

ENG



XVIII MEDITERRANEAN GAMES

TARRAGONA

2018

OCMG

www.tarragona2018.cat

Canoe-kayak



TECHNICAL MANUAL

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TECHNICAL INFORMATION

1. International Federation

WORLD CANOE FEDERATION (ICF)

Maison du sport international, 54 avenue de Rhodanie – CH 1007 Lausanne

Phone: + 41 21 621 02 90

Website: www.canoeicf.org

Email: info@canoeicf.org

President: Mr. José Perurena

Secretary General: Mr. Simon Toulson

2. National Federation

REAL FEDERACIÓN ESPAÑOLA DE CANOE-KAYAK (RFEP)

C/ Antracita, 7 – E 28045 Madrid

Phone: + 34 91 112 38 05

Website: www.rfep.es

E-mail: correorfep@rfep.es

President: Mr. Juan José Román

Secretary General: Mr. Juan Carlos Vinuesa

3. Management of the competition

Technical delegate of ICF: Mr. Lluís Rabaneda

Competition manager: Mr. Narciso Suárez

3.1 Management of the venue

Venue manager: Mr. Arseni da Palma

4. Events and dates

4.1 Sport programme

The competition of Canoe-kayak at the XVIII Mediterranean Games Tarragona 2018 will include the following events:

CANOE-KAYAK	
Men	Women
K-1 - 200m	K-1 - 200m
K-1 - 500m	K-1 - 500m
K-2 - 500m	

4.2 Dates and venues

The competition of Canoe-kayak will be held at the Olympic Canal of Catalonia, in Castelldefels, **on Saturday 23 and Sunday 24 June 2018.**

5. Conditions for the development of the competition

The competition of Canoe-kayak will take place if a minimum of eight (8) countries for the Men's tournament and of six (6) countries for the Women's tournament are entered **by 23:59 (Spanish time) on 22 March 2018.**

According to the number of entries, the President of the ICMG Technical Commission, together with one (1) or two (2) members of said commission, appointed by the ICMG President, and in the presence of the OCMG Tarragona 2018 Sports Director, will decide, **on 9 May 2018**, on the list of cancelled events.

Once an event will have been confirmed, it will be held and the corresponding medals and diplomas distributed, regardless of the number of participants.

5.1 Cancellation of events

The OCMG Tarragona 2018 will inform immediately all the National Olympic Committees (NOCs) of the list of those cancelled events that have not reached the minimum quota of participants.

6. Rules of the competition

The Canoe-kayak competition will be held according to ICF rules in force **on 1 January 2018**, unless the ICMG exceptionally authorises otherwise.

All other issues not covered in this Technical Manual will be solved as follows:

- For general issues, ICMG regulations will apply.
- For technical issues, ICF regulations will apply

7. Technical organisation

RFEP, under the supervision of ICF Technical Delegate, is responsible for the technical organisation and for the development of the Canoe-kayak competition during the XVIII Mediterranean Games Tarragona 2018.

7.1 Special procedures for the development of the competition

Any issue that may arise prior or during the events will be resolved by the competition management, as per ICMG and ICF rules, **in force on 1 January 2018**, unless the ICMG exceptionally authorises otherwise.

The competition will take place with the distances indicated on the sport programme.

The exact measures to be taken regarding the organisation of the Canoe-kayak competition will depend on the final number of participants.

7.2 Draw

The starting lists will be determined by a draw **on 22 June 2018**, during the Technical Meeting, once each delegation will have confirmed the final list of its participants.

7.3 Ranking system

The ICF ranking system will be used, depending on the number of participants in each event.

8. Competition venue

The Canoe-kayak competition at the XVIII Mediterranean Games Tarragona 2018 will be held at the Olympic Canal of Catalonia, in Castelldefels. The venue can host 427 spectators.

Participants will be accommodated in hotels near the competition venue.

Competition venue	Distance to hotels	Capacity	Municipality
Olympic Canal of Catalonia	4,5 km	427	Castelldefels

8.1 Competition area

The competition area comprises a flat water Canal 1.250 m long, 130 m wide, and 4 m deep, homologated by ICF.

The competition waterway has nine (9) lanes and a zone parallel to the regatta site allowing competitors to access the starting line.

8.2 Warm-up area

Warm-ups will be carried out in a specially designated area on the competition waterway and behind the starting line.

8.3 Changing rooms

Athletes will have separate changing rooms for men and women, equipped with showers and toilets.

8.4 Athletes' lounge

Athletes will have at their disposal a lounge with water, energising drinks and fruits.

8.5 Tribune and Press room

Accredited media will have a press tribune and a pressroom at their disposal.

8.6 Sport equipment

All sport and technical equipment used by the athletes during Canoe-kayak competitions and trainings will comply with ICF rules **in force on 1 January 2018**, unless the ICMG exceptionally authorises otherwise.

9. Training sessions

9.1 Training venue

Training sessions for Canoe at the XVIII Mediterranean Games Tarragona 2018 will be held at the Olympic Canal of Catalonia, in Castelldefels.

Training venue	Distance to hotels	Municipality	Observations
Olympic Canal of Catalonia	pending	Castelldefels	Competition venue

9.1.1 Calendar and schedules for training sessions

The following venue will be available for athletes, with the following schedule:

Date	Venue	Schedule
21/06/2018	Olympic Canal of Catalonia	9.00-13.00/ 16.00-20.00
22/06/2018	Olympic Canal of Catalonia	9.00-13.00

9.2 Services available at training venues

9.2.1 Changing rooms

Athletes will have separate changing rooms for men and women, equipped with showers and toilets.

9.2.2 Athletes' lounge

At the training venues, teams will have at their disposal an athletes' lounge with water, energising drinks and fruits.

9.3 Media during training sessions

Training sessions will be opened to the media but not to the public. The competition manager will be authorised to change this rule when and if he deems it necessary.

9.4 Procedure for the scheduling of training sessions

NOCs will receive the planning of training sessions during the first half of June. They will have to confirm that they will make use of their allocated sessions during the DRM.

9.4.1 Before the competition

As a general rule, the Competition Management will put the relevant venues at the athletes' disposal, for one daily session, two (2) days before the beginning of the competition, that is to say, **on 21 June 2018**.

If they have requested it during the DRM and following the procedure, delegations will be able to use these venues for training purposes, five (5) days before the beginning of the competition, that is to say, **from 18 June 2018**.

9.4.2 During the competition

During the Technical Meeting, **on 22 June 2018**, the Organising Committee will deliver the Training schedule during competition. Each NOC will then be able to inform of its specific training needs; these will be assessed to be included in the Training schedule during competition.

Upon their arrival, teams will receive all relevant information on the training sessions, both at the Sport Information Centre (SIC) at the hotel and at the Technical Information Centre (TIC¹) for Canoe-kayak.

10. Participation

All NOCs members of the ICMG, whose National Federation is a member association of ICF, are entitled to participate in the Canoe-kayak competition of the XVIII Mediterranean Games Tarragona 2018.

Athletes taking part in the competition must have the nationality of the country they represent and abide by the conditions and rules of ICMG and ICF.

¹ The acronym TIC (Technical information centre) that is used in several sports will adopt the technical name of each competition (Referee, Technical directory, etc...)

Each NOC may take part in the Canoe-kayak competition with one (1) boat in each event.

11. Entries

11.1 General principles

The XVIII Mediterranean Games Tarragona 2018 are open to all the athletes of the NOCs of the Mediterranean countries members of the ICMG, as indicated in the rules of the ICMG Charter and of the IOC.

All athletes taking part in the Games must be citizens of the country they represent, in accordance with the IOC rules.

Prior to the Games, all participating athletes will have to fill in and sign the “Athlete Consent Form” as defined by the World Anti-doping Agency.

11.2 Procedures

The registration process is linked to the general system of accreditations.

The OCMG Tarragona 2018 entry system is an e-accreditation portal accessible through the official website of the Games: www.tarragona2018.cat.

Each delegation will have its own user name and password to have access to this online application available in both French and English.

The portal will allow users to print list of sport entries which, once signed, will have to be sent back, within the deadlines indicated below, to the OCMG Tarragona 2018: entries@tarragona2018.cat

11.2.1 Entries by number

The list of entries by number of participants for each NOC and event will have to be submitted, through the e-accreditation portal, **by 23:59 (Spanish time) on 22 March 2018**.

11.2.2 Preliminary entries by name (Long list)

The list of preliminary entries of participants by names, by NOC and event, will have to be submitted via the e-accreditation portal, **by 23:59 (Spanish time) on 6 April 2018**.

11.2.3 Final entries by name (Short list)

The NOC of each participating country will have to submit to the OCMG Tarragona 2018, through the e-accreditation portal, the form with the final entries of their participants by name, fifteen (15) days before the beginning of the Games, **that is to say on 7 June 2018 (before 23:59, Spanish time)**.

11.3 Confirmation of entries

Confirmation of entries will take place during the DRM and any eventual modification that could be acceptable will be presented to the SIC and confirmed, at a later stage, during the Technical Meeting.

Specific forms for the confirmation of entries will be distributed in advance to the Head of Mission of each NOC.

12. Technical Meeting

The technical Meeting will take place **on 22 June 2018, at 10:00, at the competition venue**.

The meeting will be carried out according to ICF rules, and chaired by ICF Technical Delegate.

The following persons must be in attendance:

- ICF Technical Delegate;
- One member of the ICMG Technical Commission
- The team managers (one per country);
- The coaches (one per team);
- The team doctors (one per team);
- The OCMG Tarragona 2018 Competition Manager for Canoe-kayak.

13. Medical services

13.1 Medical services available at the Village and on the competition venues

During the XVIII Mediterranean Games Tarragona 2018, medical services will be available to any athlete and official who might need them.

13.1.1 Competition venue

During the events, all competition venues will provide to the athletes the following services:

- Medical services
- Ambulance services

Coolers filled with ice will be available for the delegations at all sport venues.

13.2 Anti-doping control

Anti-doping controls will be carried out during or out of the competition, under the authority of the ICMG Medical and Anti-doping Commission and with the collaboration of the OCMG Tarragona 2018 anti-doping services, in accordance with the rules of ICMG, ICF and the World Anti-doping Code.

All competitors who undergo a control will receive written notification. The official procedure for the collection of sample will subsequently start, in accordance with the official deadlines and regulations.

Any athlete who refuses to submit to a doping control, or who is declared positive after the test, will be disqualified, (together with his pair in the relevant event), from the competition and will be sanctioned, in accordance with the ICMG and ICF regulations.

14. Referees-umpires

14.1 Jury of Appeal

In accordance with the technical event regulations of each sport at the XVIII Mediterranean Games Tarragona 2018, international juries of appeal will be formed. They will be responsible for ruling on formal protests and appeals.

In the event that the Technical Delegate is not the Chairman of the Jury of Appeal, the ICF will, through its Technical Delegate, designate the Chairman of the appropriately composed Jury of Appeal.

Unless special dispensation is granted by the ICF, a Jury of Appeal will be composed of one (1) Chairman and two (2) members selected from a list of six (6) suitably qualified representatives of the participating countries.

The list will be communicated by the Technical Delegate during the Technical Meeting.

During the processing of a dispute, the members of the Jury of Appeal belonging to the countries involved will abstain from participating.

14.2 Judges and referees

The competition will be judged by referees appointed by ICF, under the supervision of the chief referee.

Each participating NOC will enter one (1) referee with its delegation, and indicate his/her name in their entries by name list.

The Technical Delegate will nominate the refereeing team from among the referees registered by the participating NOCs. The Technical Delegate will specify the chief referee, the jury and the specific tasks of each official.

14.3 Competition Committee

According to the ICF regulations, there will be a Competition Committee comprising three (3) officials from different countries. All three members will possess an appropriate international qualification. One of these will be the Chief referee, one a member of the ICF Flat Water Committee who will be nominated the referee for this event, and the third will be proposed by the OCMG Tarragona 2018.

Competitors have recourse to the Jury of Appeal should they wish to contest the rulings of the Competition Committee.

15. Claims

Claims will be ruled on following ICF regulations. Any claim can be raised by the relevant NOC, in written in Arabic, French or English, accompanied by an economical deposit in cash, which amount is established by ICF rules.

All claims will be addressed to the TIC for Canoe-kayak who will forward them to the secretariat of the Jury of Appeal and to the ICMG Technical Commission.

The deposit will only be refunded if the claim is successful.

16. Sport clothing

Participants at the Canoe-kayak competition of the XVIII Mediterranean Games Tarragona 2018 will have to wear a sport equipment that complies with ICF and ICMG regulations.

Athletes' sport clothing and equipment will bear no commercial brand. As an exception, the brand name of the manufacturer of the clothing or the equipment will be tolerated if it is discreet and does not have any advertisement purpose, in accordance to the ICMG and ICF rules.

The same rule will apply for the **Medal Ceremonies** regarding sport clothing and advertisement. Athletes will step on the podium with the official clothing of their respective NOC.

17. Medal ceremonies

Medal ceremonies will take place at the end of each competition.

17.1 Medals and diplomas

The following medals and diplomas will be distributed, as per the ICMG rules:

17.1.1 First place

Gold medal and diploma to each competitor classified first in each event and gender category.

17.1.2 Second place

Silver medal and diploma to each competitor classified second in each event and gender category.

17.1.3 Third place

Bronze medal and diploma to each competitor classified third in each event and gender category.

17.1.4 From the fourth to the eight place

Diploma to each competitor classified 4th to 8th in each event and gender category

18. Calendar and schedule

The competition of Canoe-kayak will take place on **Saturday 23 and Sunday 24 June 2018**, according to the following schedule (this schedule is provisional and could vary depending on the final entries):

Saturday 23 June		
Canoe-kayak		
Olympic Canal of Catalonia		
	Men	Women
09:00		1 st heat K-1 500m
09:10		2 nd heat K-1 500m
09:20	1st heat K-1 500m	
09:30	2nd heat K-1 500m	
09:50		1 st heat K-1 200m
10:00		2 nd heat K-1 200m
10:10	1st heat K-1 200m	
10:20	2nd heat K-1 200m	
10:40	1st heat K-2 500m	
10:50	2nd heat K-2 500m	
	BREAK	

12:00		SEMI FINAL K-1 500m
12:10	SEMI FINAL K-1 500m	
12:30		SEMI FINAL K-1 200m
12:40	SEMI FINAL K-1 200m	
12:50	SEMI FINAL K-2 500m	

Sunday 24 June

Canoe-kayak

Olympic Canal of Catalonia

	Men	Women
10:00		FINAL K-1 500m
10:10	FINAL K-1 500m	
10:20	CEREMONY K-1 500m	
10:40		FINAL K-1 200m
11:00	FINAL K-1 200m	
11:20	FINAL K-2 500m	
11:30	CEREMONY K-1 200m/ K-2 500m	
12:00	END	

The Organising Committee may also change the competition schedule, with the agreement of the Technical Delegate, should special circumstances arise.

Each team or athlete will then be informed, at least, twenty-four (24) hours in advance.

19. Technical offices

Two offices will provide specific information on the Canoe-kayak competition:

- TIC of Canoe-kayak, at the competition venue.
- SIC at the Mediterranean Village.

These offices will provide information on the schedule of competition, training sessions, transport, list of players and results.

20. Approval of the regulations

In case of disagreement on the interpretation of these regulations with any other related version, the French version will take precedence.

This Technical Manual was approved by the ICMG on 22 May 2016.