

## Teams – Logistics Information

as at 11/04/24

(updated text is marked with two lines in the margin)

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### 1. TRAVEL

#### 1.1. Official Airport and Arrival Information

Antalya International Airport (AYT) is the official Airport.

Arrival in Antalya should primarily be on Friday 19 April. Those teams planning to arrive prior to 19 April and/or leave after 22 April, are advised to contact the LOC well in advance to check availability of accommodation and transport arrangements.

#### 1.2. Entry Visas

Detailed entry visa information was circulated to Member Federations in March 2024. The list of countries requiring a visa can be found in Appendix E of the Circular Letter M/10/24.

#### 1.3. Insurance

All member federations are responsible for their own insurance to cover illness or injury to any member of their delegation or team, when travelling to and from World Athletics events and during the event.

Circular M/02/24 specifically dedicated to team insurance coverage for emergency medical costs during the travel and stay abroad for all athletes and officials at 2024 World Athletics Series competitions was issued on 12 February 2024.

### 2. ACCREDITATION

#### 2.1. Team Accreditation Centres and WA/LOC Administrative Office

The Team Accreditation Centres (TAC) will be located in:

"Portobello Resort & Spa Hotel"

- 18 April 09:00 – 20:00
- 19 April 09:00 – 20:00
- 20 April 09:00 – 20:00
- 21 April 07:00 – 20:00

All team members must have a valid identification document (same passport or identity card that was entered in EES) to receive their accreditation.

WA/LOC Administrative Office Portobello Resort & Spa Hotel (meeting room Side) ||

- 18 April 14:00 – 19:00
- 19 April 09:00 – 13:00 / 14:00 – 20:00
- 20 April 09:00 – 13:00 / 14:00 – 20:00
- 21 April TBC

#### 2.2. Accreditation Procedures and Payments

The Team Leader will have to report to the WA / LOC Office at the accreditation centre before collecting his card in order to complete the following formalities:

- LOC Accommodation Invoice
- Travel Reimbursement
- WA Financial Statement
- Statistics matters
- Bibs and Special Passes Collection

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- Uniform Check

The Team Leader will be asked to complete the accounting procedures and settle any extra payments (for team members above quota, use of single rooms, extra days, etc.) before collecting the accreditation card, which will be given upon the presentation of a document stating all procedures have been completed.

To shorten procedures and avoid delays, it is strongly advised to settle payment prior to arriving in Belgrade. The LOC Finance Team will get in contact with all teams about settling their accommodation invoice in advance of their arrival.

### 2.3. Quota and Financial Support

The financial Quota by Member Federation, and the financial support offered by WA / LOC, was emailed by Team Services on 18 January 24. The Quota chart can be found in Appendix A in the WA M/10/24 Circular.

### 2.4. Arrivals Athletes and Team Officials

All athletes and team officials will need to report to the Team Accreditation Centre to collect their accreditation card. An ID (e.g. passport) will be required to collect the accreditation card. Team Leaders will need to complete the administrative procedure at the World Athletics and LOC office (see above 2.2) before proceeding to the Team Accreditation Centre to be issued with their accreditation.

In case of arrivals outside the opening times, accreditation formalities must be carried out the next day.

### 2.5. Loss of Accreditation Card

Personal accreditation badge must be worn around the neck, with the individual photo and name clearly visible, at all times in all public spaces, and must be presented upon request. They are personal and non transferable. The loss or theft of an accreditation card must be reported immediately to the accreditation centre or Competition Information Desk in the hotel. In order to obtain new accreditation, the person in question carrying an appropriate identification document, must request it personally.

Any Accreditation Card found being used by someone who is not its owner will be confiscated and its owner will be subject to sanction including possible ineligibility for his competitive participation in the Competition.

## 3. ACCOMMODATION

It is important to know that any damage to any rooms or hotel's fixtures, as well as any minibar consumption or use of extra services (room service, laundry, phone calls, etc) will be the sole responsibility of the occupier/Member Federation and must be paid to the hotel prior to check out, as the LOC will not be responsible for any kind of damage charges or personal expenses.

If the occupier refuses to pay, the due amount will be deducted from the Member Federation's account directly.



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## 3.1. Teams Hotels

The LOC has arranged accommodation for all participants in:

HOTEL NAME	ADDRESS AND WEBSITE
Porto Bello Hotel Resort & Spa	Limani, Akdeniz Blv., 07070 Konyaalti, Antalya <a href="https://www.portobello.com.tr/en">https://www.portobello.com.tr/en</a>
Sealife Family Resort Hotel	Sahil Şerid, 1, Gazi Mustafa Kemal Blv., 07895 Konyaalti, Antalya <a href="https://www.sealifehotel.com/en">https://www.sealifehotel.com/en</a>

Accommodation contact person: Eser AGGON [eseraggon@gmail.com](mailto:eseraggon@gmail.com)

## 3.2. Teams Hotels Costs

All Prices per person per day - Full Board	Official Period Check-in 19 April / Check-out 22 April (3 nights)		Outside Official Period	
	Twin	Single	Twin	Single
Athletes in quota	Paid by LOC	50 USD	90 USD	140 USD
Athletes above quota and All Team Officials	90 USD	140 USD		

The number of officials that can be accommodated with the team at subsidised rates will be limited to a quota corresponding to 55% of the athletes (see chart in Appendix D of the M/10/24 Circular). An additional 25% of non-subsidised officials (up to an overall maximum of 80%) will be accommodated in the Team hotels subject to availability.

The accommodation invoices will be based on the information (number of persons and arrival/departure details) provided at the closing date for the Final Entries, with a tolerance of two persons. Payment of extra costs can be made:

- By credit card: MasterCard or Visa
- In cash: US Dollars
- In advance: Bank transfer – please contact Emel ERSAN BULBUL
  - Email: [emel.ersan@taf.org.tr](mailto:emel.ersan@taf.org.tr)

## 3.3. Teams Hotels Check-in Procedures

Team Leader must report to the Accommodation Desk, which will be located in the hotel's main reception area and after confirming the rooming list as previously provided by the Member Federation in Event Entry System (see Circular 10/24) the check-in procedures will be completed at the reception.

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Once checked in, the Team Leader will be directed to the 'WA/LOC Administrative Office' to settle any outstanding payment. Once payment has been settled the Team Leader can collect his/her accreditation.

If other hotel services are required, the individual must scan the credit card at the main reception desk to activate these extra services (telephone, laundry, room service, etc.).

### 3.4. Services in the Teams' Hotels

- Accommodation Desk

For any accommodation related additional queries related to check in, hotel registration and local transport the LOC Travel & Transport Team will be happy to assist you. Please contact them on [teams@taf.org.tr](mailto:teams@taf.org.tr)

- Meeting Rooms

Rooms for meetings are available at team hotels. Rooms can be reserved via the Information Desk, subject to availability.

- Rooms for Treatment (Therapy)

Rooms for Soft Tissue and Physiotherapy will be available within team hotels. Rooms can be reserved via Accommodation Desk, subject to availability.

- Internet access

Wi-Fi will be available in all hotels, please see the Information Desk for the Wi-Fi code.

### 3.5. Meals

Athletes and Team officials will be provided in the team hotel upon presentation of their Accreditation cards. All meals must be taken in the hotel where the team is accommodated. Meals will be served buffet style and will be similar in all hotels. Hotels will cater and special dietary requirements.

Mealtimes during the official period shall be as follows:

- Breakfast: 06:30 – 10:00\*
- Lunch: 12:30 – 14:00
- Dinner: 18:30 – 21:00

\*on 21<sup>st</sup> April, competition day, reduced breakfast will start 4am

On Sunday 21 April, on the occasion of the Athlete Party, dinner will still be served in the Team Hotels.

## 4. TRANSPORT

### 4.1. From/To Airport To/From Hotel

Travel from Antalya International Airport (AYT) to the Team Hotels takes approximately 30 minutes. Transport will be organised according to the arrival schedule announced in the Final Entries. Please remember to indicate in your Entries whether you will be arriving with, physio beds or any other oversized luggage so that the LOC can make the necessary transportation arrangements. A welcome desk will be located within the airport arrivals terminal. Clear signage and volunteers will identify the meeting points for transport collection.

Your transfers to your Hotel and return to Airport will be arranged according to the information you have provided in Event Entry System (EES) therefore ensure that you have submitted the correct travel details for each of the members of your Team and keep the system updated with any changes that may happen following the submission of your Final Entries.



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4.2. Course Inspection - Training at the Competition Venue - Competition Transport Schedule to and from the Course shall be displayed at the Competition Information desk in the Team Hotels.

### 5. MEDICAL SERVICES

#### 5.1. General Plan

The LOC will provide medical services during World Athletics Race Walking Team Championships Antalya 2024 in accordance with World Athletics Competition Medical Guidelines and the advice of the World Athletics Medical Delegate. Medical assistance and physiotherapy services will be available at all official event sites and further explained in this chapter.

Accredited athletes and Team Officials will have access to all LOC medical services during the official period of the competition, starting from the 20<sup>th</sup> of April, until the 21<sup>st</sup> of March. Non-emergency services will be available during specific hours, but in case of needing medical assistance outside of these working hours, the emergency phone number for an on-call physician will be provided. In case of needing medical assistance outside of the official period or for an emergency during the official period Emergency Medical Service will be available 24h under the usual service provision (call 112).

#### 5.2. Key Phone Numbers

The National Medical emergency phone number is: 112

World Athletics Medical Delegate	Dr. Paolo Emilio ADAMI	+33 6 07 93 59 86
LOC Chief Medical & Scientific Officers	Dr. Sevtün ALGAN SOFYALI	+ 90 5335959049
Venue Medical Director	Dr. Şensu DİNÇER	+90 5056947673
Out of Competition Area Coordinator:	Dr. Aysun ERTUNA	+90 5554897391
Director of Physio/Therapies	Tuğba ÖZTÜRK ESEN	+90 5548071775

An on call Medical Service is available for emergencies between Thursday and Sunday at any time. Patients be seen at Hotel Polyclinic or at the competition venue during official training times and competition.

Mobile numbers:

Dr Sevtün ALGAN SOFYALI	THU 18 <sup>th</sup> 09:00 to FRI 19 <sup>th</sup> 09:00	+90 5335959049
Dr Esmâ ARSLAN	FRI 19 <sup>th</sup> from 09:00 to 21:00	+90 5379568711
Dr Aysun ERTUNA	FRI 21:00 to SUN 21:00	+90 5554897391

#### 5.3. Medical Services in the Teams Hotels

During the event there will be a polyclinic open at the Porto Bello Hotel Resort & Spa and Sealife Family Resort Hotel offering General Practice Medical, Sports Medicine and physiotherapy services. This clinic will operate on a sessional basis, times to be advised. A doctor on call will be available 24 hours during clinic closing times.

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Team hotels will also have physiotherapy areas available at designated times, running concurrently with the medical clinic. Out of those hours the room will be open for team medical staff 24 hours a day.

Physiotherapy rooms at team hotels, will be available for the teams to set-up their own massage beds.

### 5.4. Medical Services at the Racecourse

During the competition, emergency medical teams and ambulances will be stationed on the racecourse and at the finish line. An acute response Medical Centre will be set up near the finish line. A Recovery Centre will also be in place with an additional Medical facility operating close to the team areas.

### 5.5. Procedures in case of injury or illness

In any case of injury or illness, please report to the LOC Doctor on call, to the LOC Medical centre at the course or at the Clinic at Team Hotels in order to receive the necessary treatment.

The LOC Medical Services will provide a first aid treatment. Patients requiring further treatment shall be transferred to a local hospital.

### 5.6. Physiotherapy and Massage Services offered by the LOC

Medical services including physiotherapy services will be offered by the LOC at Team Hotels and at the competition site on the days of competition and the training days, for those teams that do not have their own medical and physiotherapy staff.

Athletes/ Teams who have brought their own doctors, or therapists will have designated space at each athlete hotel, and at the competition venue to provide these treatments.

Local Organising Committee doctors can facilitate prescriptions/investigations.

### 5.7. Designated Medical Institutions

The designated local hospital is Anatolia Hospital Antalya, Çaybaşı, 1352. Sk. No: 8, 07100 Muratpaşa/Antalya, (20.7 km away from the competition venue). Anatolia hospital has also been designated to treat emergency situations.

### 5.8. Visiting Medical and Physiotherapy Teams

Team physicians will be accredited as medical staff and will be able to treat only their own team with the medication they have brought.

### 5.9. Medical Importations

Local Organising Committee doctors can facilitate prescriptions/investigations. Any team doctor wishing to order tests/investigations or write prescriptions independent of this, that are to be dispensed in a Turkish pharmacy are invited to contact the LOC medical staff.

While a wide variety of medications will be available at the event from the onsite medical team or by prescription, there will be some instances when team doctors will wish to bring medication for their team from outside of Turkey. Team doctors planning on bringing their own equipment and medication to support their team, should have a list of all the medication carried to present to customs if asked. The medications should only be used for their own team and not sold or



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distributed. They are also advised to make a list of the medication used during their stay in Turkey, to present to authorities in case of need when leaving the country.

Team healthcare personnel are responsible for the storage and safekeeping of their delegation's medicines and supplies. The Local Organising Committee and World Athletics is not responsible for, and shall have no liability relating to, or arising out of the storage or monitoring of the supplies and medicines by the team.

### 5.10. Other Medical Information

Authorisation for Emergency Medical Treatment:

All minor athletes should have a Medical Treatment Authorisation Form filled and signed by their parents or legal representatives. This signed document (see Appendix E) should be kept either by the athlete or by their Team leader, should emergency medical treatment be needed on site.

### 5.11. Vaccinations

There are no current restrictions and requirements due to COVID-19 or any other illness in Turkey.

### 5.12. No Needle Policy

During the entire duration of the World Athletics Race Walking Team Championships Antalya 2024, any injection to an athlete's body of any substance:

- must be medically justified, to include physical examination by a certified medical doctor, diagnosis, medication, route of administration and appropriate documentation;
  - must respect the approved indication of the medication = no off-label administration or prescription;
  - must be administered by a certified medical professional accredited by the LOC, in an official medical facility of the event unless authorized by the World Athletics Health and Science Department Representative or Competition Medical Delegate
- or
- administered by the Member Federation team physician in an official medical facility under the supervision of an LOC medical staff member unless authorized by the World Athletics Health and Science Department Representative or Competition Medical Delegate.

In either option, the administration must be declared and recorded by the LOC medical staff and the World Athletics Health & Science Department Representative using a specific form. The World Athletics No needle Policy and the declaration form can be found in the list of exhibits.

## 6. ANTI-DOPING CONTROL

Anti-doping control will be conducted in accordance with the World Athletics Anti-Doping Rules (latest editions available on the World Athletics website, Book D – Integrity & Disciplinary, D3.1), under the supervision of the World Athletics Anti-Doping Delegate. Additional tests for National or Area Records or for other purposes will be conducted at the





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request of the relevant Member Federation or Area Association. Their costs will be borne by the relevant Member Federation or Area Association.

### **7. SAFEGUARDING**

Member Federations will be asked to appoint a team official / delegate to be their Team Safeguarding Officer (SO). The SO will be the first point of contact for any safeguarding concerns in relation to Team Officials, Athletes and members of the Member Federation's delegation at the WRW Antalya 24. There will be a World Athletics Safeguarding Officer at the event to provide support and guidance where necessary. Further guidance will be sent direct to SOs registered via the EES prior to the event. SOs will be asked to do the World Athletics' Safeguarding Essential Course prior to the event which can be found here <https://worldathletics.org/athletics-better-world/safeguarding>