

**Panamerican Combined Events Cup  
Open / U20 / U18 Divisions**

**Canadian Combined Events Championships  
Open / U20 Divisions**

**Open Festival Combined Events Invitational  
Open / U20 / U18 Divisions**

Ottawa, Canada  
July 3-4, 2018



# Technical Package

(version 24 February 2018)

# 1 General Information

## 1.1 Local Organizing Committee (LOC)

LOC Chairman / Meet Director:	Ryan Rowat
Assistant Meet Director:	Andy McInnis
Athletics Canada Technical Delegate:	Nicole Clarke
IAAF Technical Delegate:	Richie Mercado (USA)
Athletics Canada Organizational Delegate:	Mathieu Gentès
Facilities Manager:	Anna Lapointe
Technical Volunteers Manager:	Zach Quevillon
Technical Field Events / Equipment:	Corey Wingate and Richard Johnston
Language Services:	Javier Clavelo

## 1.2 General Program

Date	Time	Event	Place
Sunday 1 July	14:00 – 18:00	General Training	Terry Fox AF
Monday 2 July	10:00 – 18:00	General Training	Terry Fox AF
Tuesday 3 July	09:00 – 20:30	Day 1 Competition	Terry Fox AF
Wednesday 4 July	09:00 – 22:00	Day 2 Competition	Terry Fox AF

## 1.3 General Communications E-mail: [panamcup@ottawalions.com](mailto:panamcup@ottawalions.com)

## 1.4 Final BBQ

A BBQ for all participants will take place Wednesday 4 July following the completion for the OPEN DIVISION Mens' Decathlon and Women's Heptathlon. This will be hosted at Terry Fox Athletics Facility

# 2. Travel to Ottawa

## 2.1 Official Airport and Arrival Information

The official airport is MacDonalcd Cartier International Airport (YOW) where the Local Organizing Committee (LOC) will provide adequate welcome services. Arrival in Ottawa should normally be on Sunday 1 July and departure on Thursday 5 July. Please note travel must be arranged directly to Ottawa. If you are planning to arrive in Ottawa earlier and/or leave later, you must clearly indicate this in your entry in order for the LOC to arrange your extra accommodation (at your own cost) and to organize transfers from the airport to the hotels.

Foreign delegates must notify the Local LOC of their arrival date, time and flight number, by Monday, June 25, 2018.

## 2.2 Entry Visas

Some foreign nationals are required to have entry visas to travel to Canada. For those countries who do require a VISA - We STRONGLY recommend that you send a list of names of the potential members of your delegation as soon as possible. This way, the LOC can start preparing the official invitation letters so that you will be in a position to start the visa application as early as possible. Please note the application requirements may vary according to the country in which you make your application so it is VERY IMPORTANT that you check the details before you proceed with your application and that you make your application as early as possible.

**More detailed visa information is provided in Appendix 1.**

## 2.3 Electronic Travel Authorization

New entry requirement now in effect: visa-exempt foreign nationals who fly to, or transit through a Canadian airport, need an Electronic Travel Authorization (eTA).

Exceptions include U.S. citizens and travelers with a valid Canadian visa. Canadian citizens, including dual citizens, and Canadian permanent residents cannot apply for an eTA.

Use the [Government of Canada's official website](#) to apply for an eTA. It only costs \$7 CAD. Most eTA applications are approved within minutes of applying.

## 2.4 Insurance

All Member Federations must ensure medical insurance to cover illness or injury to any member of their delegation and/or team.

# 3. Financial Support

## Local Travel and Accommodation Support

The LOC will offer accommodation in double room suites for a maximum of 4 nights during the period of the Championships (arrival Sunday 1 July, departure Thursday 5 July).

Supported Panamerican Combined Events Cup athletes and team staff will also receive a per diem of \$100 CAD each for the duration of the championship.

Support provided by the LOC will pertain to Federation Athletes and Staff. In some cases, we may offer this support to outstanding Open, U20 or U18 Division entries. Please email us with this inquiry.

# 4. Accommodation

## 4.1 General

The LOC has made accommodation arrangements for athletes and team officials at the Residence & Conference Centre – Ottawa West. The hotel will be open for the championships on 1 July. If competitors are planning to arrive in Ottawa earlier than 1 July, please contact the LOC ([panamcup@ottawalions.com](mailto:panamcup@ottawalions.com)) well in advance to make sure specific arrangements are made. Costs relating to arrival prior to 1 July will be the responsibility of those athletes / delegates / coaches.

#### 4.1.1 Team / Event Hotel

##### Residence & Conference Centre – Ottawa West

1385 Woodroffe Ave

Reservation deadline: June 1, 2018

Rate: \$107/night

Parking: \$5/day

##### Make a reservation:

Phone: 1-613-727-7698 (promo:627380)

[Book online](#) promo code: 627380

#### 4.1.2 Costs

The LOC will offer accommodation in double room suites for the period of 4 nights during the period of the championships: check-in on 1 July and check-out on 5 July. Additional costs will be applicable in the following cases:

- Extra rooms for Extra officials – between 1 July and 5 July - CAD \$107 + Taxes per room per night. Each room can accommodate 2 adults.
- Domestic athletes or member athletes and staff of other Federations that are NOT SUPPORTED directly by the LOC will be required to make their own reservations and payments using the links above.

Payment of extra accommodation costs can be made in one of the following ways:

- Cash: Canadian Dollars (no other currency will be accepted)
- Credit Card: Visa, MasterCard or American Express

#### 4.1.3 Reservations

International Federation Reservations will be made by the LOC and based on entries communicated with the LOC.

Domestic athletes or member athletes and staff of other Federations that are not supported directly by the LOC will be required to make their own reservations and payments.

## 5. Transportation

Transportation between the Championships accommodation and the stadium will be arranged by the LOC bus service. A detailed timetable will be posted on notice boards at the hotel. All participants (Cup / Open / U20 / U18) and coaches and staff in this event are welcome to use this transportation / shuttle between the hotel and Terry Fox Athletics Facility.

### 5.1 Travel Times

A championship bus will transport athletes from the hotel to the stadium. The approximate travel time is 15 mins / Distance is 8.0 km. A transportation schedule will be distributed and posted at both destination and departure points.

## 6. Information Centres

### 6.1 Technical Information Centre (TIC):

The location of the Technical Information Centre (TIC) will be identified at the Championship hotel.

Start lists will be posted daily at the TIC; a copy will be given to Team Leaders. Results and scoring updates will be posted once each event has concluded. All results will be posted by LIVE RESULTS on Athletics Canada's web site and the Championships Home Page.

### 6.2 Championship Information Board

This will be situated in the hotel and shall display the following:

- All official communications to teams, including Start Lists and Results
- Information for issues relating to accommodation, transport and the Championships in general.

## 7. Competition and Training Venues, Equipment and Implements

### 7.1 Terry Fox Athletic Facility

The Combined Events Cup will take place at Terry Fox Athletic Facility, Mooney's Bay Park, 2960 Riverside Drive, Ottawa. This was the venue of the 2001 Jeux de la Francophonie and the 2012, 2013, 2014, and 2016 Panamerican Combined Events Cup and offers adequate facilities for the competition, warm up and training.

The venue is a Mondo track, installed in 2010, with 8 lanes in both the straight and oval.

Track – Mondo Super X – IAAF Class II Certified Facility

2 - LJ runways – Mondo

2 - PV runways – Mondo

2 - SP circles – Concrete

2 - DT circles – Concrete

2 - JT runways – Mondo

Spike lengths – 7mm for all events

**\*\* Proper replacement spikes will be available for those athletes whose footwear is not compliant. Organizers will NOT BE RESPONSIBLE for the changing of spikes\*\***

The warm-up facilities will include the main stadium track along with a grassed soccer pitch adjacent to the track, which also includes a 3 lane 90 meter straightaway (Mondo) with adjacent washrooms and medical area.

### 7.2 Call Room & Athlete Uniforms

The Call Room will be located within the vicinity of the Track and will be properly identified at the Championship Hotel. All athletes must report to the Call Room bearing their

Championship identification and competition bibs as provided by the LOC for the first event for each day of competition.

International Guest Federations: Dress must be the official uniform approved by their national federation. In the case of unsupported international athletes or domestic Canadian athletes, the dress must be representative of their affiliated school or club.

### 7.3 Training

The Terry Fox Athletic Facility will be the sole dedicated training venue, which will operate beginning 1 July. In case of earlier arrivals, it will be possible to use the Terry Fox Athletic Facility where training sessions will be organized as required.

### 7.4 Sports Equipment

#### 7.4.1 Vaulting Poles

**Decathlon Pole Vault:** Poles from the LOC / Local Club will be made available for rental to decathletes from other federations at a cost of CAD \$150 per athlete, **payable by cash or credit card**. Federations should directly contact the LOC for an inventory of poles and to make arrangements at [panamcup@ottawalions.com](mailto:panamcup@ottawalions.com).

### 7.5 Implements

#### 7.5.1 Official Implements

The LOC will provide official implements for the competition.

#### 7.5.2 Personal Implements

Personal Implements will be allowed, providing that:

- they are readily identifiable and are IAAF certified
- they have been checked for compliance with IAAF Rules
- they are made available to all the other athletes until the end of the event

The checking procedure will be as follows:

Checking	Location & Time	Return
Personal Throwing Implements are to be checked prior to the event. When submitted, a receipt will be given.	Technical Information Centre <b>no later than 18:00 the day before the event.</b>	Implements are returned in exchange for the receipt after the event's Final at the Technical Information Centre

## 8. MEET Entries and Final Confirmation

### 8.1 Entry Standards and Entry Rules for All Divisions

The recommended performance standards for the IAAF Capital Combined Events Cup are as follows:

### ***Pan Am Cup Divisions***

- Decathlon – Open - 6500 pts / U20 – 6000 pts / U18 – 5500 pts
- Heptathlon – Open - 4500 pts / U20 – 4000 pts / U18 – 3800 pts

### ***Open Entry Divisions & Canadian Championships Divisions***

- Decathlon – Open - 5800 pts / U20 – 5500 pts / U18 – 5000 pts
- Heptathlon – Open - 4000 points / U20 – 3800 pts / U18 – 3500 pts

\* Contact Meet Director Ryan Rowat ([panamcup@ottawalions.com](mailto:panamcup@ottawalions.com)) if your performance is below the recommended performance standard.

The qualifying period runs from **January 1, 2017 to June 25, 2018**.

## **8.2 Registration for all participating International Federations – IAAF Combined Events Cup Division**

- All countries shall complete and return the preliminary entry form found in Appendix 1. It should be sent electronically to: Meet Director – Ryan Rowat, [panamcup@ottawalions.com](mailto:panamcup@ottawalions.com).
- All supported “International Athlete” Entries for the Combined Events Cup will be entered online by the LOC Entries Manager and posted on the Championships web site. There will be no entry fees for supported Cup athletes.

## **8.3 Registration for all other Combined Events Division Athletes – Canadian Championships and Open, U20, U18 Divisions**

- All athletes meeting the recommended performance standards (noted above) shall complete the meet entry registration and entry fee payment online by accessing the [championships entry system](#).
- Contact Meet Director Ryan Rowat ([panamcup@ottawalions.com](mailto:panamcup@ottawalions.com)) if your performance is below the recommended performance standard to discuss permission to enter the meet.

# **9. Competition Procedures**

## **9.1 Technical Meeting**

There will be no technical meeting. All information will be available online and at the Championship hotel.

## **9.2 Athletes Bib’s**

### **9.2.1 General**

All athletes will receive two bibs.

The bibs (and the necessary safety pins) shall be distributed during training on 2 July. Bibs which are not collected shall be taken to the Stadium Call Room. Bibs must be worn in accordance with IAAF Rules and must not be cut, folded or obscured in any way.

### **9.2.2 Vertical Jumps**

In the Pole Vault and High Jump, athletes can decide to wear only one bib on the front OR on the back.

### **9.2.3 Hip Numbers for Track Events**

For Track Events athletes will also be given two adhesive hip numbers at the start line. The hip numbers must be secured to both sides of the athlete's shorts/legs.

### **9.2.4 Personal Belongings**

A strict inspection shall be made on illegal and prohibited items during check-in for each day's competition at the Call Room. Radios, music players, mobile phones, cameras, etc. are not permitted at event sites.

## **9.3 Protests and Appeals**

Protests and Appeals shall be handled according to IAAF Rule 146. Protests and appeals shall be handled by the TIC at the Stadium.

## **10. Medical Services**

### **10.1 General**

All medical issues will be handled and/or supervised by physicians trained in sports medicine (general practitioner or specialist in internal medicine) as well as by orthopedic surgeons.

First Aid treatments for acute injuries and emergency situations at the Championship Facility will be provided by the LOC free-of-charge for all accredited team members. Any further costs incurred must be paid by the patient and/or their teams through appropriate medical insurance coverage. It is strongly advised that each accredited person has its own medical insurance. Teams are also responsible for sufficient medical insurance to cover, for example, any treatment in a hospital, non-urgent treatment, or emergency transport for their team members.

## **11. Doping Control**

The Organizing Committee shall reserve the right to conduct anti-doping tests considered necessary in compliance with the Anti-Doping Control requested by IAAF rules. All competitors must be available for testing when requested

## **12. Awards and Prize Money**

### **12.1 Awards**

Medals will be awarded to the top three finishers in the Panamerican Combined Events Cup, and to the top three finishers in the Canadian Championships Open and U20 Divisions.

### **12.2 Prize Money**

Prize money will only be awarded to the Panamerican Combined Events Cup Open Division.



Following the 2018 Panamerican Combined Events Cup, the top three senior athletes in each event will be awarded the following prizes by the LOC:

Decathlon / Heptathlon		
1 <sup>st</sup> Place	CAD	3,000
2 <sup>nd</sup> Place	CAD	1,500
3 <sup>rd</sup> Place	CAD	500

## 13. Departures

Delegations will be returned from the Championship Hotel to the Ottawa International Airport on Thursday 5 July.

## 14. Other Information

### 14.1 Currency

The currency used in Canada is the Canadian Dollar (CAD). The rate of exchange is approximately CAD \$1.26 to USD \$1.00 as of February, 2018.

## 15. Weather Conditions

Average July weather conditions in Ottawa from 2011 until 2016

Date	Average Temperature (°C)	Average Precipitation (mm)
July 1	21.4	4.9
July 2	20.1	1.3
July 3	21.2	0.3
July 4	22.0	-
July 5	22.3	-

## 16. Schedule

### Combined Events Competition Schedule

Tentative Schedule (as of January 10, 2018)

The Final Meet Schedule will be revised based on entries and posted on the Championship Web Site

**OPEN DIVISION / U20 & U18**

<b>Decathlon – Day 1 – (3 July)</b>					
<b>Division</b>	<b>100m</b>	<b>Long Jump</b>	<b>Shot Put</b>	<b>High Jump</b>	<b>400m</b>
U18/U20 Division	09h00				
Open Division	14h00				
<b>Decathlon – Day 2 – (4 July)</b>					
<b>Division</b>	<b>110m Hurdles</b>	<b>Discus</b>	<b>Pole Vault</b>	<b>Javelin</b>	<b>1500m</b>
U18/U20 Division	09h00				
Open Division	14h00				
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<b>Heptathlon – Day 1 – (3 July)</b>					
<b>Division</b>	<b>100mHurdles</b>	<b>High Jump</b>	<b>Shot Put</b>	<b>200m</b>	
U18/U20 Division	09h45				
Open Division	13h30				
<b>Heptathlon – Day 2 – (4 July)</b>					
<b>Division</b>	<b>Long Jump</b>	<b>Javelin</b>	<b>800m</b>		
U18/U20 Division	11h30				
Open Division	16h00				

## Appendix 1: VISAS

### Do I need a Visa?

Most APA Member countries require a visa to enter Canada. The list is below. Citizens of countries which require a visa and DO NOT have Canadian Consular Representation in their country of residence, may apply to Consulates in neighbouring countries by submitting postal applications. Check this on the website or ask the Consulate you are planning to apply to. Please check your category and follow up accordingly.

### Obtaining a visa invitation letter from the LOC

For each individual or group who will require a visa, the LOC Visa Information Form (found in Appendix X) must be completed in all its sections so that the required invitation letter for the purpose of visa application can be properly issued. This form must be sent to the LOC Teams department:

TO LOCAL ORGANIZING COMMITTEE  
EMAIL TO: RYAN ROWAT –MEET DIRECTOR  
[panamcup@ottawalions.com](mailto:panamcup@ottawalions.com)

When completing the LOC Visa Information Form, please make sure that:

- Each passport has two consecutive blank visa-designated pages
- The expiry date of the passport is at least six months after the last day of the expected stay in Canada.
- If the passport does not meet these two requirements, a new passport must be obtained or the existing one is to be prolonged before you can request the invitation letter.
- You indicate in which Consulate you will make your application. Follow this link to find the consular information for Canada <http://www.cic.gc.ca/english/information/offices/apply-where.asp>

After receipt of the completed LOC Teams Visa Information Form, the LOC will issue, and email you, a scan of the official invitation letter. You will be able to print as many copies as needed for the members of your group. The visa invitation letter will enable a person to apply for entry visa to Canada for the period from 1 July to 5 July 2018.

### Category 1 – List of Countries whose Citizens need an Electronic Travel Authorization to enter Canada

<b>NACAC</b>	Anguilla, Antigua and Barbuda, Aruba, Bahamas, Barbados, Bermuda, British Virgin Islands, Cayman Islands, Mexico, Montserrat, Turks and Caicos Islands, United States, United States Virgin Islands
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### Category 2 – List of Countries whose Citizens need a Visa to enter Canada

<b>NACAC</b>	Belize, Costa Rica, Cuba, Dominica, Dominican Republic, El Salvador, Grenada, Guatemala, Haiti, Honduras, Jamaica, Nicaragua, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, Trinidad and Tobago
<b>CONSUDATLE</b>	Argentina, Bolivia, Brazil, Chile, Colombia, Ecuador, Guyana, Panama, Paraguay, Peru, Surinam, Uruguay,

	Venezuela
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**Appendix 2: LOC VISA Information Form**

<b>COUNTRY</b>	e.g. Canada				
<b>Full Name</b>	<b>Position</b>	<b>Date of Birth (mm/dd/yy)</b>	<b>Passport Number</b>	<b>Date of Issue (mm/dd/yy)</b>	<b>Date of Expiry (mm/dd/yy)</b>
e.g. John James Smith	Athlete	12/01/81	FH849372	03/09/2013	03/09/2018