



SHOOTING – SHOTGUN

Team Leaders' Technical Manual



DISCLAIMER

All information in this Manual was correct at the time of going to press. Changes to schedules, procedures, facilities and services, along with any other essential updates, will be communicated to teams by competition management if required. Changes to the competition schedule will also appear on the Games-time website, while any changes to the training schedule will be communicated by the Sport Entries and Sport information Centre (hereinafter–SIC) in the Athletes' Village (hereinafter–AVL) and Sport Information Desk (hereinafter – SID) in the Sporting Club, which is the Venue for Shotgun.



WELCOME

The 2nd European Games MINSK 2019 (MINSK 2019) will welcome more than 4,000 Athletes, more than 2,000 supporting Team Officials and about 1,000 Technical Officials from across Europe to participate in an elite-level sport competition.

We aim to provide all participants with optimal conditions so that they are able to perform at their best. This Manual will help with preparations and Games-time operations as it provides key information including the relevant competition rules and format, medal events, competition schedule and key dates. Each client group – Athletes, Team Officials – also has its own dedicated section within the Manual that includes the information that is relevant to it.

The Manual also includes details of the relevant venue, medical, anti-doping, training and competition related services, as well as the key policies and procedures that will be in place during the Games for each client group.

We hope that this Manual helps with your planning in the time remaining before MINSK 2019. Hard copies of this Manual will be provided to each client group upon arrival in Minsk.

We look forward to welcoming you in Minsk for 10 days of competition that puts sport first and supports tradition for the next editions of the European Games

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1. GENERAL INFORMATION

Shotgun Shooting competition at MINSK 2019 will be held from 22 to 28 June 2019 at the Sporting Club in Minsk.

A maximum of 122 Athletes, 61 men and 61 women can take part in Shotgun Shooting competition.

The winners in each individual Olympic event will qualify for Tokyo 2020.



1.1. Key Dates

Date	Event
13 May 2019 (by 23:59 CET)	Final deadline to receive Belarus Firearms & Ammunition Permission Forms submitted by NOCs
20 May 2019 (by 23:59 CET)	Sport Entries Submission Deadline
18 June 2019	AVL Official Opening
19 June 2019	Arrival Day
20 June 2019	Unofficial Training
21 June 2019	Pre-Event Training (PET) Equipment Control Venue Inspection Team Leaders' Meeting
21 June 2019	MINSK 2019 Opening Ceremony
22 June 2019	Start of Shotgun Competition
28 June 2019	End of Shotgun Competition
30 July 2019	MINSK 2019 Closing Ceremony
1 July 2019	Departure Day
3 July 2019	AVL Official Closing

1.2. MEGOC Competition Management

Competition Management	
Position	Name
Shotgun Competition Manager	Alexander RUBLEWSKI
Shotgun Venue Manager	Palina CHARHEIKA

1.3. European Shooting Confederation (ESC)

Position	Name	NOC Code
ESC President	Vladimir LISIN	RUS
ESC Secretary General	Alexander RATNER	RUS
ESC Technical Delegate	Petros KYRITSIS	CYP

1.4. International Technical Officials (ITOs)

European Shooting Confederation shall appoint all ITOs before 31 December 2018.

The total number of ITOs is 11.

ITOs	
Chairman of Shotgun Jury	1
Shotgun Jury	2
Chief Referee	1
Equipment Control Officer	1
Referees	6

1.5. National Technical Officials (NTOs)

The Belarusian Clay Target Shooting Federation in cooperation with MEGOC shall appoint NTOs.

The total number of NTOs is 25.

NTOs	
Shotgun Jury	1
Chief Range Officer	1
Assistant Chief Range Officer	2
Chief Classification Officer	1
Classification Officer	1
Armoury Officer	1
Results and Distribution	1
Side Referee	13
Sport Information Desk Judges (SID)	4

1.6. Medal Events

The Shotgun Shooting competition will consist of six (6) Medal events summarised below.

Men's Events (2)	Women's Events (2)	Mixed Events (2)
Trap	Trap	Trap
Skeet	Skeet	Skeet

1.7. Competition Format

Event	Qualification	Finals
Men's Trap Women's Trap	5 Rounds x 25 Targets	<p>6 Competitors</p> <p>a) 6 Shooters complete a round of 25 targets, the 6th place Athlete is eliminated, in case of a tie the Athlete with the lowest Qualification ranking (higher bib number) is eliminated;</p> <p>b) After the 5 remaining finalists shoot at another 5 targets and complete 30 targets, the 5th place Athlete is eliminated, in case of a tie the Athlete with the lowest Qualification ranking (higher bib number) is eliminated;</p> <p>c) After the 4 remaining finalists shoot at another 5 targets and complete 35 targets, the 4th place Athlete is eliminated, in case of a tie the Athlete with the lowest Qualification ranking (higher bib number) is eliminated;</p> <p>d) After the 3 remaining finalists shoot at another 5 targets and complete 40 targets, the 3rd place (bronze medallist) Athlete is eliminated, in case of a tie the Athlete with the lowest Qualification ranking (higher bib number) is eliminated;</p> <p>e) The 5-target sequences in b), c) and d) above consist of 2 left, 2 right and 1 straight randomly selected targets for each finalist;</p> <p>f) After the two remaining finalists shoot at another 10 targets and complete 50 targets, the 1st and 2nd places are decided (gold and silver medals), in case of a tie there is an immediate shoot-off;</p> <p>g) The 10-target sequence in f) above consists of 4 left, 4 right and 2 straight randomly selected targets for each finalist. The total of 25 targets in b), c), d) and f) above, must consist of 2 left, 2 right and 1 straight target from each of the five stations for each finalist;</p> <p>h) After each elimination stage, the remaining Athletes retain their original positions.</p> <p>3 Medal Places</p>

Event	Qualification	Finals
<p style="text-align: center;">Men's Skeet Women's Skeet</p>	<p style="text-align: center;">5 Rounds x 25 Targets</p>	<p>6 Competitors</p> <p>a) 6 Athletes shoot, in sequence, at 20 targets, with one regular double and one reverse double on station 3, one regular double on station 4, one regular double and one reverse double on station 5, one regular double and one reverse double on station 3, one reverse double on station 4 and one regular double and one reverse double on station 5. After the 6 finalists complete 20 targets, the 6th place Athlete will be eliminated, in case of a tie the Athlete with the lowest Qualification ranking (higher bib number) is eliminated;</p> <p>b) The 5 remaining finalists will shoot another 10 targets, with one regular double and one reverse double on station 3, one regular double on station 4 and one regular double and one reverse double on station 5. After 30 targets, the 5th place Athlete will be eliminated, in case of a tie the Athlete with the lowest Qualification ranking (higher bib number) is eliminated;</p> <p>c) The 4 remaining finalists will shoot another 10 targets with one regular double and one reverse double on station 3, one reverse double on station 4 and one regular double and one reverse double on station 5. After 40 targets, the 4th place Athlete will be eliminated, in case of a tie the Athlete with the lowest Qualification ranking (higher bib number) is eliminated;</p> <p>d) The 3 remaining Athletes will shoot another 10 targets, with one regular double and one reverse double on station 3, one regular double on station 4 and one regular double and one reverse double on station 5. After 50 targets, the 3rd place Athlete (Bronze Medallist) will be eliminated, in case of a tie the Athlete with the lowest Qualification ranking (higher bib number) is eliminated;</p> <p>e) The 2 remaining Athletes will shoot another 10 targets, with one regular double and one reverse double on station 3, one reverse double on station 4 and one regular double and one reverse double on station 5. After 60 targets, the 1st and 2nd places are decided (Gold and Silver medals)</p> <p>3 Medal Places</p>
<p style="text-align: center;">Trap Mixed Teams 1 Man & 1 Woman</p>	<p style="text-align: center;">3 Rounds x 25 Targets per Team Member</p>	<p>6 Teams</p> <p>50 targets in eliminations stages as per individual final format</p> <p>3 Medal Places</p>

Skeet Mixed
Teams
1 Man & 1 Woman

3 Rounds X 25 Targets
per Team Member

6 Teams
60 targets in eliminations stages
as per individual final format
3 Medal Places

In case of a tie there will be an immediate shot-off.

1.8. Competition Rules

Shotgun Shooting competition will be held in accordance with the following documents:

- Guidelines of ESC which can be found at www.esc-shooting.org;
- International Shooting Sport Federation (ISSF) Official Statutes: Rules and Regulations which can be found at www.issf-sports.org.

1.8.1. Scoring

In Shotgun Shooting events a hit will be declared when at least one visible piece is seen by the referee to fall from a target or if powder emerges from the target after a shot. In each event, no scores from the qualification round will be carried forward to the Final to determine the rankings.

1.8.2. Tie-Break Procedures

Ties occurring after the qualification phase either to enter the final or to decide the qualification ranking will be broken by shoot-offs according to ISSF Official Statutes, Rules and Regulations. Ties occurring during the finals for the 6th, 5th, 4th or 3rd places will be broken by the qualification ranking (highest bib number will be eliminated). Ties for the 1st/2nd place will be broken by shoot-offs.

1.8.3. Penalties/Disqualification Rules

If an Athlete disagrees with a Referee's decision regarding a particular target he/she must act immediately before the next Athlete fires, raising an arm and saying "PROTEST", and the Referee must then temporarily interrupt the shooting and after hearing the opinions of the Assistant Referees, make his decision. No protest will be accepted after the next Athlete fires. Other penalties/disqualifications will be in accordance with the ISSF Rules.

1.8.4. Appeals and Protests

Appeals and protests must be submitted within the specific times for each event, as stated in the ISSF Rules. Official results will not be published until any problems have been resolved.

1.8.5. Clothing and Equipment

Clothing and equipment used by Athletes and other participants in Shotgun Shooting competition must comply with the following documents:

- Guidelines of ESC which can be found at www.esc-shooting.org;
- International Shooting Sport Federation (ISSF) Official Statutes: Rules and Regulations which can be found at www.issf-sports.org;
- MINSK 2019 Advertising, Demonstrations and Propaganda Guidelines.

1.9. MINSK 2019 Advertising, Demonstrations and Propaganda Guidelines

The following Rules for MINSK 2019 are based on Rule 50 of the Olympic Charter. IOC Rule 50 will apply in conjunction with the IOC Guidelines issued and in force at the 2016 Olympic Games:

- The European Olympic Committees (EOC) determines the principles and conditions under which any form of advertising or other publicity may be authorised;
- No form of advertising or other publicity shall be allowed in and above the stadia, venues and other competition areas which are considered as part of the European Games sites other than that relating to the contractual rights of the marketing partners of MINSK 2019;
- No kind of demonstration of political, religious or racial propaganda is permitted at any of the European Games sites, venues or other areas;
- These rules and any other manuals, guides, guidelines or instructions issued by the EOC Executive Committee apply to all persons holding accreditation for the Games and are a pre-condition to the ongoing validity of that accreditation.

1.9.1. Manufacturer's Identification on Equipment and Clothing

Definition: Manufacturer's Identification means normal display of the name, designation, trademark or logo. The Manufacturer's Identification can only appear once on each piece. The standard graphic elements recognised by the World Federation of the Sporting Goods Industry (e.g. adidas "three stripes") may also be used within reason and subject to prior written agreement. Other identifications such as "Goretex" and "Dryfit" may also be used within reason subject to prior written agreement. The size of these may not be larger than the Manufacturer's Identification.

All approvals must be requested via brand@minsk2019.by.

- Other than the Manufacturer's Identification, produced according to the size guidelines shown below, and standard graphic elements no form of publicity or propaganda, commercial or otherwise, may appear on persons or on any article of clothing or equipment worn or used by the Athletes or other participants at MINSK 2019. It also includes, but is not limited to, for example, any form of body art, jewellery or contact lenses;
- Equipment: any Manufacturer's Identification used cannot take up more than 10% of the surface area of the equipment visible during competition up to a maximum size of 60 sm². Exceptions may be applied, subject to prior written agreement (brand@minsk2019.by);

- Headgear and gloves: the maximum size of the Manufacturer's Identification allowed on any form of headgear and gloves is 6cm². Headgear includes, but is not limited to, hats, helmets, sunglasses and goggles;
- Clothing (e.g. NOC uniforms, competition clothing, tracksuits, T-shirts, shorts, sweat tops and sweat pants): the maximum size allowed for any Manufacturer's Identification on clothing is 30cm²;
- There is one exception: where a one-piece body suit is worn in competition, two Manufacturer's Identifications may be included – one above the waist and one below. These Identifications must not be placed next to each other;
- Shoes: the normal distinctive design pattern of the manufacturer may appear on shoes. The manufacturer's name and/or logo may also appear, up to a maximum size of 6cm², either as a part of the normal distinctive design pattern or separate to it;
- Technical gear: the maximum size of the Manufacturer's Identification on all technical gear, installations and other apparatus which are neither worn nor used by Athletes or other participants (for example, timing equipment and scoreboards), may be no larger than 1/10th of the height of the piece in question (up to a maximum of 10cm high);
- In case of special rules adopted by the ISSF, exceptions to the rules mentioned above may be approved by the EOC Executive Committee;
- Any violation of these rules may result in disqualification or withdrawal of the accreditation of the person concerned. The decisions of the EOC Executive Committee regarding this matter shall be final.

1.9.2. NOC Uniforms

The official uniforms of the NOCs may include:

- Symbols of the country (name of the country, national flag, emblem, etc.);
- Emblem of the NOC;
- MINSK 2019 Logo;
- Emblem of the respective National Sport Federation (on competition kit, only where permitted by the NOC).

The NOCs are requested to bring a sample of the competition uniform to the Technical Meeting for the final check in order to avoid any problems on FoP.

NOCs should seek prior written approval from MEGOC for their uniforms' design before production begins. Pictures featuring the branding should be sent to brand@minsk2019.by for review and official approval.

1.9.3. Athlete Conduct

During MINSK 2019 Athletes' ongoing accreditation is conditional upon them not:

- Taking any sport equipment and national flag onto the podium and/or wearing sunglasses and headdresses during a Medal Ceremony;
- Making any kind of demonstration or being involved in political, religious or racial propaganda at any European Games venue or associated areas during the period of the Games.

1.10. Late Athlete Replacement (LAR) Policy

The deadline for Sport Entries of participating Athletes for MINSK 2019 is 20 May 2019.

However, where urgent medical problems arise, or in other exceptional circumstances that are assessed on a case-by-case basis, the EOC may permit permanent replacement of one Athlete with another only in the same sport, discipline and event.

During MINSK 2019, it is the policy of the EOC that P-accreditations are not available.

Replacement of an Athlete can only occur after consultation with the relevant International Federation (IF) and/or European Federation (EF) and, when deemed necessary by the EOC, an EOC medical expert.

Replacement of Athletes due to Medical reasons after 20 May 2019 and up to 2 hours prior to the Sport Technical Meeting, or weight draw as appropriate, is possible, providing:

- The replacement Athlete is entitled and qualified to take part in the European Games as stipulated in the Qualification systems issued in 2018 and regularly updated by the EOC and Minsk 2019 European Games Operational Committee (MEGOC);
- No doping control issues are pending concerning the replacement Athlete;
- The NOC of the replacement Athlete has to apply for accreditation for the Athlete prior to the application for accreditation deadline (28 February 2019).

Non-Medical replacement of Athletes is possible after 20 May 2019 and up to 24 hours prior to the Sport Technical Meeting, or weight draw as appropriate.
NB: Deadlines for Medical and Non-Medical replacements are different.

For Non-Medical replacements, in order to keep changes at a manageable level and support a sustainable level of resourcing within the MEGOC Sport Entries team, a limit on changes to an NOC's delegation has been put in place. Each NOC shall be allocated a quota for Non-Medical replacements based upon the NOC's overall number of Athletes.

Number of Athletes	Quota for Non-Medical LAR
From 1 to 10	1
From 11 to 20	2
From 21 to 50	5
From 51 to 100	10
From 101 to 150	15
From 151+	20

Following confirmation from the MEGOC Sport Entries team that the submission procedure has been correctly completed an application for LAR shall be approved by:

- Technical Delegate for the relevant sport or discipline on behalf of the IF/EF;
- Designated representative of the EOC.

The following additional procedures must also be carried out in order for one Athlete to be replaced by another:

- The relevant NOC must fill out an Official Athlete Replacement Form for the Athlete being replaced and the replacement Athlete.
- The relevant NOC must add the new Athlete's details to the Eligibility Conditions Form which they already hold and, when required, to the Sport Entry Form for the replacement Athlete.
- The accreditation card of the replaced Athlete must be withdrawn.

Following the Athlete replacement, the accreditation card of the replaced Athlete shall be cancelled. Procedures relating to the replaced accreditation card will be released in due course.

Once a replacement Athlete has been approved, that individual Athlete cannot be replaced for Non-Medical reasons.

All documentation and queries regarding this matter should be sent by email or submitted in person to the MEGOC Sport Entries department:

- In AVL – SIC;
- By email: entries@minsk2019.by

The MEGOC Sport Entries Office will forward all received queries to the MEGOC Accreditation team and to the EOC accordingly.

It is effective:

- For Non-Medical replacements – from 20 May 2019 until up to 24 hours prior to the Sport Technical Meeting or weight draw as appropriate for that event;
- For Medical replacements – from 20 May 2019 until up to 2 hours prior to the Sport Technical Meeting, or weight draw as appropriate for that event.

Waiver:

The above-noted policy is subject to further change by the EOC for exceptional circumstances.

In case of an injury, if the quota place is allocated to the Athlete(s) by name and may not be changed by the NOC, the quota place will be reallocated. The UEG with MEGOC will reallocate quota places of injured Athletes according to a reserve list established by UEG. Deadline for this reallocation is 20 June 2019.

1.11. Doping Control

MEGOC is committed to delivering a world-class Doping Control Programme during MINSK 2019. Under the authority and direction of the EOC, the MEGOC Doping Control Programme will ensure the integrity of sport is upheld and protect the rights and health of the Athletes. The ISSF Anti-Doping Rules will be respected.

The EOC Medical and Anti-Doping Commission in collaboration with the ISSF is responsible for determining in advance the distribution and number of doping controls to be carried out throughout the Games period.

The EOC has the authority to test Athletes for substances and doping methods (both urine and blood) prohibited by the World Anti-Doping Agency (WADA) anytime and anywhere from the date of arrival in AVL and up to the end of the competition.

All analyses of samples will be performed at the WADA-accredited laboratory in Austria.

The selection of Athletes may be targeted, random, based on the Athletes' final position in competition as well as intelligence or the ISSF Anti-Doping Rules.

MEGOC has appointed NADA Belarus as the operational delivery partner for the Doping Control Programme. As the operational delivery partner, it will be responsible for sample collection, secure chain of custody and analysis at the WADA-accredited laboratory.

Further details on the Doping Control Programme and procedures at the European Games will be available in the MINSK 2019 Medical, Anti-Doping and Pharmacy Guide which will be provided in February 2019. Printed copies of the Guide will be distributed at the EOC Medical Commission meeting.

If medical staff arrive after the due date, copies of the Guide can be collected at the AVL Polyclinic.

Athletes selected for doping control will be notified in person and escorted to the Doping Control Station (DCS) by a Doping Control Chaperone as soon as possible after the former have finished competing. It is the responsibility of the Athlete to remain under continuous observation of the Doping Control Chaperone after notification. The notified Athlete may invite a team representative or team doctor to the DCS along with them.

1.12. Sport Information

1.12.1. Sport Information Centre (SIC) and Sport Information Desk (SID)

SID is located at the Venue in the Shooting Centre. The Sport Entries and SIC is located in AVL. The desks will provide a variety of services to NOCs as follows:

- Provision of specific sport information;
- Distribution of start lists, draw lists and results;
- Provision of training schedule information;
- Provision of Sport-specific requirements.

The SIC will be located at the Administration Centre in AVL.

The operating hours are as follows:

SIC Operating Hours	
Period	Operating Hours
Pre-Opening: from 15 to 17 June 2019	07:30 – 20:00
Official Opening Period: from 18 to 30 June 2019	07:00 – 22:00
Official Closing: from 1 to 3 July 2019	08:00 – 20:00

The SID operating hours at the Shooting Centre are as follows:

Period	Operating Hours
20 June 2019	07:00 – 20:00
21 June 2019	07:00 – 20:00
22 June 2019	07:00 – 20:00
23 June 2019	07:00 – 20:00
24 June 2019	07:00 – 20:00
25 June 2019	07:00 – 20:00
26 June 2019	07:00 – 20:00
27 June 2019	07:00 – 20:00
28 June 2019	07:00 – 20:00
29 June 2019	07:00 – 20:00

1.13. Competition Schedule

During the Games there may be delays, postponements or cancellations of competition. Should this occur, NOCs will be informed of the revised competition schedule through SIC in AVL and SID at the Competition Venue.

For details on both, please refer to article 1.12.1. Changes will also appear on the Games-time website at www.minsk2019.by.

For detailed information, please refer to Appendix 1.

2. VENUE INFORMATION



2.1. Key Information

Shotgun Shooting competition will take place at the Sporting Club which covers 10 hectares of fenced land. It is a spacious place with a large green territory. The full restaurant facilities and proper rest areas for Athletes and Officials are provided.

The Sporting Club is situated at a distance of 15-min drive from the city centre. Distance from AVL is 22km. Travel time is 35 minutes.

Venue address:

Sporting Club
Nezavisimosti Avenue, 193-3,
220056 Minsk, Belarus

2.2. Venue Access

Direct access from AVL to the Sporting Club will be available on training and competition days. This will be performed via the T-A system. Athlete load zones are located in AVL and on the territory of the Sporting Club, approximately 150m from the Armoury.

Athletes are to arrive at the Venue according to the competition and training schedule.

Athletes who are not competing or training can watch the event from the Athletes' area in the spectators' stands. Volunteers will help to guide shooters to the stands from the Venue drop-off point.

Access to the venue will be on the south side at the main entrance. Within the venue, accredited and non-accredited (public) areas will be marked. Athletes and accredited Officials will be allowed to access public spectator areas through manned control points. Firearms and/or ammunition will not be allowed into public areas.

2.3. Field of Play (FoP)

All competition areas and all equipment will be provided in accordance with the ISSF Rules and Regulations. Competition areas consist of four (4) combined Trap / Double Trap / Skeet ranges, all equipped with La Porte machines (model 185PC), microphone systems and Rangemaster scoring display systems.

2.4. Venue Facilities and Services

2.4.1. Athletes' Changing Rooms

The changing rooms will be located near the Athletes' Lounge. A limited number of lockers are available for storage of personal items, but all ammunition must be stored in the Armoury.

2.4.2. Athletes' Lounge

The rest area for Athletes and supporting staff (Lounge) is located next to the parking lot of the Venue on the territory of Tennis courts. It is furnished and features Wi-Fi, an Athlete Refreshment Station and SID. The Athletes' Lounge will be open during operational hours when Athletes and Officials are present at the Venue for competition and official and unofficial training.

2.4.3. Catering Services

Athlete refreshment station

Every Competition Venue will offer a refreshment station from the first day of training until the final day of competition. This service will be available 90 minutes before the competition session begins and until one hour after the end of the session.

The following refreshments will generally be provided for Athletes and Team Officials at Competition Venues:

- Tea and coffee;
- Whole fruits (bananas, apples and oranges);
- Quality biscuits (packaged);
- Granola bars (e.g., nutrigrain bar or similar);
- Still water (chilled and ambient) – 500ml;
- Soft drinks – 500ml.

2.4.4. Armoury and Service Industry Work Area

A firearms service (when available) is located within the Armoury. Contracted sport equipment providers are located close to the Armoury.

2.4.5. Broadcast Mixed Zone and I-Zone

Broadcast Mixed Zone will be located near FoP.

I-Zone will be located inside or near the Venue Media Centre.

2.4.6. Doping Control Station (DCS)

DCS location at the Sporting Club will be decided at a later stage.

2.4.7. European Shooting Confederation (ESC) Facilities

An ESC working and rest area office is located next to the Technical Officials' Lounge. Technical Officials cannot access this office unless required by their duties or at the request of the ESC.

2.4.8. Equipment Control

Equipment Control is located at the Equipment Control Tent, close to Range 2. All Athletes may have their firearms, equipment and clothing checked before official training and competition.

2.4.9. Equipment Repair

All equipment repair requests should first be directed to the firearms service (see article 2.4.4.). More serious firearms repair requirements should be brought to the attention of competition management.

2.4.10. Firearms and Ammunition Storage Facilities

All firearms and ammunition must be stored in the Armoury in separate lockers per NOC. The permitted quantity of cartridges per Athlete to be brought to Belarus will be indicated in the Belarus Firearms Permission Forms. Available cartridges can be purchased at the range.

In order to get a duly issued entry permit, the following documents shall be sent to MEGOC before the designated deadline:

- A firearm and ammunition form filled out digitally;
- A copy of the applicant's passport (pages with personal data and photo).

In case the entry permit is required to be sent to the applicant via express mail, this needs to be indicated. This service will be charged to the Federation and must be paid to MEGOC upon arrival.

Incomplete forms or forms filled out in unclear handwriting will not be processed, but sent back instead.

2.4.11. Language Services (LANS)

LANS Volunteers with strong language skills will be selected and trained to take the role of LANS assistants and provide language support at all Competition Venues as well as some Non-Competition Venues.

Different European languages will be available, but each pool of LANS assistants will always include volunteers able to work with the combination of English and Russian.

2.4.12. Lost and Found

All reports of lost items at the Sporting Club should be directed to SID. This is also the location where all found items should be delivered. Items will be kept at the Venue until the end of the Shotgun Shooting competition, at which point they will be transferred to SIC in AVL.

2.4.13. Medical Services and Facilities

Medical services will be provided at Competition Venues, Training Sites and Non-Competition Venues. These services will be backed up by services at the AVL Polyclinic and designated MINSK 2019 Hospitals.

Emergency services for Athletes and Team Officials will be available at each Competition and Non-Competition Venue.

Fully equipped ambulances, staffed with doctors and nurses, will provide medical services at the Venue and/or transfer patients to the MINSK 2019 Hospitals.

Medical services at the Venue will generally be available two hours before the start of competition and until one hour after competition ends. Please check with the SID or the Venue Medical and Anti-Doping Coordinator for timing details.

Athletes injured on the FoP during competition or training will be evaluated on site. If necessary, they will be retrieved from the FoP and transported to the Athlete Medical Room, AVL Polyclinic or MINSK 2019 Hospital, as appropriate. FoP response will abide by the ISSF Rules.

The following medical services will be provided at the Venue:

- FoP recovery teams staffed by a physician* and nurse;
- Athlete Medical Room staffed by a physician* and nurse;
- Emergency services staffed by an Advance Life Support (ALS) trained physician and nurse.

*Venue physicians are sports medicine specialists trained in physical therapy as well.

All details on the Games-time medical services will be available in the MINSK 2019 Medical, Anti-Doping and Pharmacy Guide in February 2019. Printed copies of the Guide will be distributed at the EOC Medical Commission meeting (Games-time). If medical staff arrives after this meeting, copies of the Guide can be picked up at the AVL Polyclinic reception.

2.4.14. Sport Information Desk (SID)

SID will be located at the Sporting Club in the Athletes' Lounge. For more details, please refer to article 1.12.1.

2.4.15. Venue Evacuation and Emergency Procedures

In case of emergency a public announcement message providing instructions will be broadcast within the Venue. On hearing the evacuation message, Officials and Guests are asked to follow the directions of MEGOC workforce and leave the Venue via indicated routes.

2.5. Weather Information

For sports that are directly impacted by weather conditions information will be available at SIC in AVL and SID at the Venue. This will include forecast for the current day as well as summary forecast for up to three days in advance. The weather forecast will be regional and will be updated throughout the day as required.

Meteorological Elements in June	Minsk
Mean Temperature (°C)	17.3
Maximum Mean Temperature (°C)	22.5
Minimum Mean Temperature (°C)	12.6
Mean Wind Speed (m/s)	1.3
Maximum Wind Speed (m/s)	4.9
Prevailing Wind	North-West
Monthly Precipitation (mm)	82.9

3. ATHLETES' INFORMATION

FREQUENTLY ASKED QUESTIONS



3.1. Essential Information and Emergencies

What is the phone number to dial in an emergency?

In case of emergency within MINSK 2019 Competition and Non-Competition Venues, including AVL, Athletes and Officials are asked to contact the nearest MINSK 2019 representative directly for the most efficient assistance.

In case of emergency outside of MINSK 2019 Competition and Non-Competition Venues, including AVL, officials and guests are asked to use the following phone numbers:

"112" will be the general Crisis Centre (Fire emergency, Police and Ambulance);

"101" Fire Emergency;

"102" Police;

"103" Ambulance.

If the caller does not speak Belarusian or Russian, the Emergency Dispatcher will connect the caller to English-speaking Emergency Services personnel.

What languages are most commonly spoken?

State languages are Belarusian and Russian. The official language of the 2nd European Games MINSK 2019 will be English.

How can I get medical treatment?

There will be a Polyclinic in AVL and medical services will be provided at all Competition Venues (see article 2.4.13).

Hospital and ambulance services will be provided free of charge for the entire AVL operational period. These services will include treatment of acute illnesses and injuries or acute exacerbations of pre-existing illnesses and injuries.

Polyclinic in the AVL will be located in the residential building and offer a variety of medical services as well as emergency services within the perimeter of AVL.

Where can I report an item lost or found?

In AVL all items found and reports of lost items should be delivered to the nearest Resident Centre. Items will be stored at the Resident Centre until the end of the day and afterwards be transferred to one of the Resident Centres operating on a 24-hour basis.

For information on lost and found services at Training Sites and Competition Venues, please refer to article 2.4.12.

How can I use services of an interpreter?

MEGOC LANS Team Members will provide interpretation services at the Competition Venues and in AVL.

How do I make an international telephone call via landline?

In order to make a call abroad from Belarus, dial "8 – (signal) – 10", then the relevant country code and telephone number.

What currency is used in Belarus?

The currency in Belarus is the Belarusian ruble (BYN). One hundred coins equals one ruble and ruble notes come in 5, 10, 20, 50, 100, 200 and 500 denominations.

ATMs will be available in AVL.

3.2. Accreditation

What should I do if my European Games Identity and Accreditation Card (EGIAC) is lost, stolen or damaged?

MINSK 2019 Accreditation team must be immediately informed if any EGIACs are lost, stolen or damaged. A new card will be issued on presentation of a request for accreditation card replacement from the NOC.

3.3. Transport

What services are provided by the T-A system?

A range of services will be provided, including arrivals and departures and connections between Competition Venues and AVL.

For a full list of services, please refer to article 6.2.2.

Is Minsk Public Transport System free?

Free access to the MINSK 2019 Public Transport System (metro, city rail, bus, trolleybus and tram lines) will be granted to all accredited MINSK 2019 participants (see article 6.2.5).

Which side of the road should I drive on?

In Minsk you must drive on the right-hand side of the road. Cycling training on any roads within Minsk and Belarus will not be permitted, except the designated cycle path along Pobeditelei Avenue.

3.4. Athletes' Village (AVL)

AVL will be used in order to accommodate the Athletes and Team Officials participating in MINSK 2019.

The residential area in AVL includes rooms that will provide comfortable environments for Athletes and Officials during their time in Belarus. All menus are developed in cooperation with caterers and sport nutritionists, and will offer a diverse range of nutritious European food options. A number of recreation facilities (incl. Track and Field stadium) as well as efficient transport services to both Competition Venues and Training Sites will be available to AVL residents.

Alcohol and Smoking

AVL is a non-smoking venue. Smoking is strictly forbidden within any buildings. A limited number of outside smoking areas will be available throughout AVL and will be clearly marked. Please note that consumption of alcohol and alcoholic beverages is strictly prohibited within AVL.

Internet Access

There will be free Wi-Fi available for all residents allowing them to access internet spots in all spaces.

Where can I find the nearest place of worship?

There will be a Multi-Faith Centre in AVL.

Laundry

A number of serviced laundry facilities will be available for AVL residents.

AVL Zones

AVL consists of two zones: the Residential Zone and the Operational Zone. Athletes and Team Officials will have access only to the Residential Zone. The Operational Zone is the area providing support services for the effective operation of AVL.

The Flag Square is a hub of activity within AVL. It will host the Athlete Welcome Ceremony at 18:00 on 20 June 2019 followed by an AVL entertainment programme.

What catering facilities are available in AVL?

A wide range of food options are available in AVL. They include the Main Dining Hall, Best of Belarus casual dining area, a number of cafes.

3.5. Sport

Are there restrictions on what I may wear during training and competition at the Games?

Restrictions on clothing and equipment are outlined in MINSK 2019 Advertising, Demonstrations and Propaganda Guidelines (see paragraph 1.9).

Will I be asked to undergo a doping control test?

Athletes may be selected to undergo one or more doping control tests during the Games.

For guidance on the doping control test procedures, please refer to paragraph 1.11.

How can I get training and competition schedules and day's results?

Team Officials will have access access to SIC in AVL where training schedules and other key competition information will be available. Both Athletes and Officials can also access these services by visiting SID at the Venue.

For more information on these services, please refer to article 1.12.1.

Detailed competition schedules and official results will be available on the Games-time website at www.minsk2019.by.

What facilities can I use at Competition Venues and Training Sites?

A list of facilities at the Sporting Club is provided in the Competition Venue Information and Training Information sections within this Manual (see Sections 2 and 5).

3.6. Tickets

How can I get sport tickets for Guests?

On 1 December 2018, tickets for MINSK 2019 will go on sale to the general public on the territory of the Republic of Belarus and from 1 March 2019 go on sale to the general public worldwide.

MEGOC will conduct international sales directly through Ticket Sales webpage and Official Resellers on their territory during the period of public sales in Belarus.

International public purchasers will be able to buy tickets through the online ticket sales platform of MEGOC and MINSK 2019 Official Ticket Operator (OTO), as well as at the City Ticket Outlets or Venue Ticket Box Offices during Games time and AVL Ticket Box Office.

Am I eligible for complimentary sport tickets?

Complimentary sport tickets programme will be developed by November 2018.

3.7. Social Media

May I tweet or blog about the Games?

MEGOC wishes to sensibly and proactively embrace social media as a valuable tool to share the excitement of the Games with spectators, supporters and the global public. There are many different ways to use social media, but MEGOC requires that all accredited persons do so thoughtfully, courteously and according to the values of the Games and the EOC.

Accredited persons must not capture pictures, video/audio for commercial purposes.

Accredited persons must not include any commercial references in connection with any European Games content posted on their social media accounts.

3.8. Ceremonies

How can I learn more about the MINSK 2019 Opening and Closing Ceremonies?

MINSK 2019 will begin with the Opening Ceremony on Friday, 21 June 2019 and conclude with the Closing Ceremony on Sunday, 30 June 2019.

NOC Assistants will be informed on all details of the Athletes' Parade in advance to be as helpful to the teams as possible during the ceremonies.

The meetings of Chefs de Mission will be held in AVL one day before the ceremonies, respectively on 20 June and 29 June 2019. These meetings will be joint MEGOC/EOC briefings where representatives of all delegations will get related information and instructions on the ceremonies.

If I take part in a Medal Ceremony, what should I wear?

Athletes taking part in a Medal Ceremony must adhere to the regulations regarding both dress and conduct outlined on article 1.9.2 and 1.9.3.

3.8.1. Opening Ceremony

MINSK 2019 Opening Ceremony will be held at the DINAMO Stadium on Friday, 21 June 2019 at 21:00.

Athletes will be delivered to the Opening Ceremony Venue by buses. Distance from AVL to the stadium is about 9 km; travel time is about 20 minutes.

According to the EOC decision all accredited Athletes and six (6) Team Officials residing in AVL on the day of Opening Ceremony will be allowed to march in the Athletes' Parade at the Opening Ceremony.

The Parade will begin with Greece entering the DINAMO Stadium first and Host country Belarus being last. Following the Parade, Athletes will be guided to their allocated seating in the stands of the stadium.

All participants of the Athletes' Parade wishing to leave the ceremony before its completion will be provided with an early departure opportunity.

3.8.2. Closing Ceremony

The Closing Ceremony will be held at the DINAMO Stadium on Sunday, 30 June 2019. The ceremony will be broadcast live from 21:00. According to the EOC decision all accredited Athletes and six (6) Team Officials residing in AVL on the day of Closing Ceremony will be allowed to march in the Athletes' Parade at the Closing Ceremony.

Marching Athletes will be delivered to the stadium for the Closing Ceremony by buses.

3.8.3. Marching Athletes and Officials

Under no circumstances may participants of the Opening and Closing Ceremonies display any form of advertisement or propaganda – commercial, political or otherwise – on any item worn or in any other manner that is visible on camera. Participants may not use selfie sticks during the Parade.

4. TEAM LEADERS' INFORMATION



4.1. Firearms Transportation and Security

Athletes competing in Shotgun Shooting competition must apply for a Belarus Firearms Permit (BFP). In order to import, possess and handle firearms and ammunition, teams must submit a BFP application to shooting@minsk2019.by (will be activated later).

4.1.1. Arrivals

National Airport Minsk (MSQ) will be the main port of entry to Belarus for MINSK 2019. All firearms and ammunition arriving in Belarus via the official port of entry will be transported from MSQ to the Armoury at the Sporting Club by secure vehicles after immigration and customs clearance.

All teams must provide their flight information and arrival details through the Arrivals and Departures System (ADS) as well as inform the Competition Management Team. Failure to provide the exact and correct information may result in collection service not being provided as well as in potential seizure of firearms on arrival at MSQ. For flight transfers, teams should plan and book flights via regular channels and follow local procedures for carrying firearms and ammunition onto the aircraft. It is each team's responsibility to ensure they follow the correct legislation norms depending on the country of home departures or flight transfers.

For teams arriving at MSQ, all firearms and ammunition will be delivered to the baggage hall by airport security where import checks will be performed by the customs and freight teams and corresponding Athletes or Team Officials will present their firearms documentation.

Athletes will have access to their firearms and ammunition at the Armoury on their first visit to the Venue, when the official registration and booking of their firearms will take place.

4.1.2. Competition Venue Procedures

Full range management procedures, including range safety orders, will be published and displayed on the sport bulletin board, located at the Athletes' Lounge, and will also be made available on request at the Venue from the Competition Management offices.

The most important rules and regulations are emphasised below:

- Firearms and ammunition will not be allowed inside AVL or official accommodation. This policy will be strictly applied. Upon departure from the venue, Armoury staff will check Athletes for depositing any ammunition in order to ensure compliance and to guard against any inadvertent exit with prohibited items.
- Athletes must be in possession of their official accreditation and issued individual tags when withdrawing their firearms and ammunition from the Armoury. Neither firearms nor ammunition will be issued to any person who fails to produce both forms of identification.

- Once registered in the Armoury, all firearms and ammunition must remain at the Venue until such time as the Athlete and/or Team depart after they finish competing. Under special circumstances, firearms may be withdrawn from the Venue, but only with the written and signed authority of the Shooting Shotgun Manager. It should be noted that due to restrictive legislation, firearms and ammunition must remain at the venue throughout the Games, and may never be removed from the Venue.
- All firearms must be moved between the Armoury and FoP/ranges in a boxed and cased condition. At the end of each day's competition or training, all firearms must be completely disassembled and packed in the cases, including the remaining ammunition, and must be returned to the Armoury.
- Firearms must only be uncased and prepared for use on the FoP/firing line or in the clearly designated preparation and warm-up areas in each range. Shooting Shotgun Athletes will be permitted to move between their Athletes' Lounge and the layouts with uncased rifles, shotgun which must be broken and in a clearly visible safe condition at all times.
- Firearms must only be loaded and operated on the designated Fop/ranges in compliance with orders issued by the Chief Range Officer and supervising range safety staff.
- All firearms must be cleared by a Range Officer before an Athlete leaves the firing point.
- Athletes will be responsible for the safe custody and handling of their firearms at all times once the firearms have been issued from the Armoury. Firearms must never be left unattended on the Venue at any time.
- Athletes will not be permitted to move into unaccredited public or spectator areas with firearms and/or ammunition at any time. Clear markings define the boundaries between accredited and unaccredited areas.
- The safety rules and regulations and firearms management protocols of the ISSF and the associated legislative of the Republic of Belarus which Athletes and Coaches must follow will be applied at the Sporting Club throughout the Games.

4.1.3 Equipment Storage

For teams arriving at MSQ, MINSK 2019 official port of entry, all firearms and ammunition will be retrieved upon arrival and securely delivered directly to the Sporting Club Armoury. The Armoury will be operating and ready to store firearms from 18 June 2019, the day AVL opens.

4.1.4. Departures

Team Leaders or Athletes must enter their departure information within the Arrivals and Departures System (ADS) prior to their arrival in Minsk. They must also reconfirm these data with the Armoury Manager at the Sporting Club as soon as possible after their arrival.

All firearms will be securely transported from the Sporting Club to MSQ. Failure to provide accurate departure information will result in firearms not being transported to MSQ in time for the corresponding flight. Firearms and ammunition are strictly prohibited on Athlete transport and in AVL. On arrival at MSQ, Athletes are to undergo customs checks and airline check-in procedures prior to departure. Any Athletes not departing from MSQ should inform MEGOC accordingly in advance.

4.2. Pre-competition Procedures

4.2.1. Competition Draw

The draw for all events will be conducted at 12:00 on 20 June 2019 at the Sporting Club. All Team Leaders are eligible to attend.

The draw will be conducted in accordance with ISSF Rules. The results of the draw will encompass start lists, lane allocations and assignment of targets for all events in the schedule.

4.2.2. Team Leaders' Meeting

Date: 21 June 2019

Time: 14:00

Location: Restaurant Hall, Sporting Club

ESC General Secretary, Technical Delegate, Chairman of Judges, Technical Officials, MEGOC Shotgun Shooting Competition Manager and Venue Manager will preside over the meeting.

A maximum of two representatives from each NOC can attend this meeting, accompanied by a LANS Team member or an NOC Assistant, if necessary. They should bring with them the meeting agenda and their copy of the Team Leaders' Technical Manual.

4.3. Competition Procedures

4.3.1. Warm-Up Procedures

Each range will have Training and Warm-Up Area. All Athletes must comply with the Warm-Up and Call-Up procedures detailed in the ISSF Rules and Regulations.

4.3.2. Accredited Team Seating

A seating area for Athletes and Team Officials will be located at shooting enclosure.

4.4. Post-Competition Procedures

4.4.1. Leaving the FoP

4.4.2. Post-Event Control

After the Daily Shotgun Shooting Programme is completed and the ranges have closed, all firearms and remaining ammunition must be returned to the Armoury. The Armoury will close two (2) hours after competition and/or training finishes on all ranges. An audit of all firearms will be conducted daily after the Armoury closes. Firearms and/or ammunition may not be withdrawn from the Venue and checks will be in place to ensure compliance with the rules.

4.4.3. Doping Control

Athletes selected for doping control will be notified in person and escorted to the DCS by a Doping Control Chaperone as soon as possible after the former have finished competing. It is the responsibility of the Athlete to remain under continuous observation of the Doping Control Chaperone after notification. For details of the Doping Control Programme, please refer to paragraph 1.11.

4.4.4. Broadcast Mixed Zone and I-Zone

All Competition Venues will include a Broadcast Mixed Zone for broadcast media and an I-Zone for written press. After the competition or Medal Ceremony, all Athletes must pass through the Broadcast Mixed Zone as they leave the FoP, but are not obliged to speak. Team Coaches who are normally positioned on the FoP may also be asked to pass through the Broadcast Mixed Zone for interview possibilities.

After passing through the Broadcast Mixed Zone, Athletes will be free to return to the changing room or go to Medical/Doping procedures unless they are requested for the I-Zone interviews.

Press wanting to interview someone in the I-Zone would make a request to Press Operations who will escort the Athlete from the Broadcast Mixed Zone to the I-Zone.

By default, all Gold Medallists and all Belarusian Athletes will be escorted to the I-Zone for interviews. Press Attaches, Doping Control Officers and LANS Team members will be able to escort Athletes into the I-Zone, if needed. I-Zone will end operations about 45 minutes after the competition ends.

The News Service team will also proactively request Athletes to come to the I-Zone in order to introduce interesting story angles to the media. Once in the I-Zone, the Athlete would be interviewed by the member of the press who requested the interview.

There will be no time limit on the length of the interview (within reason) and there will be no guarantee that it would be exclusive, meaning one or two journalists might want to interview the same Athlete.

The I-Zone will be managed by Press Operations to help facilitate introductions or questions, and ensure the I-Zone remains an informal area and that no media "scrum" is created.

4.4.5. Results Distribution

Competition-related information for all sports, including results reports, will be available on the Games-time website www.minsk2019.by.

Delivery of printed results information is available only at Competition Venues and to time-critical services. Selected reports will be available for collection from SID at the Venue and SIC in AVL.

After the completion of all competitions, all results will be compiled in PDF files and will be available for downloading from the Games-time website www.minsk2019.by.

4.4.6. Medal Ceremonies

All Medal Ceremonies at MINSK 2019 will occur on or next to FoP. Before each Medal Ceremony all the Medallists are gathered in the waiting area accompanied by volunteers (people responsible for each kind of sport assigned by Competition managers). Medal Ceremony staff will be on hand to advise and guide all Athletes before, during and after their Medal Ceremony.

All announcements for the Medal Ceremony will be made in two languages – English and Belarusian.

Athletes taking part in Medal Ceremonies must adhere to MINSK 2019 Rules and Regulations that pertain to dress and conduct. All Athletes will be required to wear their official NOC tracksuit throughout the Medal Ceremony.

It is the responsibility of each Athlete/Coach to ensure that the Athlete has their full tracksuit with them and that it is ready to be worn at the Venue in time for the start of the Medal Ceremony. Failure to adhere to this rule may result in the delay or postponement of the Medal Ceremony.

Medal Ceremony staff will lead Athletes to the podium for the Medal Ceremony and advise them with regard to the procedures that the Athletes will need to follow.

Flags, signs, mobile phones, cameras, electronic devices, bottles, items of sport equipment, items with political statements, sunglasses, headdresses and EGIAC will not be allowed on the podium. If any Athlete is in possession of any of these items, the latter be handed in to the Medal Ceremonies Manager for the duration of the Ceremony.

Similarly, if any items are thrown to Athletes while they are on FoP and/or the podium, the Athlete must pass them to their Medal Ceremony Staff for the Medal Ceremony. Failure to comply with these rules may result in disqualification.

During the Medal Ceremony, in addition to the medals, MEGOC plans to present the winning Athletes with a bouquet of flowers.

Gold Medallists can ask other medal winners to join them to share the joy of victory and take a picture together.

After the Medal Ceremony has finished, Athletes will be asked to move to a second location in order to provide the media with additional photography opportunities. This will take no more than one minute. After all photographs have been taken, Medal Ceremony staff will lead the Athletes to the Broadcast Mixed Zone.

If any Athlete is chosen for doping control, he/she will be escorted through the Broadcast Mixed Zone by a Doping Control Officer or Doping Control Chaperone and will then be chaperoned to the DCS.

Medals will be awarded in each event of the competition as follows:

- 1st place: gold gilt medal,
- 2nd place: silver gilt medal,
- 3rd place: bronze gilt medal

Diplomas for the Athletes ranked from 1st to 6th will be given to the Chefs de Mission in the AVL NOC Services Centre.

5. TRAINING INFORMATION



5.1. Pre-Event Training (PET)

Training for the Shotgun Shooting competition will take place at the Sporting Club. Official training will take place from 21 June 2019, a day before the start of competition, until 25 June 2019.

PET will take place in accordance with the ISSF Rules and Regulations, and all Athletes will be allocated PET slots, on the same Shotgun Shooting ranges that they will be competing.

PET schedule:

Date	Time	Event	Range
21 June 2019	09:00 – 14:00	Men's Trap Women's Trap	1, 2, 3
25 June 2019	09:00 – 15:00	Men's Skeet Women's Skeet	1, 2, 3

5.2. Unofficial Training

Unofficial training will be provided on each range and for each Shotgun Shooting event from 20 June 2019, two (2) days before the start of competition, until 24 June 2019. Where possible, additional Unofficial training will be allowed in the blanks of the Competition Schedule at the discretion of the Competition Management Team.

Training schedule will be available at SID and during the Team Leaders' Meeting.

5.3. Media Access

Shotgun training sessions are always open to media. NOCs or the ESC cannot request closure of training. Broadcast Mixed Zone or press tribunes can be used for viewing.

Photographers are allowed to be present near the media line inside the training area.

5.4. Venue Access

For detailed information on venue access, please refer to Appendix 2 and paragraph 2.2.

6. THE GAMES AND MINSK



6.1. Accreditation

MEGOC issues an EGIAC to every official participant of MINSK 2019. The EGIAC establishes the identity of its user and allows access to MINSK 2019 venues according to the participant's role.

Before validation an EGIAC is referred to as a PVC. All NOCs will get PVCs for their delegation from MEGOC after DRP conference calls. Participants must present acceptable identification documents and PVCs at MINSK 2019 Accreditation Centres to validate the PVC.

All participants of MINSK 2019 must provide a valid original Identification Document (passport or another substituting document for traveling abroad) as follows:

- All accredited members have to travel with IDs (passports or other documents valid for travelling) valid three months beyond the length of stay.
- The Identification Document must be the same that was used to register on MINSK 2019 Online Accreditation Platform.

The accredited participants will be eligible to multiple entries from 25 May 2019 to 10 July 2019.

6.1.1. Accreditation Facilities

PVCs validation will be available at MINSK 2019 Accreditation Centres.

National Airport Minsk (MSQ) will be the main port of entry to Belarus. Athletes, Coaches, and other Team Officials (all individuals with an "A" accreditation categories including "Aa", "Ac" and "Ao") coming by plane will be able to validate their accreditation at MSQ Accreditation Centre. AVL residents with accreditation categories other than "A" and individuals with an "A" accreditation categories coming by train or bus have to validate their PVCs in AVL Accreditation Centre.

NOC category participants who will not be accommodated in AVL have to validate their PVC upon arrival at the Accreditation Centre at the EOC Family Hotel.

Other accreditation categories will be able to validate their PVCs at the Uniform Distribution and Accreditation Centre (UDAC).

In order to validate PVCs participants must bring and them along with IDs that were used during accreditation process at MINSK 2019 Online Accreditation Platform.

Moreover, all Competition Venues will offer Venue Accreditation Help Offices (VAHOs) to solve possible accreditation issues (damaged, stolen cards, etc.) and consultations.

The table below summarizes available accreditation facilities and Client Groups they serve:

Accreditation Facilities			
Facility	Dates and Time of Operation	Client Group	Service
MSQ	25 May – 30 June 2019 (24 hours a day)	All	Card validation, card replacement, issue resolution
AVL	From 07:00 on 15 June until 23:59 on 2 July 2019 (24 hours a day)	NOCs	
Minsk Marriott Hotel (EFH)	18 June – 30 June 2019 (07:00 – 22:00)	EOC Family	
VAHOs	Operates 2.5 hours prior to competition / training until end of competition / training (may vary by location and day). Please check exact opening hours on site at each VAHO	All	Card replacement, issue resolution

6.1.2. Accreditation Codes

Venue codes and pictograms printed on the EGIAC front side indicate access to Competition and/or Non-Competition Venues. A full description of the codes is available on the reverse side of the card.

Venue zone access rights are indicated on the EGIAC with colour and alphanumeric codes.

The following zones are used at MINSK 2019:

AVL Codes	
Zone Code	Description
AVL	Athletes' Village
R	Residential Zone

Venue Zone Codes	
Zone Code	Description
Blue	FoP, Operational Areas, General Circulation Areas
Red	Operational Areas, General Circulation Areas
White	General Circulation Areas
2	Athlete Preparation Area
5	Press and Broadcast Area
6	EOC Family Area

6.1.3. Lost, Stolen or Damaged Accreditation

MINSK 2019 Accreditation team must be immediately informed if any EGIACs are lost, stolen or damaged. A new card will be issued on presentation of a request for accreditation card replacement from the NOC.

6.2. Transport

MINSK 2019 Clients Transport Systems' mission is to deliver effective, reliable and efficient transportation services to Athletes, Team Officials and EOC Family members.

Transport services will be delivered by three (3) systems that will have access to the Games Route Network (GRN) in order to minimise travel times:

- T-A Transport System;
- T-All Transport System;
- T-X Transport System.

Please note that full details of transport services at the Games, including timetables and schedules, will be made available to Athletes and Team Officials at the Transport Desk in the NOC Services Centre.

6.2.1. Games Route Network (GRN)

Venues, AVL and MINSK 2019 official accommodation sites are situated along the routes of four (4) Games transport corridors, i.e. city transport thoroughfares forming GRN together with the Minsk Ring Road (MKAD) and out-of-town highways.

The key principles of the GRN operation are:

- Special traffic management schemes and traffic lights coordination;
- Accident/incident detection and management;
- Special signage;
- Traffic cameras and continuous police monitoring.

6.2.2. Athletes' Transport System (T-A)

During MINSK 2019, the T-A system will offer an exclusive, secure and dedicated service for Athletes and Team Officials throughout the Games. T-A system privileges are available to "Aa/Ac/Ao" accredited persons.

Accreditation must be displayed at all times to use the services.

Services will run on a regular frequency basis or in accordance with schedules published at the Transport Desk in the NOC Services Centre for:

- Arrivals from MSQ to AVL (peak and off-peak frequency based on Arrivals and Departures System (ADS) data);
- Departures to MSQ from AVL

During the Games, any changes to arrival and departure plans are to be submitted to the Arrivals and Departures Desk at the NOC Services Centre, via the ADS website or by telephone.

AVL Transport Mall is located next to AVL to provide Athletes and Team Officials with direct access to its services.

6.2.3. T-All Transport System

The T-All Transport System will provide select accredited clients groups with a variety of transport services throughout all phases of the Games. The client groups entitled to access this service are Media, Technical Officials, Technical Delegates, Athletes, Team Officials, EOC Family and their accredited Guests.

T-All Services are as follows:

- Arrivals and Departures;
- Hub Bus services from Central Hub along MINSK 2019 transport corridors. These services will be running during the day, on a 20-hour basis;
- Limited scheduled/direct shuttles from/to select accommodations and Competition Venues synchronised with morning and evening shifts of ISB and rights-holding broadcasters;
- Local shuttles from the ITOs/TDs hotels directly to their respective venues and back, synchronised with their respective shift requirements;

- Transport for Opening and Closing Ceremonies for ITOs/TDs, EOC Family, Media.

Technical Delegates are granted the T-X privilege but are still entitled to use the T-All services as well.

Transport provided for other competition-related events will include:

- Official meetings;
- Draws;
- Technical meetings;
- Venue familiarisation;
- Weigh-ins

6.2.4. MINSK 2019 Taxi Services (T-X)

T-X Transport System will Cater to Ministers of Sport, EOC Family including NOC Presidents and Secretaries General, EF Presidents and Secretary General, WADA representatives, Chefs de Mission by offering on demand service at the EOC Family Hotel (EFH) and Dignitaries Hotel (DH), Competition Venues and AVL on a 18-hour basis daily.

6.2.5. MINSK 2019 Public Transport System

Free access to the MINSK 2019 Public Transport System (metro, city rail, bus, trolleybus and tram lines) will be granted to all accredited Games participants. Operating hours of the Public Transport System will be extended during the Games.

6.2.6. Spectating Athletes

Spectating Athletes of the same sport can use regular scheduled Coaches from/to AVL and each respective venue. Different-sport spectating Athletes must use the T-All system.

6.2.7. Opening and Closing Ceremonies

Athletes and Team Officials will be transported to/from the DINAMO Stadium exclusively and only with Coaches from/to AVL for the Opening and Closing Ceremonies. No direct transport service will be offered from the DINAMO Stadium to the MSQ on the night of the Closing Ceremony.

6.3. Security

The Government of the Republic of Belarus is responsible for all aspects of safety and security for MINSK 2019. The Government Security Authorities

(GSA) will ensure that all appropriate and necessary security measures throughout planning and operational delivery are implemented to ensure safe and peaceful celebration of MINSK 2019.

The Security, Border Control and Custom Subcommittee of the Republican Organising Committee (SBCCS) is assigned as a dedicated Venue Security Coordinator for the coordination of protective security arrangements in AVL and designated Competition and Non-Competition Venues.

6.3.1. Security in AVL

AVL and its residents will be granted the highest level of protection. Access to AVL will be granted to accredited client groups with designated AVL accreditation rights and authorised guests. Accreditation will be authenticated by GSA security personnel.

All AVL residents, accredited client groups, guests and their personal belongings will be subject to security screening prior to entering AVL. All deliveries of goods and materials as well as vehicles will be subject to security screening after the Venue lockdown and start of security operations.

AVL will be protected by a perimeter security fence and provided with additional protective security measures, security lighting and electronic security systems including Closed Circuit Television (CCTV) surveillance. Security screening items/measures will include but are not limited to:

- Walk-through metal detectors (“mags”);
- Portable metal detectors;
- X-ray screening and other technical security measures.

6.3.2. Security at Competition Venues and Training Sites

A risk-based approach will be applied by the GSA agencies to determine protective security arrangements for Competition Venues and Training Sites.

Access to Competition Venues will be restricted to appropriately accredited and ticketed individuals who will be subject to accreditation / ticket authentication and security screening at Pedestrian Screening Areas (PSA) prior to entry.

Any vehicle and its occupants (including delivery vehicles) seeking to drop off or enter the secure perimeter of a venue will be subject to security screening of the appropriate level at the Vehicle Screening Area (VSA).

6.3.3. Security in Transit

MEGOC in cooperation with the GSA agencies will implement a security plan to ensure the appropriate level of security to Athletes Teams and their equipment whilst in transit from AVL to venues via GRN.

The principle of bubble-to-bubble (“B2B”) T-A system bus operation / circulation will be implemented to facilitate secure transportation from AVL to Competition Venues and Training Sites and back.

Athletes and Officials travelling via the T-A system will be subject to reduced security screening requirements on arrival at Competition Venues and Training Sites (with consideration to the assigned lower-risk profile of NOCs).

Upon return to AVL all Athletes and Officials are subject to an accreditation check and security screening prior to entering AVL.

This policy also applies to NOC vehicles and their occupants seeking to drop off or park within the secure perimeter of AVL.

6.3.4. Prohibited and Restricted Items

List of MINSK 2019 prohibited items:

- Explosive devices and materials;
- Firearms, ammunition and any kind of toy guns;
- Knives;
- Incendiary devices;
- Hazardous substances (e.g., chemicals, irritants and gases);
- Fireworks and pyrotechnics;
- Laser pointers;
- Personal protection sprays (e.g., “pepper spray”);
- Offensive implements, i.e. anything that is made or adapted to cause injury to a person;
- Illegal drugs including performance enhancing drugs.

Please note that any NOC delegation members and other AVL residents are not permitted to bring any alcohol liquids and foods into the residential areas.

Security policy for prohibited items will be issued separately and made available to NOCs.

6.3.5. Exceptions

Emergency services and certain accredited personnel, including workforce, will be permitted to use items as required by their accreditation in order to enable them to carry out their functions.

6.3.6. Tools of the Trade

Tools of the Trade include requirements for people bringing items under the prohibited items policy into the venues, but are required by staff of certain categories to undertake their job. Athletes, Team Officials and Technical Officials are permitted to carry a reasonable amount of liquids, aerosols and gels.

6.3.7. Requests for Emergency Assistance

Details of emergency phone numbers to use within AVL will be issued in the welcome pack and displayed in all common areas.

6.4. MINSK 2019 Overview

The European Games are a multi-sport event for Athletes from the National Olympic Committees of Europe and that are held every four years. The Games are owned, co-organised, and regulated by the EOC.

The European Games were inaugurated at the EOC General Assembly on 8 December 2012 in Rome, Italy.

The right to host the 2nd European Games was awarded to the city of Minsk (Belarus) at the meeting of the General Assembly of the EOC on 21 October 2016.

The Republican Organising Committee (ROC) was established by a Decree of the President of the Republic of Belarus on 9 January 2017. ROC is chaired by the Prime Minister of the Republic of Belarus Sergei Rumas.

Following the Decree of the President of the Republic of Belarus dated on MEGOC was established. The leadership of MEGOC is provided by the CEO George Katulin who is also NOC Belarus Secretary General.

More than 4,000 Athletes

More than 2,000 Team Officials

15 Sports / 23 Disciplines (19 Olympic Disciplines / 4 Non-Olympic Disciplines
– Acrobatic Gymnastics, Aerobic Gymnastics, Beach Soccer, Sambo)

200 Medal Events

10 Days of Competition

15 Competition Venues

9 Sports are Part of the "Road to Tokyo 2020" Qualification

Opening Ceremony: 21 June 2019

Closing Ceremony: 30 June 2019

6.4.1. Competition Venues

200 Medal Events that make up the Sport Programme at MINSK 2019 will be held at 15 Competition Venues.

15 Competition Venues and sports featured at each of the venue are listed in Appendix 3 and the table below.

Sport / Discipline	Competition Venue
Archery	Olympic Sports Complex
Athletics	DINAMO Stadium
Badminton	FALCON Club
3x3 Basketball	PALOVA Arena
Beach Soccer	Olympic Sports Complex
Boxing	Sports Palace URUCHIE
Canoe Sprint	Regatta Course ZASLAVL
Cycling – Road	Minsk City Centre
Cycling – Track	MINSK Arena Velodrome
Gymnastics – Acrobatic	MINSK Arena
Gymnastics – Aerobic	MINSK Arena
Gymnastics – Artistic	MINSK Arena
Gymnastics – Rhythmic	MINSK Arena
Gymnastics – Trampoline	MINSK Arena
Judo	CHIZHOVKA Arena
Karate	CHIZHOVKA Arena
Sambo	Sports Palace
Shooting – Rifle & Pistol	Shooting Centre
Shooting – Shotgun	Sporting Club
Table Tennis	Tennis Olympic Centre
Wrestling – Greco-Roman, Freestyle, Women's	Sports Palace

6.5. The City of Minsk

6.5.1. Shopping

The official merchandise stores will operate at all sports venues, in AVL and the official fan-zones during the Games time providing with the large variety of licensed goods such as official mascots, backpacks, clothing, stationery, keychains, magnets and many other items. The official merchandise megastore will be located in the major fan-zone near the Sports Palace (Nemiga Metro Minsk station).

For those who wish to keep nice memories of their stay in Belarus, there are several options to explore. First, consider original Belarusian hand-made souvenirs and classic handicraft items such as wooden jewellery boxes, ceramics, woven straw items, embroidery and knitted products.

Second, what about some chocolate?

Kommunarka and Spartak are the two brands that produce a range of chocolates and sweets of exceptional quality popular among both Belarusians and foreign visitors.

Another option is to combine shopping and entertainment. For instance, you could stop by Galleria Minsk, one of the largest malls in Belarus located in the very heart of the historic and cultural part of Minsk. It offers a mix of stores, restaurants and areas with exhibitions and workshops to its visitors.

Among other major shopping and entertainment centres are Arena City, Stolitsa, Dana Mall and Zamok Shopping Mall. They offer a large selection of clothing and accessories as well as a wide range of jewellery, cosmetics, perfumes, etc. Shopping malls with global brand franchises are Arena City (Pobeditelei Avenue, 84), Stolitsa (Nezavisimosti Square), Dana Mall (Mstislavca Street, 11), Galleria Minsk (Pobeditelei Avenue, 9).

6.5.2. Cafe Culture, Music and Dining

The food industry in Minsk is developing rapidly. Minsk is full of places where you can try authentic Belarusian dishes, European and Asian cuisine – ranging from top-notch restaurants to casual cafés styled as Belarusian huts.

If you enjoy live music, you can often encounter buskers playing right in the streets of the old town.

Some cafés feature live music in the evenings. Most cafés are located in the centre of Minsk.

6.5.3. Belarusian Cuisine

Belarusian national cuisine goes several centuries back. The Belarusian culinary tradition is a blend of simpler recipes and the sophisticated cuisine of the noble. It uses local ingredients and incorporates unusual ways of cooking.

Old Belarusian recipes have survived to the present day and people visiting the country show an increased interest in them.

Culinary traditions of Belarusians lie in simplicity of national recipes, various local products and unusual ways of preparation.

6.5.4. Theatres

There are more than 30 theatres in Minsk. The most frequently visited and well-known ones are the National Academic Bolshoi Opera and Ballet Theatre, Janka Kupala National Theatre, State Russian Drama Theatre and Belarus State Academic Musical Theatre.

6.5.5. Nightlife

The Minsk party scene is conveniently centred in the heart of the Old Town. To get a glimpse of the nightlife with its bars, live-music venues and nightclubs visitors should go straight to Zybetskaya Street that transforms into a giant street party on summer weekend nights.

Minsk visitor can enjoy lively bars and clubs to have some fun at night. Food and drinks are reasonably priced. Bars, clubs and discos are open till late in the morning, especially during weekends. Zybetskaya Street is the most famous street of night bars, clubs and discos.

6.5.6. Museums and Exhibitions

There are more than 20 museums in Minsk. The Belarusian Great Patriotic War Museum is among the most notable and visited ones. Founded in 1943, it moved into a new modern building in 2014. This museum has several multimedia complexes (plasma screens and installations), 10 exposition halls and the Victory hall.

The National Art Museum of the Republic of Belarus is also worth exploring. More than 27,000 works of art are exhibited at the branches of the Museum and its depositories.

The National Historical Museum of the Republic of Belarus has the biggest collection of artefacts from ancient times to present day. Around 370,000 exhibit items represent the material and spiritual culture of the Belarusian people.

6.6. Useful Information

6.6.1. Banks and Bank Cards

There are multiple ATMs around the city, most of which accept international debit and credit cards. Depending on your account-holding bank, there may be limits on the amount of cash you are able to withdraw in one day.

Large bank branches are open Monday through Saturday, but closed on Sundays. Smaller branches are closed on Saturdays and Sundays.

International credit and debit cards are accepted in most restaurants and large shops.

6.6.2. Currency

The currency of Belarus is the Belarusian Ruble (BYN).

One hundred coins equals one ruble and ruble notes come in 5, 10, 20, 50, 100, 200 and 500 denominations.

It is impossible to buy Belarusian rubles in the majority of European countries, so visitors will need to use the foreign exchange desk at the arrivals hall in the MSQ or withdraw money from ATMs around the city.

For general information about the official exchange rates and internal monetary policy, please visit the official website of the National Bank of the Republic of Belarus at www.nbrb.by/engl/.

6.6.3. Electricity

The standard voltage in Belarus is 220V.

Electrical equipment and appliances are equipped with standard European 220-240V two-pin plugs.

6.6.4. Gratuities and Tipping

Tipping is not required in Minsk, although it is common. Occasionally, the service charge is included in the bill. Like anywhere in the world, tipping for above-average service will be appreciated.

6.6.5. Language

Belarusian and Russian are the official languages of Belarus. English is the official language of MINSK 2019.

6.6.6. Opening Hours

Office hours are 09:00 to 18:00, Monday through Friday.
Banking hours are 09:00 to 18:00, Monday through Friday.
Shops generally open around 09:30 or 10:00 and close around 20:00 – 22:00.
Shops are open seven days a week.

6.6.7. Smoking

Smoking is permitted in designated smoking areas.

During MINSK 2019 smokers will be advised to use designated smoking areas away from the public/workforce domains at all venues. There will be stub bins for cigarettes that will be cleaned regularly.

Smoking at venue premises will be discouraged.

In line with public health advice and for avoidance of doubt, e-cigarettes and other smoking devices may not be used anywhere besides the dedicated smoking areas. Tobacco will not be sold at any venue.

6.6.8. Taxes (VAT)

VAT in Belarus is similar to that in most European VAT systems, with tax levied on most goods and services. In 2013, Tax Free system that helps foreign nationals get back the VAT on the purchases made in Belarus was introduced.

If you live inside the Eurasian Economic Union, you will not be able to use the Tax Free service. At present, the customs union of the Eurasian Economic Union includes Belarus, Russia, Kazakhstan, Armenia and Kyrgyzstan.

Over 360 shops support to the Tax Free system in Belarus. Buyers get 12.5% of their money back.

6.6.9. Telephones

The country code for Belarus is +375 and the city code for Minsk is 17.

Belarusian mobile phone numbers have 12 digits and most mobile numbers start with +375 29, +375 44, +375 33 or +375 25. All 12 digits must be dialled for calls within Belarus. For example: +375 29 XXX XX XX.

6.6.10. Time Zone

Location: Minsk (Belarus)
Time Zone: MSK
UTC Offset: UTC+3 hours.

6.6.11. Tourist information

For more information on Belarus, its sights and culture please visit the following websites:

<http://visit-belarus.com/en/information-about-belarus/>

<http://www.belarus.by/en>

<http://minsktourism.by/en/>

TRAINING SESSION & EVENT COMPETITION SCHEDULE

Appendix 1

by Sport – High Level

Version: 2.0

Day -1

Training Day – Thursday, 20 June 2019

SH	Shooting – Shotgun	Sporting Club FOP
Time	Training	Range
13:00-17:00	Unofficial Training	

Day 1

Training Day – Friday, 21 June 2019

SH	Shooting – Shotgun	Sporting Club FOP
Time	Training	Range
09:00-14:20	PET Men's & Women's Trap	

Day 2

Competition Day – Saturday, 22 June 2019

SH	Shooting – Shotgun	Sporting Club FOP
Time	Competition	Competition Phase
Session SH01	Start: 09:00 End: 14:20	
09:00-14:20	Men's & Women's Trap	Qualification

Day 3

Competition Day – Sunday, 23 June 2019

SH	Shooting – Shotgun	Sporting Club FOP
Time	Competition	Competition Phase
Session SH01	Start: 09:00 End: 14:20	
09:00-14:30	Men's & Women's Trap	Qualification
Session SH02	Start: 15:45 End: 18:30	
15:45-16:45	Women's Trap	Final
17:00-18:00	Men's Trap	Final
18:15-18:30	Women's Trap	Medal Ceremony
18:15-18:30	Men's Trap	Medal Ceremony

Day 4

Competition Day – Monday, 24 June 2019

SH	Shooting – Shotgun	Sporting Club FOP
Time	Competition	Competition Phase
Session SH01	Start: 10:00 End: 14:00	
10:00-14:00	Mixed Team Trap	Qualification
Session SH02	Start: 15:45 End: 17:15	
15:45-16:45	Mixed Team Trap	Final
17:00-17:15	Mixed Team Trap	Medal Ceremony

Day 5

Training Day – Tuesday, 25 June 2019

SH	Shooting – Shotgun	Sporting Club FOP
Time	Training	Range
09:00-15:00	PET Men's & Women's Skeet	

Day 6

Competition Day – Wednesday, 26 June 2019

SH	Shooting – Shotgun	Sporting Club FOP
Time	Competition	Competition Phase
Session SH01	Start: 09:00 End: 15:20	
09:00-15:20	Men's & Women's Skeet	Qualification

Day 7

Competition Day – Thursday, 27 June 2019

SH	Shooting – Shotgun	Sporting Club FOP
Time	Competition	Competition Phase
Session SH01	Start: 09:00 End: 15:30	
09:00-15:30	Men's & Women's Skeet	Qualification
Session SH02	Start: 16:45 End: 19:30	
16:45-17:45	Women's Skeet	Final
18:00-19:00	Men's Skeet	Final
19:15-19:30	Women's Skeet	Medal Ceremony
19:15-19:30	Men's Skeet	Medal Ceremony

Day 8

Competition Day – Friday, 28 June 2019

SH	Shooting – Shotgun	Sporting Club FOP
Time	Competition	Competition Phase
Session SH01	Start: 09:00 End: 13:00	
09:00-13:00	Mixed Team Skeet	Qualification
Session SH02	Start: 14:45 End: 16:15	
14:45-15:45	Mixed Team Skeet	Final
16:00-16:15	Mixed Team Skeet	Medal Ceremony

SHOOTING CENTRE

Capacity: 250 seats

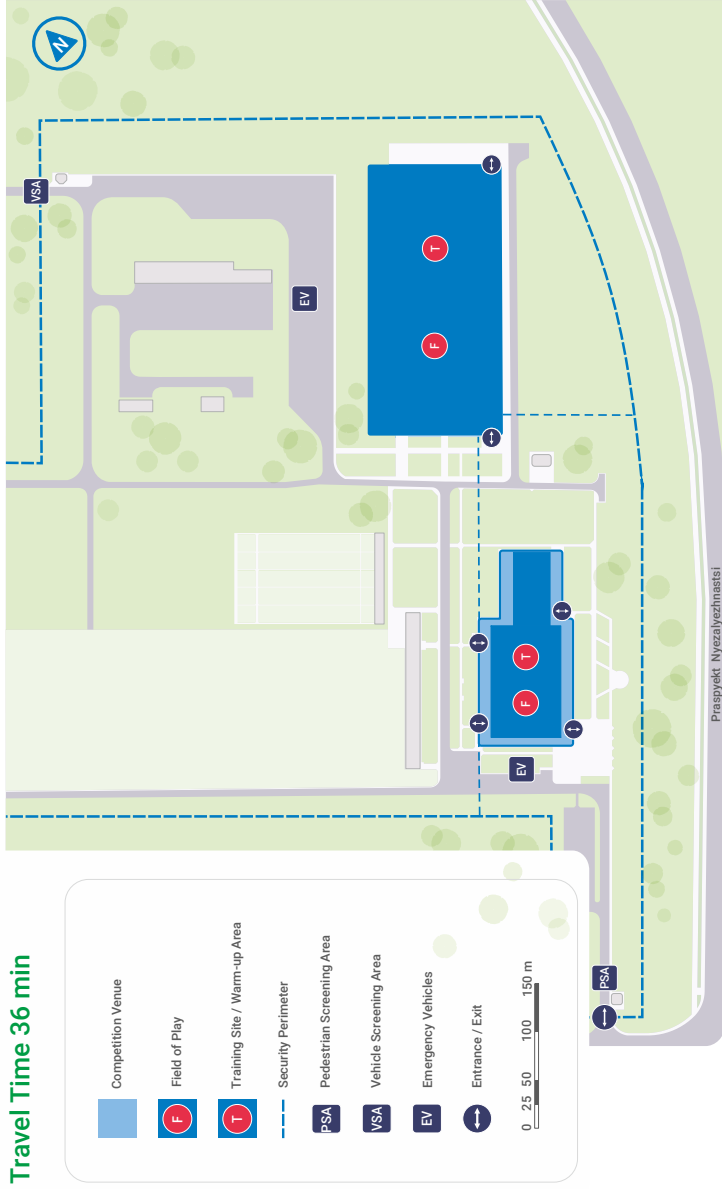
Distance from AVL 22 km /

Travel Time 36 min



Shooting — Rifle & Pistol

Appendix 2



Appendix 3



For notes

A series of horizontal dotted lines for writing notes, starting below the 'For notes' header and extending to the bottom of the page.

BRIGHT
YEAR,
BRIGHT
YOU!

www.minsk2019.by