



Archery Canada Rule Book

Book 1

Constitution & Procedures

2022

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Book 1

Constitution and Procedures

Version 2022.03.02

This version supersedes all previous versions.

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INTRODUCTION

These books contain the rules, procedures and administrative procedures for the practice of archery in Canada as practiced 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 member organizations of the World Archery Federation as they have an interest to Canadian archers.

Archers, clubs and other organizations are free to practice archery in the forms and by the rules as they wish. However, they are encouraged to practice archery by these rules in the interests of promoting consistency of understanding and practices by archers in Canada and by other sport organizations around the world.

This edition contains all current World Archery laws and bylaws and Archery Canada rules approved and in effect on the date shown below. There may be interpretations which may 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.

In the case of any question concerning a rule in this Rulebook arising from editing errors or from 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 precedent.

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:

These rules contain, in **black type and Times New Roman font**, the wording of the World Archery Constitution and Rules with the exceptions that certain sections 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 World Archery Constitution and Rules can be obtained on the website of World Archery at worldarchery.sport/rules, menu item Home-Rules.

The Article (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 WA indicate World Archery rules. Those 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.

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 (eg. the class "Women" only refers to female archers).

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 (eg. 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 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 basis on the rules of 3D archery practiced 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.

“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 colors 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.

“DoS” Director of Shooting.

“Event” means a single, race, match or contest (or tournament).

“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.

"PSO/TSO" Provincial/Territorial Sport Organization member of Archery Canada.

"Qualification Round" Originally refers to rounds shot to qualify athletes for subsequent events and to 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, then the term "Qualification Round" shall be taken to mean the round(s) of the tournament that are 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 includes 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 also distances for U15 and U13 athletes shot on the 122cm target face.
- For Compound (and other compound bow divisions in Canada) – the WA 50m Round for Compound (and other compound bow divisions and Hunter in Canada) and also distances for U15 and U13 athletes shot on the 80cm target face.
- For Barebow - the WA 50m Round for Barebow and also 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" With reference to archery bows, refers 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 Junior and younger (i.e. Junior, Cadet, Cub, Pre-Cub, PeeWee).

Rules of target Archery in Canada are consistent with 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
- Abuse Policy
- Alternative Dispute Resolution Policy
- Appeal Policy
- Championship Hosting Policy
- Code of Conduct and Effects
- 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
- Social Media Policy
- Trans Inclusion Policy
- 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 participate in Championships, Games, International and National Tournaments, which are recognised or controlled by World Archery or a Member Association, 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 (until such time that the Executive Board adopts bylaws as to international license requirements, an athlete's, coaches' and official's membership in his Member Association shall constitute 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 his 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 he 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 he holds a valid passport, he 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 he has a valid passport.

2.4.3.

An athlete who has changed his nationality, or acquired a new nationality, may not represent the National Team of his 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 he chooses. He 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 sport 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 sport 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. The 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 approve 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

The Archery Canada Code of Conduct and Ethics policy is copied below. Where any discrepancies occur between this book and the Archery Canada Code of Conduct and Ethics policy the policy shall take precedences.

1 DEFINITIONS

Individuals

Individuals employed by, or engaged in activities with, Archery Canada including, but not limited to, registrants, athletes, coaches, convenors, officials, volunteers, managers, administrators, committee members, parents and guardians and spectators at events, and Directors and Officers of Archery Canada.

Workplace

Any place where business or work-related activities are conducted. Workplaces include but are not limited to, Archery Canada's office, work-related social functions, work assignments outside Archery Canada's offices, work-related travel, the training and competition environment, and work-related conferences or training sessions.

Abuse

As defined in Archery Canada's [Abuse Policy](#).

Harassment

A course of vexatious comment or conduct against an Individual or group, which is known or ought to reasonably be known to be unwelcome. Types of behaviour that constitute Harassment include, but are not limited to:

- i. Written or verbal abuse, threats, or outbursts;
- ii. Persistent unwelcome remarks, jokes, comments, innuendo, or taunts;
- iii. Racial harassment, which is racial slurs, jokes, name calling, or insulting behaviour or terminology that reinforces stereotypes or discounts abilities because of racial or ethnic origin;
- iv. Leering or other suggestive or obscene gestures;
- v. Practical jokes which endanger a person's safety, or may negatively affect performance;
- vi. Hazing, which is any form of conduct which exhibits any potentially humiliating, degrading, abusive, or dangerous activity expected of a junior-ranking individual by a more senior individual, which does not contribute to either individual's positive development, but is required to be accepted as part of a team or group, regardless of the junior-ranking individual's willingness to participate. This includes, but is not limited to, any activity, no matter how traditional or seemingly benign, that sets apart or alienates any teammate or group member based on class, number of years on the team or with the group, or ability;
- vii. Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing;
- viii. Deliberately excluding or socially isolating a person from a group or team;
- ix. Persistent sexual flirtations, advances, requests, or invitations;
- x. Physical or sexual assault;
- xi. Behaviours such as those described above that are not directed towards a specific person or group but have the same effect of creating a negative or hostile environment; and
- xii. Retaliation or threats of retaliation against a person who reports harassment to Archery Canada.

Workplace Harassment

Vexatious comment or conduct against a worker in a Workplace that is known or ought reasonably to be known to be unwelcome. Workplace Harassment should not be confused with legitimate, reasonable management actions that are part of the normal work/training function, including measures to correct performance deficiencies, such as placing someone on a performance improvement plan, or imposing discipline for workplace infractions. Types of behaviour that constitute Workplace Harassment include, but are not limited to:

- i. Bullying;
- ii. Workplace pranks, vandalism, bullying or hazing;
- iii. Repeated offensive or intimidating phone calls or emails;
- iv. Inappropriate sexual touching, advances, suggestions or requests;
- v. Displaying or circulating offensive pictures, photographs or materials in printed or electronic form;

- vi. Psychological abuse;
- vii. Excluding or ignoring someone, including persistent exclusion of a person from work-related social gatherings;
- viii. Deliberately withholding information that would enable a person to do his or her job, perform or train;
- ix. Sabotaging someone else's work or performance;
- x. Gossiping or spreading malicious rumours;
- xi. Intimidating words or conduct (offensive jokes or innuendos); and
- xii. Words or actions which are known or should reasonably be known to be offensive, embarrassing, humiliating, or demeaning.

Sexual Harassment

A course of vexatious comment or conduct against an Individual because of sex, sexual orientation, gender identify or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome; or making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advance to the Individual and the person knows or ought reasonably to know that the solicitation or advance is unwelcome. Types of behaviour that constitute Sexual Harassment include, but are not limited to:

- i. Sexist jokes;
- ii. Threats, punishment, or denial of a benefit for refusing a sexual advance;
- iii. Offering a benefit in exchange for a sexual favour;
- iv. Demanding hugs;
- v. Bragging about sexual ability;
- vi. Leering (persistent sexual staring);
- vii. Sexual assault;
- viii. Display of sexually offensive material;
- ix. Distributing sexually explicit messages or attachments such as pictures or video files;
- x. Sexually degrading words used to describe an Individual;
- xi. Unwelcome inquiries into or comments about an Individual's gender identity or physical appearance;
- xii. Inquiries or comments about an Individual's sex life;
- xiii. Persistent, unwanted attention after a consensual relationship ends;
- xiv. Persistent unwelcome sexual flirtations, advances, or propositions; and
- xv. Persistent unwanted contact.

Workplace Violence

The use of or threat of physical force by a person against a worker in a Workplace that causes or could cause physical injury to the worker; an attempt to exercise physical force against a worker in a Workplace that could cause physical injury to the worker; or a statement or behaviour that it is reasonable for a worker to interpret as a threat to exercise physical force against the worker in a Workplace that could cause physical injury to the worker. Types of behaviour that constitute Workplace Violence include, but are not limited to:

- i. Verbal or written threats to attack;
- ii. Sending to or leaving threatening notes or emails;
- iii. Physically threatening behaviour such as shaking a fist at someone, finger pointing, destroying property, or throwing objects;
- iv. Wielding a weapon in a Workplace;
- v. Hitting, pinching or unwanted touching which is not accidental;
- vi. Dangerous or threatening horseplay;
- vii. Physical restraint or confinement;
- viii. Blatant or intentional disregard for the safety or wellbeing of others;
- ix. Blocking normal movement or physical interference, with or without the use of equipment;

- x. Sexual violence; and
- xi. Any attempt to engage in the type of conduct outlined above.

2 PURPOSE

2.1
The purpose of this Code is to ensure a safe and positive environment (within Archery Canada's programs, activities, and events) by making Individuals aware that there is an expectation, at all times, of appropriate behaviour consistent with Archery Canada's core values. Archery Canada supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all individuals are treated with respect and fairness.

3 APPLICATION OF THIS CODE

3.1
This Code applies to Individuals' conduct during Archery Canada's business, activities, and events including, but not limited to, competitions, practices, tryouts, training camps, travel associated with Archery Canada's activities, Archery Canada's office environment, and any meetings.

3.2
An Individual who violates this Code may be subject to sanctions pursuant to Archery Canada's Discipline and Complaints Policy. In addition to facing possible sanction pursuant to Archery Canada's Discipline and Complaints Policy, an Individual who violates this Code during a competition may be ejected from the competition. The competition may be delayed until the Individual complies with the ejection, and the Individual may be subject to any additional discipline associated with the competition.

3.3
An employee of Archery Canada found to have engaged in acts of violence or harassment against any other employee, worker, contractor, member, customer, supplier, client or other third party during business hours, or at any event of Archery Canada, will be subject to appropriate disciplinary action subject to the terms of Archery Canada's Human Resources Policy as well as the employee's Employment Agreement (if applicable).

3.4
This Code also applies to Individuals' conduct outside of Archery Canada's business, activities, and events when such conduct adversely affects relationships within Archery Canada (and its work and sport environment) and is detrimental to the image and reputation of Archery Canada. Such applicability will be determined by Archery Canada at its sole discretion.

4 RESPONSIBILITIES

4.1
Individuals have a responsibility to:

4.1.1
Conduct themselves in a manner consistent with the True Sport principles and the rules of shooting conduct as set out by World Archery;

4.1.2
Maintain and enhance the dignity and self-esteem of Archery Canada's members and other individuals by:

- a. Focusing comments or criticism appropriately and avoiding public criticism of athletes, coaches, officials, organizers, volunteers, employees, or members;
- b. Consistently demonstrating the spirit of sportsmanship, sport leadership, and ethical conduct;
- c. Acting, when appropriate, to correct or prevent practices that are unjustly discriminatory;
- d. Consistently treating individuals fairly and reasonably; and
- e. Ensuring adherence to the rules of the sport and the spirit of those rules.

4.1.3
Refrain from any behaviour that constitutes Harassment, Workplace Harassment, Sexual Harassment, Workplace Violence, Abuse, or Discrimination;

4.1.4

Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods. More specifically, Archery Canada adopts and adheres to the Canadian Anti-Doping Program. Any infraction under this Program shall be considered an infraction of this Code and may be subject to further disciplinary action, and possible sanction, pursuant to Archery Canada's [Discipline and Complaints Policy](#). Archery Canada will respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, whether imposed by Archery Canada or any other sport organization;

4.1.5

Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision of the sport, who has incurred an anti-doping rule violation and is serving a sanction involving a period of ineligibility imposed pursuant to the Canadian Anti-Doping Program and/or the World Anti-Doping Code and recognized by the Canadian Centre for Ethics in Sport (CCES);

4.1.6

Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities;

4.1.7

Refrain from consuming tobacco products, or recreational drugs while participating in Archery Canada's programs, activities, competitions, or events;

4.1.8

In the case of minors, not consume alcohol, tobacco, or cannabis at any competition or event;

4.1.9

In the case of adults, not consume cannabis in the Workplace or in any situation associated with Archery Canada's events (subject to any requirements for accommodation), not consume alcohol during competitions and in situations where minors are present, and take reasonable steps to manage the responsible consumption of alcohol in adult-oriented social situations associated with Archery Canada's events;

4.1.10

Respect the property of others and not wilfully cause damage;

4.1.11

Promote the sport in the most constructive and positive manner possible;

4.1.12

When driving a vehicle with an Individual:

- a. Not have his or her license suspended;
- b. Not be under the influence of alcohol or illegal drugs or substances;
- c. Have valid car insurance;
- d. Not use a mobile device with his or her hands.

4.1.13

Adhere to all federal, provincial, municipal and host country laws;

4.1.14

Use Social Media in a responsible manner in keeping with Archery Canada's [Social Media Policy](#), being respectful of other Registrants, Members, and others including but not limited to, volunteers, athletes, parents, officials, coaches, national team staff, spectators, sponsors, and event hosts;

4.1.15

Refrain from engaging in deliberate cheating which is intended to manipulate the outcome of a competition and/or not offer or receive any bribe which is intended to manipulate the outcome of a competition;

4.1.16

Comply, at all times, with Archery Canada's bylaws, policies, procedures, and rules and regulations, as adopted and amended from time to time.

5 DIRECTORS, COMMITTEE MEMBERS, AND STAFF

5.1

In addition to section 4 (above), Archery Canada's Directors, Committee Members, and Staff will have additional responsibilities to:

- a. Function primarily as a Director or Committee Member or Staff Member of Archery Canada; not as a member of any other group or constituency;
- b. Act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibilities of Archery Canada's business and the maintenance of Individuals' confidence;
- c. Ensure that Archery Canada's financial affairs are conducted in a responsible and transparent manner with due regard for all fiduciary responsibilities;
- d. Conduct themselves transparently, professionally, lawfully and in good faith in the best interests of Archery Canada;
- e. Be independent, impartial, and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism;
- f. Behave with decorum appropriate to both circumstance and position;
- g. Keep informed about Archery Canada's activities, the sport community, and general trends in the sectors in which it operates;
- h. Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to the laws under which Archery Canada is incorporated;
- i. Respect the confidentiality appropriate to issues of a sensitive nature;
- j. Respect the decisions of the majority and resign if unable to do so;
- k. Commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings;
- l. Have a thorough knowledge and understanding of all Archery Canada's governing documents;
- m. Conform to the bylaws and policies approved by Archery Canada.

6 COACHES

6.1

In addition to section 4 (above), coaches have many additional responsibilities. The coach-athlete relationship is a privileged one and plays a critical role in the personal, sport, and athletic development of the athlete. Coaches must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it, consciously or unconsciously. Coaches will:

- a. Ensure a safe environment by selecting activities and establishing controls that are suitable for the age, experience, ability, and fitness level of the involved athletes;
- b. Prepare athletes systematically and progressively, using appropriate time frames and monitoring physical and psychological adjustments while refraining from using training methods or techniques that may harm athletes;
- c. 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;
- d. Support the coaching staff of a training camp, provincial team, or national team; should an athlete qualify for participation with one of these programs;
- e. Accept and promote athletes' personal goals and refer athletes to other coaches and sports specialists as appropriate;
- f. Provide athletes (and the parents/guardians of minor athletes) with the information necessary to be involved in the decisions that affect the athlete;
- g. Act in the best interest of the athlete's development as a whole person;
- h. Comply with Archery Canada's [Screening Policy](#), if applicable;
- i. Report to Archery Canada any ongoing criminal investigation, conviction, or existing bail conditions, including those for violence, child pornography, or possession, use, or sale of any illegal substance

- j. Under no circumstances provide, promote, or condone the use of drugs (other than properly prescribed medications) or performance-enhancing substances and, in the case of minors, alcohol, cannabis, and/or tobacco;
- k. Respect athletes competing with other teams and, in dealings with them, not encroach upon topics or actions which are deemed to be within the realm of 'coaching', unless after first receiving approval from the coaches who are responsible for the athletes;
- l. Not engage in a sexual relationship with an athlete under the age of majority;
- m. Disclose any sexual or intimate relationship with an athlete over the age of majority to Archery Canada and immediately discontinue any coaching involvement with that athlete;
- n. Recognize the power inherent in the position of coach and respect and promote the rights of all participants 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 participants who are in a vulnerable or dependent position and less able to protect their own rights;
- o. Dress professionally, neatly, and inoffensively;
- p. Use inoffensive language, taking into account the audience being addressed.

7 ATHLETES

7.1

In addition to section 4 (above), athletes will have additional responsibilities to:

- a. Report any medical problems in a timely fashion, when such problems may limit their ability to travel, practice, or compete;
- b. Participate and appear on-time and prepared to participate to their best abilities in all competitions, practices, training sessions, tryouts, tournaments, and events;
- c. 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;
- d. Adhere to Archery Canada's rules and requirements regarding clothing and equipment;
- e. Act in a sportsmanlike manner and not display appearances of violence, foul language, or gestures to other athletes, officials, coaches, or spectators;
- f. Dress to represent the sport and themselves well and with professionalism;
- g. Act in accordance with Archery Canada's policies and procedures and, when applicable, additional rules as outlined by coaches or managers.

8 OFFICIALS

8.1

In addition to section 4 (above), officials will have additional responsibilities to:

- a. Maintain and update their knowledge of the rules and rules changes;
- b. Work within the boundaries of their position's description while supporting the work of other officials;
- c. Act as an ambassador of Archery Canada by agreeing to enforce and abide by national and provincial rules and regulations;
- d. Take ownership of actions and decisions made while officiating;
- e. Respect the rights, dignity, and worth of all Individuals;
- f. f) Not publicly criticize other officials or any club or association;
- g. Act openly, impartially, professionally, lawfully, and in good faith;
- h. Be fair, equitable, considerate, independent, honest, and impartial in all dealings with others;
- i. Respect the confidentiality required by issues of a sensitive nature, which may include ejections, defaults, forfeits, discipline processes, appeals, and specific information or data about Individuals;
- j. Honour all assignments unless unable to do so by virtue of illness or personal emergency, and in these cases inform the assignor or association at the earliest possible time;

- k. When writing reports, set out the actual facts;
- l. Dress in proper attire for officiating.

9 PARENTS/GUARDIANS AND SPECTATORS

9.1

In addition to section 4 (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 a participant for making a mistake during a performance or practice;
- d. Provide positive comments that motivate and encourage participants' continued effort;
- e. Respect the decisions and judgments of officials, and encourage athletes to do the same;
- f. Never question an official's or staff member's judgment or honesty;
- g. Support all efforts to remove verbal and physical abuse, coercion, intimidation, and sarcasm;
- h. Respect and show appreciation to all competitors, and to the coaches, officials and other volunteers;
- i. Not harass competitors, coaches, officials, parents/guardians, or other spectators.

10 REVIEW AND APPROVAL

10.1

The Archery Canada Board of Directors and Executive Director shall review this policy every two (2) years on the World Archery Outdoor Championship cycle.

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, composed of:
 - Archery Canada National Judges (NJs);
 - Archery Canada National Judge Candidates (NJsCs).
- Provincial Judges, composed of:
 - PSO/TSO Provincial Judges (PJs);
 - PSO/TSO Provincial Judge Candidates (PJsCs);
 - PSO/TSO 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 name of at least two qualified Range Safety Officers or club-level judges in order to receive liability insurance.

AC 1.0

To become a Range Safety Officer:

- Archery Canada membership is up to date.
- Read the Safety Officer Guidebook.
- Answer the online exam questions : Range Safety Officer Online Exam
- Candidates need 90% to pass.

PROVINCIAL JUDGES (PJS)

(AC - UNDER DEVELOPMENT)

AC 1.1

All PSO/TSO Member Associations shall train and accredit Provincial Judges (PJs, PJsCs, LJs).

AC 1.1.1

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

AC 1.1.2

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

AC 1.1.3

The PSO/TSO, 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

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

NATIONAL JUDGE CANDIDATES (NJC) (AC - UNDER DEVELOPMENT)

AC 2.0

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

AC 2.0.1

Applications for NJC shall be submitted to the Archery Canada Judge Committee on behalf of the applicants by their PSO/TSO. PSO/TSOs may only recommend Judges who have been accredited as Provincial Judges and actively judged for a minimum of two years.

AC 2.0.2

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

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 2.1.3**(AC - UNDER DEVELOPMENT)**

NJCs that have:

- Attended two (2) Archery Canada Outdoor Championships and National Judge Clinic;
- Served as a National Judge Candidate for a minimum of three years;
- Completed all WA Judge Case Studies to the satisfaction of the AC Judge Committee;
- Received satisfactory evaluations from their judge mentors and the Chairman of Judges (CoJs) at tournaments they judge.

May obtain accreditation as an Archery Canada National Judge (NJ).

AC 2.1.4**(AC - UNDER DEVELOPMENT)**

To maintain the National Judge accreditation, judges must:

- Attended one (1) Archery Canada Outdoor Championships and National Judge Clinic every 4 years;
- Completed all WA Judge Case Studies to the satisfaction of the AC Judge Committee;
- Received satisfactory evaluations from the CoJs at tournaments at which they judge;
- Show that they have been actively judging in their Province/Territory.

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 **The correct reference will be added as soon as possible.**

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.

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 or have been an athlete on international level (Olympics/World Championships) and be recommended by his or her Member Association and maintain good standing with their Member Association for the duration of their appointment;

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 shall not confer on the individual any status or preference other than that of the accreditation itself. A World Archery Youth Judge seeking accreditation as a World Archery Judge Candidate shall independently 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.

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 to 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 ([Appendix 4, Article 5.1.2](#)) may be increased up to six:

- In case of the World Archery-IJ to be appointed is a woman;
- 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 his 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 WAJJ 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.