere) that make up Rwanda’s Southern Province. It has a total surface area of 581.5 square Kilometers. It has fourteen sectors and 77 Cells with a total of 509 Umudugudu (villages) in total.

The district has a population of 314,022 inhabitants with an average of 540 inhabitants per square kilometer.

### **Currency**

The currency used is the Rwandan Franc (RWF). The RWF is divided into;

|  |  |
| --- | --- |
| Banknotes | 500, 1000, 2000, 5000 Francs |
| Coins | 1, 2, 5, 10, 20, 50 and 100 |

### **Time Zone**

Central African Time i.e. Two (2) hours ahead of Coordinated Universal Time (UTC+02:00)

### **International Telephone Dialing**

The international code to Rwanda is +250

To dial out to another country from Rwanda, one must typically dial 00 + country code + phone number.

### **Business Hours**

Private Sector: Monday to Friday, 08h00 – 17h00

Government Offices: Monday to Friday, 07h00 – 17h00

# **SPORTS RULES AND REGULATIONS**

### **ATHLETICS**

1. **technical regulations**

The ANOCA Zone V Youth Games will take place from 2nd to 6th April 2019 in Huye District

1. **Program of Events**

* ***Men***

100m–400m–800m–1500m– 3000m, 5000m

* ***Women***

100m–400m–800m–1500m– 3000m

1. **Age categories**

This competition is open to athletes U18 (men and women), athletes aged 16 or 17 years, meaning athletes born between 01/01/2001 – 01/01/2003

The passport shall be the reference document to control the athlete’s age, a photocopy of which shall be made for the organizing committee.

1. **Entry rules**

* In accordance with the rules of the ANOCA ZONE V Youth Games each Federation is allowed to enter in each event one athlete (01)
* No entry standards are required
* Each delegation shall be accompanied in accordance with the annexed ratio of officials Highlighted in the Games Manual**.**

1. **Entry periods**

**Preliminary entries**

This form will indicate the agreement in principle that the member country will be participating in the Games

The preliminary entry form should include the following information:

* Number of athletes per event
* Number of officials accompanying the team
* **The deadline of the preliminary entries is fixed on 1 March 2019**

**Final entries**

The final entry form duly completed will be sent with:

* The event, the athlete’s full name, the date of birth and the performance of the athlete.
* Full name of the accompanying officials
* **The deadline to submit the final entry for all events is 8th March 2019 at midnight (Rwanda time)**
* All entry forms (preliminary and final) are to be sent to the organizing committee ([anocazone5youthgames2019@olympicrwanda.org](mailto:anocazone5youthgames2019@olympicrwanda.org)) and copied to Rwanda Athletics Federation ([rwa@mf.iaaf.org](mailto:rwa@mf.iaaf.org))

**Final confirmation of entries**

* The heads of delegations must confirm the competitors’ name already entered in the competitions, who will finally take part in the events. This final confirmation must be notified on the eve of the technical meeting and will take in account the daily confirmation of the first competition day.
* For the second and third days, the daily confirmation shall be communicated on the evening of each event before 12 o’ clock at the TIC (Technical Information Center).
* The final confirmation forms will be distributed to each delegation upon arrival in Rwanda or will be available at the TIC.

1. **The Technical Information Center (TIC)**

The main role of the Technical Information Center is to establish a better link between each delegation, the technical secretary, the local organizing committee and the Technical Delegate.

The center will be opened on **2nd April from 9:00 AM to 6:00 PM** and will be in operation every day until the end of the competitions.

Besides, the TIC will be responsible for the following:

* Notification of the start lists concerning heats, series and final
* Registration of confirmation
* Appeals to the jury of appeal
* Urgent technical matters to and from the Technical Delegate
* Results

1. **The Technical Meeting**

The technical meeting will be held on **2nd April 2019.** Two (02) representatives maximum per delegation will be allowed to attend this meeting. The exact place and the time of the meeting will be announced to the delegation as soon as their arrival in Huye.

The following people will take part in the technical meeting:

* The Representative of the National Federation
* The Representative of the ANOCA ZONE V
* Two (02) Representatives from each delegation
* The Technical Delegate
* The Representatives of the organizing committee
* Leading technical officials

The agenda of the technical meeting will be the following:

* Welcome address by the President of the Rwanda Athletics Federation
* Speech by NOC Rwanda President
* Introduction of the Delegates and Leading Officials of the competition
* Final timetable
* Heats, Rounds and qualifications
* Training and warm up areas
* Answers to written questions
* Any other question

1. **Site Visit**

Immediately after the Technical Meeting, a visit of the competition stadium, and other installations will be organized. In order to facilitate this visit, it is advised that delegations be represented by two (02) members only.

1. **Competition Rules**

**Qualification procedure**

* When the final confirmation lists are given, the starts lists will be established according to Rules 166.1 to 166.6 of IAAF.
* In case a preliminary round is cancelled due to a small number of participants, all delegation will be informed as soon as possible.
* The qualification procedure will be determined by the Technical Delegate according to IAAF Rules and will be communicated afterwards to the Delegations in the Technical Meeting.

**Uniform**

* The competitors must wear uniform approved by their respective federation. The victory ceremony is also part of the competition.
* In order to ensure respect of the Rules by the competitors, each head of Delegation is requested to show a complete official uniform to the Technical Information Center. Photographs of the official uniform will be submitted to the call room officials, in order to help the control of each competitor closing, shoes and bibs as per IAAF Rule 143.

**Bibs of the competition**

After the technical meeting, delegations will receive two (02) bibs per athlete, which must be worn, one on the back, one on the breast.

It is forbidden to cut, punch or fold the bibs which must be worn as they were issued.

**Call room**

* Athletes must present themselves at the call room according to the scheduled time. All delegations must ensure that their athletes are aware of the check in time for entry to the call room as follow:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Event** |  |  |  |  |  |
| **1st call** | **2nd call** | **Entry**  **call room** | **Exit**  **Call room** | **Entry**  **To arena** |
| **All Events** | 45 | 35 | 30 | 15 | 10 |

* Once in the call room, athletes will be identified with their accreditation cards and their competitor’s numbers. After identification, the following checks will be done:
* Competition numbers bib.
* Uniform clothing of the competition
* The officially approved uniform clothing for the competition is the only one allowed to be worn.

**No authorized items:**

* It is forbidden to bring electronic appliances such as radios- Walkman- mobile phones etc. are not allowed in the competition areas.
* These will be identified and stored at the call room and retrieved after the event at the call room.
* After verification by the officials, athletes will head to the waiting area of the call room where they will receive final instructions before being accompanied to the event place.

1. **Protest and appeal**

* Protest will be dealt with as provided by IAAF Rules 146.
* Protest concerning the result or the conduct of the event shall be made within thirty minutes (30) following the official announcement of the result of the event.
* Any protest, shall in the first instance be made orally to the Referee, either by the athlete himself or by someone acting on his behalf. The Referee may decide on the protest or may refer the matter to the jury of appeal. If the Referee makes a decision, there shall be a right of appeal to the jury.
* An appeal to the jury of appeal must be made in writing on the appeal form which will be available at the T.I.C, and it must be signed by a responsible official on behalf of the athlete and shall be accompanied by a deposit of 100 US $ (or the equivalent in local currency), which will be forfeited if the protest is not upheld.
* An appeal to the jury shall be made thirty (30) minutes within the decision of the Referee

1. **BASKETBALL 3X3**
2. **Introduction** 
   * These regulations apply to all FIBA 3x3 National Team Competitions; however, in case of national team competitions endorsed by FIBA, these regulations apply only if agreed between FIBA and the respective organizer. Deviations from these regulations for FIBA 3x3 Recognized Competitions are allowed with the approval of the FIBA Secretary General.
   * FIBA 3x3 National Team Competitions have to follow the corresponding guidelines and manuals issued from time to time.
3. **Competition Format** 
   * All competitions are played simultaneously for men and women. NOC may not be represented by more than one male and one female team. Team delegations are made up of 4 players plus one team official.
   * FIBA 3x3 Zone Cups are played in principle with 12 teams for men and 12 teams for women on 3 days of competition, except if otherwise approved by FIBA upon request of the respective Zone. Teams are divided into 4 pools of 3 teams each. The competition is played with Round Robin followed by single elimination as of Quarter-Finals.
   * FIBA 3x3 Recognized Competitions are played with Round Robin phase followed by single elimination.
4. **Eligibility of Players**

**Nationality:**

General: In order to play for the national team of a country in FIBA 3x3 National Team Competitions, a player:

* Must hold the legal nationality of that country; and
* Must present a passport of that country issued by the competent authorities.

**Age**

In the U18 category, players:

* Must be minimum 16 years old at the end of calendar year during which the FIBA 3x3 National Team Competition takes place; and
* May not be older than 18 years old at any time in the same calendar year.

1. **Registration of Players** 
   * Players must get registered by their NOCs and send the list at [anocazone5youthgames2019@olympicrwanda.org](mailto:anocazone5youthgames2019@olympicrwanda.org)
   * NOCs must register 4 players per team.
   * Players must get registered with their height, weight, passport number and jersey number that they will wear at the event. For every player a passport scan in PDF format (max. 1000 pixels) must be uploaded
   * Once the registration is closed, NOCs may substitute max. 2 players per team until 1 week prior to competition start.
   * With less than 1 week prior to the competition start, NOCs may substitute max. 1 player per team for medical reasons subject to presenting a medical certificate.
   * After the closing of the technical meeting no more roster changes are possible.
2. **Jerseys** 
   * The national team uniforms must comply with the regulations on team uniforms in FIBA Official Competitions in Book 2 of the FIBA Internal Regulations.
   * The FIBA 3x3 Logo may not be displayed on national team jerseys except if the team wears Nike apparel. In any case, FIBA 3x3 Branding Guidelines have to be followed.
   * Each team must bring two sets of jerseys – 1 set of light color and 1 set of dark color.
   * Players may not change their jersey number during the competition, irrespective of dark or light jersey. Players must wear the jersey number confirmed in the technical meeting.
3. **Team Competition** 
   * All games are played according to the FIBA 3x3 Official Rules of the Game.
   * All games and individual contests in FIBA 3x3 National Team Competitions are played with the Official FIBA 3x3 ball.
   * Teams shall have minimum 2 and maximum 4 games per day, insofar feasible. Between 2 games teams shall have a minimum break in the length of one game slot.
   * No coach may be present on the playground and no coaching (remotely from the bleachers or otherwise) is allowed.
4. **Individual Contests**

The official individual contests are:

* Shoot-out Contest (mixed)
* Dunk Contest (men)
* Skills Contest (women)

1. **Regulations:**

* In each individual contest 1 gold medal, 1 silver medal and 1 bronze medal shall be awarded.
* Every female team participating in the Competition may register 1 player for the Skills Contest.
* Every male and female team participating in the Competition may register 1 player for the Shoot-out Contest.
* All male teams may register 1 player from the roster of 4 team athletes for the dunk contest.

1. **BEACH VOLLEYBALL**
2. **Composition of the delegation**

In Beach Volleyball, each team will be composed of two (2) players, but the host country will be represented by two teams per gender means that four (4) players per gender.

A NOC representative is requested to attend the Preliminary Inquiry and the General Technical Meeting together with the players in accordance with the schedule.

1. **preliminary inquiry**

**2nd April 2019: 11:00 - 12:30**

The schedule will be based on the arrival information of each team listed at the form received.

NOC representative and both athletes from each team must attend the preliminary inquiry in accordance with the schedule.

The schedule for each participating country delegation at the Preliminary Inquiry will be provided at the sport information desk upon team’s arrival.

During the preliminary inquiry, teams are required to present to the ANOCA Beach Volleyball Control Committee the following documents:

* Valid Passports
* Completed BVB O-2 form
* Two sets of team uniforms in different colors, with a sample of training suit.

A verification of the athlete data (i.e. first name, last name, date of birth, etc.) will be made during the Preliminary Inquiry.

All athletes participating must be born between 1 January 2001 and 31 December 2004

1. **technical meeting**

**Date: 2nd April 2019: 16:00 - 17:00**

Location: IPRC HUYE CAMPUS

A NOC representative and both athletes from each team (as indicated on the BVB-02 form) must be present at the general technical meeting.

1. **competition format**

**Competition period: 01-06/04/2019**

Preliminary phase

* Two (2) pools of four (4) teams (in a round robin format) will be formed in the Preliminary Round. Every team will play the three other teams in their pool.
* Allocation of teams in each pool will be in accordance with the FIVB regulations through the 1st drawing of lots at the General Technical meeting.
* A total of 24 matches will be played for each of the men’s and women’s competition at the pool phase in order to determine the pool ranking.
* At the completion of each match during pool play, 2 points will be awarded to the winner, 1 point will be awarded to the loser, 0 points will be awarded to the forfeited team. The ranking of teams within their pools will be determined by the total number of match points.
* The first two (2) ranked teams from each pool advance to the semifinal Phase, for both genders. And those teams which are not qualified to semifinal will play for ranking
* Ranking in pools will be determined by the total number of match points, with the following points awarded per match to each team:

In case of a tie in the total number of match points during the pool play, the following rules will apply:

Between two (2) teams:

* The team with higher rally point ratios in the matches between all teams in the pool, is ranked higher;
* If a tie still exists, then the teams have the same position in ranking.

Between three (3) teams:

* If three (3) teams have a tie in the total number of match points, their ranking is determined by the rally point ratio in the matches between the three (3) tied teams;
* If still tied, then the tied teams are ranked by the rally point ratio between all teams in the pool;
* If still tied, then the teams will have the same position in ranking.

Between four (4) teams:

* The ranking is determined by the rally points ratio between all teams in the pool;
* If still tied, then the teams have the same position in the ranking.

In case of a tie in the total number of match points after the completion of pool play, the following rules will apply:

Between two (2) teams:

* The team with higher rally point ratio in the matches between all teams in the pool, is ranked higher;
* If still tied, then the winner of head-to-head match is ranked higher.

Between three (3) teams:

* The ranking is determined by the rally point ratio in the matches between the three (3) tied teams;
* If still tied, then the teams still tied are ranked by the rally point ratios between all teams in the pool;
* If a tie still exists then the teams still tied are determined by the tournament seeding established at the General Technical Meeting (the better seed of the tied teams ranked higher, i.e. seed 15 is ranked higher than 18).

Finals Two (2) losers of the semi-finals will play the bronze medal match to determine the bronze medal and the fourth place.

Two (2) winners of the semi-finals will play the gold medal match to determine the gold and silver medals.

1. **Coaching**

No coaching is permitted in the Beach Volleyball Competition of the ANOCA Zone V Youth Games 2019.

1. **RULES OF THE GAME**

* The Beach Volleyball competition at the ANOCA Youth Games 2019 will be held in accordance with the FIVB Beach Volleyball Official Rules, 2017-2020

**FORFEIT**

* In case of an injury forfeit of a team (team is at the court on time for the start of their match, however cannot start the match due to injury), the winning team will be awarded 2 points for the win, and a score of 2-0 (0-0, 0-0).
* The forfeiting team will be awarded 1 match point and a score of 0-2 (0-21, 0-21). The score sheet however will reflect a score of 2-0 (0-0, 0-0). Match duration should not be considered.
* In case of an injury forfeit of a team after the start of the match (e.g. EGY is leading UGD 6-4 in the first set and UGD is injured at this point and cannot continue the match), the winning team will be awarded 2 points for the win, and a score of 2-0 (6-4, 0-0).
* The forfeiting team will be awarded 1 match point, a score of 0-2 (4-21, 0-21). The score sheet however will reflect a score of 2-0 (6-4, 0-0). Match duration should not be considered.
* In case of a forfeit due to no show of the team before the start of their match, the winning team will be awarded 2 points for the win, a score of 2-0 (0-0, 0-0).
* The forfeiting team will be awarded 0 match points, a score of 0-2 (0-21, 0-21). The score sheet however will reflect a score of 2-0 (0-0, 0-0). The forfeiting team will also be subject to a sanction. Match duration should not be considered.

1. **Cycling**
2. **General organization**

* Rwanda host the first edition of ANOCA ZONE 5 YOUTH GAMES. The Rwanda Cycling Federation will be organizing the cycling events.
* Cycling event will be organized and conducted under UCI regulations.

1. **Participation & period**

* 11countries / ANOCA Zone 5.
* The ANOCA Zone 5 Youth Games will be held from April 2nd to 6th 2019

1. **category and race**

ANOCA Zone 5 Youth Games is open to junior category men and women

**April 2nd**: Opening ceremony

**April 2nd**

* Team Time Trial Women Juniors ***17,2 Km***
* Team Time Trial Men Juniors ***17,2 Km***

**The NOCs can enter 4 riders**

**April 4th**

* Individual Time Trial Women Juniors **17,2 Km**
* Individual Time Trial Men Juniors **17,2 Km**

**The NOCs can enter 4 riders of which 3 starters**

***April 6th***

* Road Race Men Juniors **93.6 Km**
* Road Race Women Juniors **70,2 Km**

The NOCs can enter 5 riders of which 4 starters

All riders have to be 17 – 18 years older; therefore born in 2001 and 2002

1. **Permanence**

The permanence will be at IPRC South Huye Campus

* The technical meeting in the presence of the members of the commissaries and team leaders will be held on April 1, 2019 at 14:00.
* During this meeting there will be the confirmation of starters for all events.
* If a change of rider must intervene, the team leaders have the obligation to give the changes the day before the race between 3:00 PM and 4:00 PM.

1. **Start order & Start time of the time trial**

* The starting order of the team time trial and the individual time trial will be drawn up in collaboration with the president of the jury by the draw.
* The starts will be 3 minutes in 3 minutes for team time trials and 2 minutes in 2 minutes for individual time trials.

1. **Technical regulations for the team time trial**

* The finishing times will be taken on the 3rd rider of each team.
* The specific equipment for the time trial is authorized (bicycles, helmets, suits), they must comply with the UCI regulations.
* A check of these equipment’s will be done before the departure of the race by the college of the commissaries

1. **Feeding**

* Feeding will not be allowed during team time trials and individual time trials.
* During the road race events, feeding will be allowed exclusively in the feeding zone

1. **Protocol Ceremony**

In accordance with article 1.2.112 of the UCI regulations all riders concerned must be present in competition clothing (without caps, helmets, glasses or advertising) within 15 minutes after arrival.

1. **Penalties**

The scale of penalties of the UCI is the only one applicable.

1. **TAEKWONDO**
2. **Eligibility requirements**

* The athlete must be born between January 1, 2005 and December 2002
* Athletes must be a Kukkiwon Dan or Poom belt holder
* All athletes must be with nationality of ANOCA Zone V countries and from the invited countries ( France and Senegal)

1. **Venue and date**

* Gatagara High School
* Huye District.
* 4th -5th April 2019

1. **WT-Recognized Taekwondo Uniform (Dobok) And Protective Equipment**

* Protector and Scoring System (DAEDO PSS GEN 2) including Head PSS will be used for the Competition.
* Participating contestants are required to wear WT-recognized Doboks and WT- list is available at the website of WT (<http://www.worldtaekwondo.org/wtf-partners/recognized/>)
* The Organizing Committee will provide Protector and Scoring System (PSS) to the participating contestants.
* Participating contestants are required to recognized protective equipment. The latest version of WT-recognized manufacturers’ bring their own groin guards, mouthpieces, gloves, sensing socks and shin and forearm guards for their personal use.

1. **Weight Division**

The Weight divisions for the 2019 ANOCA ZONE V Youth Games are in accordance with Taekwondo Youth Olympic divisions.

The weight divisions:

* **Male : -48kg , -55kg, -63kg, -73kg,+73kg**
* **Female : -44kg, -49kg, -55kg, -63kg, +63kg**

1. **Weight – in**

* Weigh-in of the contestants shall be completed one day before their scheduled competition day
* During the weigh-in, male contestants shall wear underpants and female contestants shall wear underpants and brassieres. However, contestants may weigh-in in the nude if they want to do so

1. **Competition Format**

* WT rules
* Single elimination system will apply
* Number of Courts: one (1)
* Maximum quotas per MNA: One (1)athlete per weight division
* DAEDO Electronic scoring system Generation 2 Will be used
* Every match will take (1:30 min\*3 rounds, 30 seconds of break in each round

1. **Awards**

Medal will be awarded to the top four athletes in each category

* 1st place : Gold Medal
* 2nd place : Silver Medal
* 3rd places : Bronze Medal
* Certificate of Participation to all participants
* Trophy for the 1st ,2nd and 3rd place to the teams
* Trophy for the best players both Male and Female.

## **Point earnings for eligible**

For every contestant who passed the official

* weigh-in: 1 Point
* For every win (including byes): 1 Point
* For every Gold Medal: 7 Points
* For every Silver Medal: 3 Points
* For every Bronze Medal: 1 Point

1. **Coaches’ attire**

All Coaches are required to wear formal suit such as tie, jacket, dress shirt (long or short), and trouser during all matches. If any coach refuses to wear abovementioned attire, he or she won’t be coaching for ANOCA Zone V Youth Games 2019.

1. **How to register**

The National Teams will full fill Registration form for each contestant and submit it on Event secretariat email [anocazone5youthgames2019@olympicrwanda.org](mailto:anocazone5youthgames2019@olympicrwanda.org) before registration deadline 1st March 2019. 5:00pm Kigali time

1. **Sport quota**

|  |  |  |  |
| --- | --- | --- | --- |
| Sport | Disciplines  *(if any)* | Events | |
| **Boys** | **Girls** |
| Athletics  (1 athlete per discipline per gender per NOC) | Track | 100M | 100M |
| 400M | 400M |
| 800M | 800M |
| 1500M | 1500M |
| 5000M | 3000M |
| Relay | 8X100m Mixed International Team Relay (4B, 4G) | |
| Basketball  (1 team of 4 athletes per gender per NOC) | 3X3 | Teams Tournament | Teams Tournament |
| Dunk Contest | Shoot-out Contest |
| Volleyball  (1 team of 2 athletes per gender per NOC) | Beach volleyball | 8 Teams Tournament | 8 Teams Tournament |
| Cycling  (1 team of maximum 5 athletes per gender per NOC) | Time Trial | 5 cyclist per team | 5 cyclist per team |
| Road race | 5 cyclist per team | 5 cyclist per team |
| Taekwondo  (1 athlete per category per gender per NOC) |  | 48kg | 44kg |
| 48 – 55 kg | 44-49kg |
| 55 - 63 kg | 49-55kg |
| 63 – 73kg | 55-63kg |
| +73kg | +63 |

## **Huye 2019 - CONTACT DETAILS**

### **Huye 2019 – ANOCA Zone V Local Organising Committee**

C/o

Comité National Olympique Et Sportif Du Rwanda

B. P. 2684

Stade National Amahoro De Remera

Kigali, Rwanda

E-mail: anocazone5youthgames2019@olympicrwanda.org

President: [vmunyabagisha@olympicrwanda.org](mailto:vmunyabagisha@olympicrwanda.org)

Tel: +250 788 305 449

Secretary General: [sharangabo@olympicrwanda.org](mailto:sharangabo@olympicrwanda.org)

Tel: +250 782 706 747

### **Emergency Numbers in Rwanda**

Rwanda Police. Locally call police at 112 for emergencies, 113 for traffic accidents, or 116 to report abuse by a police officer, including attempts at bribery.