



# Touch Rugby Sports Technical Manual Version 1.0





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1.

**WELCOME AND  
INTRODUCTION**

Talofa lava and welcome to Beautiful Samoa – home of the Samoa 2019 XVI Pacific Games.

We are excited to host the Pacific Region's largest quadrennial games here in our country, with more than 4000 Athletes and Team Officials from 24 countries competing in 27 sports.

Samoa is honoured to host you for the Games. We are proud of the work that has been accomplished to produce a world-class event for everyone in such a short period of time. Our motto from the beginning has been to "put our best foot forward" and we hope you will agree that we have done just that.

We put athletes and sport at the heart of our work and want to create a stage where you can excel. We are excited to provide an opportunity and platform for athletes to show their potential and create sporting memories at the Games here in Samoa. We admire your dedication to your sport and acknowledge and appreciate all your efforts in preparing your team to compete at the XVI Pacific Games from 7–20 July 2019. We are also eager to give you the best facilities, organisation and support that the people of Samoa can provide so your athletes can compete at their best.

As a nation, we know that to deliver a successful Games for our Pacific athletes, we will all need to be One in Spirit. Faafetai tele lava to each of the teams for the invaluable assistance provided to the Games Organising Committee. We could not have done this without your support.

We are delighted to present the Sport Technical Handbook for the Samoa 2019 XVI Pacific Games.

This publication contains details of the technical arrangements for your Sports and the various aspects of the Games that affect you. Please treat this as your source of reference during the Games.

Our dedicated Games staff and volunteers are here to assist you if you have any questions or issues. You can also seek further guidance from our Sport Information Centre located at the Games Village and Sport Information Desks at every venue.

We believe that the Pacific Games is not only about sports but also about building bonds between our Pacific nations. Therefore, we wish you a fantastic time at the Games. We hope you enjoy our warm Samoan hospitality as well as the camaraderie of the 24 nations from the Pacific that are participating in this year's Games.

One in Spirit!

**Hon. Loau Solamalemalo Keneti Sio**  
**Chairperson**  
**Samoa 2019 Pacific Games**

**Falefata Hele-Ei Matatia**  
**Chief Executive Officer**  
**Samoa 2019 Pacific Games**



**2.**

**ORGANISATION**

## **2.1 International Federation (IF) – Federation of International touch (FIT)**

President: Eric Acker

Chief Executive Officer: William Ker

## **2.2 National Touch Association – Samoa Touch Rugby Inc (STRI)**

President: Michael Wulf

Vice President: Alex Mikaele

Secretary: Lote Lima

Treasurer: Lepaitai Penn

## **2.3 Touch Technical Committee – Pre Games**

Sports Competition Manager: Michael Wulf

IF Technical Delegate: William Ker

## **2.4 Touch Technical Committee – Games Time**

### **International Federation (IF)**

- Federation of International touch (FIT) and Pacific Games Council (PGC)
- Technical Delegate (TD): William Ker

### **Organising Committee (OC)**

- Sports Competition Manager (SCM): Michael Wulf

## **2.5 Key Competition Management**

Sports Competition Manager: Michael Wulf. (Email: [wulf.michael@gmail.com](mailto:wulf.michael@gmail.com))

Assistant Competition Manager: Tua Toomata. (Email: [tua.toomata@cbs.gov.ws](mailto:tua.toomata@cbs.gov.ws))

## **2.6 International Technical Officials (ITO)**

A full list of ITOs will be published in the next edition of the Technical Handbook in June.

## 2.7 National Technical Officials (NTO)

A full list of NTOs will be published in the next edition of the Technical Handbook in June.

## 2.8 Technical Meeting Date

The Technical Committee Meeting will be held no more than 48 hours prior to the commencement of the competition. This meeting will provide the most current sport specific information.

The Technical Committee shall ensure that the Pacific Games Touch Rugby competition is conducted in accordance with the technical rules and regulations of the Federation of International Touch (FIT). Updated information will be distributed at this time.

The Touch Rugby Technical Committee meeting has been scheduled as follows;

**Date:** Sunday 14 July 2019

**Time:** 1300hrs

**Venue:** Faleata Sports Field





**3.**

**COMPETITION  
MANAGEMENT**



### 3.1 List of Events

The Samoa 2019 XVI Pacific Games Touch Rugby Competition shall consist of the following events:

- Women's Open
- Men's Open
- Mixed Open

### 3.2 Competition Schedule

Schedule will be published in the next edition of the Technical Handbook in June.

### 3.3 Entries, Seeds and Draws

All athletes must comply with entry requirements as specified in the PGC Charter; Protocol 7.

### 3.4 Entry by Name (Protocol 7.10 – 7.15)

Entries by name containing the names of competitors and the events in which they wish to compete, shall be forwarded electronically, to reach the Organising Committee at least forty-five (45) days before the date of the opening of the Games. Thirty percent of the Pacific Games Authority's estimated per diem obligation shall be payable at this time. A further confirmation of entries by name shall be required from PGAs no later than 30 days before the opening of the Games, from which the official and final per diem obligation will be calculated. A further 30% of this official per diem obligation shall be payable at this time. PGAs shall pay the remaining per diem obligation no later than the Delegation Registration Meeting (DRM) upon arrival and no Games Accreditations shall be issued to PGAs until the full per diem obligation is discharged. (Protocol 7.10)

A pre-DRM in person, or through the use of technology, shall occur within five days after the further confirmation of entries 30 days before the Games. (Protocol 7.11)

Each PGA shall pay at the DRM such sum as the Executive Board may prescribe for each competitor and official entered, which shall be paid into a separate account in the name of the Council. (Protocol 7.12)

Entries shall be completed electronically, and shall be forwarded to the OC via the Sporting Pulse provided Games Management System website. A PGA may also, simultaneously, submit a signed spreadsheet of athlete entries as an additional step to confirm its entries. The OC shall forward the entries to the Council and the relevant International Federations. (Protocol 7.13)

The OC shall send to PGAs copies of "Entry and Eligibility Conditions form" in English and French to be signed by each competitor and to be countersigned by the appropriate PGA

and duly affiliated National Federation (NF). Completed forms for each athlete must be returned to the OC no later than the DRM. The Council shall approve the text to this form based upon the guidelines contained in Regulation 20. (Protocol 7.14)

As per Article 26 (5), late entries by name will not be accepted. (Protocol 7.15)

### **3.5 Final Entries (Protocol 7.16 – 7.23)**

The names of competitors finally entered for each event shall be confirmed to the Organising Committee at the Delegation Registration Meeting (DRM) at least 48 hours prior to the official opening of the Games. With the exception of the provisions of Protocol 7.18, no amendments to a PGA's delegation of athletes may be made after DRM (Protocol 7.16)

Only those competitors whose names appear on the individual entry forms shall be eligible for final confirmation of participation. (Protocol 7.17)

When a competitor is injured after being included in the Final Entries Forms, a substitute may be nominated on production of a medical certificate established by the Doctor designated by the Games Organising Committee provided this information is made before midnight preceding the opening event of the tournament in which the injured competitor would have taken part. (Protocol 7.18)

The substitute's name must have been entered in the Individual Entries Forms of that sport. (Protocol 7.18)

Each Pacific Games Association shall be required to ensure that Article 8 is observed with regard to the selection and management of its team. (Protocol 7.19)

### **3.6 Conditions of Entry**

For Pacific Games and in respect of all activities of the Council and events under its control, there shall be no discrimination against any member country or persons on any grounds whatsoever, including race, gender, religion or politics.

The Executive Board may require the Organising Committee to reject an entry, which does not comply with the requirements of the Charter, or for any other good sufficient reason. (Protocol 7.20)

### **3.7 Maximum Entries**

All athletes wishing to compete in the Games must be able to comply with current Pacific Games Council Charter Constitutional requirements for representing a country and participating in the Games. The closing date for entries is 23 May, 2019.

Each country may enter a maximum of 14 players in Men's division and the Women's Division. Each country is not to have more than 28 players for the 3 events.

In the event of a challenge to a competitor's eligibility, the Technical Delegate with the

Executive Board shall immediately refer the challenge to the Dispute Tribunal in accordance with the PGC Charter.

The Tribunal decision shall be final. No further challenges shall be considered thereafter. The maximum number of players or competitors per Country per division shall compete in the Pacific Games in the Sport of Touch is as follows:

Division	Maximum Entries
Women's Open	14 Players
Men's Open	14 Players
Mixed Open	14 Players

For the Mixed Open Division, the 14 competitors will comprise of 7 women and 7 men drawn from the same pool of competitors from the Women's Open and the Men's Open Division respectively.

### 3.8 Draws

The draw will be conducted in accordance with IF Rules. Further details will be provided at the Technical Committee Meeting.

### 3.9 Competition Rules and Regulations

Touch Rugby for the XVI Pacific Games will be conducted in accordance with Federation of International Touch Inc. Rule Book Edition 4, 2013.

All events for Touch will be played in a round robin format. Every Country team in each division will have the opportunity to play each other once, after which only the 'top 4' on the points ladder in the division will proceed into the final play off.

The sports competition points for all games will be in accordance with the Federation of International Touch Inc. 4th Edition 2013.

- A win equates to 3 Points
- A loss equates to 1 Point
- A draw equates to 2 Points
- A forfeit (failing to take the field) equates 0 points

The finals format shall be:

1st placing will play 4th placing and the 2nd placing will play the 3rd placing.

Winners of this match will contend each other for Gold Medal and the losers to contend for the Bronze Medal.

A copy of the Federation of International Touch Rule Book Edition 4 will be distributed during the Technical Meeting. In cases of disputes over general rules not covered by the IF Technical Rules this will be settled in accordance with the Pacific Games Council Constitution and Regulations and a decision made as result shall be final.

## **Sports Competition Operational Process**

### **Teams**

- i) Teams move to the designated field of play 20 minutes prior to start time of every game.
- ii) Accreditation and Team Sheet Sports Officials will confirm names and shirt number of the players on the team sheet against the player physically available. To allow for this to happen, all players, Coaches and Team Technical Staff must have with them their Accreditation Card.
- iii) Only these players, Coaches and Technical Staff shall be allowed to take the field of play and the inter-change box, no one else.

### **Dress Code**

All competitors shall participate in national uniform and the Victory Ceremony is considered part of the competition.

## **3.10 Protests, Appeals and Arbitration Procedures**

If teams do not agree with the information on the score sheet, they must NOT sign the score sheet and must lodge a protest via the Sports Competition Manager. Protests will be reviewed by Tournament Management.

If the score sheet has not been signed and the time has passed for a protest to be lodged, the information on the score sheet will be recorded.

If the information on the score sheet is unclear, the relevant parties may be contacted to confirm.

The following information is to be provided with the protest:

- The team that tapped off first and direction of play
- The order the scoring occurred (including player numbers of both teams)
- The half time and full time scores

The opposing team will be called to verify the score. If they do not agree or in the event of inconclusive evidence the score will be recorded as the score that the referees have recorded.

Any protest and disagreements must be submitted to the Sports Competition Manager

within 30 minutes of the official announcement of the results being pinned up on the Notice Board.

Protests are to be submitted on special forms distributed at the Technical Meeting or in a format acceptable to the Technical Delegate. The protest must be submitted not more than 30 minutes after the announcement of the provisional results.

The results are considered official when the official list of results has been pinned up on the information board outside the information area. Times of when the results are pinned on the board will be written on each result and signed by the Technical Delegate.

When the protest is being handled, a Team Official representing the team must be available should the Jury wish to speak to them. The Jury's decision to the protest is final and will be advised and provided in writing to the team. Protests relating to referees decision will not be entertained. The referee's decision in a game is final.

### **Athlete's Team Uniform**

During the competition, all athletes must compete in their official team uniform. Identification numbers must be clearly displayed on the rear of the upper garment or positioned on both sleeves or on the lower garment in the sequence of 1 to 14.

The identification numbers must reflect the ID number of each competing Athlete on the master team sheet for the men's and women's division.

Unless otherwise approved by XVI Pacific Games, athletes should attend Victory Ceremonies in their official team track suit and appropriate footwear, even if the Victory Ceremony is the day following their medal match for any reason.

**4.**

**COMPETITION  
VENUE**

## **4.1 Faleata Sports Field**

The Touch Rugby competition of the Samoa 2019 XVI Pacific Games will be held at the Faleata Sports Field.

## **4.2 Travel time**

The Faleata Sports Field is approximately 15 minutes journey time from the Games Village.

## **4.3 Facilities**

The venue will provide the following facilities:

- Warm-up area
- Team tents
- Officials Briefing Room
- Volunteers break area
- Competition Management Room
- Sport Information Desk

## **4.4 Technical Details**

The venue comprises of two 80m x 50m fields. Central timing will be used to control matches. Venue layout is in compliance with FIT specifications.

## **4.5 Sport Information Desk**

Each competition venue will have a Sport Information Desk (SID). This will be your main point of contact during your stay to provide you with additional information you may require, as well as being the main collection point of relevant competition information.

The main Sports Information Centre (SIC) will be located in the international zone at the Games Village, Faleula, Apia.



**5.**

**TRAINING VENUE**

Training for Touch Rugby will take place at the Congregational Church of Western Samoa (CCWS) Pesega, Saint Joseph College (SJC) Alafua, and Wesley College Faleula.

## **5.1 Travel time**

This venue is located approximately 15 minutes journey time from the Games Village.

## **5.2 Facilities**

The venue will provide the following facilities:

- Fields
- Change rooms and toilets

## **5.3 Availability**

The training venue will be available from 12 July 2019. A detailed training schedule will be drawn up for all teams.

## **5.4 Amendment and Booking of Training Venues**

Upon arrival in Apia, each team will receive a detailed schedule of the slots they have been allocated before and during the event.

Amendments to and the booking for additional training times should be done at the SIC in the Games Village.

## **5.5 Media Access to Training Venues**

Media will not be permitted at any XVI Pacific Games Non-Competition Training Venues.

However, nominated PGA team photographers will be permitted.

Media access at all XVI Pacific Games Competition Training Venues will be at the discretion of the Sports Competition Manager.

A large white number 6 with a period, set against a yellow background with a large yellow circle.

6.

**INFORMATION**

## 6.1 Information before 4 July 2019

PGAs requiring any information or clarification should contact the Sports Competition Manager Michael Wulf via email: [wulf.michael@gmail.com](mailto:wulf.michael@gmail.com).

## 6.2 Information from 4 July, 2019

The main Sport Information Centre (SIC) is located in the Games Village in Faleula. There will also be a Sport Information Desk (SID) at each of the Competition Venues.

## 6.3 Sports Information Centre at the Games Village

The SIC at the Games Village will be open from 4 July 2019. It will open from 0700hrs until 2200hrs and will provide Chef de Mission, Team Managers and Team Officials with critical information relating specifically to training and competition for each of the 27 Sports.

### **Athletes will not have access to the Sports Information Centre.**

The SIC will be staffed by personnel who can liaise directly with relevant Sports Competition Managers, to provide a one-stop sport, transport information and troubleshooting service to Team Officials and their technical staff.

The SIC will provide all sports information and results. Other general services offered by the information centre are:

- Distribution of technical information, such as results, start lists, competition schedules etc.
- Distribution of information regarding Technical meetings, seedings and draws, Technical Officials appointments, training sessions, transport arrangements, etc.
- Procedures for PGAs to book/amend training sessions.
- Procedure for PGAs to declare training sessions open to the media and for advising media on a daily basis of any "open" training sessions.
- Providing communication links between competition venue, Competition Management and Teams.
- Receipt and authorisation of requests for Athlete Venue Meals.
- Co-ordination of sports and other information for PGAs.

## 6.4 Results

Results will be available for publication and online between 30 and 60 minutes after the conclusion of competition.

# 7.

## MEDICAL

## **7.1 Games Polyclinic**

The Village Medical Centre at the Games Village will provide primary medical care services from 4 July – 22 July 2019 to all Athletes, Team Members and Officials.

The Games Polyclinic will be open daily between 0700hrs and 2200hrs. Emergency medical, dental and pharmacy advice and dispensing services will be provided on a 24-hour basis.

## **7.2 Technical Officials**

Technical Officials will be able to use the facilities at the Games Polyclinic, during the stated times of operation. Technical officials can access all of the services provided, including the stated 24-hour emergency services.

## **7.3 Competition Venues**

Medical services will be provided for athletes at each of the Competition Venues. The service will be available from one (1) hour prior to start of competition until all athletes have been treated. Where required by the sport, paramedic ambulances will also be on standby at the venue.

## **7.4 Training Venues**

Medical services provided to the Training Venues shall be on an on-call basis. Referrals from team doctors requiring further attention can be attended to at the Polyclinic.

Where required by the sport, paramedic ambulances will also be on standby on an on-call basis.

## **7.5 Prosthesis Repair**

Prosthesis repairs will be carried out at the Games Polyclinic, at the stated daily operating times of 0700hrs to 2200hrs.

## **7.6 Doping Control**

The Athletes are informed that drug testing will be organised for the duration of the Pacific Games, in close collaboration with the World Anti-Doping Association, WADA.

It is the responsibility of supervisors and Athletes to refer to the list of prohibited substances and to abstain from consuming them.

The list can be downloaded from the World Anti-Doping Association website ([www.wada-ama.org](http://www.wada-ama.org)).

Any Athlete that tests positive to a prohibited substance will be disqualified from the Samoa 2019 XVI Pacific Games.

8.

**TRANSPORT**



## **8.1 Athletes and Team Officials**

Athletes and Team Officials from each country will use dedicated private vehicles for their movement through Games locations, including the Games Village, the competition venue, the training venue and the dining halls. These vehicles will come with a dedicated driver. Each team is responsible for the driver. The vehicles will be available from the date of arrival of the team to the end of competition.

## **8.2 Technical Officials**

Technical Officials will use a Technical Official Shuttle Service for their movement to and from their accommodation to the Competition Venues. This service will run from date of arrival through the day after competition. As different sports are accommodated at different hotels, the service will be dedicated to each group of Technical Officials. Technical Officials will use a pool vehicle service to access the dining halls on an individual technical official basis.

## **8.3 Competition Venues**

Shuttle Bus Services to Competition Venues will cease upon completion of that venue's competition. Note the shuttle bus service does not stop at every competition venue.

Bus services to all Sporting Venues cease by 1900hrs, on 20 July, 2019

# 9.

## **GENERAL REFERENCE INFORMATION**

## 9.1 Technical Committee

The Touch Rugby Technical Committee will meet on 14 July 2019 at the Faleata Sports Field.

Please note that the date, time and place of the meeting will be confirmed on 25 June 2019 at the latest.

### **Role of the Technical Committee.**

The Technical Committee will abide by the following rules enacted by the Pacific Games Council Charter amended on September 27, 2009.

### **Protocol 15 of the Pacific Games Charter:**

#### **Organisation of the Different Sports Competition Committees.**

**15.1** The Council has complete control of the policy of the Games.

**15.2** The Organising Committee shall set up its own sports division and also one such sports competition committee for each sport. Each National Federation of the Host PGA affiliated to the relevant International Federation whose sport is included in the programme of the Games shall appoint one of its representatives to serve on the sports competition committee. Each representative shall keep his /her governing body informed on progress made. The governing body shall maintain close liaison with the sports competition committee of its sport and be initially responsible, within the overall policy of the OC, for the arrangements of its sport.

**15.3** Under the direction of the Council, the Organising Committee shall convene meetings of a PGC Technical Committee for each sport. The PGC Technical Committee will supervise and assume complete control of the technical arrangements for the sport, and ensure that the sport is conducted in accordance with the relevant International Federation's regulations unless as varied by the PGC Executive Board.

**15.4** Membership of each PGC Technical Committee shall consist of two representatives from the Host country/territory, one representative from each of the other competing countries/territories and the International Federation representative (or their nominee), all with voting rights. Other members maybe co-opted, but without voting rights.

**15.5** The date, time and place of the meeting of a PGC Technical Committee for each sport will be communicated to all PGAs at least one month prior to the opening of the Games. The meeting itself will be held not more than 48 hours prior to the commencement of the sport.

**15.6** Each PGC Technical Committee shall elect its own Chairman and have an officer of the Council as an ex-officio member.

**15.7** No PGC Technical Committee can validly meet without at least 50% of participating PGAs (excluding the Host) in that sport being present.

**15.8** The PGC Technical Committee may alter the order and timing of events during and between each day of competition on the programme, but it may not alter the detailed programme and/or dates of sport competition without the approval of the PGC Executive Board.

## **9.2 International Rules**

The events will be organised in conformity with the regulations of the international rules of Touch Rugby.

## **9.3 Medals**

Gold, Silver and Bronze medals will be awarded in the Pacific Games Touch in accordance with the PGC Charter; Protocol 26.

- Four (4) or more contestants: Gold Silver and Bronze
- Three (3) contestants: Gold and Silver only
- Two (2) contestants: Gold only
- One (1) contestant: No Event, No Medal

## **9.4 Medal Ceremonies**

In conformity with Protocol 23 of the Charter, the Medal Ceremonies will be held after the finals.

Each Athlete is requested to wear the official sports uniform of her/his delegation to attend the Medal Ceremony.

Athletes should attend all medal ceremonies in their official PGA playing uniform and appropriate footwear, even where the medal ceremony is scheduled for a different day to the day of competition.

## **9.5 Personal Clothing and Personal Equipment**

As per the Pacific Game Charter:

**Regulation 17 Part II Rules Relating to Identification of Personal Clothing and Personal Equipment.**

There shall be no advertising or publicity on personal equipment and competition clothing used or worn at the Games. Subject to the International Federations rules identification of the manufacturer (Name and/ or Logo) of the equipment and clothing may appear, if not marked conspicuously for advertising purpose as follows;

1. **Manufacturer's Identification:** The identification of the manufacturer shall not appear more than once per item of Clothing and equipment.
2. **Equipment:** Manufacturer's identification shall not exceed 10 percent of the surface area of the equipment that is exposed during competition and shall not be more than 60 square centimetres.
3. **Head gear (hats, helmets, sunglasses, goggles etc.) and gloves:** Any identification of the manufacturer shall not exceed 6 square centimetres.
4. **Clothing:** One identification of the manufacturer (Logo, Name or combination) may appear on each article of clothing worn by athletes, officials or judges (vest, shorts, track-suits, etc.) the maximum height of 4 centimetres. No other form advertising or sponsorship on clothing shall be permitted.
5. **Shoes:** The normal distinctive design pattern of the manufacturer is permitted. The manufacturer's name and/ or logo may also appear, up to a maximum of 6 square centimetres, either as part of the normal distinctive design pattern or independent of the normal distinctive design pattern.
6. Variation of the above rules shall be subject to approval of the Executive Board.

## 9.6 Eligibility

All athletes wishing to compete in the XVI Pacific Games must comply with current requirements for representing a Country and participating in the Games according to the PGC charter; Article 26.

In the event of a challenge to a competitor's eligibility, the Executive Board shall immediately refer the challenge to the Disputes Tribunal in accordance with PGC Charter; Article 26.8.

The Tribunal's decision shall be final. No further challenges shall be considered thereafter.

Pacific Games Association delegation entries are required to be finalised, confirmed and posted on the Pacific Games Council and Organising Committee websites 20 days prior to the commencement of the Games. PGC Charter; Article 26.10.

## 9.7 Mixed Zone

On each competition site a zone dedicated to exchanges between the Athletes and accredited journalists will be reserved near the exit from the competition area (mixed zone). Athletes and team supervisors are requested to cooperate with the media.

## 9.8 Charter of the Games

The events will be organised in conformity with the Pacific Games Council Charter which should be referred to whenever technical information which does not appear in the international regulations.

The Pacific Games Council Charter can be downloaded from the Samoa 2019 Pacific Games website ([www.samoa2019.ws](http://www.samoa2019.ws)) in the "About Us" section.

**10.**

**MAPS AND PLANS**



Detailed venue maps will be released in the next edition of the Technical Handbook in June.