



Archery Canada Rule Book

Book 1

Constitution and Procedures

Version 2024.01.25 - EN

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Version 2024.01.25 - EN

This version supersedes all previous versions.

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INTRODUCTION

These books contain the rules, procedures and administrative procedures for archery in Canada as practised by the Federation of Canadian Archers Inc., known as Archery Canada and its member Provincial Sport Organizations and their Registrants. It also contains most laws and bylaws governing archery in the World Archery Federation and its member organizations, as they have an interest in Canadian archery.

Archers, clubs and other organizations can practice archery in the forms and by the rules they wish. However, they are encouraged to practice archery by these rules to promote consistency of understanding and practice by archers in Canada and other sports organizations worldwide.

This edition contains all current World Archery laws, bylaws, and Archery Canada rules approved and in effect on the date shown below. There may be interpretations that affect this edition. Please check the World Archery website (worldarchery.sport) and Archery Canada website (archerycanada.ca) for a listing of all interpretations which may be in force.

If any question concerning a rule in this rulebook arises from editing errors or differences between the French and English language versions, reference will be made to the original form in which the Archery Canada Board of Directors approved the rule. Where any discrepancies occur between the World Archery Rules in this book and the official World Archery Rule Book, the official World Archery Rule Book will take precedence.

This version supersedes all previous versions.

ORGANIZATION:

The Archery Canada Rule Book has been divided into 6 Books.

Book 1 - Constitution and Procedures	(World Archery & Archery Canada)
Book 2 - Events	(World Archery & Archery Canada)
Book 3 - Target Archery	(World Archery & Archery Canada)
Book 4 - Field and 3D Archery Rules	(World Archery & Archery Canada)
Book 5 - Miscellaneous Archery Rounds and Ski-Archery	(World Archery)
Book 6 - Anti-Doping Rules	(World Archery)

FORMAT OF CONSTRUCTION:

The articles (rules as passed by the World Archery Congress) are in **black type and Times New Roman font**. The articles (bylaws as passed by the World Archery Board) are in *black type and in Italic Times New Roman font*.

Certain sections of the World Archery Constitution and Rules that are not normally of interest to Canadian archers are not included. In most cases, such exclusions are indicated in the text. The full and current text of the World Archery Constitution and Rules can be obtained on the World Archery website at worldarchery.sport/rules, menu item Home-Rules.

The articles (rules) in blue type, Arial font, indicate the exceptions or additions to the rules of World Archery as they apply to archery in Canada recognized by Archery Canada.

Article numbers preceded by AC indicate Archery Canada rules. Article numbers in **black type** and preceded with no text are, by default, World Archery rules.

AC sections with the same numbers as the WA sections reference the WA sections and express the exceptions or additional information as the WA section.

As used herein, the words "may not", "shall", and "will" are to be interpreted as a mandatory provision.

The masculine or feminine gender used in relation to any physical person shall be understood as including the other gender unless there is a specific provision to the contrary or a logical separation (e.g., the class "Women" only refers to female archers).

Note: Language related to gender and the use of pronouns, along with "Men" or "Women" throughout the Archery Canada rule book, is meant to identify and address specific competition categories as outlined by World Archery Rules. Archers in Canada, for National events, have the right to choose the category in which they most closely identify.

OTHER RECOGNIZED RULES

Archery Canada's rules of archery and most administrative requirements are based to a large extent on the rules of World Archery.

Archery Canada is the Canadian organization officially affiliated with the International Field Archery Association. IFAA rules can be found online at www.ifaa-archery.org.

Archery Canada rules for the sport of 3D archery are unique for Canada. However, they have a basis on the rules of 3D archery practised by both World Archery and the International Bowhunters Organization (IBO). This rulebook does not contain the rules of the International Field Archery Association (IFAA), the National Field Archery Association (NFAA – USA), the Archery Shooter's Association (ASA), or the International Bowhunting Organisation (IBO). Readers must refer to the rules published by those organizations for events sanctioned by them.

DEFINITIONS

(Archery Canada definitions in blue text. World Archery definitions in black text.)

"AC" Archery Canada - Federation of Canadian Archers using the brand name Archery Canada.

"Affiliated Club" is a registrant of Archery Canada, able to register its members as Registrants, eligible for the insurance program and associated club benefits, which include the opportunity to bid to host national events and participate in national events or to list provincially approved tournaments on the National Tournaments Calendar.

"Athlete" means any athlete who participates or is selected to participate in an Event or Competition.

"Athlete Support Personnel" means any coach, trainer, manager, athlete representative, agent, team staff member, official, medical or para-medical personnel, family member or any other person employed by or working with an Athlete or the Athlete's Member Association participating in a Competition.

"Camouflage Colours" - Are trademarked or other digital designs, whether random or not and regardless of colours used, which consist of natural material camouflage patterns such as bark, twigs, or leaves that are used for the purpose of blending in with natural environments thereby providing less visibility to game, military personnel, or others; Non-traditional camouflage colours such as pinks, blues, bright yellow, etc. in camouflage patterns that are used in designs for the purpose of blending in with natural environments whereby providing less visibility are considered camouflage.

"Competition" means an Event or series of Events conducted over one or more days under one ruling body (e.g., World Championships).

"Competition Rule" is a law which regulates any of the following:

- the equipment used in competition;
- the procedures used in a competition round;
- the activities of the athlete or athletes during competition;
- any other action that takes place on the field of play during a competition.

"Club" is an organization registered as a Provincial/Territorial Archery Association member that offers archery programming for its members recreationally or competitively.

"DoS" Director of Shooting.

"Event" means a single race, match or contest.

"Mechanical" means any method that embodies a plurality of interacting parts, whether such are individual pieces or spring co-joined parts capable of co-operatively acting to affect bow string release by a separating movement of at least one such part relative to another.

"NSO" National Sports Organization.

"OC" Organizing Committee.

"Outdoor" means where the athlete is subject to any two of the following three factors while competing: (i) rain, (ii) wind and (iii) sun. For the avoidance of doubt, (i) shooting out of a window would not be an outdoor event since there would be no rain, sun or wind (0 elements present), (ii) shooting under a roof would not be an outdoor event as only wind applies, (no rain or sun) (1 element present), (iii) shooting in a stadium with roof closed would not be an outdoor event since no wind, rain or sun (0 elements present), (iv) shooting in a walled stadium with roof open would be an outdoor event (no wind but rain and sun) (2 elements) unless the athletes are shooting under an overhang (0 elements present), (v) shooting with athletes protected from wind (sails, walls) is an outdoor event (no wind but rain and sun) (2 elements present), and (vi) shooting in a stadium would be an outdoor event if the athlete could be subject to both rain and sun (and

possibly rain) (2 elements present). The above is not to suggest that walls or sails to block winds are allowed on the field of play.

"Participant" means any Athlete, Athlete Support Personnel, judge, referee, delegate, commissioner, jury of appeal member, competition official, Member Association team or delegation member and any other accredited person.

"PTSO" Provincial/Territorial Sport Organization member of Archery Canada.

"Qualification Round" refers to rounds shot to qualify athletes for subsequent events and rank them before elimination and finals matches are shot. These are typically a 720 Round or a round of Field or 3D courses. In some cases, such as common in Canada, where only such rounds are shot for a tournament to determine prizes, and no subsequent elimination or finals match play is shot. The term "Qualification Round" shall mean the round(s) of the tournament used to determine prizes.

"RSO" Range Safety Officer, see Book 1, [Appendix 4, AC 1.0](#).

"Registrant" An individual who is a registrant (member) of a PSO/TSO member of Archery Canada or otherwise recognized as a registrant (member) of Archery Canada.

"720 Round" The 720 Rounds are a composite of outdoor target rounds of 72 arrows that include the rounds described in Book 2, [AC 4.5.1.5](#) to [AC 4.5.1.7](#).

- For Recurve, the WA 70m Round, the 60m Round, and distances for U15 and U13 athletes shot on the 122cm target face.
- For Compound– the WA 50m Round for Compound and distances for U15 and U13 athletes shot on the 80cm target face.
- For Barebow - the WA 50m Round for Barebow and distances for U15 and U13 athletes shot on the 122cm target face.

"T2S 900 Round" An outdoor developmental 900 round described in Book 2, [AC 4.5.1.17](#).

"TD" Technical Delegate.

"Traditional" Regarding archery, bows refer to bows with limbs and risers, of which the recurve bows and longbows are typically representative.

"Violation" means a violation of these Rules.

"WA" World Archery.

"Youth Class" Refers to the Age Classes U21 and younger (i.e., U21, U18, U15, U13, U10).

Rules of target Archery in Canada are consistent with the rules of World Archery except as noted on these pages.

EXCLUDED

World Archery:

- [Chapter 1 - World Archery Constitution;](#)
- [Appendix 1 - Congress Procedures;](#)
- [Appendix 3 - Procedures for the Board of Justice and Ethics;](#)
- [Appendix 5 - Guidelines for World Archery Plaquettes;](#)
- [Appendix 6 - Olympic Charter;](#)
- [Appendix 7 - World Archery Fanfare;](#)
- [Appendix 8 - Athletes Committee Election Procedure;](#)
- [Appendix 9 - Betting and Anti-Corruption.](#)

Are not included in this version of Archery Canada Book 1 as they are not directly applicable to archery in Canada.

ARCHERY CANADA BYLAWS AND POLICIES

Archery Canada Bylaws and Archery Canada Policies are not included in this Rule Book.

Archery Canada Bylaws covering:

- Members
- Registrants
- Meetings of Members
- Governance
- Officers
- Member Council
- Committees
- Conflict of Interest
- Finance

can be found on the Archery Canada website at:

<https://archerycanada.ca/archery-canada-bylaws/>

Archery Canada Policies covering:

- Aboriginal Policy
- Appeal Policy
- Athlete Protection Guidelines
- Championship Hosting Policy
- Code of Conduct and Effects
- Complaints and Discipline Policy
- Concussion Protocol
- Conflict of Interest Policy
- Discipline and Complaints Policy
- Equity and Inclusion Policy
- Financial Policy
- Membership Policy
- Official Languages Policy
- Privacy Policy
- Reciprocity Policy
- Risk Management Policy
- Screening Policy
- Severe Weather Policy
- Social Media Policy
- Trans Inclusion Policy
- Universal Code of Conduct to Prevent and Address Maltreatment in Sport 6.0 (UCCMS 6.0)
- Volunteer Recognition Policy
- Vote by Mail Policy

can be found on the Archery Canada website at:

<https://archerycanada.ca/about-us/policies/>

note: The above lists of Bylaws and Policies may have changed since the publication of this book. Refer to the Archery Canada website pages above for all the up-to-date Bylaws and Policies.

CHAPTER 2 - ELIGIBILITY CODE FOR ATHLETES AND TEAM OFFICIALS

2.1. ADMISSION

2.1.1.

Athletes, coaches and officials who wish to be part of their National Teams at events, which are recognised or controlled by World Archery, in one or more of the various disciplines recognised by World Archery, shall be affiliated with a Member Association and have a valid international license. For National Tournaments, the affiliation with a Member Association is necessary.

2.1.1.1

Athletes, coaches and officials who wish to participate as part of a national team in Championships, World Cups or other events for which the registration is through the online entry system controlled by World Archery, in one or more of the various disciplines recognised by World Archery, shall be affiliated with a Member Association and have a valid international license.

2.1.2.

To be eligible to participate in the World Championships, World Record and Performance Award Tournaments and such other events as World Archery may recognise and specify, athletes shall comply with the Eligibility Code.

2.1.3.

To be eligible to participate in the Olympic Games, Paralympic Games and Regional or Area Games, an athlete shall comply with the Olympic Charter (see [Appendix 6 - Olympic Charter](#)) and the Eligibility Code.

2.1.4.

Participation in events organised by any individual or association not affiliated to World Archery is permitted. The Executive Committee reserves the right to prohibit participation in any event which it determines is prejudicial to the best interest of World Archery. Notice of any such prohibitions shall be given to Member Associations prior to such event.

2.1.5.

No athlete or official who has been declared ineligible may, during the period of ineligibility, participate in any capacity in an event or activity authorised or organised by World Archery or any Member Association.

AC 2.1 ADMISSION

In general, admission requirements of World Archery are also requirements for events recognized by Archery Canada.

AC 2.1.1

also, Athletes who wish to participate in Canadian Championships, Games or Tournaments which are registered by Archery Canada must be affiliated to a Member Association of World Archery.

AC 2.1.2

also, to be eligible to participate in Canadian Championships and other events registered or otherwise recognized by Archery Canada as eligible for awards or records, athletes shall comply these Eligibility Codes.

2.2. ELIGIBILITY CODE

(See [Appendix 6 - Olympic Charter](#).)

2.2.1.

Athletes and officials shall respect the spirit of fair play and non-violence, and behave accordingly on the field of play.

2.2.1.1.

Athletes and all other members of the World Archery Family shall comply with the betting and anti-corruption rules set forth in Appendix 9.

2.2.2.

Athletes shall refrain from using substances and procedures prohibited by the laws of World Archery, IOC, IPC and WADA, and together with the officials shall respect and comply in all aspects with the World Archery Anti-Doping Rules and the World Anti-Doping Code.

2.2.3.

An athlete may allow the athlete's person, name, picture or sport performances to be used for advertising purposes and may accept prizes or money without any restriction or limit (see [Appendix 6 - Olympic Charter](#)).

2.2.4.

Athletes shall comply with the requirements of World Archery sponsorship contracts during World Championships.

2.2.5.

Tobacco and alcohol advertising and sponsorship are forbidden at World Championships.

2.2.6.

Athletes may wear advertising in addition to the normal manufacturer trademarks of the articles worn. The manufacturer's trademark is the registered mark of the company which produced the item. If a company has an item made for it under contract, the label of the item, if appropriate to the item, shall correspond to its trademark.

2.2.7.

Athletes may have advertising on their personal and technical equipment (e.g. bows, bags, etc.) in addition to the item's normal trademark.

2.2.7.1.

All advertising referred to [Article 2.2.6.](#) and [Article 2.2.7.](#) above shall not exceed 400cm² per item. Athletes' numbers are not covered by this article.

2.2.7.2.

All trademarks referred to in [Article 2.2.6.](#) and [Article 2.2.7.](#) above shall not exceed 30cm² except trademarks on bows and stabilizers.

2.2.7.3.

The official insignia, flag or emblem of the country or Member Association they represent has no restriction as to size and is not counted as advertising.

2.2.7.4.

At Multisport Games including Olympic Games, the name of the athlete or initials may appear on the quiver and the quiver belt with a maximum letter height of 38mm on the quiver and 18mm on the belt attached to the quiver. Only Roman characters are allowed.

2.2.8.

Provisions under [Article 2.2.5.](#), [Article 2.2.6.](#), [Article 2.2.7.](#), [Article 2.2.7.1.](#) and [Article 2.2.7.2.](#) are also to be observed by all team officials present on the field of play.

2.2.9.

For eligibility rules applicable to Para-Archery events, see [Chapter 21 - Para-Archery in Book 3.](#)

AC 2.2 ELIGIBILITY CODE

The World Archery Eligibility Code is also applicable to Canadian archers and Team Officials.

AC 2.2.1

Athletes and officials shall respect the spirit of fair play and non-violence, and behave accordingly on the field of play, abiding by the AC Code of Conduct. All coaches and officials must meet the requirements of the AC Screening policy for activities that are covered with the scope of the policy.

AC 2.2.2

Canadian athletes will also comply with the CCES Medical Code.

AC 2.2.8

The requirements of [Article 2.2.8](#) are applicable in Canada only to events registered with World Archery and Archery Canada Championships and any other event so declared by Archery Canada.

AC 2.2.10 ELIGIBILITY TO PARTICIPATE IN ARCHERY CANADA EVENTS**AC 2.2.10.0**

Definitions:

“Resident of Canada”: is a person who has resided continuously in Canada for the preceding 12 months.

“Competitor”: an athlete registered in an Archery Canada event who is eligible to compete for ranking in the event, medals, or other shooting awards. Generally, the term “athlete” means the same as “competitor” or “shooter.”

AC 2.2.10.1

In order to be a competitor in an Archery Canada registered event, an athlete must be a member in good standing of an Archery Canada Member PTSO, Archery Canada or another World Archery-affiliated national archery organization.

AC 2.2.10.2

A citizen, landed immigrant or resident of Canada must be a member of Archery Canada in order to be a competitor in an Archery Canada event.

AC 2.2.10.3

At Archery Canada registered events, an athlete who is not a citizen, landed immigrant or resident of Canada but who is eligible to be a competitor must register in a Guest category. A citizen, landed immigrant or resident of Canada may not register in a Guest category.

AC 2.2.10.4

At the discretion of the organizers of an Archery Canada event, an athlete may be permitted to participate as a non-competitor; however, he will not be eligible for Archery Canada medals, prizes or records, and his scores will have no official Archery Canada status.

AC 2.2.10.5 Archery Canada Officials and Archery Canada Employees.**AC 2.2.10.5.1**

Judges, Directors of Shooting and Deputy or Assistant Directors of Shooting may not compete while they are officiating at an Archery Canada registered event. In the case of competitions which are run in distinct sessions (e.g. different flights, or different times and/or locations (such as the Regional Championships), they may compete in sessions in which they are not officiating.

AC 2.2.10.5.2

The Archery Canada Technical Director, Technical Delegate and Archery Canada Executive Director may not compete at the Canadian Outdoor, 3D Indoor or 3D Outdoor Championships.

AC 2.2.10.5.3

The Technical Director and Executive Director require approval from the Archery Canada Executive to be a member of a Canadian Team.

AC 2.2.10.5.4

The Chairman of the Jury of Appeal may not be a competitor.

2.3. MEDICAL PROVISIONS

(See [Book 6 - Anti-Doping Rules.](#))

2.3.1.

Athletes competing in or preparing for Championships, Games, International and National Tournaments recognised or controlled by World Archery shall agree to submit to a duly authorised doping control or any other medical test or examination decided by World Archery.

2.3.1.1.

In the exceptional event that the gender of a competing athlete is questioned, the Medical & Sport Science Committee or the IOC shall have the authority to take all appropriate measures for the determination of the gender of an athlete. The inquiry and proceedings shall be kept confidential. However in the case where the gender challenge is upheld, the appropriate parties shall be informed of the result.

2.3.2.

The World Archery medical provisions are intended to safeguard the health of the athlete, and to promote the ethical concepts as foreseen by fair play, the Olympic spirit and medical practice.

2.3.2.1.

World Archery adopts the Olympic Movement Medical Code, as it may be amended from time to time. The Medical & Sport Science Committee shall follow and implement the principles laid down in such Code as suitable to World Archery purposes. Updated version of the Olympic Movement Medical Code is available on <http://www.olympic.org/medical-commission>.

2.3.2.2.

World Archery policy regarding the participation in Events of individuals who have undergone sex reassignment is to comply with the applicable IOC rules and interpretations as may exist from time to time.

2.3.3.

All participants in World Championships and International Tournaments have a right to medical care, to at least the standard received in their home country.

AC 2.3 MEDICAL PROVISIONS

also apply to events recognized or controlled by Archery Canada.

AC 2.3.1

Archery Canada does not require an athlete to produce acceptable provincially or federally issued government documents, or a medical certificate to confirm his or her gender. This may be superseded by the eligibility guidelines of World Archery or any major Games guidelines, surrounding their athlete participation policies.

AC 2.3.3

also, all participants at Archery Canada registered events have a right to medical care.

2.3.4. ALCOHOL TEST

Alcohol is a banned substance in archery. No person on the field of play shall consume alcohol or be under the influence of alcohol as prohibited in 2.3.4. Alcohol Test. Athletes selected for Anti Doping Sample collection shall also be tested for alcohol. Tests may be carried out at any time during the Competition at any International Event at the discretion of the person designated by World Archery to conduct the Alcohol Test, or by the Organising Committee if World Archery has not designated any such person.

2.3.4.1. PROCEDURE FOR ALCOHOL TESTS

The alcohol test is performed by the testing of exhaled air. If the test of exhaled air exceeds the doping violation threshold of 0.1 per mille, a second test of exhaled air will be performed 10 minutes later using a different breathalyser. If the second test of exhaled air still exceeds the threshold, this will result in a positive alcohol test.

2.4. NATIONAL TEAMS

2.4.1.

To be eligible to participate as a member of a National Team in International Events, an athlete shall have a valid passport from the country of which the athlete is a National Team Member and shall not have represented any other Member Association as a National Team Member for at least one year before the date of the competition.

2.4.2.

If an athlete wants to compete for a National Team other than the one for which the athlete holds a valid passport, the athlete shall have resided in the new country for at least one year before the date of the competition and shall have the written permission of the Member Association, if any, of the country from which the athlete has a valid passport.

2.4.3.

An athlete who has changed nationality, or acquired a new nationality, will need to notify World Archery of the change before the athlete competes internationally representing the new country and may not represent the National Team of the new Member Association until one year after such a change or acquisition.

2.4.4.

An athlete who has a valid passport of two or more countries at the same time may represent either of them, as the athlete chooses. The athlete shall, however, meet the conditions laid down in [Article 2.4.1.](#) to [Article 2.4.3.](#) above.

AC 2.4 NATIONAL TEAMS

AC 2.4.5

To be eligible to participate as a member of a Canadian Team in the Olympic Games, Regional Games or Area Games, World Archery Championships, and such other events as Archery Canada may specify, an athlete must sign a Canadian Team Member Agreement. In the case of International Paralympic Committee-sanctioned events, authorization from an athlete's national sports organization in his country of origin is not required if the athlete has been a resident for more than 3 years in another country or if there is no national sports organization in his country of origin.

AC 2.4.6

To be eligible for participation in the Olympic and Pan American Games, an athlete must comply with the Olympic Charter, as well as with the rules of World Archery as approved by the IOC, and must be entered by the Canadian Olympic Association. Archery Canada nominates athletes who will represent Canada at the Olympic and Pan American Games to the COC, and the COC then verifies that the athletes meet its requirements and approves the nominations.

2.5.

Athletes are not eligible to compete in World Archery events if they do not meet the requirements laid down above.

AC 2.5.

Athletes are not eligible to compete in Archery Canada events if they do not meet the requirements laid down above.

APPENDIX 2 - ARCHERY CANADA CODE OF CONDUCT AND ETHICS

Preamble

Archery Canada has adopted the Universal Code of Conduct to Prevent and Address

Maltreatment in Sport (“UCCMS”), as amended from time to time, which shall be incorporated into this Code by reference as if set out in full herein. Any modifications or amendments made to the UCCMS by the Sport Dispute Resolution Centre of Canada (“SDRCC”) shall come into effect immediately upon their adoption by the SDRCC and automatically without the need for any further action by Archery Canada.

Archery Canada has designated certain Individuals as UCCMS Participants. A full list of designated individuals is available at ADDRESS.

It is important to note that the Code applies to all Individuals, but not all Individuals are UCCMS Participants and subject to the OSIC Process.

A. Purpose

1. The purpose of this Code is to ensure a safe and positive environment within the programs, activities, and Events of Archery Canada and for any of those of its Members, that designate this Code of Conduct and Ethics as applicable by making all Individuals aware that there is an expectation, at all times, of appropriate behaviour consistent with Archery Canada’s core values, mission, and policies.
2. Archery Canada and its Members and Individuals support equal opportunity, prohibit discriminatory practices, and are committed to providing an environment in which all Individuals can safely participate in sport and are treated with respect and fairness.

B. Application – General

3. This Code applies to the conduct of all Individuals during the business, activities, and Events of Archery Canada and its Members including, but not limited to competitions, practices, evaluations, treatment, or consultations (e.g., massage therapy), training camps, travel associated with organizational activities, the office environment, and any meetings.
4. This Code also applies to the conduct of Individuals outside of the business, activities, and Events of Archery Canada and its Members when such conduct adversely affects Archery Canada’s relationships (and the work and sport environment) or is detrimental to the image and reputation of Archery Canada or a Member. Such applicability will be determined by Archery Canada’s Independent Third Party.
5. In addition, this Policy will apply to breaches of the Code that occurred when Individuals involved interacted due to their mutual involvement in the sport or, if the breach occurred outside of the sport environment, if the breach has a serious and detrimental impact on the Individual(s).
6. This Code applies to Individuals active in the sport or who have retired from the sport where any claim regarding a potential breach of this Code occurred when the Individuals were active in the sport.

C. Prohibited Behaviours

7. All Individuals must refrain from any behaviour that constitutes a Prohibited Behaviour as defined by the UCCMS and the Code.

Individuals are responsible for knowing what actions or behaviours constitute Prohibited Behaviour and Maltreatment.

8. Prohibited Behaviour under the UCCMS includes, but is not limited to:
 - a. Physical Maltreatment
 - b. Psychological Maltreatment
 - c. Neglect
 - d. Sexual Maltreatment

- e. Grooming
- f. Boundary Transgressions
- g. Discrimination
- h. Failing to Report
- i. Aiding and Abetting
- j. Retaliation
- k. Interference with or Manipulation of Process
- l. False Reports

In addition to the Prohibited Behaviour defined in the UCCMS, this Code sets out other expected standards of behaviour and conduct for all Individuals and any failure to respect these expected standards of behaviour by any Individual may constitute a breach of this Code.

D. Responsibilities of Individuals

9. All Individuals have a responsibility to:
- a. Refrain from any behaviour that constitutes Maltreatment and Prohibited Behaviour under this Code and the UCCMS.
 - b. Conduct themselves in a manner consistent with the True Sport principles and the rules of shooting conduct as set out by World Archery
 - c. Maintain and enhance the dignity and self-esteem of other Individuals by:
 - i. Treating each other with fairness, honesty, respect and integrity;
 - ii. Focusing comments or criticism appropriately and avoiding public criticism of Athletes, Athlete Support Personnel, officials, organizers, volunteers, employees, or other Individuals;
 - iii. Consistently demonstrating the spirit of sportsmanship, sport leadership, and ethical conduct; and
 - iv. Ensuring adherence to the rules of the sport and the spirit of those rules.
 - d. Refrain from the use of power or authority to coerce another person to engage in inappropriate activities.
 - e. Refrain from consuming tobacco products, cannabis, or recreational drugs while participating in the programs, activities, competitions, or Events of Archery Canada or a Member.
 - f. In the case of Minors, not consume alcohol, tobacco, or cannabis at any competition or Event.
 - g. In the case of Individuals who are not Minors, not consume cannabis in the Workplace or in any situation associated with the Events of Archery Canada or a Member (subject to protections under applicable human rights legislation), not consume alcohol during training, competitions, or in situations where Minors are present. Notwithstanding the aforementioned, Individuals who are not Minors may consume alcohol in adult-oriented social situations but must take reasonable steps to manage the responsible consumption of alcohol.
 - h. When driving a vehicle:
 - i. Have a valid driver's license;
 - ii. Obey traffic laws;
 - iii. Not be under the influence of alcohol or illegal drugs or substances;
 - iv. Have valid car insurance; and
 - v. Refrain from engaging in any activity that would constitute distracted driving.
 - i. Respect the property of others and not wilfully cause damage.

- j. Promote sport in the most constructive and positive manner possible.
- k. Use social media in a responsible manner in accordance with Archery Canada's Social Media Policy
- l. Refrain from engaging in deliberate behaviour which is intended to manipulate the outcome of a para-classification, competition, not offer or receive any benefit which is intended to manipulate the outcome of a competition or para- classification. A benefit includes the direct or indirect receipt of money or other anything else of value, including, but not limited to, bribes, gains, gifts, preferential treatment, and other advantages.
- m. Adhere to all applicable federal, provincial/territorial, municipal and host country laws.
- n. Comply with the bylaws, policies, procedures, rules, and regulations of Archery Canada, its Members and those of any other sport organization with authority over the Individual, as applicable, and as adopted and amended from time to time.

E. Directors, Committee Members, and Employees

10. In addition to section D (above), directors, committee members, and employees of Archery Canada and its Members will have additional responsibilities to:
- a. Function primarily as a director, committee member or employee of Archery Canada or the Member (as applicable) and ensure to prioritize their duty of loyalty to Archery Canada or the Member (and not to any other organization or group) while acting in this role.
 - b. Act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibilities of the business and the maintenance of all Individuals' confidence.
 - c. Ensure that financial affairs are conducted in a responsible and transparent manner with due regard for all fiduciary responsibilities.
 - d. Comply with their obligations under the Screening Policy, including understanding ongoing expectations under the Screening Policy and fully cooperating in the screening process
 - e. Conduct themselves openly, professionally, lawfully and in good faith.
 - f. Be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism influence their decision- making on behalf of Archery Canada.
 - g. Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to applicable laws.
 - h. Maintain required confidentiality of organizational information.
 - i. Commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings.
 - j. Have a thorough knowledge and understanding of all governance documents.

F. Athlete Support Personnel

11. In addition to section D (above), Athlete Support Personnel have additional responsibilities.
12. Athlete Support Personnel must understand and respect the inherent Power Imbalance that exists in this relationship and must not abuse it, either consciously or unconsciously.
13. Athlete Support Personnel will:
- a. Avoid any behaviour that abuses the Power Imbalance inherent in the position of an Athlete Support Person to (i) establish or maintain a sexual relationship with an Athlete, or (ii) encourage inappropriate physical or emotional intimacy with an Athlete, regardless of the Athlete's age.
 - b. Ensure a safe environment by selecting activities and establishing controls that are suitable for the age, experience, ability, and fitness level of Athletes.

- c. Prepare Athletes systematically and progressively, using appropriate timeframes and monitoring physical and psychological adjustments while refraining from using training methods or techniques that may harm Athletes.
- d. Avoid compromising the present and future health of Athletes by communicating and cooperating with sport medicine professionals in the diagnosis, treatment, and management of Athletes' medical and psychological treatments.
- e. Support the Athlete Support Personnel of a training camp, provincial/territorial team, or national team, should an Athlete qualify for participation with one of these programs.
- f. Comply with all established responsibilities and obligations as set out by the Athlete Support Person's professional governing association or order, if any.
- g. Accept and promote Athletes' personal goals and refer Athletes to other coaches and sport specialists as appropriate.
- h. Provide Athletes (and the parents/guardians of Minor Athletes) with the information necessary to be involved in the decisions that affect the Athlete.
- i. Act in the best interest of the Athlete's development as a whole person.
- j. Comply with their obligations under the Screening Policy, including understanding ongoing expectations under this Policy and fully cooperating in the screening process.
- k. Under no circumstances provide, promote, or condone the use of drugs (other than properly prescribed medications) or prohibited substances or prohibited methods and, in the case of Minors, alcohol, cannabis, and/or tobacco.
- l. Respect competitor Athletes and, in dealings with them, not encroach upon topics or take actions which are deemed to be within the realm of coaching, unless prior approval from the coaches who are responsible for the Athletes is received.
- m. When a Power Imbalance exists, not engage in a sexual or intimate relationship with an Athlete of any age.
- n. Disclose to Archery Canada or the Member (as applicable) any sexual or intimate relationship with an Athlete over the age of majority and, if requested by Archery Canada, immediately discontinue any coaching involvement with that Athlete.
- o. Recognize the power inherent in the position of Athlete Support Personnel and respect and promote the rights of all Individuals in sport. This is accomplished by establishing and following procedures for confidentiality (right to privacy), informed participation, and fair and reasonable treatment. Coaches have a special responsibility to respect and promote the rights of Individuals who are in a vulnerable or dependent position and less able to protect their own rights.
- p. Dress professionally and use appropriate language.
- q. Comply with national team agreements

G. Athletes

14. In addition to section D (above), Athletes will have additional responsibilities to:
 - a. Follow their athlete agreement and any other national team agreement (if applicable).
 - b. Report any medical problems in a timely fashion, when such problems may limit their ability to travel, practice, or compete.
 - c. Participate and appear on-time and prepared to participate to their best abilities in all competitions, practices, training sessions, and evaluations.
 - d. Properly represent themselves and not attempt to participate in a competition for which they are not eligible by reason of age, classification, or other reason.
 - e. Adhere to any rules and requirements regarding clothing, professionalism, and equipment.

- f. Act in accordance with applicable policies and procedures and, when applicable, additional rules as outlined by Athlete Support Personnel.

H. Officials

15. In addition to section D (above), officials will have additional responsibilities to:
 - a. Maintain and update their knowledge of the rules and rules changes
 - b. Not publicly criticize other Individuals
 - c. Adhere at all times to the rules of their international federation and any other sport organization that has relevant and applicable authority.
 - d. Place the safety and welfare of competitors, and the fairness of the competition above all else
 - e. Strive to provide a fair sporting environment, and at no time engage in Maltreatment or Prohibited Behaviour toward any person on the field of play
 - f. Respect the terms of any agreement that they enter with Archery Canada or a Member
 - g. Work within the boundaries of their position's description while supporting the work of other officials.
 - h. Act as an ambassador of the sport by agreeing to enforce and abide by national and provincial/territorial rules and regulations.
 - i. Take ownership of actions and decisions made while officiating.
 - j. Respect the rights, dignity, and worth of all Individuals.
 - k. Act openly, impartially, professionally, lawfully, and in good faith.
 - l. Be fair, equitable, considerate, independent, honest, and impartial in all dealings with others.
 - m. Respect the confidentiality required by issues of a sensitive nature, which may include discipline processes, appeals, and specific information or data about Individuals.
 - n. Comply with their obligations under the Screening Policy, including understanding ongoing expectations under this Policy and fully cooperating in the screening process
 - o. Honour all assignments unless unable to do so by virtue of illness or personal emergency, and in these cases inform a supervisor or Archery Canada or the Member at the earliest possible time.
 - p. When writing reports, set out the actual facts to the best of their knowledge and recollection.
 - q. Dress in proper attire for officiating.

I. Parents/Guardians and Spectators.

16. In addition to section D (above), parents/guardians and spectators at Events will:
 - a. Encourage Athletes to compete within the rules and to resolve conflicts without resorting to hostility or violence.
 - b. Condemn the use of violence in any form.
 - c. Never ridicule an Individual for making a mistake during a competition or practice.
 - d. Respect the decisions and judgments of officials and encourage Athletes to do the same.
 - e. Support all efforts to stop and prevent verbal and physical abuse, coercion, intimidation, and excessive sarcasm.
 - f. Respect and show appreciation to all competitors, and to coaches, officials and other volunteers
 - g. Never harass Individuals, competitors, Athlete Support Personnel, officials, parents/guardians, or other spectators.
 - h. Never encourage, aid, covert up or assist an Athlete in cheating through doping, competition manipulation or other cheating behaviors.

J. Anti-Doping 1

17. Archery Canada and its Members adopt and adhere to the Canadian Anti-Doping Program. Archery Canada and its Members will respect any sanction imposed on an Individual as a result of a breach of the Canadian Anti-Doping Program or any other applicable Anti-Doping Rules.
18. All Individuals shall:
 - a. Abstain from the non-medical use of medications or drugs or the Use of Prohibited Substances or Prohibited Methods as listed on the version of the World Anti-Doping Agency's Prohibited List currently in force.
 - b. Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision, who has been found to have committed an anti-doping rule violation and is serving a period of Ineligibility imposed pursuant to the Canadian Anti-Doping Program or any other applicable anti-doping rules
 - c. Cooperate with any Anti-Doping Organization that is conducting an investigation into any anti-doping rule violation(s)
 - d. Refrain from any offensive conduct toward a Doping Control official or other individual involved in Doping Control, whether or not such conduct constitutes Tampering as defined in the Canadian Anti-Doping Program
 - e. All Athlete Support Personnel or other Persons who are Using a Prohibited Substance or Prohibited Method without a valid and acceptable justification shall refrain from providing support to Athletes that fall under Archery Canada or a Member's jurisdiction.

K. Retaliation, Retribution or Reprisal

19. It is a breach of this Code of Conduct and Ethics for any Individual to engage in any act that threatens or seeks to intimidate another individual with the intent of discouraging that Individual from filing, in good faith, a complaint pursuant to any Archery Canada policy. It is also a breach of this Code of Conduct and Ethics for an Individual to file a complaint for the purpose of retaliation, retribution or reprisal against any other Individual. Any Individual found to be in breach of this section shall be liable for the costs related to the disciplinary process required to establish such a breach.

L. Privacy

20. The collection, use and disclosure of any personal information pursuant to this Policy is subject to Archery Canada's Privacy Policy.

M. Definitions

21. Terms in this Code are defined as follows:
 - a. Athlete – An individual who is an Athlete participant in Archery Canada who is subject to the policies of Archery Canada.
 - b. Athlete Support Personnel - Any coach, trainer, manager, agent, team staff, official, medical, paramedical personnel, parent or any other person working with, treating or assisting an Athlete participating in or preparing for sports competition.
 - c. Bullying – Offensive behaviour and/or abusive treatment of an Individual that typically, but not always, involves an abuse of power.
 - d. Event – an event sanctioned by Archery Canada or a Member, and which may include a social Event
 - e. Harassment – A course of vexatious comment or conduct against an Individual or group, which is known or ought reasonably to be known to be unwelcome.
 - f. Member – the Divisions of Archery Canada, as specified in the Archery Canada By-laws, as amended from time to time.

- g. OSIC – Office of the Sport Integrity Commissioner, an independent division of the SDRCC which comprises the functions of the Sport Integrity Commissioner
- h. Individual – all categories of membership defined in Archery Canada’s Bylaws, as well as all individuals employed by, or engaged in activities with Archery Canada including, but not limited to, Athletes, coaches, convenors, referees, officials, volunteers, managers, administrators, committee members, directors and officers of Archery Canada, and parents/guardians of Athletes.
- i. Person in Authority – Any Individual who holds a position of authority within the Archery Canada including, but not limited to, instructors, officials, managers, Athlete Support Personnel, chaperones, committee members, directors or officers.
- j. Power Imbalance – as defined in the UCCMS
- k. UCCMS – Universal Code of Conduct to Prevent and Address Maltreatment in Sport, as amended from time to time by the SDRCC
- l. UCCMS Participant – an Individual affiliated with Archery Canada who has been designated by Archery Canada as a UCCMS Participant and who has signed the required consent form. For Archery Canada, UCCMS Participants include Archery Canada board members, employees, national team coaches and staff, national team Athletes (including NextGen athletes) and contractors.
- m. Vulnerable Participant – as defined in the UCCMS
- n. Workplace – Any place where business or work-related activities are conducted. Workplaces include but are not limited to, the registered office(s), work-related social functions, work assignments outside the registered office(s), work-related travel, the training and competition environment, and work-related conferences or training sessions.

APPENDIX 4 - ORGANISATION AND PROCEDURE FOR THE JUDGES COMMITTEE

JUDGES ORGANISATION

Judges are organised as follows:

- World Archery Judges, composed of:
 - World Archery International Judges (World Archery-IJs);
 - World Archery International Judge Candidates (World Archery-IJCs);
 - World Archery Youth Judges (World Archery-YJs);
- Continental Judges (CJs);
- National Judges
- In Canada, Judges are organised as follows:
 - National Judge (NJ)
 - National Judge Candidate (NJC)
 - Provincial Judges, composed of:
 - PTSO Provincial Judges (PJs);
 - PTSO Provincial Judge Candidates (PJs);
 - PTSO Local Judges (LJs).
 - Archery Canada Range Safety Officers (RSOs).

RANGE SAFETY OFFICERS (RSO)

In accordance with the Archery Canada Operational Plan, all clubs must include the names of at least two qualified Range Safety Officers or club-level judges in order to receive liability insurance.

AC 1.0 Range Safety Officer:

- To be accredited as an RSO:
 - The applicant shall be an AC member in good standing;
 - The applicant shall be a minimum of 18 years of age.
 - Write and pass (90% minimum required) the open book Range Safety Officer test on an individual basis.
- Range Safety Officers will be accredited for four years from the time of appointment.
- To be re-accredited as an RSO, on an individual basis, write and pass (90% minimum required) the open book Range Safety Officer test. Archery Canada membership is up to date.

PROVINCIAL JUDGES (PJs, PJs, LJs)

AC 1.1

All PTSO Member Associations shall train and accredit Provincial Judges (PJs), Provincial Judge Candidates (PJs) and Local Judges (LJs).

AC 1.1.1

Training and approval procedures shall comply with the instructions of the Archery Canada Judges Committee to ensure consistency in judging tournaments conducted under Archery Canada and World Archery Rules.

AC 1.1.2 (new in 2023)

PTSOs may elect to have certification processes that allow for Provincial Judges in specific disciplines, e.g., target, field & 3D.

AC 1.1.3

PJs are eligible to serve at all Archery Canada registered tournaments unless otherwise provided in the Constitution & Rules.

AC 1.1.3.1 (new in 2023)

PJs are eligible to serve at all Provincial registered tournaments for archery disciplines to which they are accredited unless otherwise provided in the Constitution & Rules. PJs are eligible to serve at all Archery Canada registered tournaments under the supervision of a Provincial or higher judge.

AC 1.1.4

The PTSO, for its Provincial Judges (excluding NJ/NJC, CJ & IJ/IJC), will need to conduct a reaccreditation process at the end of the accreditation period.

AC 1.1.4.1

The PTSO shall define the length of the accreditation period, which shall not be more than four years, and the requirements necessary for the re-accreditation.

NATIONAL JUDGES (NJ)**2.1.**

All Member Associations shall train and accredit National Judges (NJs).

2.1.1.

NJs are eligible to serve at all tournaments unless otherwise provided in the Constitution & Rules.

2.1.2.

Training and approval procedures shall comply with the instructions of the Judges Committee to ensure consistency in judging in tournaments conducted under World Archery Rules.

AC 2.1 ARCHERY CANADA NATIONAL JUDGE AND NATIONAL CANDIDATES**AC 2.1.1**

The Archery Canada Judge Committee shall be responsible for the training and accreditation of National Judges and National Judge Candidates (NJs).

AC 2.2 AC National Judge Candidates (NJs)

NJs are eligible to serve at all Archery Canada registered tournaments, including National Championships, unless otherwise provided in the Constitution & Rules.

AC 2.2.1 NJs Accreditation**AC 2.2.1.1**

To first become accredited as a National Judge Candidate:

- The applicant shall be an AC member in good standing;
- The applicant shall be a minimum of 18 years of age.
- The applicant shall have successfully passed the Range Safety Officer test identified in AC 1.0;
- The applicant shall be a fully accredited (Target, Field, and 3D) Provincial Judge;
- The applicant shall have been an accredited Provincial Judge and actively judging for a minimum of 12 months;
- The applicant must be recommended by their respective PSO judge chair or president;
- The applicant must comply with the requirements for officials as identified in Archery Canada's Screening Policy.

AC 2.2.1.1.1

If the applicant has successfully completed the RSO test as part of their PTSO Judge Accreditation process, they have satisfied the requirement in AC 2.2.1.1.

AC 2.2.1.2

The Judges Committee shall arrange clinics on a regular basis for applicants to be examined for obtaining NJC status. Typically, a clinic will be held in association with the Field and Target Championships each year.

AC 2.2.1.3

The applicant shall attend a National Judge Candidate Clinic.

AC 2.2.1.4

A written test shall be given to all eligible applicants at the completion of the clinic. The evaluation of the applicants shall be based on the quality of their oral contribution to the seminar and on the written test. A minimum of 80% on the written test is required.

AC 2.2.2 NJCs Reaccreditation *(new for 2023)*

If a National Judge Candidate's accreditation has expired, they will have to repeat section AC 2.2.1 above to be re-accredited.

AC 2.3 AC National Judges (NJs)**AC 2.3.1 NJs Accreditation****AC 2.3.1.1**

To first become accredited as a National Judge:

- The applicant shall be an AC member in good standing;
- The applicant must have been a National Judge Candidate for a minimum of two (2) full years;
- The applicant shall have served, under the supervision of an experienced National or higher judge, as a National Judge Candidate at a MINIMUM of three (3) tournaments, of which:
 - one must be the Outdoor Field and Target Championship;
 - one tournament for which Archery Canada has issued a Call for Judges (e.g., Canada Cup East, Canada Winter Games); and
 - one additional major tournament, such as a provincial championship
- They must receive positive evaluations from the supervising judge at all three events.
 - The supervising judge must be an experienced National or higher-level judge who has been actively judging for the last two years at that level.

AC 2.3.2 NJs Reaccreditation**AC 2.3.2.1**

Reaccreditation depends on fulfilling the following requirements:

- Making themselves available for at least one Judge duty in response to a call for judges from Archery Canada every two years;
- Attending a National Judge Conference in the last two years of the four (4) year accreditation period.
- Responding to 75% of the case studies contained in each issue of the Judges Newsletter;
- On an individual basis, write and pass (80% minimum required) the open book National Judge Reaccreditation test.

AC 2.3.2.2

The Judges Committee shall be responsible for regular training and updating of National Judges through the organization of clinics and by means of other appropriate systems.

AC2.3.2.3

Judges who retire or step down from the IJ or CJ level will automatically revert to being an NJ and enter the NJ reaccreditation cycle.

AC 2.4 Non-Compliance with Competition Rules and Judging Procedures

The Judge Chair may at any time withdraw or suspend for a period of time a judge's accreditation if, in the opinion of the chair, they are not handling judging issues to the required standard. They will be notified of the reasons for their accreditation being withdrawn or suspended.

CONTINENTAL JUDGES (CJS)**3.1.**

All Continental Associations shall train and accredit their own Continental Judges (CJs).

3.1.1.

CJs are eligible to serve at all tournaments shot under World Archery Rules other than the Olympic Games and World Championships.

3.1.2.

Training and approval procedures shall comply with the instructions of the Judges Committee to ensure consistency in judging in tournaments shot under World Archery Rules.

3.1.3.

Applications for CJ shall be submitted to the relevant Continental Association on behalf of the applicants by their Member Associations. Member Associations may only recommend Judges who have been accredited as National Judges for a minimum of two years.

3.1.4.

The Continental Associations shall arrange, on a regular basis, seminars for nationally recommended applicants to be examined for CJ status. Member Associations may request these seminars. The seminars shall be run in World Archery's official language or in a language widely spoken in that Continental area.

3.1.5.

The Continental Association, for its Continental Judges (excluding IJ/IJc), will need to conduct a reaccreditation process at the end of the accreditation period.

3.1.6.

The Continental Association shall define the length of the accreditation period, which shall not be more than four years, and the requirements necessary for the reaccreditation.

WORLD ARCHERY INTERNATIONAL JUDGES CANDIDATES (WORLD ARCHERY-IJCS)**4.1.**

CJs who have attended a course organised by the Judges Committee and passed the relevant tests (as per [Appendix 4, Article 8.3.1](#)) may obtain the World Archery accreditation as World Archery International Judge Candidates (World Archery-IJCs). Upon having World Archery accreditation, they are eligible to serve at World Championships and other World Archery events.

WORLD ARCHERY INTERNATIONAL JUDGES (WORLD ARCHERY-IJS)**5.1.**

World Archery International Judges (World Archery-IJs) are active Judges, who were upgraded according to [Appendix 4, Article 13.1](#), and fulfilled the requirements listed in [Appendix 4, Article 13.2](#).

5.1.1.

World Archery-IJs are eligible to serve at tournaments under World Archery Rules and with the limitations as specified in [Appendix 4, Article 14.1](#), at the Olympic Games.

5.1.2.

No Member Association may have more than four World Archery-IJs, except for the cases provided by Book 1, Appendix 4, [Appendix 1-Congress Procedures, Article 13.1](#).

5.1.3.

The maximum number of World Archery-IJs is defined by the Executive Board in consultation with the Judges Committee.

WORLD ARCHERY YOUTH JUDGES (WORLD ARCHERY-YJS)**6.1.**

World Archery Youth Judges (YJs) are active Judges who comply with the requirements of [Appendix 4, Article 9.2](#).

6.2.

World Archery Youth Judges shall be eligible for appointment to serve at Youth Championships, Youth Olympics and other International Youth Events recognised by World Archery. The World Archery Judges' Committee may appoint them to officiate at other major World Archery events under the supervision of an International Judge.

WORLD ARCHERY JUDGES ACCREDITATION (WORLD ARCHERY-IJS, WORLD ARCHERY-IJCS AND WORLD ARCHERY-YSS)**7.1.**

The Judges Committee is responsible for the accreditation of World Archery Judges.

7.1.1.

The four-year period of accreditation shall be from 1 January of the year prior to the Olympic Games to 31 December two years after the year these Olympic Games are held.

The first accreditation starts from the date of approval of the Judge's test and expires at the end of that accreditation period. Accreditation may be withdrawn before the expiration of that term according to [Appendix 4, Article 11](#) or [Appendix 4, Article 12.1](#).

7.1.2.

The Judges Committee shall be responsible for reaccreditation. All World Archery Judges' activities shall be reviewed, and they shall be considered for reaccreditation at the end of the accreditation term.

7.1.3.

The Judges Committee shall be responsible for regular training and updating of World Archery Judges through the publication of the "World Archery Judges Newsletter", the organisation of conferences and seminars, and by means of other appropriate systems.

7.1.4.

Judges who have voluntarily retired or whose accreditation has been withdrawn may apply to become World Archery IJc following the procedure of [Appendix 4, Article 8](#). In case of World Archery Youth Judges, they will need to follow the procedures mentioned in [Appendix 4, Article 9](#).

FIRST ACCREDITATION FOR WORLD ARCHERY INTERNATIONAL JUDGES CANDIDATES (WORLD ARCHERY-IJCS)**8.1.**

Member Associations may only recommend experienced NJs to the Judges Committee for the World Archery-IJC test.

8.1.1.

The applicants shall have been accredited as a NJ for a minimum of three years.

8.1.2.

The applicants shall be accredited as a CJ.

8.1.3.

The applicants shall have an adequate knowledge of English.

8.1.4.

The applicant shall have served in at least one World Ranking Tournament or in other major tournaments sanctioned by a Continental Association with a positive evaluation of the chairperson of the Tournament Judge Commission.

8.1.5.

The applicant shall not be older than 60 years.

8.1.6.

The applicant must complete a preliminary program and shall have passed the initial evaluation test at least three months before the scheduled date of the seminar and prior to submission of application for taking the World Archery – IJC test.

8.1.7.

If an applicant who was previously a World Archery Judge had their accreditation withdrawn for reasons other than those specified in [Appendix 4, Article 11.2](#), third bullet, he will have to wait for 12 months from the date of withdrawal of accreditation before being allowed to attend a World Archery seminar and take the World Archery – IJC or YJ test again, as appropriate.

8.1.8.

If the applicant was previously a World Archery Judge, their application will be rejected if they have had their accreditation withdrawn more than once due to the reasons mentioned under [Appendix 4, Article 12.1](#).

8.2.

Applications for World Archery-IJC status shall be submitted to World Archery on behalf of the applicants by their Member Associations. Member Associations may obtain application forms from the World Archery Office.

8.2.1.

The applications shall be signed by the applicant, Member Association and the relevant Continental Association.

8.2.2.

Applications shall indicate name of Member Association, name, gender, birth date and nationality of the applicant; the seminar to which the application refers, languages spoken, date when appointed NJ and date when appointed CJ.

8.2.3.

The application shall include the chairman's report about the applicant's experience at tournaments mentioned in [Appendix 4, Article 8.1.4](#).

8.2.4.

By signing the form, the Continental Association certifies that the applicant received a positive evaluation by the chairperson of the Tournament Judge Commission of the tournaments where he was on duty (see [Appendix 4, Article 8.1.4](#)).

8.3.

The Judges Committee shall arrange seminars on a regular basis for nationally recommended applicants to be examined for obtaining the World Archery-IJC status. Member Associations may request these seminars, and these requests shall be coordinated by their Continental Associations. The seminars shall be run in English.

8.3.1.

The evaluation of the applicants shall be based on the quality of their oral contribution to the seminar, and on the various tests conducted at the seminar.

8.3.2.

The Judges Committee shall notify the results to all applicants through their Member Associations, with a copy to their Continental Associations.

8.4.

The test board shall be present for the entire seminar and shall be formed by two members of the Judges Committee. Failing the availability of two members of the Judges Committee, one of them could be replaced by a member of the C&R Committee, Target Archery Committee or Field and 3D Archery Committee. The Judges Committee shall be responsible for such an appointment.

8.5.

Applicants passing the seminar test shall remain World Archery-IJCs for at least two years and until they have successfully served at International Events at which their performance has been successfully assessed by a World Archery-IJs acting as chair of judges at the event.

8.5.1.

The candidates are subject to the World Archery Judge Reaccreditation procedure, except for IJC, who are first accredited in the year in which a reaccreditation process is conducted.

8.5.2.

The procedure to be reaccredited is the same as for World Archery-IJs and is reported in [Appendix 4, Article 10](#).

8.5.3.

The procedures to obtain the World Archery-IJs status is detailed in [Appendix 4, Article 13.1](#).

WORLD ARCHERY YOUTH JUDGE ACCREDITATION**9.1.**

The Judges Committee may invite Member Associations to nominate suitable individuals who comply with the requirements of Appendix 4, Article 9.2. for inclusion in a list of candidates eligible for accreditation as World Archery Youth Judges

9.2.

In order to be eligible for consideration for accreditation as a World Archery Youth Judge, a candidate shall comply with the following requirements:

9.2.1.

Be above the age of 18 years and under the age of 30 years at the time of nomination;

9.2.2.

Be an accredited National Judge and recommended by his or her Member Association and maintain good standing with their Member Association for the duration of their appointment. Consideration will also be given to Candidates who are not presently National Judges that are recommended and nominated by their Member Association;

9.2.3.

Have an adequate knowledge of English;

9.2.4.

Have attended a course organised by the World Archery Judges Committee and passed the relevant examination.

9.3.

The Judges Committee may at its absolute discretion, from the list referred to in [Appendix 4, Article 9.1](#), accredit World Archery Youth Judges. In making any such accreditation, the Judges Committee may, in addition to any other matter it considers relevant, take into account the existence of any World Archery goals or policies relating to geographical distribution or gender equity.

9.4.

The number of persons to be included in the list of candidates (see [Appendix 4, Article 9.1](#)) and the number of persons to be accredited as World Archery Youth Judges shall be as determined from time to time by the Judges Committee, subject to any direction by the World Archery Executive Board.

9.5.

Accreditation as a World Archery Youth Judge will also confer the status of Continental Judge to the individual concerned. A WA Youth Judge seeking accreditation as WA IJc shall be required to comply with the full requirements of this Appendix 4 for any such accreditation.

WORLD ARCHERY JUDGE REACCREDITATION

10.1.

Reaccreditation depends on fulfilling the following requirements:

10.1.1.

Regularly responding to the mandatory case studies contained in each issue of the World Archery Judges Newsletter;

10.1.2.

Making themselves available for at least one Judge duty where the Judges Committee is responsible for appointing Judges every two years;

10.1.3.

Completing and returning, within the deadline announced, the "Judge renewal application" to the World Archery Office at least 60 days before accreditation expires. The application shall be supported by the Member Association and the Continental Association of the applicant;

10.1.4.

Pass a renewal evaluation run by the Judges Committee. The evaluation consists of three parts:

- *A written open-book test to be taken in the second half of the year before the accreditation expires. This part is aimed to verify that the Judge has up-to-date knowledge of the World Archery Rules and that the Judge is able to enforce them in real situations and according to the Judges Committee's approved procedures;*
- *The analysis of the reports by the chairperson of the Tournament Judge Commissions where the Judge was on duty and by the Judge Observer when present; this part is aimed to verify the actual performance of the Judge in competition;*
- *A written timed close-book test to be taken at the first conference of participation within the accreditation period. This part is aimed to verify that the judges has an ability to handle stress situations in line with the rules and established judging procedures.*

10.1.5.

Being present at minimum one Judge Conference organised or approved by the World Archery Judges Committee within the accreditation period.

10.2.

Reaccreditation shall be denied to World Archery-IJs who are determined as being inactive, do not apply for reaccreditation or do not pass the reaccreditation evaluation.

10.2.1.

The same applies to World Archery-IJCs and World Archery-YJs.

10.2.2.

The Judges for whom the World Archery Judge accreditation has not been renewed shall be notified with a copy to his Member Association and Continental Association.

10.3.

An appeal against the denial of reaccreditation may be lodged with the Executive Board.

10.3.1.

The person, the Member Association or the Continental Association concerned should direct this request through the World Archery Secretary General within 14 days of notification of the denial of reaccreditation.

10.3.2.

The appeal shall explicitly refer to the procedure that allegedly has not been properly applied. The appeal cannot refer to the technical evaluation for which the Judges Committee is solely responsible.

10.3.3.

Upon request, the Judges Committee shall provide to the World Archery Executive Board activity records and reports for any person whom the Judges Committee denies reaccreditation.

10.4.

In case of World Archery Youth Judges, no person shall be eligible to undertake a reaccreditation process after the expiration of the year during which they attain the age of 30 years.

NON COMPLIANCE WITH COMPETITION RULES AND JUDGING PROCEDURES

11.1.

The Judges Committee may at any time apply a suspension or withdraw a Judge's accreditation in accordance with Article 11.3 below if, in the opinion of the Judges Committee, the Judge has not applied rules and procedures to the required standard.

Appeal on judges committee decisions interpretation

11.1.1.

The Judge Committee has the right to consider any case where an International Judge was appointed even if the appointment was done at the Continental or National level

11.2.

The Judges Committee shall determine whether the infraction requires a warning, suspension or withdrawal of accreditation based on the following definitions:

- *A warning will be considered for a minor infraction which does not impact the results of qualification or matches.*
- *A suspension will be considered when the infraction is deemed to be of a serious nature and is of a reputational risk to World Archery.*
- *A withdrawal of accreditation will be considered when the infraction is deemed to be intentional and/or of a more serious nature and gives a reputational risk to World Archery. A withdrawal of accreditation will also apply if a second Suspension is given. A withdrawal of accreditation will be permanent in these cases.*

11.3.

When the Judges Committee is advised of an infraction that requires consideration of a warning, suspension or withdrawal of accreditation, the following will apply:

- *The Judges Committee may issue a warning when it considers appropriate and shall notify the Judge of the warning and the reasons therefor.*
- *The Judges Committee may issue a temporary suspension, which shall not be longer than 60 days, in circumstances where the Judges Committee believes that immediate action is required prior to consideration of a suspension or a withdrawal of accreditations. If a temporary suspension is issued, the Judges Committee will notify the Judge, the World Archery Secretary General and the relevant Continental and National Associations of the Judge of the temporary suspension and the reasons therefor. In the case of a temporary suspension, the Judge may submit a response to the Judges Committee requesting reconsideration within 14 days following the issuance of the temporary suspension. If such a response is submitted to the Judges Committee, the Judges Committee will then make their decision within 14 days from the receipt of the Judge's response and will so notify the Judge, the World Archery Secretary General and the relevant Continental and National Associations of the Judge.*
- *The Judges Committee may issue a suspension of any period of time (without issuing a temporary suspension) or a withdrawal of accreditation by notifying the Judge, the World Archery Secretary General and the relevant Continental and National Associations of the Judge of its intent to issue a suspension or a withdrawal of accreditation and require the Judge to show cause why the Judges Committee should not issue a suspension or a withdrawal of Accreditation. The Judge shall submit a response to the Judges Committee as to why he should not be suspended or have his accreditation withdrawn within 14 days following the issuance of the notice of intent to suspend or withdraw the accreditation of the Judge. The Judges Committee will consider any such response and notify the Judge of the Judges Committee decision, which may include a suspension or a withdrawal of accreditation, within 60 days of the expiration of the period for the Judge to respond to the Judges Committee, with a copy to the Executive Board through the World Archery Secretary General, and the relevant Continental and National Associations of the Judge.*
- *During his suspension, a Judge who has been suspended (either temporary or otherwise) may not act as a Judge at the continental or international level unless the Judges Committee has decided on specific reinstatement requirements of the Judge which have to be reasoned in the decision.*
- *The decision to issue a suspension (other than a temporary suspension) or a withdrawal of accreditation may be appealed to the Executive Board pursuant to [Appendix 4, Article 12.2](#).*

11.4.

During his suspension, if the Judge wishes to be reinstated at the end of the suspension period, the Judge is required to continue with the usual WA Judge Reaccreditation Process as outlined in [Appendix 4, Article 10.1](#), with the exception of making themselves available for duty appointments ([Appendix 4, Article 10.1.2](#)). A suspended Judge will not get an appointment during his suspension period.

WITHDRAWAL OF WORLD ARCHERY JUDGE ACCREDITATION

12.1.

Noncompliance with [Appendix 4, Article 10.1.1](#) and [Appendix 4, Article 10.1.2](#)

12.1.1.

As soon as a Judge fails to comply with the requirements specified in [Appendix 4, Article 10.1.1](#) and [Appendix 4, Article 10.1.2](#), he shall be notified by the Judges Committee with a "warning of inactivity" with a copy to his Member Association and Continental Association, asking the reasons for his inactivity and for a declaration that he wants to continue as a World Archery Judge. The Judges Committee shall review the

case again after 90 days of the notification being sent, taking into consideration the documentation received from the Judge concerned. If the Judges Committee confirms its previous decision of inactivity, the Judge shall be notified that his accreditation is withdrawn effective immediately. Copies of this letter shall be sent to his Member Association and Continental Association.

12.2.

An appeal against the withdrawal of the World Archery Judge accreditation for reasons as specified in [Appendix 4, Article 12.1](#) or against the decision of suspension / withdrawal of accreditation for reasons as specified in [Appendix 4, Article 11.3](#) or [11.4](#) may be lodged with the Executive Board with the same procedures of [Appendix 4, Article 10.3](#) within 14 days of the issuance of a suspension (other than a temporary suspension) or a withdrawal of accreditation.

12.2.1.

During the interim period of an appeal, the Judge shall not be considered for appointment in any future event. If any appointment is already in place during the interim period then they will be cancelled.

12.2.2.

If the Executive Board decides to cancel the suspension or the withdrawal of accreditation, the Judge will then be provided with the opportunity to apply for duties, as long as the appointments for the next year have not yet been finalized.

12.3.

Age limit:

12.3.1.

The World Archery Judge accreditation expires at the end of the year in which the Judge reaches the age of 65.

UPGRADE TO WORLD ARCHERY INTERNATIONAL JUDGE

13.1.

Upgrade to World Archery-IJ.

13.1.1.

The upgrading of a World Archery-IJC to World Archery-IJ depends on fulfilment of the following requirements:

- Having a vacant position (as per [Appendix 4, Article 5.1.3](#) or [Appendix 4, Article 13.1.3](#));
- Fulfilling the criteria for the World Archery-IJ status detailed in [Appendix 4, Article 13.2](#)

13.1.2.

The Judges Committee shall select the persons to be upgraded according a comparative analysis taking into account:

- The degree of fulfilment of the requirements of [Appendix 4, Article 13.2](#)
- The existence of World Archery goals or policies concerning the geographical distribution or gender equity.

13.1.3.

The maximum number of Judges (Book 1 Appendix 4, [Appendix 1 -Congress Procedures Article 5.1.2](#)) may be increased up to six:

- If, the judge in consideration for upgrade to WA IJ status, will bring gender balance in the number of IJs for the specific member association
- For Member Associations identified by the Executive Board as hosting a large number of International Events and having a large number of active archers.

13.2.

Requirements for the World Archery-IJ status.

13.2.1.

At the reaccreditation process, the Judges Committee shall verify if the World Archery-IJ fulfilled the requirements listed in [article 13.2.2](#). If not, the Judge will lose the World Archery-IJ accreditation.

13.2.2.

To maintain the World Archery accreditation, a World Archery-IJ shall fulfil the following requirements:

- *To have served in tournaments where the Judges Committee is responsible for appointing Judges or other events of an international standard acceptable to the Judges Committee, in the last four years and to have received positive assessment from the chairman of judges at these events;*
- *To have adequately responded to all of the mandatory case studies contained in each issue of the World Archery Judges Newsletter in the last two years;*
- *To have passed the latest reaccreditation test;*
- *The Judge must be in good standing with and supported by the Member Association.*

SPECIAL REQUIREMENTS**14.1.**

To be eligible to serve at the Olympic or to be appointed as the chairperson of the Tournament Judge Commission at a World Championships or the Olympic or Paralympic Games, a World Archery-IJ shall fulfil the following requirements:

14.1.1.

To have been accredited for at least five years;

14.1.2.

To have served in Tournaments where the Judges Committee is responsible for appointing Judges or other events of an international standard acceptable to the World Archery Judges Committee, in the last four years;

14.1.3.

To have outstandingly responded to all of the mandatory case studies contained in each issue of the World Archery Judges Newsletter in the last two years;

14.1.4.

To have received an outstanding evaluation in the renewal test;

14.1.5.

To have received an outstanding evaluation by the Judge Observer in the previous two years.

14.2.

World Archery Officers

Members of any World Archery Permanent Committee, who are also World Archery IJ/IJc or YJ will retain their Judge position during the period of office on the Permanent Committees, subject to the following conditions:

- *World Archery Judge Committee:*
 - *There is no requirement to complete the case studies, to be available to work on a two-year cycle and to attend at Conference and to answer of a test ([Appendix 4, Article 10](#));*
 - *When leaving office, they must have attended or attend a conference in the current accreditation period ([Appendix 4 – Article 10.1.5](#)), be within the age limit of 65, and be of good standing with their Federation to retain their WAIJ status.*
- *World Archery other Permanent Committees:*

- *There is no requirement to make themselves available for work during the period of office on a Permanent Committee ([Appendix 4, Article 10.1.2](#)).*
- *There is a requirement to continue to meet all other requirements of accreditation/reaccreditation.*

14.2.1.

*Members of the Judges Committee who are World Archery Judges at the moment of the election or the appointment in the Committee shall be ex officio World Archery Judges. However, they are not requested to serve in the Championships except in exceptional cases. After their term of office is over, they could be re-instated at their request in their previous World Archery Judge status regardless of the limitations of [Appendix 4, Article 5.1.2.](#) to [5.1.3.](#) and of the requirement of the first bullet of *The correct reference will be inserted as soon as possible.**

14.2.2.

*Any elected or appointed Officer who is a World Archery Judge is requested to fulfil articles 8 to 13 if he wishes to serve as a World Archery Judge. At his request, he may be considered an ex officio World Archery Judge and shall not be required to fulfil any obligation during his term as Officer, nor can he serve in any tournament as World Archery Judge. At the end of his term of office, he may be re-instated at his request, regardless of the limitations of [Appendix 4, Article 5.1.2.](#) and [Appendix 4, Article 5.1.3.](#) and of the requirement of the first bullet of *The correct reference will be inserted as soon as possible.**

COMPOSITION OF THE TOURNAMENT JUDGE COMMISSIONS

15.1.

World Championships

15.1.1.

All members shall be World Archery Judges, with no more than five World Archery-IJCs. The chairperson shall be a World Archery-IJ fulfilling the requirements of [Appendix 4, Article 14.1](#).

15.2.

Olympic Games

15.2.1.

All members and the chairperson shall be World Archery IJs fulfilling the requirements of [Appendix 4, Article 14.1](#).

15.3.

Paralympic Games

15.3.1.

All members shall be World Archery IJs. The chairperson shall be a World Archery IJ fulfilling the requirements of [Appendix 4, Article 14.1](#).

15.4.

Continental Championships and Continental Olympic Qualifiers

15.4.1.

All members shall be World Archery Judges or CJs, with no more than 50% of CJs. The chairperson shall be a World Archery Judge.

15.5.

World Ranking Tournaments

15.5.1.

The Continental Association will submit the name of the chairman of Judges to World Archery Judge Committees for approval.

15.6.

For other Games and International Tournaments organised in co-operation with World Archery, the composition of the Judge's commission will be agreed between WA and the organisers.

15.6.1.

The requirements to be fulfilled shall be decided in agreement with the relevant body of the Organising Federation.

REPORTS**16.1.**

Confidential reports concerning the performance of Judges.

16.1.1.

The chairperson of the Tournament Judge Commission shall submit a report to World Archery Judge Committees on the performance of the World Archery Judges on the Commission. These reports are to be considered confidential and may be circulated only within the Judges Committee and archived in the World Archery Office. Reports of Judges' performance may be shared with the Chairperson of future events where the respective Judge is appointed. Guidelines for preparing the report shall be issued by the Judges Committee.

16.1.2.

The Chair of any Continental Tournament shall provide a duly filled copy of the World Archery Judge evaluation form to the Judge Committees, for all the World Archery IJ/IJC/YJ present in the commission appointed by the Continental Associations in Continental Tournaments.

RETIREMENT OF JUDGES**17.1.**

The Judges Committee may propose for World Archery Bronze Plaquettes or for other awards international judges that have retired.

CORRESPONDENCE**18.1.**

All correspondence from World Archery Judges to World Archery and the Judges Committee shall be addressed to the World Archery Office which shall be responsible for distributing the correspondence.