



## Preface

In November 2010, the 16<sup>th</sup> Asian Games will be held in Guangzhou, China. The city of Guangzhou, with its openness, kindness and warmth, is welcoming friends from all over Asia as always.

“Thrilling Games, Harmonious Asia”. In 2010, through the delivery of efficient and effective planning and organization, state-of-the-art venues and facilities, customer-oriented services with a friendly and supportive environment, Guangzhou is expecting the elite Asian athletes to display their passion and the charming of sport, for promoting the development of sport in Asia, and strengthening the sports and cultural exchanges among the Asian countries and regions.

This publication, which includes a hard copy and an electronic copy both in Chinese and English, presents the competition technical information on Soft Tennis at the 16<sup>th</sup> Asian Games. It also contains information on all related services, brief introductions to China, Guangdong Province and the city of Guangzhou, as well as contact information for the relevant sport organizations.

We have the honour to present you this Technical Handbook one year prior to the opening of the 16<sup>th</sup> Asian Games. We sincerely hope this publication is conducive to and plays an important role in your participation in the 16<sup>th</sup> Asian Games.



## Organization Bodies

### OCA Executive Board

<b>President</b>	Sheikh Ahmad Al-Fahad Al-Sabah
<b>Secretary General</b>	Raja Randhir Singh
<b>Vice Presidents</b>	Mr. Rakhimov Gafur Arslanbek
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	Sheikh Issa Bin Rashid Al-Khalifa
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#### **Chairperson, Athletes Committee**

Mrs. Yuko Arakida

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Dr. M. Jegathesan

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Chairman, Sports & Environment Committee

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Chairman, Peace Through Sports Committee

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Mrs. Natalya Sipovich

Director General & Technical Director

Mr. Husain A H Z Al-Musallam



## **GAGOC Executive Board**

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## OCA Members

No.	NOC	Code
1	Afghanistan	AFG
2	Bahrain	BRN
3	Bangladesh	BAN
4	Bhutan	BHU
5	Brunei Darussalam	BRU
6	Cambodia	CAM
7	China	CHN
8	D.P.R. Korea	PRK
9	Hong Kong, China	HKG
10	India	IND
11	Indonesia	INA
12	Iran	IRI
13	Iraq	IRQ
14	Japan	JPN
15	Jordan	JOR
16	Kazakhstan	KAZ
17	Korea	KOR
18	Kuwait	KUW
19	Kyrgyzstan	KGZ
20	Laos	LAO
21	Lebanon	LIB
22	Macau, China	MAC
23	Malaysia	MAS
24	Maldives	MDV
25	Mongolia	MGL
26	Myanmar	MYA



No.	NOC	Code
27	Nepal	NEP
28	Oman	OMA
29	Pakistan	PAK
30	Palestine	PLE
31	Philippines	PHI
32	Qatar	QAT
33	Saudi Arabia	KSA
34	Singapore	SIN
35	Sri Lanka	SRI
36	Syria	SYR
37	Chinese Taipei	TPE
38	Tajikistan	TJK
39	Thailand	THA
40	Timor-Leste	TLS
41	Turkmenistan	TKM
42	United Arab Emirates	UAE
43	Uzbekistan	UZB
44	Vietnam	VIE
45	Yemen	YEM



## Contents

<b>General Information</b>	1
<b>China in Brief</b>	1
<b>Guangdong Province in Brief</b>	2
<b>Guangzhou in Brief</b>	3
<b>The 16<sup>th</sup> Asian Games in Brief</b>	5
<b>Accreditation and Validation</b>	7
<b>Immigration / Visa</b>	7
<b>Transportation</b>	8
<b>Accommodation</b>	10
<b>Media</b>	10
<b>Medical Services</b>	11
<b>Weather Information in November</b>	12
<b>Competition Technical Information</b>	14
<b>Soft Tennis</b>	14
Competition Date and Venue	14
Competition Management	14
Competition Events	14
Competition Schedule	14
Competition Venue	17
Competition Rules	17
Competition Format	17
Sport Entries	19
Technical Meeting	20
Technical Officials	20
Protests and Appeals	20
Equipment and Clothing	21
Doping Control	21



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Gender Verification .....	21
Victory Ceremony .....	21
Sport Information .....	21
Practice Courts .....	22
<b>Approval of the Technical Handbook .....</b>	<b>22</b>
<b>General Contacts .....</b>	<b>22</b>



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## General Information

### China in Brief

China is one of the world's most ancient civilizations with rich material and cultural heritages that trace back a history of over 5,000 years. As the world's largest developing country, China has accomplished enormous economic and social progress for which it is acclaimed by the world. Nowadays, China enjoys political and social stability and fast economic growth, and its people's living standards keep improving.

### Geography

China is situated in East Asia on the western coast of the Pacific. With a land area of 9.6 million square kilometers, China has a highly varied terrain that in general slopes downward from the west to the east.

### Climate

China has highly varied climate conditions across its vast territory. Most parts of the country are within the North Temperate Zone, typical of a continental monsoon climate, featuring moderate weather conditions and distinct four seasons.

### Population, Ethnicity and Language

Population: 1,328,020,000

Ethnicity: China is a multi-ethnic country with 56 different ethnic groups.



Language: Over 80 different languages are spoken in China, about 30 of which have written forms. Putonghua (Mandarin) is the official language of China.

## Religion

Religion: China is a country with multi-religions mainly including Buddhism, Taoism, Islam, Catholics and Christianity. Chinese citizens enjoy the freedom of religious belief.

## Miscellaneous

Currency: Renminbi (RMB) is the legal currency of China. The fractional currency is jiao and fen. One yuan is composed of 10 jiao and one jiao is composed of 10 fen. Foreign currencies can be exchanged at most hotels and banks in China.

Voltage: 220V (50Hz)

Please visit [www.gov.cn](http://www.gov.cn) for more information.

## Guangdong Province in Brief

### Geographic Location

The Guangdong Province covers a land area of 179,800 square kilometers between 20°13' – 25°31'N and 109°39' – 117°19'E on the southern end of the Chinese mainland. Situated to the north of the South China Sea, Guangdong Province has a coastline of 3,368.1 kilometers.



## Climate

Guangdong Province has a mixture of tropical and subtropical monsoon climates, with an annual average temperature of 22.3 Celsius degrees, featuring prolonged summer and warm winter. Guangdong is a humid province, as the rainfall averages between 1,300mm and 2,500mm annually. The low altitude and the ocean also have a great impact on the local climate.

## Population and Language

Population: 94,490,000

Language: Three dialect phyla in addition to Putonghua.

## Guangzhou in Brief

### Administrative Districts and Population

As the capital of Guangdong Province, Guangzhou is the political, economic, and cultural center of the province. It is also a major trading hub of China.

Covering an area of 7,434.4 square kilometers and with a resident population of nearly 10 million, Guangzhou administrates 10 districts and two county-level cities, Conghua and Zengcheng.

### Touristic Resources

Guangzhou enjoys rich touristic resources. There are more than 100 scenic sites.

The famous Eight Top Scenic Spots of Guangzhou: Baiyun



Mountain, Pearl River, Yuexiu Mountain, East Station Square, Chen Clan Academy, Huanghuagang Mausoleum of 72 Martyrs, Guangdong Olympic Sports Center and Lotus Mountain.

Other famous scenic sites include Dr. Sun Yat-sen Memorial Hall, Huangpu Military Academy, Western Han Nanyue King Museum, Guangzhou International Convention and Exhibition Center, Guangzhou Museum of Art, South China Botanical Garden, Conghua Hot Spring, Liuxi River National Forest Park, Up Down Nine Pedestrian Street, and Beijing Road Pedestrian Street, etc.

Please visit [www.gz.gov.cn](http://www.gz.gov.cn) for more information.

## History and Culture

Guangzhou is a famous cultural city with a history of more than 2,200 years. In the year of 214 B.C., Nanhai Prefecture (the Capital was built in “Panyu”) was founded. In the year of 226 A. D., the city was named “Guangzhou”.

Guangzhou was the starting point of the “Maritime Silk Road” and was the earliest trade port in China. The city is also a cradle of modern Chinese revolution.

Cantonese Opera is a typical local opera. It is popular in Guangdong Province, Hong Kong, Macau and Southeast Asia. Lingnan painting school is one of China’s modern painting schools. Guangzhou’s carvings, porcelains and ceramics, and embroideries are fine art crafts famous both at home and abroad. Cantonese cuisine is one of the major cuisines in China.



It is rich in popular customs such as Spring Flower Festival, dragon boat racing, mountain climbing in the Double Ninth Festival, morning tea, etc.

### Useful Information

1. Languages: Putonghua and Cantonese
2. Time Zone: GMT +8 (Beijing Time)
3. Voltage: 220V (50Hz)
4. Emergency: Telephone Number Inquiry: 114;  
Ambulance: 120;  
Fire: 119;  
Police: 110;  
Traffic Accident: 122.
5. Banking: the following foreign credit cards can be used in Guangzhou: Master Card, Visa Card, American Express Card, and JCB, etc.

### The 16<sup>th</sup> Asian Games in Brief

Dates: November 12 – 27, 2010  
Location: Guangzhou, China  
Sport Program: 42 sports, 473 events  
Venues: 53 competition venues  
Mission: In the Olympic spirit and the spirit of the Asian Games, the Games seek to promote solidarity, friendship and exchanges among Asian countries and regions and to contribute to the building of a harmonious Asia.



Vision: Thrilling Games, Harmonious Asia

#### The Emblem

The official emblem of the 16<sup>th</sup> Asian Games was designed based on the contours of the Statue of the Five Goats, the symbol of Guangzhou. Its soft lines move upward to form the silhouette of the Statue, which also resembles the flame in the caldron of the 16<sup>th</sup> Asian Games. The design well embodies the symbol of Guangzhou, representing the goodwill of the Guangzhou people and the dynamics of the Asian Games.

#### The Mascots

Named “*Le Yangyang*” as a group, the Mascots of the 16<sup>th</sup> Asian Games are five sporty and cute goats called *A Xiang* [a:ˈsj ʌ ŋ], *A He* [a:ˈhə:], *A Ru* [a:ˈru:], *A Yi* [a:ˈji:] and *Le Yangyang* [ˈlə: j ʌ ŋj ʌ ŋ] respectively. Put together, these names mean “peace, fortune and happiness”. They express the goodwill that Guangzhou hopes to bring to Asia through the 16<sup>th</sup> Asian Games: fortune, harmony, happiness, fulfillment and joy; and also convey the Games’ message - harmony and passion.

#### The Asian Games Town

The Asian Games Town covers a planned area of 2.73 square kilometers on the east side of Guangzhou New Town, right at the foot of the Lotus Mountain and alongside the Lotus Waterway. Well-equipped and set in a beautiful environment, the Asian Games Town comprises the Athletes’ Village, the Media Village, the International Broadcast Center, the Main Press Center and the Asian Games Park.



## **Accreditation and Validation**

GAGOC will start distributing the accreditation application forms and Users' Guide from March 15, 2010.

The completed accreditation application forms shall be returned to GAGOC by June 30, 2010.

From September 1, 2010, GAGOC will start sending out the accreditation cards of the 16<sup>th</sup> Asian Games to NOCs that have submitted valid accreditation application forms with photos before June 30, 2010. The bearers of the accreditation cards can activate the accreditation cards at the accreditation centers at the airport or the Asian Games Town /the sub-villages upon entering China. Once activated, the accreditation cards will be used as the official IDs for participation in the 16<sup>th</sup> Asian Games. The bearers have access rights to different venues and zones according to the access entitlement specified on their accreditation cards.

## **Immigration / Visa**

From October 13 to December 12, 2010, AGIAC holders will be permitted multiple entries into China upon presentation of their AGIAC, together with a valid passport or other valid international travel documents. Card holders will not need to apply for a China Visa or Residence Permit in order to enter the country. Any AGIAC holders wishing to enter China before or after the validity period of the AGIAC, or remain in China after its expiry date, will need to make their own arrangements regarding visas or



residence permit.

AGIAC holders should ensure that the information on their valid passport or international travel documents when entering China is exactly the same with the information on the certified document used for application for AGIAC, and that their passport or travel document remain valid at least till May 31, 2011.

AGIAC: ASIAN GAMES IDENTITY ACCREDITATION CARD

## **Transportation**

### **Transport Services for Arrival and Departure**

Provision of shuttle bus services for athletes and team officials between designated sites and their accommodations during the arrival and departure period of the Games. Provision of group bus services for arriving or departing athletes and team officials. The group bus services require advance reservation.

### **Dedicated Bus Services for Team Events (for team events)**

Provision of dedicated group bus services for athletes' teams participating in team events for training and competition. These group bus services require reservation and confirmation.

### **Transport Services for Competitions (for non-team events)**

Provision of shuttle bus services for athletes and team officials participating in non-team events between their accommodations and the applicable competition venues as per the competition schedule.



#### Transport Services for Training ( for non-team events)

Provision of shuttle bus services for athletes and team officials participating in non-team events between their accommodations and the training venues as per the training schedule. These services will stop at 1:00pm on the day of the Opening Ceremony. Athletes who wish to continue to train until later on that day may use an NOC Dedicated Vehicle for their trips to and from the training venues.

#### Transport Services for Spectating

Provision of shuttle bus services for athletes and team officials as spectators between the Athletes' Village and all competition venues as per the competition schedule. Athletes and team officials as spectators of an event or events of their own sports are permitted to use the competition bus service to the applicable venue. However, priority will be given to competing athletes and their team officials.

#### Transport Services for Luggage

The luggage belonging to athletes and team officials should, in principle, be carried by the bus they take. If that is impossible, due to insufficient storage space, a separate vehicle will be provided to transport these items to their destinations.

#### Transport Services between Villages

Provision of shuttle bus services between the Athletes' Sub-villages and the Athletes' Village while the Athletes' Sub-villages are open.



## **Accommodation**

During the Games time, over 10,000 athletes and team officials will be accommodated in the Athletes' Village which boasts 49 apartment buildings consisting of 3,598 apartments. The Athletes' Village will be officially opened on November 5, 2010 and closed on November 30, 2010. It is divided into the Public Area, the International Area and the Residential Area. Separate accreditation is required for entering the three areas.

## **Media**

### **Mixed Zones**

Mixed zones will be set up in the competition venues to facilitate interactions between athletes and the media. As per the requirements of the OCA, athletes must pass through the mixed zones after finishing their competitions, but are not obligated to take the media's questions. Each journalist should complete his or her interview within one minute.

AFs and the competition management teams will provide necessary assistance to ensure that athletes can pass through the mixed zone smoothly.

### **Press Conference**

Generally, a press conference will be organized immediately after each final for the medalists (and coaches/other athletes, if necessary) to meet with the media. The media operation team will usher the participants into the press room. The press



conference will be interpreted in English and Chinese.

## **Medical Services**

All competition and non-competition venues will include athlete medical stations, where professional medical staff as well as ambulances will stand by. The centers provide first-aid service during the period when the competition/training venues are open.

The Asian Games Town will have a polyclinic, providing treatment and consultation across the departments of internal medicine and surgery, including ophthalmology, stomatology, physical treatment, massage, X-rays, pharmacy, etc. It also has an emergency room open 24 hours a day, with ambulances stand-by. Any patients who need further diagnosis and treatment will be transferred to designated hospitals of the Games.

Free medical services will be provided to members of the Asian Games Family during the Games time.



## Weather Information in November

City	Guangzhou	Foshan	Dongguan	Shanwei
Prevailing Wind	N	NNW	NE	NE
Mean Wind Speed (m/s)	1.8	1.9	1.8	3
Maximum Wind Speed (m/s)	13.7	10	8.3	18
Highest Gust (m/s)	22.8	17.3	13.3	26.2
Mean Temperature ( °C )	19.8	19.8	20.1	20.7
Mean Maximum Temperature ( °C )	33.4	32.9	33.6	33.2
Mean Minimum Temperature ( °C )	4.9	4.2	4.5	5.8
Mean Sea Surface Temperature ( °C )				22.3
Daily Mean Relative Humidity ( % )	65.8	68.3	67.6	69
Mean Monthly Rainfall ( mm )	34.8	35.2	32.7	28.3
Maximum Monthly Rainfall ( mm )	144.7	159.8	123.7	487
Maximum 24-Hour Rainfall ( mm )	116.3	78.5	99	273.5
Mean Number of Days with Rain ( days )	5.4	5.3	5.1	3.9



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City	Guangzhou	Foshan	Dongguan	Shanwei
Mean Number of Days with Fog ( days )	0.2	1	0.1	0
Mean Number of Days with Thunderstorm ( days )	0.2	0.2	0.1	0.1
Mean Daily Sunshine ( hours/days )	5.7	5.6	6.3	6.1

( Data based on 2006 to 2008 )



## Competition Technical Information

### Soft Tennis

#### Competition Date and Venue

The Soft Tennis competition of the 16<sup>th</sup> Asian Games will be held from November 13 to 19, 2010 in Tianhe Tennis School.

#### Competition Management

Technical Delegate

Ken – ichi Tanzaki (JPN)

Council member, Asian Soft Tennis Federation (ASTF)

Competition Manager

Wang Guanghe

#### Competition Events

The Soft Tennis competition of the 16<sup>th</sup> Asian Games will consist of seven events: Men's Team, Women's Team, Men's Singles, Women's Singles, Men's Doubles, Women's Doubles and Mixed Doubles.

#### Competition Schedule

Day 1	November 13 (Saturday)			
	Session ST 01	Start: 09:00	End: 17:00	Tianhe Tennis School
	09:00 – 11:00	Women's Team Round 1		
	09:00 – 11:00	Men's Team Round 1		



	11:00 – 13:00	Women's Team Round 2		
	11:00 – 13:00	Men's Team Round 2		
	13:00 – 15:00	Women's Team Round 3		
	13:00 – 15:00	Men's Team Round 3		
	15:00 – 17:00	Women's Team Quarter-finals		
	15:00 – 17:00	Men's Team Quarter-finals		
<b>Day 2</b>	<b>November 14 ( Sunday )</b>			
	<b>Session ST 02</b>	<b>Start: 09:00</b>	<b>End: 19:00</b>	<b>Tianhe Tennis School</b>
	09:00 – 11:00	Women's Team Semi-finals		
	09:00 – 11:00	Men's Team Semi-finals		
	14:00 – 16:00	Women's Team Final		
	16:00 – 18:00	Men's Team Final		
	18:30 – 19:00	Women's Team and Men's Team Victory Ceremony		
<b>Day 3</b>	<b>November 15 ( Monday )</b>			
	<b>Session ST 03</b>	<b>Start: 09:00</b>	<b>End: 17:00</b>	<b>Tianhe Tennis School</b>
	09:00 – 10:00	Mixed Doubles Round 1		
	10:00 – 11:00	Mixed Doubles Round 2		
	11:00 – 12:00	Mixed Doubles Round 3		
	13:00 – 14:00	Mixed Doubles Quarter-finals		
	14:00 – 15:00	Mixed Doubles Semi-finals		
	15:00 – 16:00	Mixed Doubles Final		
	16:30 – 17:00	Mixed Doubles Victory Ceremony		
<b>Day 4</b>	<b>November 16 ( Tuesday )</b>			
	<b>Session ST 04</b>	<b>Start: 09:30</b>	<b>End: 16:00</b>	<b>Tianhe Tennis School</b>
	09:30 – 13:30	Women's Singles Preliminary Rounds		



	09:30 – 13:30	Men's Singles Preliminary Rounds		
	14:30 – 16:00	Women's Singles Quarter-finals		
	14:30 – 16:00	Men's Singles Quarter-finals		
<b>Day 5</b>	<b>November 17 (Wednesday)</b>			
	<b>Session ST 05</b>	<b>Start: 09:30</b>	<b>End: 17:00</b>	<b>Tianhe Tennis School</b>
	09:30 – 13:30	Women's Singles Semi-finals		
	09:30 – 13:30	Men's Singles Semi-finals		
	14:30 – 16:00	Women's Singles Final		
	14:30 – 16:00	Men's Singles Final		
	16:30 – 17:00	Women's Singles and Men's Singles Victory Ceremony		
<b>Day 6</b>	<b>November 18 (Thursday)</b>			
	<b>Session ST 06</b>	<b>Start: 09:30</b>	<b>End: 16:00</b>	<b>Tianhe Tennis School</b>
	09:30 – 13:30	Women's Doubles Preliminary Rounds		
	09:30 – 13:30	Men's Doubles Preliminary Rounds		
	14:30 – 16:00	Women's Doubles Quarter-finals		
	14:30 – 16:00	Men's Doubles Quarter-finals		
<b>Day 7</b>	<b>November 19 (Friday)</b>			
	<b>Session ST 07</b>	<b>Start: 09:30</b>	<b>End: 17:00</b>	<b>Tianhe Tennis School</b>
	09:30 – 13:30	Women's Doubles Semi-finals		
	09:30 – 13:30	Men's Doubles Semi-finals		
	14:30 – 16:00	Women's Doubles Final		
	14:30 – 16:00	Men's Doubles Final		
	16:30 – 17:00	Women's Doubles and Men's Doubles Victory Ceremony		

Note: The competition schedule and the starting time are subject to change in accordance with the final entries.



## Competition Venue

Tianhe Tennis School

There are eight competition courts available.

## Competition Rules

The Soft Tennis competition of the 16<sup>th</sup> Asian Games shall be conducted in accordance with the competition rules of International Soft Tennis Federation (ISTF) and ASTF, in force during the Games time.

In case of any disagreement in the interpretation of the regulations and rules, the English version shall prevail. Any unforeseen cases not covered by the regulations and rules shall be handled with relevant measures adopted by the Technical Delegate, appointed by ASTF.

Any disagreement to the decisions of the Technical Delegate, the appeals shall be conducted in accordance with the appeal procedure stipulated in the relevant regulations.

## Competition Format

### Team Events

There are two stages:

Stage I: round robin in plural groups

Stage II: knock-out system

Each tie shall consist of three matches: two doubles and one singles. The Team winning the two of the three matches will be



the winner.

The order of the matches in any given tie will be as follows:

1. Doubles
2. Singles
3. Doubles

In the round robin stage, all three matches shall be completed. In the knock-out stage, the match will end when a team wins two of the three matches.

The teams ranked the first and second of each group in Stage I advance to Stage II. The top eight teams of each event will be awarded.

All Doubles matches will be played to the best of nine games. All Singles matches will be played to the best of the seven games.

A team shall consist of five players for any given tie, and each player is allowed to complete in only one of the matches of the tie.

The names of the competing players must be registered at the time of submission of the order sheet prior to the tie.

#### Singles, Doubles and Mixed Doubles

There are two stages:

Stage I: round robin in plural groups

Stage II: knock-out system



The players ranked the first and second in Stage I advance to Stage II. The top eight players of each event will be awarded.

All Singles matches will be played to the best of the seven games. All Doubles matches will be played to the best of nine games.

No play-off matches will be played for all events, i. e. there will be two third places and four fifth places.

The competition format is subject to change in accordance with the final entries of teams and players.

The time and place for the Draw Ceremony are to be determined.

## Sport Entries

### Eligibility

Only athletes who comply with the OCA Constitution and Rules, and its By-laws are entitled to participate in the Soft Tennis competition of the 16<sup>th</sup> Asian Games.

### Entry Timeline

The 1<sup>st</sup> Entry ( Entry by Sport ) – Deadline: 24:00 of October 31, 2008 ( Beijing Time )

The 2<sup>nd</sup> Entry ( Entry by Event/Number ) – Deadline: 24:00 of July 31, 2010 ( Beijing Time )



The 3<sup>rd</sup> Entry (Entry by Name) – Deadline: 24:00 of September 30, 2010 (Beijing Time)

#### Entry Policies

Each NOC may enter a maximum of five male athletes and five female athletes.

Singles Events: Each NOC may enter a maximum of two athletes.

Doubles Events: Each NOC may enter a maximum of two pairs of athletes.

Team Events: Each NOC may enter one men's team and one women's team with a minimum of three athletes and a maximum of five athletes of each team.

For the detailed entry policies, please refer to *Sport Entries Manual* of the 16<sup>th</sup> Asian Games.

#### Technical Meeting

Time and Place: TBD

#### Technical Officials

Technical Officials, ISTF certified, shall be appointed and recommended by ASTF.

Jury members, ISTF endorsed, shall be appointed by ASTF.

#### Protests and Appeals

All protests and appeals will be handled according to the regulations and rules of ISTF and ASTF.



## Equipment and Clothing

Equipment used and clothing worn by athletes and other relevant participants in the 16<sup>th</sup> Asian Games Soft Tennis competition must comply with the regulations and rules of ISTF and ASTF.

## Doping Control

Doping Control during the 16<sup>th</sup> Asian Games will be conducted in accordance with OCA Anti-Doping Rules applicable to the Asian Games and will follow the standards and procedures under the World Anti-Doping Programme.

## Gender Verification

Gender verification tests shall be carried out in accordance with the OCA Constitution and Rules, except for those athletes who present a valid certificate of femininity issued by the IOC Medical Commission or the OCA Medical Committee.

## Victory Ceremony

Gold, silver and two bronze medals will be awarded to the athletes/teams ranked the top three of each event respectively. For the team events, each participating athletes of the teams ranked the top three will be awarded with gold, silver and bronze medals.

Fifteen minutes before the Victory Ceremony starts, the medalists shall be escorted to the Waiting Area to get ready for the ceremony. Medalists must wear their NOC official uniforms.

## Sport Information

All sport-specific information for Soft Tennis will be available at the sport information desks. They are located at the competition



venue and at the Sport Information Center (SIC) in the Athletes' Village.

### **Practice Courts**

There are four practice courts available in the competition venue – Tianhe Tennis School.

## **Approval of the Technical Handbook**

The Technical Handbook for Soft Tennis of the 16<sup>th</sup> Asian Games was approved by the Asian Soft Tennis Federation on August 13, 2009.

## **General Contacts**

International Soft Tennis Federation

President: Sang Ha Park (KOR)

Secretary General: Nobuhiro Nishimura (JPN)

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