Dear Heads of the Delegations,

We are just a breath away from the Opening Ceremony of the

Special Olympics World Summer Games
ATHENS 2011

In less than 20 days, we will celebrate the triumph of the human spirit and the willpower of the 7,500 Special Olympics athletes from 171 countries, competing in 22 Olympic-type sports, showing to the world the limitless potential of people with intellectual disabilities.

Athens, the birthplace of the Olympic Games, is ready to welcome you, your team members, delegates, families and guests in this big celebration. The Games Organizing Committee, the Host Towns and Islands around Greece as well as our 25,000 dedicated Volunteers are fully prepared to welcome you in our country.

The Head of Delegation Manual has been a joint effort of different departments of the Games Organizing Committee illustrating the operations and the services designed to meet the needs of the members of your delegations. All information contained in this Manual aims at facilitating your stay in Athens during the Games and to familiarize you and your teams with all aspects of the Games operations. Therefore, we invite and encourage you to thoroughly read this information and to share it with your teams’ delegates.

Appreciating your commitment and dedication to the Special Olympics movement as the Head of your Delegation, we assure you that we remain at your entire disposal for any assistance you may need.

We look forward to welcoming you and your Delegation in Athens in just a few weeks' time to share with you a memorable and enjoyable experience at the SOWSG ATHENS 2011.

Sincerely,

Joanna Despotopoulou
President
Organizing Committee
Special Olympics World Summer Games
ATHENS 2011
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Chapter 1: SOWSG ATHENS 2011, the Host Country and the Host City

1.1 The SOWSG ATHENS 2011 Games

With the support of the Greek State, Athens was successful in winning the bid to organize and host the Special Olympics World Summer Games, which will be held in Athens from June 20 to July 4, 2011.

Some years ago, in 2004, Greece hosted the Olympic and Paralympic Games with great success. By being offered the opportunity to host the 2011 Special Olympics World Summer Games, Greece will be one of the four countries that will have organized the entire range of great Athletic Multiple-sport events. Moreover, the legacy of a widespread international recognition of the successful organization and wonderful presentation of the Athens 2004 Olympic and Paralympic Games has created a unique platform for organizing the most successful Games ever in the Special Olympics’ history, thus uplifting the Special Olympics’ vision and legacy to a superior level.

7,500 athletes with intellectual disabilities from over 180 countries, 2,500 coaches, 3,000 officials and 25,000 volunteers will participate in the Games, while it is estimated that 40,000 athletes’ family members will come to Greece, from every corner of the world, to participate in the celebration of the triumph of the spirit and will-power of our special athletes, who have made tremendous efforts to be part of the sports that, taking place in an atmosphere of respect and general acceptance, will make them happy and proud of their accomplishment. It is estimated that 3,000 media representatives, from all over the world, will be accredited to cover and record the moments of triumph after the effort, and promote the skills and accomplishments of our special athletes.

Apart from the competition, a range of special non-sport events, whose aim is to educate the youth and make the general public aware of issues related to the integration of the “different” in the daily activities of our society, will also be organized. High-profile personalities and celebrities from around the world will contribute to the success of these special events. 22 Heralds of Volunteerism and 13 Goodwill Ambassadors from the communications’ world have already committed themselves to promote the message of the Games. This special campaign has been granted the auspices of H.E. the President of the Hellenic Republic, Dr. Karolos Papoulias.
SOWSG ATHENS 2011 in Numbers

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<td>Technical Officials/Referees</td>
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<td>Volunteers</td>
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<td>Special Olympics Families</td>
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<td>Media Representatives</td>
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<tr>
<td>Special Olympics Villages</td>
<td>Aghios Andreas, Nea Makri, Marathonas South Coast Hotels</td>
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The Emblem

The Emblem of the Special Olympics World Summer Games ATHENS 2011 is a radiant sun; the source of life that underlines the excellence and power of the athlete that takes part in the Games. Excellence is depicted in the olive branch and power in the spiral form in the center of the sun. The colors reflect the Greek landscape and portray emotions like passion for life in the warm red, optimism in the orange, determination in the blue, freedom in the light blue and hope in the green.

The Official Mascot

The Sun is the symbol of optimism, joy and glory. Its light and warmth are considered a source of life and happiness. Greece, widely known for its longlasting sunshine has, since ancient times, worshiped the Sun as God. Its selection as the Mascot of the Special
Olympics World Summer Games ATHENS 2011, aims to convey the message of joy and optimism towards all athletes and welcome them to Greece with a big warm hug.

In the Olympic Games, Apollon, as the god of the Sun, is present only in the Torch lighting ceremony after being called by the High Priestess. In the Special Olympics of Athens, Apollon will be present, spreading its light to all our athletes, while they are competing in the sports fields, by keeping the Flame of Hope alight.

The Slogan

The slogan “I’m in” delivers a dynamic message, which reflects the significance of participation. It is an inspiration, an incentive, an impulse for all of us, volunteers, athletes and guests, as well as the general public, to endorse the values of the Special Olympics Movement.

At the same time, the slogan invites us all to embrace these, truly unique, Games that constitute the biggest international humanitarian, sporting event, hosted by our country in the year 2011.

The slogan is in perfect harmony with the Hellenic philosophy and culture, as we Greeks, as a nation, always rally round for a greater common cause.

1.2 Greece and Athens

Greece is located in south-eastern Europe. It has a population of 11,262,000 people. Greece, a Presidential, Parliamentary Democracy, acceded to the European Union in 1981. Athens is located in the Attica prefecture, in particular in the Attica basin, which is encompassed by Mount Aegaleo, Mount Parnitha, Mount Penteli and Mount Hymettos. Athens, its suburbs and the neighboring town of Piraeus constitute an urban entity (greater urban complex of the capital) with a population of about four million residents.
1.2.1 General Information about the Country and the Host City

Athens, having been inhabited since the Neolithic age, is considered to be Europe’s historical capital. During its long, everlasting and fascinating history the city reached its zenith in the 5th century B.C (the “Golden Age of Pericles”), when its values and civilization acquired a universal significance and glory. Political thought, the arts, theatre, philosophy, science, architecture, among other forms of intellectual thought, reached an epic acme, in a period of intellectual flourishing unique in world history.

Athens undoubtedly constituted the cradle of Western Civilization. A host of Greek words and ideas, such as democracy, harmony, music, drama, art, mathematics, gastronomy, architecture, logic, Eros, euphoria and many others, enriched a multitude of languages, and inspired civilizations.

Throughout the ages, various conquerors occupied the city and erected splendid monuments of great significance, thus creating a rare historical palimpsest.

Endowed with the legacy of its glorious classical past, Athens became the capital of the modern Greek state in 1834. In the next nearly two hundred years, the city developed into an attractive, modern metropolis with unrivalled charm and great archaeological interest.

Today, it offers visitors a unique experience. A “journey” in its 6,000-year history, offers the chance to see renowned monuments and masterpieces of art from antiquity and the Middle Ages, as well as the architectural heritage of the 19th and 20th centuries. Lingering under the brilliant light of the Attica sky to survey the magnificent landscape of either mountainous country or rocky zig-zag coastline in the city environs, you cannot help being in silent awe. The modern infrastructure of the city and the unique verve of its inhabitants are also things to enjoy.

Year-round visitors are fascinated by Athens, one of the most attractive capitals of Europe with its charm lying in the evocation of its sharp contrasts.

1.2.2 Language

Greek, an independent branch of the Indo-European family of languages is the official language. Native to the southern Balkans, it has the longest documented history of any Indo-European language, spanning 34 centuries of written records. Its writing system for the majority of its history, has been the Greek alphabet (though
other systems, such as Linear B and the Cypriot syllabary, were previously used). The alphabet arose from the Phoenician script, and was in turn the basis of the Latin, Cyrillic, Coptic, and many other writing systems.

The Greek language holds an important place in the histories of Europe, the more loosely defined "Western" world, and Christianity; the canon of ancient Greek literature includes works of monumental importance and influence for the future Western canon, such as the epic poems *Iliad* and *Odyssey*. Greek was also the language in which many of the foundational texts of Western philosophy, such as the Platonic dialogues and the works of Aristotle, were composed. The New Testament of the Christian Bible was written in Koiné Greek and the liturgy continues to be celebrated in the language in various Christian denominations (particularly the Eastern Orthodox and the Greek Rite of the Catholic Church). Together with the Latin texts and traditions of the Roman world (which was profoundly influenced by ancient Greek society), the study of the Greek texts and society of antiquity constitutes the discipline of Classics.

### 1.2.3 Weather

Athens has a mild climate, with sunshine more than 260 days a year. The average temperature is:

#### 3rd 10-day of June

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*UTC: Coordinated Universal Time
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<td>25.5</td>
<td>31.2</td>
<td>19.6</td>
<td>2.9</td>
<td>11.8</td>
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<td>44.7</td>
<td>92.0</td>
<td>29.4</td>
<td>36.0</td>
<td>16.8</td>
<td>4.8</td>
<td>11.3</td>
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<td>87.0</td>
<td>26.4</td>
<td>32.2</td>
<td>18.2</td>
<td>3.8</td>
<td>11.3</td>
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</tr>
</tbody>
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*UTC: Coordinated Universal Time

**Source:**
Hellenic National Meteorological Service
Division of Climatology – Applications, Section of Control-Analysis, Archive of Climatological Data

For the latest updates with regards to the weather predictions please visit the official HNMS website (www.hnms.gr).

### 1.2.4 Currency

The national currency of Greece since March 1st, 2002, is the **euro (€)**. Private currency exchange as well as bank exchange locations are available at the Athens International Airport.

### 1.2.5 Religion

The Greek population is composed of 97% of Christian Orthodox and the rest of the population is Muslim, Roman Catholic and Jewish.

### 1.2.6 Electric Current

The standard electric current in Greece is 220V (50Hz) alternating current.

### 1.2.7 Dialing Code

The international dialing code of Greece is ++30.
1.2.8 Time Zone

Athens time is seven hours ahead of Eastern Standard Time, two hours ahead of Greenwich Mean Time (GMT+2:00), and one hour ahead of Central European Time.

1.2.9 Tourist Information and Useful Websites

**Greek National Tourism Organisation (E.O.T.)**
Central Office: 7, Tsoha Str
115 21 Athens, tel. (+30) 210 8707000, (+30) 210 8708088
email: info@gnto.gr
website: www.visitgreece.gr

**Athens International Airport “Eleftherios Venizelos”**
Information center:
tel. (+30) 210 3530445-447, fax: (+30) 210 3532334
email: venizelos@gnto.gr
website: www.aia.gr

**Tourist Police**
A department of the Hellenic Police (EL.AS), manned by specially trained men and women, provides information and assistance to tourists. The Tourist Police are authorized to settle minor disputes between tourists and tourist businesses. Tourist Police speak foreign languages. Officers wear the insignia “Tourist Police” on the shoulder.
For tourist information dial 171 any time and day, at any location in the country.

**Athens Tourist Police Station:**
43-45, Veikou Str, Koukaki
tel. (+30) 210 9200724-26-27-29-30-32

**Piraeus Tourist Police Station:**
Xaveriou Str
tel. (+30) 210 4290664-5

**USEFUL WEBSITES**

GREEK NATIONAL TOURISM ORGANIZATION (E.O.T): www.visitgreece.gr
ATHENS MUNICIPALITY: www.cityofathens.gr

OFFICIAL TOURIST PORTAL OF THE MUNICIPALITY OF ATHENS: www.breathtakingathens.com

MINISTRY OF CULTURE AND TOURISM: Information on archaeological sites and historical monuments: www.culture.gr

MODERN ARCHITECTURE IN ATHENS-ATTICA: www.culture2000.tee.gr

ATHENS ARCHAEOLOGICAL SITES UNIFICATION COMPANY (Ε.Α.Χ.Α.): www.astynet.gr

ATHENS CONVENTION BUREAU (ACB): www.athensconventionbureau.gr

ATHENS NEWS AGENCY: www.ana-mpa.gr

SPECIAL OLYMPICS WORLD SUMMER GAMES - ATHENS 2011: www.athens2011.org

1.2.10 Maps of Greece and Attica Prefecture
1.2.11 Acronyms and Abbreviations

AIA: Athens International Airport
ASF: All-Star Fans
AHOD: Assistant Head of Delegation
APB: Achieving Personal Best
DAL: Delegation Assistant Liaison
DSC: Delegations Services Center
DWC: Delegations Welcome Center
EOT: Greek National Tourism Organization
ELPA: Automobile and Touring Club of Greece
ELTA: Hellenic Post Office
GYAS: Global Youth Activation Summit
GMS: Games Management System
GHQ: Games Headquarters
GOC: Games’ Organizing Committee
HOD: Head of Delegation
HTP: Host Town Program
KTEL: Inter-urban domestic buses
LETR: Law Enforcement Torch Run
LOC: Local Organizing Committee (Host Town Program)
MedOC: Medical Operations Center
MMC: Main Media Center
MVP: Most Valuable Player
OAKA: Athens Olympic Sports Complex
OASA: Athens Urban Transport Organization
OSE: Hellenic Railways Organization
OTE: Hellenic Telecommunications Organization
SEF: Peace and Friendship Stadium
SID: Sports Information Desk
SOI: Special Olympics International
SOV: Special Olympics Village(s)
SOWSG: Special Olympics World Summer Games
UDAC: Uniform Distribution and Accreditation Center
**USE:** Unity Sports Events  
**VAPP:** Vehicle Access and Parking Permit  
**VMC:** Venue Media Center  
**3PL:** Third Party Logistics Provider  

### 1.2.12 Key Dates and Deadlines

<table>
<thead>
<tr>
<th>Date</th>
<th>Subject / Action</th>
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<tbody>
<tr>
<td>March 2010</td>
<td>Formal Invitation to SOWSG ATHENS 2011 by the President of the Organizing Committee</td>
</tr>
<tr>
<td>March 2010</td>
<td>Delegation Services Department Start Operations</td>
</tr>
<tr>
<td>14-18 October 2010</td>
<td>HOD Seminar</td>
</tr>
<tr>
<td>15 October 2010</td>
<td>GMS Exchange / Paper Registration begins</td>
</tr>
<tr>
<td>1 March 2011</td>
<td>Registration Deadline</td>
</tr>
<tr>
<td>1 May 2011</td>
<td>Last day to Activate Alternates (Substitutes / Reserves)</td>
</tr>
<tr>
<td>15 May 2011</td>
<td>Deadline for Additional Staff (AS Staff) registration payment</td>
</tr>
<tr>
<td>9 June 2011</td>
<td>The lighting of the “Hope of Flame” in Pnyx, Athens</td>
</tr>
<tr>
<td>9-25 June 2011</td>
<td>Torch Run</td>
</tr>
<tr>
<td>20-24 June 2011</td>
<td>Host Town Program</td>
</tr>
<tr>
<td>25 June 2011</td>
<td>Advanced HOD Meeting</td>
</tr>
<tr>
<td>25 June 2011</td>
<td>Opening Ceremony of the SOWSG ATHENS 2011</td>
</tr>
<tr>
<td>26 June-3 July 2011</td>
<td>Competition</td>
</tr>
<tr>
<td>4 July 2011</td>
<td>Closing Ceremony of the SOWSG ATHENS 2011</td>
</tr>
</tbody>
</table>
Chapter 2: Pre-Departure Information

2.1 Distribution of Credentials and Baggage Tags

Delegations will receive their official Games credential together with a number of SOWSG ATHENS 2011 baggage tags (3 tags per delegate) by post, in June 2011. The GOC kindly asks all members of the Delegations to wear their credential when they arrive in Athens for the Games and to have attached the official baggage tags to each piece of their baggage.

2.2 Freight Forwarding

The ATHENS 2011 GOC has appointed an experienced Freight Forwarder and Third Party Logistics Provider (3PL) who will deliver all Logistics related services on behalf of the GOC. By the end of May 2011, all Delegations will be notified about the 3PL/Forwarder’s details, in order to be able to establish a direct contact, in case needed. It should be clear that the related costs will be invoiced directly to the Delegations. The Delegations can choose to use the GOC’s Logistics Provider/Forwarder but it is not mandatory, as they can choose to be served by another provider.

WHERE:
Every Delegation can arrange with the Logistics Provider/Forwarder to receive their equipment in the Special Olympics Village and the Central Warehouses. It is highly recommended to receive the sport equipment through the central warehouse of the Logistics Provider/Forwarder in order to primarily check the quantity and quality and arrange for the delivery in the Competition Venue in the timeframe after the Host Town and before the beginning of the Competition Schedule.

WHEN:
**Competition Venues:** 1 – 2 days before the beginning of the competition schedule.
**Special Olympics Village:** by June 10th, 2011.
**Logistics Provider/Forwarder’s Central Warehouse:** at the Delegations’ convenience.

It is important that the GOC’s Delegation Services department and the Logistics department are informed in advance about the Logistics Provider/Forwarder that will be chosen by each Delegation.
For the return of the equipment to the countries of origin, the same procedure has to be followed.

2.3 Customs and Quarantine

The 3PL/Forwarder will also be the entity specified by the GOC to provide the Delegations with clear and concise information about various customs issues, such as problem areas to avoid, routing information for smooth import/export, handling procedures and associated costs.

The details of the Logistics contractor are:
Company Name: GOLDAIR CARGO SA
Address: Thessi Rykia, 193 00 Aspropyrgos Attiki Greece
Web Site: www.goldair-cargo.com

International FF Services Contact Person : Dimitris Raptis
Tel: +30 211 1804237 or 246
Fax: +30 211 1804249
Mob: +30 695 9998211
E-mail Address: draptis@goldair.gr

Warehousing Services Contact Person: Eleni Anemogianni
Tel: + 30 2111808400
Fax: + 30 2111808423
E-mail Address: eanemog@goldair.gr

The Delegations can choose to use the GOC’s Logistics Provider/Forwarder but it is not mandatory, as they can choose to be served by another provider. If the Delegations choose to use the 3PL/Forwarder appointed by the GOC, he will undertake the formalities and procedures for the transport and customs clearance of imported and exported goods, storage services at its facilities in Athens, and distribution and logistics services during the Games. A full description of all the instruments and equipment to be sent will enable the 3PL/Forwarder to cooperate with each Delegation or with each Delegation’s representative directly, to ensure compliance and the smooth importation of their goods to Greece.

In any cases and even if the appointed provider will be used, the GOC needs to be
informed prior to the shipment of the goods, with all the shipment details and the estimated time of arrival to Athens, in order for the GOC to be able to assist and proactively offer solutions to difficulties that might occur.

2.4 Useful Travel Tips

✓ Do not forget to put the **ATHENS 2011 baggage tags** sent to you along with the Delegation credentials on all baggage. Each baggage should also be marked by the name of the owner and the SO Program, *for example Marios Mpakamis, SO HELLAS*.

✓ You could also put tape over the closure to prevent tampering by baggage handlers. Do not put your valuables in baggage you check; e.g. jewelry, cameras, watches. Remove old airline destination tags.

✓ Use your home or business address on your baggage tags. It is also useful to include a telephone number as well.

✓ It is recommended that the HOD appoints a person responsible for keeping track of all baggage for his/her Delegation.

✓ It is recommended that individuals and/or coaches have a carry-on bag with essential documents/medications, etc.

✓ Never leave your baggage unattended in public areas especially in airports and never accept packages from strangers. Do not handle or stand close to unattended bags or items.

✓ Never accept gifts or packages from unknown parties to carry out of the country and deliver or mail to someone they know.

✓ **Make sure you have a signed, valid passport (and any visas, if required) along with any other valid travel documents indicated by your airline.**

✓ Make two copies of your passport identification page. This will facilitate replacement if your passport is lost or stolen. Leave one copy at home with friends or relatives. Carry the other with you in a separate place from your
passport. HODs should carry with them a copy of all Delegation members’ passport.

✓ Wherever you travel it is always worthwhile making a note of where your local embassy or consulate is located. You can find all the information about Embassies here:


2.5 Accompanied Baggage and Carry-on Items

Customs control of articles carried in accompanying baggage takes place at the first Customs Entry Point into the country. In case of Greece kindly be reminded that Customs control will take place at the first Customs Entry Point into the European Union. For those coming directly to Greece from a non-EU origin, Customs Control will take place at the first Customs Control Point in Greece.

1) On entry into Greece, personal items of the traveler intended for personal use and due to be re-exported upon departing the country, are eligible for temporary import status and are exempt from applicable duty and tax.

2) Articles for the personal use of the traveler or of a member of their family, or to be given as presents, the value of which does not exceed €175, may be imported duty and tax-free. The articles listed below may also be imported tax-free provided they do not exceed the permitted individual quantities per passenger:

   a) Spirits and spirituous liquors (for travelers over 17 years of age):
      i) Drinks with more than 22% alcohol by volume (whisky, vodka, &c); denatured ethyl alcohol at least 80% by volume: 1 liter; or
      ii) Drinks with 22% alcohol or less by volume; sparkling wines, liqueur wines, wine-based aperitifs: 2 liters; or
      iii) A proportionate combination of the products listed in a) and b) above.
      iv) Stabilized wines (wines ready to drink): 2 litres

   b) Tobacco products (for travelers over 17 years of age):
      i) Up to 50 cigars or 100 cigarillos, (with a maximum weight of 3 grams apiece), or
ii) 200 cigarettes; or
iii) 250 grams of tobacco; or
iv) a proportionate combination of these various products.

c) 50 grams of perfume; 0.25 litres of eau-de-cologne

d) Medicines in a quantity corresponding to the personal needs of the traveler for as long as he or she remains in the country. A prescription or doctor’s letter must accompany these.

3) Products not fulfilling the conditions of eligibility for temporary import or for duty-free delivery must be declared on entry and the appropriate duties and taxes must be paid.

Specifically, in the framework of the preferential agreements for products that are not imported by way of trade, it is not required to submit a certificate of origin, either for the products which are sent as small packages between private persons, or for goods which are included in the travelers’ personal baggage.

2.6 Importation of Pharmaceuticals and Drugs

2.6.1 Medicines

The Hellenic National Pharmaceutical Organization (EOF) permits visitors to carry medicines required for their own use or consumption for as long as they are in Greece. Only the quantity of medicinal dosage required while in Greece may be imported. The team’s doctor or trainer must certify by medical prescription, for each case, the medical dosage, medicines and medical instruments.

The medicine details, i.e. the name of the person using the product, and the dosage must all be written in English. Permission from EOF is required for importation of quantities in excess of those that may reasonably be brought by an individual. If Hellenic Customs do not agree with the quantity of medicines being imported, the consignment may be subject to refusal, delay or confiscation. In any case GOC staff and volunteers will assist the HODs to fill out the necessary forms, if needed.
2.6.2 Medical equipment

In case a Delegation wishes to import any kind of medical equipment, the Head of Delegation should have notified the GOC well in advance (January 2011), stating the type, number and technical specifications of such equipment.

2.6.3 Drugs

Possession, importation, transport, storage, supply, processing, circulation and trading of drugs and psychotropic substances are forbidden. Under certain circumstances their importation is allowed for medical reasons, following a medical prescription in the English language.

Furthermore, as per Article 75 of the Application Convention of the Schengen Agreement (http://europa.eu/legislation_summaries/justice_freedom_security/free_movement_of_persons_asylum_immigration/l33020_en.htm), transport of drugs and psychotropic substances is permitted within the Schengen area for personal use, as part of a therapeutic treatment following a medical prescription and provided that the bearers must show at every inspection.

2.7 Insurance

General Liability
Liability Insurance offers financial protection against any lawsuits brought against the GOC, which may result from persons being injured or their property being damaged through the negligent acts of the GOC.

The insured parties are the officially credentialed participants.

The policy will provide coverage for suits filed anywhere in Greece. General liability coverage will be in place from the first date of operation through to the dissolution of the games.

Participant’s Accidents Coverage
GOC, in conjunction with the relevant government agencies, has agreed for the provision of free hospital care and treatment, equivalent to that which would be given to a public patient in a public hospital, to the Special Olympics accredited
members in a hospital that is part of the designated Special Olympics Hospital Network. Free outpatient services and free medication are also to be provided during the hospital stay. The coverage is valid throughout the duration of the Games.

The insured parties are the officially credentialed participants.

A Covered Event is any scheduled activity authorized, organized and supervised by the Named Insured including travelling to/from and/or participating in any Games activities (including those in the delegations accommodations). 24-hour coverage is required while at the Games, including-- but not limited to--travelling to/from the event.
Chapter 3: Arriving in Athens

3.1 Arrival at the Athens International Airport “El. Venizelos”

The GOC expects that the majority of the Delegations will arrive in Athens through the Athens International Airport (AIA) “Eleftherios Venizelos”.

Athens International Airport is the only International Airport covering Athens and the greater Attica Area. For more information please visit: www.aia.gr and review the included Airport maps and related information for travelers.

3.2 Airport Meet and Greet

On arrival at the Athens International Airport, the GOC staff and volunteers (including DALs) will meet and greet Delegation members right after their disembarkation and will escort/direct them to the Delegation Welcome Center, soon after having completed all the necessary airport formalities.

3.3 Passport Control

Any passenger arriving in a Schengen country from a non-Schengen is subject to Immigration and passport control. This procedure happens at the first point of entry in the countries covered by the Schengen Treaty (http://europa.eu/legislation_summaries/justice_freedom_security/free_movement_of_persons_asylum_immigration/l33020_en.htm).

Athens International Airport has two main arrival halls, the one servicing flights arriving from within the Schengen area (Intra Schengen flights), the other servicing flights arriving from outside the Schengen area (Extra Schengen flights).

Those Delegations arriving on Extra Schengen flights will proceed to the Immigration Clearance before they retrieve their baggage. There will be dedicated ATHENS 2011 Immigration Booths for Delegations in order to facilitate the smooth processing of the athletes, coaches and delegates. Appropriate signage as well as GOC staff and volunteers will assist Delegation members in recognizing the ATHENS 2011 dedicated Immigration booths.
Arrival at the Athens International Airport (AIA)
Process Diagram

Intra Schengen Arrivals

1. AIRCRAFT
2. MEET and GREET BY ATHENS 2011 STAFF and VOLUNTEERS
3. BAGGAGE RECLAIM

Extra Schengen Arrivals

1. AIRCRAFT
2. PASSPORT CONTROL
3. BAGGAGE RECLAIM

ATHENS 2011
DELEGATION WELCOME CENTER
3.4 Baggage Claim

Airlines and their respective ground-handling agents are responsible for baggage handling and delivery at Athens International Airport (AIA).

The GOC will provide Delegations with the official SOWSG ATHENS 2011 baggage tags that Delegation members must attach to each piece of their baggage. Delegations are kindly asked to limit their baggage to two bags per person. Baggage tags will be shipped to Delegations along with their respective credentials. Additional tags may become available upon request.

Delegation members should recover their baggage directly from the carousel at the baggage claim area on the ground level of the Passenger Terminal. It is recommended that the HOD appoints a person responsible for the count of the bags of his/her Delegation.

3.5 Lost and Found

In the event of mishandled, damaged baggage or lost/undelivered baggage, Delegation members will follow their airline process, lodging paperwork. ATHENS 2011 staff may assist with the completion of this paperwork as required. In case of lost/undelivered baggage, please bear in mind that it is the responsibility of the HOD to follow-up the case with the appropriate handling agent. The undelivered baggage will not be delivered at the Host Town or the Special Olympics Village or other accommodation sites by the GOC. It is HOD’s responsibility to make all necessary arrangements with the respective airlines for the collection of the baggage on behalf of his/her delegation.

For items lost in the Terminal areas, please contact Airport Lost Property, operated by the Hellenic Police. The office is located at the Arrivals Level (public area) next to the Post Office and operates on a 24-hour basis.

GOC staff will be present at the baggage claim area to facilitate this process.

3.6 Transfer to the Delegation Welcome Center (DWC)

A shuttle bus service will connect the Athens International Airport and the DWC.
After the baggage claim, delegations will be escorted/directed to the Bus Loading Zone by ATHENS 2011 volunteers. Delegates will be assisted with loading their baggage on the bus, as well as getting onboard. The travel time between the AIA and the DWC is 10mins.

3.7 ATHENS 2011 Delegation Welcome Center (DWC)

The Delegation Welcome Center (DWC) will operate in the Metropolitan Expo Center, close to the Athens International Airport.

The DWC will facilitate all the members of the official Delegations with the following services:
- Reception of Delegation members
- Delegation Registration Confirmation Procedure
- Real Time Credentialing of the Delegations (only for cases of loss/damage/change)
- Handover of documentation and equipment
- The forwarding process to the Host Towns.

While Delegations are waiting for their departure to the Host Town destinations, GOC staff and volunteers will assist Delegations members and will provide:
- Light snacks, water and refreshments.
- Entertainment activities and shows.
- Medical services.

3.8 Important Notices

Family members arriving on the same flight with the Delegations will be separated from the official Delegation and will not be transferred to the DWC. There will be dedicated ATHENS 2011 staff with appropriate signage, who will provide information and guidance for families.
Chapter 4: Host Town Program (HTP)

The Host Town Program (HTP) for the Special Olympics World Summer Games Athens 2011 will take place four days prior to the Opening Ceremony of the Games, between June 20th and June 24th 2011 and it is limited to athletes and official Delegation members only.

Over 180 SO Programs of more than 10,000 people, athletes, coaches and escorts, will be hosted throughout Greece in different cities and islands.

The Delegations should have planned their trip to Greece and communicated the arrival/departure details well in advance, in order to give to the GOC the opportunity to organize and finalize on time the transportation program to the Host Towns.

As presented at the HOD Seminar (Athens, 14-18 October 2010) the Delegations scheduled to travel to the Greek islands (Rhodes and Crete) have to have arrived to Athens by June 19th, before 16:00 p.m. The Delegations scheduled to travel to the mainland and Cyprus, have to have arrived to Athens by June 20th, before 13:00 p.m.

The Delegations will arrive at the Athens International Airport (AIA) and will be transferred to the Host Towns accompanied by the Delegations Assistant Liaison (DALs), after the completion of the registration formalities at the Delegations Welcome Center (DWC).

The Local Organizing Committees (LOCs) will prepare a schedule of events and activities, providing the participating Delegations with the opportunity to experience Greek Hospitality.

The schedule of the events and activities organized by each LOC will be communicated to the Delegations before their arrival in Greece.

4.1 Purpose of the Host Town Program

- To create a strong network of cities and islands capable of hosting all the participating delegations.
- To offer the opportunity to the Delegations to enjoy warm Greek hospitality, customs and traditions.
- To create public awareness of intellectual disabilities and promote the Special Olympics spirit all over Greece.
To familiarize the athletes with the new environment.
To get practice and training prior to the Games.

4.2 Arriving directly in the Host Town

- It is advisable that the Delegations travel directly (by road or air) to the Host Town in order to avoid additional travelling time.
- The Delegation Registration Confirmation Formalities for the Delegations travelling directly to the Host Town will be completed upon arrival in the Host Town by the HODs and the DALs in cooperation with the Delegations Services Department of the SOWSG ATHENS 2011 GOC.

4.3 Transportation to the Host Town from Athens

- The Delegations will be transferred to the Host Towns after the completion of the registration formalities at the Delegations Welcome Center (DWC), accompanied by the Delegations Assistant Liaisons (DALs).
- The Delegations will be transferred to the Host Towns by coaches, by ship, or a combination of both.
- Lunch boxes will be provided to delegations for their journey to their Host Town (ref: chapter 5.3).

4.4 Delegations’ welcome in the Host Town

Upon arrival at their Host Town, the Delegations will be welcomed by the Local Organizing Committee (LOC) and the Local Authorities.

4.5 Services provided at the Host Town

The following services will be provided to the Delegations through the operation of the Local Organizing Committees:

- Welcome upon arrival.
- Accommodation in 1st class hotels, in two, three or four-bed rooms. Most of the hotels are located by the sea.
- Three meals a day i.e. breakfast, lunch and dinner, with menus of Greek cuisine respecting cultural restrictions.
• A parallel program of events and activities, such as sightseeing or visits to archaeological sites will provide the Delegations with the opportunity to discover Greek Culture and to get together with the local communities.

• Practice and Training will be organized according to the available sport facilities.

• Medical Services will be provided by the Local Health Authorities. Every Local Organizing Committee has at least one medical doctor as a member who will be in touch with the Athens 2011 Medical Operation Center.

• Transportation during the Host Town Program will be offered by local providers assigned by the LOC.

4.6 Transportation from the Host Town to Athens

The Delegations will be transferred from the Host Towns to Athens by coaches, by ship, or a combination of both.

4.7 Policies

• The Host Town Program applies to athletes and official Delegation members only.

• In case family members want to travel to the Host Town, they will be responsible for their own transportation, accommodation and catering arrangements. The travel agency assigned by SOI and cooperating with the GOC can assist family members.

• The GOC is offering hospitality during the Host Town Program from the 20th to the 24th of June. In case of early arrivals at the HT (before the 20th of June), the GOC will not be responsible for any costs related to accommodation for the extra nights, catering or transportation.

4.8 Host Town Assignment

The Host Town Program will operate throughout Greece in a total of over 40 cities and islands (see relevant map) and in Cyprus.
Chapter 5: Games Services

5.1 Special Olympics Village / Accommodation

5.1.1 Accommodation Assignments

During Games time, Delegations will be accommodated in several locations, of similar standards and consistent level of service. All selected accommodation is in areas that are safe, with convenient access to venues, offering adequate and clean quarters for all Athletes, Coaches, and Delegates.

To avoid extensive commuting, Delegations will be placed as close as possible to their competition venue. Delegations who participate in Sports that take place in both Northern (e.g. OAKA Complex, Schinias Olympic Rowing and Canoeing Center, Markopoulo Equestrian Center, The American College of Greece: DEREE, & Blanos Sports Park) and Southern competition venues (Hellinikon Complex, SEF, Glyfada Golf Course) will be split between accommodation areas located in the North and the South. A third split may occur, if a delegation also competes in Football, given that a separate Football district will be created as well. Every effort will be made to limit the separation of the delegations to a maximum of three locations.

Specifically, three separate areas will be used to accommodate delegations:

1. **Accommodation Area I: North/Eastern Accommodation Venues.**
   1a) **Aghios Andreas complex**: One of the locations where Delegations will be housed is the Aghios Andreas complex, located in the eastern area of Athens at the seaside town of Aghios Andreas, located 40 km away from OAKA complex. Within Aghios Andreas there are seven different camps that consist of a complex of villas and low-rise buildings surrounded by pine forests of approximately one million square meters. It features a beautiful sandy-beach, movie theatres, outdoor cafes, and various sports facilities.

   1b) **Golden Coast Resort**: The Hotel is situated on the popular Marathon Beach. The village of Marathon is 7km away and Athens is less than an hour’s drive. Units comprise studios for 2, 3 or 4 people.

Delegations that are participating in the following sports will be accommodated in the above **North/Eastern Accommodation Venues**:

- Aquatics AQ
- Athletics AT
2. **Accommodation Area II: South/Western Accommodation Venues.**

Delegations will also be accommodated in various hotels located in the south/western area of Athens, in close proximity to the Southern Competition venues.

Delegations that are participating in the following sports will be accommodated in the above **South/Western Accommodation Venues**:

- Badminton BD
- Bocce BC
- Cycling CY
- Golf GF
- Gymnastics GY
- Handball HB
- Roller skating RS
- Softball SB
- Table Tennis TT

3. **Accommodation Area III: Football Accommodation Venues.**

Teams that are participating in Football will reside in hotels in a separate Football District, located again in the South/Western part of the city, for close proximity to the Hellinikon Competition venue.

Accommodation Services will assign housing based on a number of factors. Specifically, males and females will be allocated in separate rooms. Members of different Delegations will not be housed in the same room. Each HOD and Assistant HOD will be allocated in single rooms. If a Delegation is housed in two different locations, then the Delegation will be asked separately for its preferred HOD location.
Every effort will be made to house the GOC appointed DALs in close proximity to the Delegation.

Wheelchair accessibility will also dictate placement of Delegations according to the total number of wheelchair athletes and team officials.

The final allocation will occur once the GOC has determined the exact team size, at which point it will be communicated to all Delegations.

5.1.2 Accommodation Arrangements

Accommodation will be available free-of-charge to assigned Delegations from June 24th, 2011, until July 5th, 2011, 12.00 midday, one-day after the Closing ceremony. Any accommodation requirements outside of these dates will be at the expense of the Delegation.

All accommodations will be open 24 hours a day for persons with appropriate credentials only. Access control, security staff shall be on duty at all times. Each room will have a bed(s), chair, drawers, overhead light, trash/garbage receptacle and clothes hanging space. Air-conditioning units will be available.

5.1.2.1 Bathrooms and Showers

One bathroom with one shower, one sink and one toilet per four (4) Delegation members will be available. All bathrooms will include trash/garbage receptacles and mirrors. Each shower will have curtains. The bathroom and shower floor will not be slippery and it will be easy to clean.

**General Bathrooms Guidelines:**

Please ensure that all of the members of the delegation bring their own toiletry supplies such as soap, shampoo, toothbrushes and toothpaste.

- Always turn on the cold water tap first to avoid scalding.
- No electrical appliances may be used in the bathrooms.

5.1.2.2 Linens and towels

Every bed will have a clean mattress and a set of linen when the Delegations move in. A linen package will include a flat sheet, fitted sheet, pillow case and pillow. The linen will be changed every five days. Extra linen, as well as mattress protectors will be available from the Front Desk and can be requested by the HOD. Every Delegation
member will have two towels available. Towels will be changed every second day. Extra towels will be available from the Front Desk on a one-for-one exchange basis.

**5.1.2.3 Housekeeping**

A light cleaning of the bedrooms, bathrooms and common areas will take place daily. A more in-depth cleaning will take place every fifth day, while all common areas will be cleaned daily, or as needed. Trash will be removed daily.

**5.1.2.4 Meetings Rooms**

A meeting room that can be booked by Delegations will be available within each accommodation area. For reservations, Delegation members will need to complete a Meeting Room Request Form, available from the Front Desk, prior to their use of a meeting room.

**5.1.2.5 Facilities for Leisure Activities**

Space for leisure activities – such as watching television, playing games and relaxing – will be available within each accommodation venue for the Delegation members. In addition, entertainment activities will take place at each accommodation venue (ref. Chapter 11.5.2).

**5.1.2.6 Security and Access Control**

All entrances into the Delegation accommodation area will have 24-hour access control for the duration of the Games. Only persons with appropriate credentials will have access.

**5.1.2.7 Dining Facilities and Meals**

The GOC will provide free-of-charge nutritious meals, beverages, and refreshments on a regular basis, in each accommodation venue.

The capacity of the dining facilities will depend on the layout of the accommodation venue. Each dining facility will have sufficient capacity to efficiently serve all the residents with minimum waiting time. The location of the dining facilities will be within walking distance of accommodation venues.
Three meals a day will be provided in each accommodation: Breakfast will normally be served between 5:45 – 9:00, lunch between 13:30 – 16:30 and dinner between 19:00 – 22:00. In some cases, these times may change to suit competition schedules, or other Games related activities, ref. chapter 5.3

5.1.2.8 Medical Services

The Medical Services team will provide professional and prompt first aid and medical care at all accommodation sites.

Their task will be to provide emergency medical services to Athletes, other Delegation members, Special Olympics International representatives, and other people involved in the Games.

The Medical Operation Center (MedOC) will operate on a 24-hour basis directly addressing issues such as emergency transfers to a hospital.

5.1.2.9 Access to Banks, Merchandise Vendors, etc.

Delegations will have easy access to Games merchandise vendors, a bank and post/mail services from each accommodation venue.

5.1.2.10 Delegation Services Center / Front Desk / Sports Information Desk

Delegation Services Center (DSC)

Delegation Services Centers (DSCs) will be available at every accommodation site; they will be centrally located for easy access and will be Delegations’ first point of reference for any need.

Their primary function will be to provide Delegations with general information and assistance. In the DSC, HODs or assisting personnel may submit their Issue Reporting Forms or report any other issue related to the Games.

The DSC will be set up in all Special Olympics Villages and will operate from 07:00 – 23:00 daily.

In the DSC the following services will be available:

- Access to a PC with Internet Access, printer, photocopiers
• Access to Language Services (ref: chapter 9)
• Pigeon-Holes for all Delegations
• Notice Board
• Issue Reporting Forms
• Delegations will have Internet Access in the Accommodation areas, where available (Wi-Fi Hot Spots) (ref: chapter 7)

Front Desk

The Front Desk will operate 24 hours a day and will be the first point of contact for each resident in all matters relating to the Accommodation Venue activities and services. Staff operating this service will have a thorough knowledge of the SOWSG ATHENS 2011 operating procedures and policies. Key services offered therein will include:

• Coordination of arrivals and departures
• Allotment of rooms
• Key distribution and collection
• Answering questions about room facilities and their usage
• Maintenance of room registers and authorization of room changes
• Booking of meeting rooms
• Coordination of housekeeping requests
• Coordination of maintenance requests
• Tracking lost property
• Providing information about other services

Sports Information Desk

All information distributed at the Sports Information Desk at the competition venues will also be distributed to the pigeonholes/trays at the appropriate Sports Information Desk at the Special Olympics Villages and Accommodation Venues. For information about the services provided at the Sports Information Desk, please refer to chapter 10.5

5.1.2.11 Check-in and Key Distribution

All rooms will be pre-allocated in co-operation with the HOD or AHOD. The HOD or AHOD will receive the keys for the entire Delegation, once he/she completes the allotment process for his Delegation on arrival, at the accommodation. For the safety
of each person, it is essential that Delegations should adhere to the pre-allocated rooms, and inform the staff at the Front Desk if any changes occur after the allotment process.

Accommodation staff will assist Delegation members with their baggage, where necessary, and will direct them to their rooms. All baggage must be clearly marked with the name of the owner together with the name of the delegation.

When keys have been issued to a Delegation at check-in, they will remain in the Delegation’s possession for the duration of their stay until check-out. In case a key is reported lost, every effort will be made to replace it as soon as possible. A Lost Key Replacement Form must be filled-in and signed by the HOD and brought to the Front Desk, before a new key can be issued. The Delegation will be responsible for any incurred costs. Access to the room will be gained by master key, once credentials have been checked.

Room Register/Changes

An up-to-date room register must be maintained by the Front Desk at all accommodation venues and no unauthorized changes will be allowed. Requests for room changes must be completed on the Room Change Request Form and handed to the staff at the Front Desk. The HOD will be informed of all authorized room changes and an exchange of room keys will take place.

5.1.2.12 Accommodation Venue Policies

- Alcohol and tobacco are strictly prohibited in all accommodation venues.
- Perishable food items are prohibited in bedrooms.
- Tampering with a fire alarm is prohibited.
- Please keep the accommodation venues quiet and clean.
- Family members will not be allowed access to accommodation venues. There will be no designated common areas to meet athletes in accommodation venues. All Family members in emergency cases have to comply with the GOC visitation policy.
- Delegations will be liable for covering the cost of any damage to property of the accommodation venues caused by their members.
- Access will be strictly enforced in accommodation venues, and the GOC accepts no responsibility for inconvenience resulting from failure to display
credentials.

- Access to pools and beaches is prohibited for all members of Delegations without the supervision of the HOD or an experienced designated by the HOD person.

5.1.2.13 Check Out

Check out will take place on or before **July 5th, 2011 for all Delegations, by 12.00 midday**. Delegations unable to travel on this day will be responsible for additional costs incurred by extending their stay in hotels of their choice. The GOC will not be able to accommodate Delegations after the previously mentioned date.

The HOD or nominated person(s) from a Delegation will be responsible for collecting keys from the entire Delegation and for signing them over to a member of the Delegation Service Center Desk/Front Desk, at least two hours before their departure. Delegations should allow sufficient time on the day of departure to collect all keys and to ensure that the handover procedure is completed.

Delegations will be liable to cover the cost of any damage to property of the accommodation venue caused by any of their Delegation members. An inspection of all rooms will take place by the accommodation team and a representative from the Delegation, before check-out is completed.

Departure from Accommodation

Delegations must inform the GOC of its departure time and the number of persons and baggage at least 48 hours before its departure, so that transportation may be arranged accordingly. By mid-week of the Games, the GOC will arrange a session during an HOD meeting, in order to describe and analyze the Departure's operating plan guidelines.

All baggage must be bound or wrapped safely and carry tags displaying clearly the name of the delegation, name of the owner, flight number and destination.

If bags are left behind in the venue, the delegation will incur the cost of transport to the airport or any additional flight costs.

**Floor Plan (Village and Accommodations)** - Aghios Andreas area
5.2 Games Transportation

The GOC will provide all credentialed participants of the SOWSG ATHENS 2011 with transportation services, according to their respective Transport entitlement. These services are designed to meet each participant’s essential needs with the highest efficiency, safety and convenience.

5.2.1 Transport Policies

5.2.1.1 Exclusive Delegations Transport Services

All transportation services that Delegations will be provided with, by the GOC during the SOWSG ATHENS 2011 will be exclusively available only to Delegations members, DALs and designated GOC staff, with the appropriate transport privilege (T4) in their credential.

No other Games participants will have access to the Exclusive Delegations Transport Services.

The Exclusive Delegations Transport Services will connect Delegations’ accommodation sites with Sports Venues and transfers during:

- The arrival/departure phases
- The departures and arrivals to/from host towns
- The Opening/Closing Ceremonies

Note: During the stay in the Host Town, transportation will be offered and managed locally by the Host Town’s Local Organizing Committees.

5.2.1.2 Public Transport

Free of charge access to public transport has been arranged for all Games Credential holders with the appropriate transport privilege (T5) in their credentials.

This includes all ground public transportation Network of Athens, consisting of Metro, public buses, Tram, Trolleys and suburban rail to/from the Athens International Airport, which are under the umbrella of the Athens Urban Transport Organization (OASA). For more information please visit: www.oasa.gr
**Athens Public Transportation Network**

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5.2.1.3 Venue Access and Parking

Access and parking at Venues will only be allowed to vehicles bearing the appropriate Vehicle Access and Parking Permit (VAPP) endorsed by the SOWSG ATHENS 2011 Organizing Committee.

Delegations’ own buses will not be allowed to access and park at any Venue. However, on the days of arrival and departure, temporary permits will be endorsed by the Special Olympics Village Transport manager for disembarkation and embarkation of the Delegation members, respectively.

The above mentioned temporary permits will be endorsed on site, upon the arrival of the Delegation (by their own bus).

Access to Venues will be controlled by Hellenic Police at each Venue Access point, while parking in the appropriate and/or designated areas inside the Venue perimeter will be controlled by GOC Transport staff.

Additional cars hired by delegation members, will not be guaranteed access and parking.
5.2.2 Transport Arrangements

5.2.2.1 Official Delegations

Heads of Delegation:
Heads of Delegations, with the appropriate transport privilege (T1) in their credentials, will be offered a designated car and a volunteer driver.

The designated car will be available at each HOD’s respective accommodation site upon their arrival in Athens from the Host Town.

The provided car will be at the HOD’s disposal from 06:30 till 20:30 and it is only allowed to be driven by the assigned drivers, with a mid-day break between 13:00-14:00 for shift changing.

The provided car can only be driven within the limits of Attica County - Athens greater area - including the venues of Schinias Olympic Rowing & Canoeing Center (for kayaking), Schinias Sailing Academy (for Sailing and Open Water Swimming) and Markopoulo Olympic Equestrian Center.

Other members of official Delegations:

- **Arrival and Departure**: Dedicated loading zones will be set up outside the Airport Terminal for the embarkation of Delegations, upon arrival and transfer to the Delegation Welcome Center (DWC). GOC staff and volunteers will facilitate the embarkation of Delegations at these zones.

  During the departure phase, private coaches will be available for the transfer of official Delegations from their respective accommodation to the Airport, Port or Stations. GOC staff and volunteers will facilitate the embarkation of Delegations at the loading zones at the respective accommodation sites.

- **Host Town Program**: Transportation services, with private coach, will be available to Delegations members for their transfer to and from their designated Host Towns.

  The Delegation Welcome Center will be the main hub for the transfer of Delegations to their designated Host Towns. GOC staff and volunteers will be available to facilitate the embarkation of Delegations on
coaches, at designated loading zones adjacent to the DWC.

**Note:** During the stay in the Host Town, transportation will be offered and managed locally by the Host Town.

- **Competition Venues:** Shuttle services operating according to a schedule, will link Accommodation sites with all Sports Venues. These services will be conducted by OASA buses – the Athens public bus company that operates a modern fleet of buses throughout Athens.

  Daily schedules will be in accordance with the competition schedule of each venue. The specific service schedules, lines, terminals and Venue load zones details will be announced at a later stage.

- **Inter Venue Shuttle:** A connecting shuttle service will be available between the Athens Olympic Sports Complex (OAKA), Hellinikon Olympic Complex and the Peace and Friendship Stadium (SEF) on a daily basis, during competition hours, throughout the Games period.

  The frequency of this service and the locations for embarkation/disembarkation will be announced at a later stage. This service will be available to all credential holders.

- **Healthy Athletes Program:** A daily shuttle service will be available between the OAKA and the Healthy Athletes Venue during Games time. The travel time is 15 minutes.

  The frequency of this service and the locations of embarkation/disembarkation will be announced at a later stage.

- **Opening and Closing Ceremonies:** On the days of the Opening and Closing Ceremonies, transportation by private coach will be arranged to transfer all Delegations from/to their respective accommodation sites and the Opening/Closing Ceremony Stadium.

  1. **Arriving at the Stadium:** All coach must arrive at their respective load/unload zones at designated areas at close proximity with the Stadium, at a scheduled time before the beginning of the
Opening/Closing Ceremony. DALs will travel together with their Delegation in the same coach-bus.
Upon arrival at the Stadium, GOC staff and volunteers will guide the Delegations towards their designated staging area for their parade into the stadium.

II. Departing from the Stadium: At the end of the Opening/Closing Ceremony, Delegation members, residing at the same accommodation site, must depart from the stadium together, as one team.
GOC staff and volunteers will be available at the exit gates of the stadium to guide each member of the Delegation team to the appropriate load zones for their embarkation on the coaches for their respective accommodation site.
Delegations will be transported directly from the Closing Ceremony to their accommodation site. No transport service will be available to transfer Delegations directly from the Ceremony to the Airport or any other departure Gateway (train/bus stations and port).

Detailed information and final transport arrangements will be announced at a later stage.

5.2.2.2 Families

Method of transportation:
Families are recommended to use Public Transport, throughout Games-time.

Available Public Transport Systems:
Metro, buses, tram and suburban rail. For more information please visit: www.oasa.gr

Access to Public Transport Systems and Costs:
Free of charge access to public transport has been arranged for all Games Credential holders with the appropriate transport privilege (T5) in their credentials.

This includes all ground public transportation network of Athens, consisting of Metro, public buses, Tram and suburban rail to/from the Athens International Airport, which are under the umbrella of the Athens Public Transport Organization: OASA.
To facilitate access to the venues of Sailing and Open Water Swimming (Schinias Sailing Academy), Kayaking (Schinias Olympic Rowing and Canoeing Center), Equestrian (Markopoulo Olympic Equestrian Center) and Bowiling (Blanos Sports Park – Spata), the GOC will provide a limited shuttle bus service, starting from the Family Center, down town Athens, based on the competition schedules of the above sports Venues.

Detailed information with regards to these shuttle services as well as final schedules will be announced at a later stage.

Alternatively, suburban buses (KTEL) can be used at a cost of 4.00€ per person, from Athens center to the venues of Schinias and 2.70€ to Markopoulo Olympic Equestrian Center, respectively (ticket fares may change).

For more detailed information please visit: www.ktelattikis.gr

Parking:
Limited parking space will be available for families who wish to arrive with their own vehicles at the Sports Venues.
A GOC endorsed parking permit will be necessary to access the above mentioned designated parking areas of the Venues. Such permits must be endorsed in advance by the GOC permits office and be delivered by the GOC Family Services Manager in case needed.

Opening/Closing Ceremonies:
Families are recommended to use public transport only, as there will be no parking space available and no parking or access permits for the Stadium will be endorsed.
All private vehicles accessing the Stadium will be re-directed by Traffic Police, away from the stadium.

5.3 Food Services

The SOWSG ATHENS2011 will provide free-of-charge nutritious meals, beverages and refreshments on a regular basis. The ATHENS 2011 GOC aims to provide wholesome menus of safe and nutritional value to all Delegations, offering a variety of foods that cater for participants and highlight Mediterranean cuisine. No special dietary or ethnic food requests will be provided.

During the competition schedule, all members of Delegations will use their
credentials, which will have a “Knife and Fork” picture indicator, to dine free of charge within the accommodation and competition or non-competition venues.

5.3.1 Delegation Catering at the Accommodation Venues

In the Special Olympic Villages and other accommodation venues, three meals a day will be provided: breakfast, which will normally be served from 5:45 to 9:30, lunch, between 13:30 and 16:30, and dinner, from 19:00 to 22:00. In some cases, the above mentioned times may change to suit competition schedules, or other Special Olympics Games related activities (e.g. Opening and Closing Ceremonies).

On the 5th of July (day of departure), only breakfast and lunch will be offered at the accommodation venues.

The meals will be buffet-style on a self-service basis:

- **Breakfast** will be based on “American” or “Continental” menu and will include: coffee, milk, tea, bread, cereals, eggs, cheese, cold cuts, yogurt, butter, honey, jam, fruit juices and fruits.
- **Lunch and dinner** will include a variety of choices for all three courses and desserts. Namely, the first course will include soup, pasta or rice, potatoes and boiled or grilled vegetables. The main course will at least consist of the following choices: chicken, meat and fish. Furthermore, there will be a variety of vegetable and pasta salads. Dessert will include various pastries and fresh fruits.

Food will be accompanied by special labels containing information on the nutritional value (calories) and the main ingredients of the recipes. Labels will be in Greek and English.

5.3.2 Delegation Catering at the Competition and Non-Competition Venues

In competition venues, boxed lunches will be available for Delegations between 12:00 and 14:00 in case their competition continues after 14:00. Bottled water and refreshments will also be available for Delegation members at all competition venues.
Lunch boxes and refreshments will also be available for those members of Delegations who will take part in the Healthy Athletes program during lunch time, at the “HELEXPO PALACE”. Boxed meals will also be offered to the athletes and their escorts for the Opening and Closing Ceremonies. Additionally, lunch boxes will be available during the Delegations’ stay at the Delegation Welcome Center in Athens and for their transportation from Athens to their Host Town.

The Lunch box will include a sandwich, peanuts or chips/crackers.

5.4 Credentialing

The official identification for the SOWSG ATHENS 2011 is a valid credential, which will display information on the entitlements and zone access allowed to everyone attending the Games. The credential is only valid for its assigned bearer and must not be given away or transferred to other individuals.

Access to a venue or zone will only be granted to those wearing the correct credentialing pass. Access Control Monitors will be in operation at all venues where there is a change of zone and the GOC will notify persons concerned.

Delegations will receive by post their official Games credentials in June 2011. The GOC kindly asks all Delegations to wear their credentials when they arrive in Athens for the Games.

5.4.1 Credentialing Policies

5.4.1.1 Displaying Credentials

All credentialed Games participants must wear and clearly display their credentials at all times. Access to zoned areas of any venue will be denied to those not displaying the correct access rights.

5.4.1.2 Assignment of Credentialing Entitlements

Entitlements for the SOWSG ATHENS 2011 are assigned by the GOC, in consultation with Special Olympics International (SOI) headquarters, and awarded in accordance with the role of a specific group or individual during Games time. Entitlements for credentialed participants include venue access, zone access within the named...
venues, hospitality and transport. Entitlements do not include tickets to receptions or ceremonies.

Venue access will be granted to those wearing the correct credentials. Under normal circumstances, only officials and coaches will be allowed to enter the field of play (as well as individuals authorized by the GOC). The credential holder also has access to the type of transportation service displayed on their pass.

**5.4.1.3 Issuing Credentials**

Credentials will only be produced and issued to Games participants after all required information for that participant has been received, reviewed for accuracy, entered into the Games Management System (GMS) and verified.

**5.4.1.4 Re-issuing Credentials**

Credentials will be re-issued in only three circumstances:

1. If the credential has been lost or stolen and the identity of the participant has been confirmed. The lost or stolen credential will be annulled upon re-issuing. The relevant HOD will be notified of the case, so that he/she may take further precautionary measures.

2. If the credential is incorrect in some way, it will be re-issued once the identity of the participant has been confirmed and the incorrect information has been corrected and verified by the credentialing manager/team leader. Staff members of the Credentialing Center will retrieve the incorrect credential. The GOC may require participants to go to Credentialing Center and change their credential should it determine that such credential is incorrect.

3. If the credential is damaged by accident and the identity of the participant has been confirmed.

During the Games, the GOC will operate five (5) credentialing centers, one in Special Olympics Village (Special Olympics Village Credentialing Center), one at the Athens International Airport “Eleftherios Venizelos” (Airport Credentialing Center) and the Delegation Welcome Center (during its operation period), one at the HELEXPO PALACE Venue (Main Credentialing Center) located at 39, Kifissias Avenue – Maroussi (in close proximity to OAKA complex), one at the Hilton Hotel (Vasilissis Sofias 46) and at the Uniform Distribution and Accreditation Center (UDAC) in Hellinikon Complex. The credentialing centers will be able to produce all types of
credentials except Day and Upgrade Passes, which will be issued at the respective competition venues.

Day or Upgrade Passes will be available at all competition and non-competition venues. Day Passes are issued to delegation members who have misplaced or lost their credentials. Delegation members will be required to show photo identification, such as a driver’s license or passport and complete a Day Pass request form. The Day Pass will serve as a temporary credential only and will provide delegation members with access to the SOWSG ATHENS 2011 sites/events for the day indicated.

Upgrade Passes will be used to allow access on a temporary basis to a zone, where they normally does not have access.

5.4.1.5 Legend on Credentials

Special Olympics Programs categories and functions:

Aa Athletes
Aa MATP Athletes
Au Unified Partners
Ah HOD and A-HOD
AHc Head Coach
Ac Coach
As AS Staff
Ay Young Athletes
MVP Program Guest (Program Board Members, Program CEO/President, Program Donors, Sponsors, Dignitaries and Celebs)
PRO Program Staff, Volunteer
FAM Families

In appendix 3 you may find the Credential Guide, which includes all categories and functions from all Organizations, as well as the access entitlements for each category.

5.4.1.6 Revoking Credentials

In the event of a breach of the Games’ policies or a violation of the laws and regulations of Greece, a credential can be revoked at the discretion of the GOC.
5.4.2 Access Control

Signage of access control entitlements will be placed in visible positions at the entry points of all venues and specific areas displaying the right entitlements to enter. Access to venues and specific areas within venues will be controlled by venue codes and zone colors on the credential. To gain entry to a particular location the information on the bearer’s pass must match the requirements for that location.

5.4.2.1 Venue Access

As an established practice, each SOWSG ATHENS 2011 venue will be identified by a three letter code. The relevant venue codes will appear on the credential to reflect the access requirement for that individual. Three universal codes are in use for the SOWSG ATHENS 2011:

1. C = All competition venues
2. O = All other venues (except Main Media Center)
3. A = All accommodation venues

To ensure the safety of all delegates these codes are highly restricted and will be allocated on an as needed basis at the discretion of the GOC.

5.4.2.2 Zone Access

The GOC will divide each competition venue into different colored zones for the security and smooth operation of the Games.

- **White Zone**
  The White Zone is the zone available to the general public. Credentials are not required for access, but some groups will be required to produce credentials to access reserved seating areas.

- **Red Zone**
  The Red Zone is defined as the ‘back of house’ or operational area of the venue. This area will be off limits to anyone not in possession of valid credentials. The general public will not have access to this area.

- **Blue Zone**
  The Blue Zone is the athletes’ area of the venue and will be restricted to delegates in possession of valid credentials. The general public and the majority of
volunteers and staff will **not** have access to this area.

*Please note:* Blue Zone access implies that they also have access to the Red and White Zones.

- **Zone 5**  
  Zone 5 is the media work area, with restricted access to media.

- **Zone 6**  
  Zone 6 is the Family Lounge.

- **Zone 7**  
  Zone 7 is the Guest Lounge.

### 5.5 Safety and Security

The Crisis Management Directorate of the Hellenic Police is working very closely with the GOC’s Games Services’ Division in order to develop and implement an integrated plan so as to guarantee a safe and secure environment for the SOWSG ATHENS 2011.

At this stage the Hellenic Police have already issued, and the GOC has agreed with, the Operational Games Plan, the Strategic Plan for the Games and, following that, comes an exhaustive study of the security of all venues which will be conducted by experienced officials of the Hellenic Police (Venue Commanders), in close collaboration with the GOC’s appointed staff (Venue Managers).

#### 5.5.1 Transportation Safety

Traffic policemen will patrol and inspect the designated routes, and will manage the traffic flow when necessary, so as to ensure the safety of the Games Transportation Services. Before the Games begin, transportation services providers will be urged to conduct a safety inspection of their fleet, to ensure that all vehicles are in good condition during the Games and that their drivers drive safely.

#### 5.5.2 Important Notices

HODs and coaches of each Delegation are primarily considered responsible for the safety and security of their Delegations and should also ensure that all Delegation members do not violate laws and regulations during their stay in Greece.
Furthermore, they should ensure at all times that:

- All personal belongings are kept in secure places and are not left unattended in public areas.
- Delegation Members are encouraged to wear their credentials at all times. All incidents of lost credentials are to be reported immediately to the GOC.
- Delegation members should be seated when using the exclusive shuttles.
- Delegation members should report emergency issues or incidents to the venue manager of the respective competition or non-competition venue.
Chapter 6: Delegation Services

6.1 Delegation Responsibilities and Interactions

6.1.1 Head of Delegation (HOD): Role and Responsibilities

The HODs are responsible for the successful preparation of their Delegation to attend the SOWSG ATHENS 2011. They are expected to work closely with the GOC to ensure that their Delegation members will be provided with all opportunities to maximize their potential while attending the SOWSG ATHENS 2011.

The GOC will cooperate with HODs in order to provide Delegations with all necessary conditions, facilities and services, ensuring that the ATHENS 2011 experience will become a benchmark for all participating Delegations towards expanding the Special Olympics movement globally.

According to their role, the HODs are expected to support the following actions:

Before the Games:

- Comply with the deadlines set by the Games Organizing Committee and Special Olympics International with regards to the registration, documentation and other information relevant to the Delegation that needs to be communicated to the GOC.
- Ensure that the members of the Delegation are fully trained and aware of their role in the Games.
- Ensure that all members of the Delegation are familiar with Special Olympics Rules.
- Ensure that Delegation registration booklet is accurately completed and submitted to the SOI by the deadlines set according to the Delegation registration process.
- Provide information with regards to the visa issuing process for the members of their Delegation, in case needed.
- Prepare all necessary documentation for the Delegation’s journey to Greece.
- Make copies of medical forms available for Coaches.
- Conduct all communication with the GOC’s Delegation Services Department with regards to his Delegation’s participation in the Games.
- Share the information provided in the “Delegation Updates” communicated by the GOC, with all members of their Delegation.
During the Games:

- Be responsible for the arrival process of their Delegation in Greece. If the Delegation arrives at the Athens International Airport, HODs are responsible for handling all necessary formalities (passport control, baggage collection) and for cooperating with the GOC staff in order to complete these formalities successfully.
- Be responsible for verifying and signing registration documents upon arrival in Athens at the Delegation Welcome Center (DWC), as well as confirming to the GOC Credentialing that all credentials received are correct. In case they are not correct, HODs should notify the GOC for the items to be corrected.
- Coordinate with the GOC staff the Delegation’s check-in at the official accommodation sites.
- Attend the HOD Advanced, as well as the Daily HOD Meetings, and ensure that the information provided during these meetings is appropriately distributed to the members of their Delegation.
- Cooperate with the GOC with regards to the Delegation participation in the Opening and Closing Ceremonies of the SOWSG ATHENS 2011.
- In case a member of their delegation needs provision of medical care and/or needs to be transferred to a hospital, the HOD cooperates with the GOC and makes sure that this person is accompanied by a coach or the AHOD.
- Ensure that their Delegation members comply with the rules that apply to their accommodation venues as well as to the competition venues, such as:
  - The consumption of alcoholic beverages and / or controlled substances is prohibited.
  - The use of any tobacco products at all venues is prohibited.
  - Inappropriate contact with athletes or volunteers is prohibited.

Head of Delegation Entitlements during the SOWSG ATHENS 2011

- A single room in one of the respective accommodation sites of their Delegation
- A mobile phone and a Greek number (delivered upon arrival in Athens)
- A designated car and a volunteer driver, available in shifts from 06:30 till 20:30, which is only allowed to be driven by the assigned drivers, with a mid-day break between 13:00-14:00 for shift change.
- Invitation to participate in various social and entertainment events as specified by the Games Agreement.
6.1.2 Coaches’ Responsibilities

Coaches participating in the SOWSG ATHENS 2011 must accept and carry out the following responsibilities. Any disregard or violation of these responsibilities may result in the individual losing his/her coaching privileges:

- Be responsible for the general welfare, safety, health, well-being and conduct of each athlete under their direct supervision.
- Abide by the clauses and spirit of the rules and be responsible for conducting themselves in a sportsman-like manner at all times. Profanity, taunting and other forms of poor sportsmanship are subject to immediate removal from competition.
- Ensure that their Delegation members present themselves on-time, before boarding the official Games Transportation Shuttles.
- Be knowledgeable about all existing Special Olympics and International Governing Body competition rules and regulations, applicable to their sport, inform the athletes about the rules and prepare them prior to competition in accordance with those rules.
- Ensure that athletes compete in events within their sport that challenge their potential and are appropriate to their ability.
- Be honest and instruct athletes to compete with maximum effort in all competition, in accordance with Special Olympics Divisioning Rules.
- Be responsible for ensuring that the entry scores, and scores achieved during divisioning, accurately reflect the ability of their athletes. If, for any reason, the coach does not consider this assessment or score correct, it is the responsibility of that coach to notify the competition management staff.
- Ensure that each athlete has the opportunity to participate in every game (according to the rules of that sport).
- Treat athletes, volunteers and competition officials with respect and communicate in a courteous manner.
- Bring a copy of the Special Olympics Rules and International Governing Body Rules for the sport.
- Report all emergencies to the appropriate authorities after taking immediate action to ensure the health and safety of athletes and other Delegation members.
- Attend all coaches’ meeting as scheduled.
- Have with them copies of athlete medical information at all times.
- Supervise athletes 24 hours a day in cooperation with other Delegation
members in the area.

- Ensure that athletes wear credentials at all times.
- Ensure that athletes are properly attired.
- Ensure that athletes report to competition areas on time.
- Assist in counting baggage and personal items, when necessary.
- Assist athletes in participating in other activities, such as the Healthy Athletes Program.
- Assist in maximizing the benefits achieved through participation.
- Help athletes to be in the right place at the right time for special events.
- Know the medical history of all athletes under their supervision, and ensure that prescribed medications are taken at the appropriate times.
- Accompany at all times the athletes under their supervision in case they need provision of medical care and/or need to be transferred to a hospital.
- Ensure that their Delegation members comply with rules that apply to their accommodation venues as well as to the competition venues, such as:
  - The consumption of alcoholic beverages and / or controlled substances is prohibited.
  - The use of any tobacco products at all venues is prohibited.
  - Inappropriate contact with athletes or volunteers is prohibited.
- Ensure that all athletes understand the Athletes’ Responsibilities listed below.

6.1.3 Athletes’ Responsibilities

Athletes participating in the SOWSG ATHENS 2011 must accept and carry out the following responsibilities. Any disregard or violation of these responsibilities may result in the individual being disqualified from competition:

- Abide by the clauses and spirit of the Special Olympics Rules and be responsible for conducting themselves in a sportsmanlike manner at all times. Profanity, taunting and other forms of poor sportsmanship are subject to immediate ejection from competition.
- Participate honestly and with maximum effort in all preliminary trials and / or finals.
- Be knowledgeable about the existing Special Olympics and International Governing Body Rules and Regulations applicable to their sport and be prepared for competition in accordance with those Rules.
- Respect all competition facilities and equipment.
- Treat all athletes, volunteers and competition officials with respect and communicate in a courteous manner.
• Treat their opponents with respect and communicate in a courteous manner.
• Be aware that the consumption of alcoholic beverages and / or controlled substances is prohibited.
• Be aware that the use of any tobacco products at competition venues is prohibited.
• Be aware that inappropriate contact with athletes or volunteers is prohibited.

6.2 Delegation Assistant Liaisons (DALs)

The Delegation Assistant Liaisons (DALs) are volunteers assigned by the ATHENS 2011 Games Organizing Committee to each Delegation to offer language and administrative assistance in a variety of tasks, during the Special Olympics World Summer Games, to their HODs. The role of the DALs is to provide HODs with skilled operational support during Games and to provide the most efficient communication link between the GOC and the Delegations. DALs will accompany the HOD to all official meetings and events and will support them to complete and maintain the procedures and policies set for the Games.

DALs are high level volunteers who speak Greek and foreign languages and who will have a very demanding job, supporting Delegations while in Greece for the Games. DALs should help solve Delegations’ problems and report to Delegation Services Department on Delegation issues, in the best possible manner.

Serving as a DAL during the Special Olympics World Summer Games is a very rewarding volunteer position, as the DAL plays an important role in a Delegation’s experience. DALs will have a unique opportunity to spend approximately two weeks (20/6 – 5/7/2011) with a specific Delegation. The DAL will be the lead volunteer assigned to a participating Delegation.

DALs will welcome their assigned Delegation and the HODs, upon arrival, and they will accompany the Delegation to confirm final Delegation registration documents in the Delegation Welcome Center (DWC) and will travel with their Delegation to the Host Town prior to the Games. Every effort is being made in order to ensure that DALs will stay together with their Delegation at the same accommodation site during the Games period.

DALs will be equipped with a GOC mobile phone and their number will be included in the contact list distributed to each HOD and will be available on call on a 24-hour basis.
The table below shows an expected allocation of DALs relative to Delegation sizes:

<table>
<thead>
<tr>
<th>Delegation Size</th>
<th>DALs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-50</td>
<td>1-2</td>
</tr>
<tr>
<td>51-100</td>
<td>2</td>
</tr>
<tr>
<td>101-200</td>
<td>4</td>
</tr>
<tr>
<td>201+</td>
<td>6</td>
</tr>
</tbody>
</table>

Delegation Services Department will examine case by case the assignments and will decide where this rule will be disregarded. Based on the current needs, it is estimated that 372 DALs will be assigned to Delegations. An additional team of 10 volunteers will have the responsibility to support DALs, to coordinate them and ensure the smooth flow of communication between Delegations and the GOC (through Delegation Services Department). The DALs’ Support Team will be located at the Games Headquarters (GHQ).

6.2.1 DAL Qualifications

GOC has selected and appointed DALs based on certain criteria.

- DALs are bilingual with a thorough knowledge of the foreign country and culture of the assigned Delegation (intercultural understanding).
- They have strong communication skills and will be flexible, creative, solution oriented, pleasant and polite.
- DALs are able to commit themselves to one or two weeks, as they will be required to reside with the Delegation during the Games (Host Town Program included).
- DALs have strong managerial abilities and will be able to deliver under pressure and without supervision.

6.2.2 DAL Responsibilities

The specific duties of the DALs will be assigned by the Head of Delegation. DALs’ responsibilities include:

- Meet and greet the Delegation upon arrival in Athens (airport or other point of arrival).
• Escort Delegation to the Host Town destination.
• March with the Delegation at the Opening Ceremony of the Games.
• Provide language assistance, if required.
• Facilitate the communication with the GOC.
• Provide administrative support to the HOD.

6.3 HOD Meetings

The purpose of the HOD Meetings is to provide the HODs or Assistant HODs with information concerning daily operations of the Games. HODs or their Assistants will have the opportunity to raise issues affecting more than one Delegation and express their concerns and opinions on Games-related matters. All official announcements related to the Games will be made during the Daily HOD Meetings.

Please note: Participation in the HOD meetings is mandatory for at least the HOD of each Delegation. Check-in and registration will be completed before all meetings.

Only the HODs or Assistant HODs, SOI representatives, authorized GOC Functional Areas representatives and DALs will be invited to participate in the Daily HOD Meetings.

The official language of the meetings is English. Simultaneous translation will be available in the following languages: Arabic, French, Mandarin Chinese, Russian and Spanish.

6.3.1 Advanced HOD Meeting

The Advanced HOD Meeting is scheduled to take place on Saturday, June 25th, 2011 at 09:00-12:00. All Delegations are required to be represented by the HOD or the Assistant HOD (at least one person of each Delegation is required to attend the meeting).

The Advanced HOD Meeting will be held in the conference hall of the Ministry of Health and Social Solidarity- adjacent to the HELEXPO PALACE ATHENS building. The conference hall has a capacity of 800 people.

The agenda of the Advanced HOD meeting will include topics such as:
• Opening Ceremony – relevant matters including Delegation involvement (transportation, staging, meals, post event activities for Delegation members).
• Competition Schedule – changes and relevant information.
• Communication procedures between the GOC and Delegations during Games time – Role of the HOD and their team (what GOC expects from HODs).
• Games Transportation.
• Medical Services.
• Healthy Athletes Program (facility, access, procedures, operations).
• Review of the Games calendar.
• Changes made to the HOD Manual and updates that need to be communicated.

6.3.2 Daily HOD Meetings

In order to establish the agenda of each Daily HOD Meeting effectively, Delegation Services will invite all HODs to complete and submit the “Question and Issue Reporting Form” daily by 18:00, available at the Delegation Services Centers in each accommodation venue. Questions or issues that apply to all Delegations will be answered at the following HOD meeting. Those questions or issues that apply to one Delegation only will be answered separately and Delegation Services Department will be responsible to provide HODs with the appropriate answer to issues reported.

Minutes of each meeting will be developed and circulated to the HODs daily. Minutes of the previous days’ meetings as well as the agenda and other relevant information will be available at the welcome/registration desk at the entrance of the conference hall, which will operate daily, from 07:30 until the end of the meeting. The agenda of the HOD Meeting will be developed at 21:00 of the previous day (after the collection of the Issue Reporting Forms) and will be reviewed and agreed by the SOI representative of the Daily HOD Meetings.

The Daily HOD Meetings will be held in HELEXPO PALACE ATHENS, where the Healthy Athletes Program will take place (Level E – Room E1). The HELEXPO PALACE ATHENS conference hall has a capacity of 400 people.

The Daily HOD Meetings will be held on the following dates at **08:00 – 09:00 am:**

- Monday  27/6/2011
- Tuesday  28/6/2011
Wednesday  29/6/2011
Thursday  30/6/2011
Friday    1/7/2011
Saturday  2/7/2011
Sunday    3/7/2011
Monday    4/7/2011

Each HOD has the responsibility of attending the meetings. Attendance is mandatory in order to ensure appropriate information dissemination to all delegates. Only HODs may raise questions during the Daily HOD Meetings.

Any changes on the days or times of the HOD meetings will be communicated in advance. If there are no issues to be discussed or announcements to be made, Delegation Services may propose to the SOI representative to cancel or to postpone a meeting.
Chapter 7: Technology

The Special Olympics World Summer Games ATHENS 2011 Technology department is responsible for all IT, Telecom, Power and HVAC facilities for all competition and non-competition venues.

So far the Technology department’s proud sponsors are:

- **Microsoft**, providing all necessary software and business applications.
- **OTE**, providing all inter-venue networks via fiber optics and all landline telephones.
- **COSMOTE**, providing all mobile phones and network coverage.
- **CISCO**, providing all Network Hardware and Phone Systems utilizing Voice over IP (VoIP) protocols.

During Games time, all competition venues will be equipped with all necessary technology systems that will allow direct access to all necessary information, regarding competition schedule, results, start lists, etc. This information will be available at the Sports Information Desk(s) within each venue.

All ATHENS 2011 venues will be utilizing a unique VoIP system. Experienced Technology staff will be located at all ATHENS 2011 venues and will be ready to help you with any technology problems you might come across.

**Public Telephones:**
Public telephones are to be found in most locations. Most of the public phones are operated with a calling card available at every kiosk around Athens.

Public telephones will also be provided in both accommodation and competition sites.

**Dialing Instructions:**

- **Local calls:** Dial directly the local number
- **Local calls to mobile phones:** Dial directly mobile phone number
- **International calls:** Dial 00 – Country Code – local number
  
  *e.g. for SOI offices: 00-1-202-6283630*
Mobile Phones:
The GOC will offer a mobile phone to each Head of Delegation (HOD), as well as to DALs assigned to them, in order to facilitate communication during the Games. Calls will be restricted to the GOC's Private mobile Network.

Each HOD will sign a receipt form. Terms and conditions of usage, liability and applicable options will be listed on this form along with other relevant information. The equipment will have to be returned at the end of the Games and a receipt will be issued.

GOC may have the possibility to provide Delegations with the opportunity to rent mobile phones. This service will be communicated to Delegations in due time.

Internet Access and Usage:
It is GOC’s intention to provide Delegation members with free internet access at all competition and non-competition venues. All GOC wireless internet access spots will be indicated as “Wi-Fi Hotspot Areas”. All accredited Delegation members will be able to use the wireless network, (wherever available), free of charge using their personal devices (laptop, notebooks, etc.).

Internet access to certain untrustworthy websites will be blocked for security reasons. Websites consuming high bandwidth might also be blocked at certain locations, depending on the pipe used at these locations.

Laptops:
Personal laptops can be used at all venues. All personal devices must handle 220V of electricity before being plugged into a Greek outlet. If these devices are not provided with the ability to handle different voltage (manuals specify if a device has a transformer that allows it to adjust to a different voltage or if the device must be switched manually from 120V to 220V electricity), then an electrical adaptor is required to make sure all equipment will work.

Personal laptops will not be allowed access to the Games Private Network.

For assistance you may contact all IT support staff, who will be available at all locations.

Games Management System:
The GOC will utilize the Games Management System (GMS), for all sports as well as for registration purposes, provided by SOI.
During Games time, GMS exports will be available at the end of each competition day at the GOC’s website containing all necessary information as well as competition results.

http://www.athens2011.org – The Games Website:
The GOC’s website has been online since September 2007. It is constantly updated with the most recent news, competition schedules, etc. The website is bilingual: Greek and English.

At www.athens2011.org, one can find information regarding:

**Pre Games time:**
- Accommodation
- Delegation services
- Games schedules
- Delegation updates
- Host Town information
- All other Games related important information

**During Games time:**
- Press releases will be uploaded once they are published
- Photos and Videos
- Games Results will be uploaded at the end of each competition day
- Important Games Services information will be available at all times
Chapter 8: Medical Services

The Medical Services will provide professional health care and public health related services to Delegation Members, all credentialed participants, spectators and staff attending ATHENS 2011 Games and manage all medical incidents through the medical services system. The Services will be provided in the best interest of the individual and will be based on an effective and feasible three-tier system of care.

8.1 Objectives of Medical Services

The main objectives of Medical Services are to provide:

- On-site medical care to all associated with ATHENS 2011 Games
- Referral to the National Health System Medical Centers and hospitals medical/surgical incidents for further consultation and treatment
- Tracking and monitoring all medical encounters throughout the medical services system
- Public Health related services during Host Town Program and the Games
- Assistance in disaster/emergency situations

8.2 Medical Services System

Medical Services have developed a three-tier system of care that consists of 1st Level on-site medical care, 2nd Level care at Venue Medical Centers and 3rd Level health care at designated Medical Centers and hospitals.

The First Aid and Medical Center of the National Airport will provide health services during the arrival and departure of Delegations.

A Medical Center will also operate on a 24-hours basis at the Delegation Welcome Center.

During the Host Town Program, health services will be provided by the Local Health Authorities (Medical Centers and Hospitals). The Medical Operation Center (MedOC) of the GOC ATHENS 2011 will be informed of all medical incidents and help coordinate any major medical incidents.

At the Competition and Non-Competition venues the Medical Centers will operate 60’ minutes before the arrival of the delegations and 60’ minutes after their
departure.

At the accommodation venues the Medical Centers will operate on a 24-hour basis.

Key medical staff will be identified by the red sleeves of the ATHENS 2011 working attire.
Designated hospitals have been identified according to the location of accommodation, Sport and Non-Sport Venues as well as the scheduling of sporting events. During the Games, these hospitals will operate on a 24-hour basis.

In addition the MedOC will be responsible for managing all medical encounters on a 24-hour basis and will liaise with the Main Operation Center.

An emergency phone number will be provided to all Heads of Delegations upon arrival.

8.3 Important notes

- **Athletes’ last medical assessment / examination should have been carried out within the past twelve months before the Games.**

- **The GOC's Medical Services Department accepts no responsibility for medical care rendered by individuals who are not designated by the medical committee, nor does it authorize any individual or group to render advance care on behalf of the medical committee. Delegation members who are accompanied by licensed professionals such as a medical doctor or registered nurse may receive first aid and their usual medication from these persons. Any care beyond this level can only be provided by a professional licensed in the Hellenic Republic.**

- **Down syndrome atlanto-axial instability x-rays**
  For Athletes with Down Syndrome, Special Olympics requires a full radiological examination establishing the absence of Atlanto-axial instability before they may participate in sports or events which, by their nature, may result in hyperextension, radical flexion or direct pressure on the neck or upper spine. The sports and events for which such a radiological examination is required are: judo, equestrian sports, gymnastics, diving, pentathlon, butterfly stroke and diving starts in swimming, high jump, alpine skiing, snowboarding, squat lift, and football team competition (soccer). If any
athlete with Down Syndrome has Atlanto-axial instability, Form C3-Special
Release for Athletes with Atlanto-Axial Instability must be completed.
Medical Services cannot provide x-rays or further examinations for these
Athletes if they have not taken such an examination before arrival.

• **Routine Vaccinations**
  Routine vaccinations for athletes, partners and all members of the
delegations to the SOWSG ATHENS 2011 should be up-to-date. Most
countries have National Immunizations Schedules that outline the
recommended vaccines for children and adults that may serve as guides for
all delegations and participants.

Routine vaccines, as they are often called, such as for influenza, chickenpox
(or varicella), polio, measles/mumps/rubella (MMR), and
diphtheria/pertussis/tetanus (DPT) are given at all stages of life.

Due to ongoing measles and pertussis outbreaks in many countries GOC,
strongly recommends the following:
1) A current tetanus shot is very important. Up-to-date tetanus status is
defined as having received a Td (tetanus-diphtheria) vaccine within the
last ten years. It is also important to note that current recommendations
stress the importance for young adults of receiving at least one booster
vaccine with a tetanus-diphtheria-pertussis (Tdap) vaccine.
2) A completed series of vaccinations for poliomyelitis (polio) which means
receiving 4 or 5 doses of the poliovaccine, according to the National
Immunizations Schedules.
3) It is important that all participants are protected against measles. Make
sure that you have evidence of measles immunity through one of the
following ways:
   i) evidence of measles vaccination (usually measles-mumps-rubella
      (MMR) vaccine- 2 doses), OR
   ii) laboratory evidence of immunity or confirmation of disease, OR
   iii) having been born before January 1, 1957, as evidence of acquired
      infection.
If you are not protected against measles through one of these ways the
GOC ATHENS 2011 recommends that participants get the MMR vaccine
before travelling to Athens.
• **All HODs should ensure the following**
  - all Medical forms are accurately completed in their entirety
  - all athletes are vigilant about taking any required medications, the schedule of which should be properly adjusted to new times zones
  - all athletes eat sufficient amounts of nutritious foods
  - all coaches and athletes are properly hydrated
  - all delegation members use appropriate sunscreen
  - all coaches carry a hard copy of the athletes medical form on them.

  Coaches or HODs must have the following forms in their possession at all times for each delegation member (especially those who refuse certain medical treatments for religious or other reasons and those with a history of serious medical problems)
  - A copy of Delegation Registration Form C1 and Coach Registration Form B
  - A copy of the signed Athlete Medical Information Form C2
  - A copy of the signed Athlete Release Form C3
Chapter 9: Language Services

The Language Services Department has a primary role in covering the linguistic needs of SOWSG ATHENS 2011’s international visitors by providing them with the linguistic means and assistance in order to fully enjoy and appreciate the Games experience.

Greek is the official language of the host country and English is the most commonly used foreign language. Therefore, international visitors can count on receiving general language assistance in public areas in English, and assistance in all other languages will be provided according to availability. Volunteer language assistants will be the primary source of language assistance at all venues.

To access Language Services while at a competition or accommodation venue, please contact the Sports Information Desk. A Multilingual Switchboard (MLSB) will offer communicative interpretation in every official language (Arabic, English, French, Mandarin Chinese, Russian and Spanish) plus a number of others including several that are less widely spoken. Interpretation will be available over the phone, when no one is around to assist with it. To access the MLSB, please visit the Sports Information Desk in each Competition Venue and the Info Desks at the accommodation venues.

Simultaneous interpretation will be provided from Greek and/or English to the six official languages (Arabic, English, French, Mandarin Chinese, Russian and Spanish) at the HOD meetings.

Facilities for written translation will not be available during the Games, except in previously agreed cases.
Chapter 10: Sports and Competition

10.1.1 Rules of Competition

The competition rules adopted by the International Sports Federations and Special Olympics, Inc. (SOI) as of February 1st, 2010, will govern the competition during the Special Olympics World Summer Games ATHENS 2011. The International Sports Federations’ Competition Rules will be employed except when in conflict with the Official Special Olympics Sports Rules. In such cases, the Official Special Olympics Sports Rules will apply. Special Olympics Sports Rules (revised in 2010) can be found at the following website address: http://resources.specialolympics.org

Each athlete is allowed to register in one sport only. All Delegations must strictly comply with the registration quotas assigned to them in each sport. Registration forms must be signed off by the President or Secretary-General of the respective national/regional Special Olympics Programs and be submitted before the required deadline.

10.1.2 Honest Effort Rule

When every athlete/team participates to the best of their ability in every division regardless of the level of competition, this is called Honest Effort Participation.

This was introduced by Special Olympics International, in 1995, following repeated incidents of cheating, where athletes deliberately underperformed in preliminary rounds in order to be placed in a lower division giving them a better chance of securing a medal in finals. Honest Effort applies in every Special Olympics competition, but its application in timed and measured events, such as swimming and athletics, is the key.

The reported assessments of the athletes on the Registration Forms must accurately reflect their ability. Individuals or teams that are identified as not participating to their full potential with the intent of being placed in a lower division will be disqualified from competition.

Head Coaches are responsible for ensuring that the reported assessments and preliminary or qualifying scores for their athletes accurately reflect the ability of the athlete/s.

If an athlete achieves a time in the divisioning competition that does not accurately
reflect the athlete’s ability, it is the responsibility of the Head coach to submit an improved time/measurement within 30 minutes of the announcement of the results of the divisioning round. This updated score will be used in the Final round of competition to determine if the athlete violates the Honest Effort Rule. In some specific sports there will be further clarifications.

Athletes will be divisioned by reported gender, age and athletic ability for divisioning. They will be re-divisioned for the finals on the basis of their results in the preliminaries, with each group having 3 to 8 athletes (teams). Coaches submit entry forms with the times of their athlete. In finals, any athlete whose score is 15% better than their qualifying score will be subject to disqualification. The only exception is in developmental events where a 20% margin is allowed. The entry/divisioning score should be the best score of the athlete, their Personal Best. For further information please refer to Article I, which is available at the following link:

http://resources.specialolympics.org/article1.aspx

10.1.3 Sports Competition Schedule

The Sports Competition Schedule will be available in different formats:

1) DAILY COMP. SCHED. PER SPORT COMPLEX
   - Categorizes sports per complexes
   - Identifies all sports in the stand-alone Venues
   - Identifies the specific venue where each sport will take place
   - Identifies Divisioning, Competition Days and Awards days

2) DAILY COMP. SCHED. PER SPORT
   - Identifies all sports alphabetically
   - Identifies the specific venue where each sport will take place
   - Identifies Divisioning, Competition Days and Awards days

3) SESSION COMP. SCHED. PER SPORT COMPLEX
   - Categorizes sports per complexes
   - Identifies which sports are the stand-alone Venues
   - Identifies the specific venue where each sport will take place
   - Identifies Divisioning, Competition Days, Awards days
   - Identifies Head Coaches Meeting, Unity Sports Events (clinics, show), Training (practice, podium training)
Identifies the start & finish times of competition per session
Identifies the competition phase
Identifies which gender is competing

4) EVENT COMP. SCHED. PER SPORT
Identifies all sports alphabetically
Identifies the specific venue where each sport will take place
Identifies Divisioning, Competition Days, Awards days
Identifies Head Coaches Meeting, Sport Experience (clinics, show), Training (practice, podium training)
Identifies the start & finish times of competition per session
Identifies the competition phase
Identifies which gender is competing

The Daily Competition Schedule will be available in the SOWSG ATHENS 2011 website http://www.athens2011.org/. The Session Competition Schedule will be sent to all involved programs. The Event Competition Schedule will be provided for all involved programs before the start of the Games.

10.2 Technical Manuals

Technical Manuals for all 22 Sports were uploaded on the official ATHENS 2011 website in April, 2011. Hardcopies of these publications will be distributed by the competition management to all coaches and officials during their Head Coaches Meetings / Technical Officials Meetings.

10.3 Sports and Competition Venues

<table>
<thead>
<tr>
<th>COMPLEX</th>
<th>VENUE</th>
<th>SPORT - DISCIPLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>M</td>
<td>OAKA Olympic Stadium</td>
<td>Athletics</td>
</tr>
<tr>
<td></td>
<td>OAKA Olympic Aquatic Center [Indoor Pool]</td>
<td>Aquatics (Swimming)</td>
</tr>
<tr>
<td></td>
<td>OAKA Olympic Indoor Hall [ 4 courts]</td>
<td>Basketball</td>
</tr>
<tr>
<td></td>
<td>OAKA Olympic Velodrome</td>
<td>Powerlifting</td>
</tr>
<tr>
<td></td>
<td>OAKA Olympic Tennis Center 16 courts, (12 match courts &amp; 4 practice)</td>
<td>OAKA Olympic Tennis Center 16 courts, (12 match courts &amp;</td>
</tr>
</tbody>
</table>
### OAKA Olympic Stadium - Kasimatis Hall [3 courts]
- Volleyball

### Hellinikon Fencing Hall 1 [8 courts]
- Badminton

### Hellinikon Olympic Softball Venue
- Cycling

### Hellinikon Olympic Indoor Hall
- Gymnastics (AG)
- Rhythmic (RG)

### Hellinikon Olympic Hockey Venue [6-fields]
- Football 5-aside

### Hellinikon Olympic Softball Venue [1 field]
- Softball

### Hellinikon Fencing Hall 2 [1 court]
- Handball

### Hellinikon Fencing Hall 2
- MATP
- Young ATHLETES

### SEF Beach Volleyball Venue
- **Beach Volleyball

### SEF Sport Training Halls 1 [16 courts]
- Bocce

### SEF Main Hall
- Roller Skating

### SEF Sport Training Halls 2 [15 tables]
- Table Tennis

### Blanos Sports Park - Spata [20 lanes]
- Bowling

### Markopoulo Olympic Equestrian Center
- Equestrian

### Agios Kosmas Sports Center [7 fields]
- Football 7-aside

### “APILION” Panionios Training Center [2 fields]
- Football 11-aside

### Glyfada Golf Course [1 course]
- Golf

### The American College of Greece - DEREE Gym [2 tatamis]
- Judo

### Schinias Olympic Rowing & Canoeing Center
- Kayaking

### Schinias Sailing Academy
- Aquatics - *Open Water Swimming
- Sailing

### Panathenaikon Stadium
- Athletics (Marathon)
- Opening & Closing Ceremony

#### 10.4 Head Coaches’ Meetings

Each Head Coach must attend the Head Coaches’ Meetings during the Games. The
Schedule for all Sports is as follows:

<table>
<thead>
<tr>
<th>Sport</th>
<th>Venue</th>
<th>Date</th>
<th>Start</th>
<th>Finish</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aquatics (Swimming)</td>
<td>OAKA Olympic Aquatic Center [Indoor Pool]</td>
<td>25/6/2011</td>
<td>10.00</td>
<td>13.00</td>
</tr>
<tr>
<td>Aquatics (Open Water Swimming)</td>
<td>OAKA Olympic Aquatic Center [Indoor Pool]</td>
<td>25/6/2011</td>
<td>9.00</td>
<td>10.00</td>
</tr>
<tr>
<td>Athletics</td>
<td>OAKA Olympic Stadium</td>
<td>25/6/2011</td>
<td>10.00</td>
<td>12.00</td>
</tr>
<tr>
<td>Badminton</td>
<td>Hellinikon Fencing Hall 1</td>
<td>25/6/2011</td>
<td>11.00</td>
<td>12.00</td>
</tr>
<tr>
<td>Basketball</td>
<td>OAKA Olympic Indoor Hall</td>
<td>25/6/2011</td>
<td>8.30</td>
<td>9.00</td>
</tr>
<tr>
<td>Basketballs</td>
<td>OAKA Olympic Indoor Hall</td>
<td>26/6/2011</td>
<td>8.30</td>
<td>9.00</td>
</tr>
<tr>
<td>Beach Volleyball</td>
<td>OAKA Olympic Stadium - Kasimatis Hall</td>
<td>29/6/2011</td>
<td>16.00</td>
<td>16.30</td>
</tr>
<tr>
<td>Bocce</td>
<td>SEF Sport Training Halls 1</td>
<td>25/6/2011</td>
<td>9.30</td>
<td>12.30</td>
</tr>
<tr>
<td>Cycling</td>
<td>Hellinikon Olympic Softball Venue</td>
<td>25/6/2011</td>
<td>10.00</td>
<td>12.00</td>
</tr>
<tr>
<td>Football 5-aside</td>
<td>Ag. Kosmas Sports Center</td>
<td>25/6/2011</td>
<td>9.00</td>
<td>10.30</td>
</tr>
<tr>
<td>Football 5-aside</td>
<td>Ag. Kosmas Sports Center</td>
<td>28/6/2011</td>
<td>13.30</td>
<td>14.00</td>
</tr>
<tr>
<td>Football 7-aside</td>
<td>Ag. Kosmas Sports Center</td>
<td>25/6/2011</td>
<td>10.30</td>
<td>12.00</td>
</tr>
<tr>
<td>Football 7-aside</td>
<td>Ag. Kosmas Sports Center</td>
<td>28/6/2011</td>
<td>14.45</td>
<td>15.15</td>
</tr>
<tr>
<td>Football 11-aside</td>
<td>To be announced in a later stage</td>
<td>28/6/2011</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Golf</td>
<td>Glyfada Golf Course</td>
<td>26/6/2011</td>
<td>10.30</td>
<td>14.30</td>
</tr>
<tr>
<td>Gymnastics (AG)</td>
<td>Hellinikon Olympic Indoor Hall</td>
<td>24/6/2011</td>
<td>17.00</td>
<td>19.00</td>
</tr>
<tr>
<td>Gymnastics (RG)</td>
<td>Hellinikon Olympic Indoor Hall</td>
<td>25/6/2011</td>
<td>11.00</td>
<td>13.00</td>
</tr>
<tr>
<td>Handball</td>
<td>Hellinikon Fencing Hall 2</td>
<td>26/6/2011</td>
<td>10.00</td>
<td>11.00</td>
</tr>
<tr>
<td>Judo</td>
<td>The American College of Greece, DEREE Gym</td>
<td>26/6/2011</td>
<td>10.00</td>
<td>12.00</td>
</tr>
<tr>
<td>Kayaking</td>
<td>Schinias Olympic Rowing &amp; Canoeing Center</td>
<td>26/6/2011</td>
<td>10.00</td>
<td>11.30</td>
</tr>
<tr>
<td>Powerlifting</td>
<td>OAKA Olympic Velodrome</td>
<td>26/6/2011</td>
<td>14.30</td>
<td>15.30</td>
</tr>
<tr>
<td>Powerlifting (Athletes Assessment / Equipment Check)</td>
<td>OAKA Olympic Velodrome</td>
<td>26/6/2011</td>
<td>11.00</td>
<td>14.00</td>
</tr>
<tr>
<td>Roller Skating</td>
<td>SEF Main Hall</td>
<td>25/6/2011</td>
<td>10.00</td>
<td>11.30</td>
</tr>
<tr>
<td>Sailing</td>
<td>Sailing Academy Schinias</td>
<td>26/6/2011</td>
<td>18.30</td>
<td>19.30</td>
</tr>
<tr>
<td>Softball</td>
<td>Hellinikon Olympic Softball Venue</td>
<td>26/6/2011</td>
<td>11.00</td>
<td>13.00</td>
</tr>
<tr>
<td>Table Tennis</td>
<td>SEF Sport Training Halls 2</td>
<td>25/6/2011</td>
<td>9.30</td>
<td>12.30</td>
</tr>
<tr>
<td>Tennis</td>
<td>OAKA Olympic Tennis Center</td>
<td>26/6/2011</td>
<td>10.00</td>
<td>11.00</td>
</tr>
<tr>
<td>Tennis</td>
<td>OAKA Olympic Tennis Center</td>
<td>28/6/2011</td>
<td>12.30</td>
<td>13.30</td>
</tr>
<tr>
<td>Volleyball</td>
<td>OAKA Olympic Stadium - Kasimatis Hall</td>
<td>26/6/2011</td>
<td>9.30</td>
<td>10.30</td>
</tr>
</tbody>
</table>
10.5 Sports Information Desk (SID)

The primary function of the Sports Information Desk is to facilitate the timeliest dissemination of information and provide all necessary explanations on the process to Team Officials (registered Head Coaches and Delegates). The desk will be the liaison between the teams, the Technical Delegates and competition management. Team officials wishing to contact competition management may do so via the Sports Information Desk. Team Officials are encouraged to stop at the Sports Information Desk upon arrival and departure from the venue, villages and hotels to pick up all information updates. Team Officials may also address to the SID in order to obtain replacement of lost awards.

All SIDs will have designated pigeonholes/trays for distribution of information. Information disseminated in these pigeonholes/trays includes:

- Competition schedules
- Start lists / heat sheets
- Results
- Team notices
- Practice schedules
- Competition updates
- Technical forms
- Protest/appeals forms
- Coaches’ meeting minutes
- Coaches’ meeting schedules
- Transportation Schedules
- Any additional pertinent information

Locations:

- SID within the Sports Venues
- SID at the Special Olympics Villages
- SID at the Hotels, as part of the Information Desk

The Sports Information Desk will be situated next (or close) to the athletes’ entrance, ensuring easy access to team officials/coaches.

Key Integration Points of the Sports Information Desk (SID):

The Sports Information Desk at each Venue will stay in close communication with the corresponding Sports Information Desk at the Special Olympics Villages/Hotels. Only specific information arriving from the venues will be distributed from the
pigeonholes/trays in the appropriate SID at the athletes’ accommodation sites. Information will be supplied by the Competition Management Staff, Technical Delegate and Venue Manager. All schedules will be posted 12-24 hours prior to a scheduled contest. Changes should be posted 30 minutes after their decision.

10.6 Schedule/Results Distribution

Distribution of schedules and results will be performed as mentioned above (Sport Information Desk). In addition, there will also be dedicated bulletin boards to post this kind of information. Finally, results will be also uploaded on the ATHENS 2011 official website.

Spectator information desk will be also available at each sport venue to accommodate the needs and requirements of families and friends.

10.7 Special Olympics International - Policy against Refusals to Compete

Special Olympics must transcend all boundaries of race, gender, religion, national origin, geography, and political philosophy, and offer sports training and competition opportunities to all eligible persons with intellectual disabilities in accordance with uniform worldwide standards.

A refusal by an Athlete or a team to compete or participate in any Special Olympics Games event based on race, gender, religion, national origin, geography, political philosophy, or any similar reason violates the principles of Special Olympics and is unacceptable. An Athlete or a team that refuses to compete at any Special Olympics Games for any such reason shall be ineligible to compete further and will be asked to leave the Games.

Every Head of Delegation and the Chief Executive of each SO Program that sends a delegation to a World or Regional Games and the Chief Executive of each Games Organizing Committee shall acknowledge and agree to this policy in writing prior to the relevant Games.

10.8 Display of Commercial messages at Games - Delegation Compliance with General Rules Section 4.08

The only commercial markings that may be displayed on Athletes’ uniforms during
Games competitions or Opening or Closing Ceremonies are the normal commercial markings of the manufacturer.

- On larger clothing items, such as shirts, jackets, pants, jerseys, and sweatshirts, one continued logo or commercial name per clothing item is permissible, if that name or logo display does not exceed an area of six square inches or 38.7 square centimeters (such as a display measuring 2" x 3" or 5.08 cm x 7.62 cm).
- On small clothing items, such as caps, socks, hats, gloves and belts, one logo or commercial name per clothing item is permissible, if that name or display does not exceed an area of three square inches or 19.35 square centimeters.
- On athletic shoes, no logos or commercial names are permissible except for names or logos which are included by the manufacturer on athletic shoes which are sold to the general public.

Special Olympics International may take appropriate actions to remedy any violation of General Rules Section 4.08.

**10.9 Unified Sport Activities**

Unified Sports enable people with intellectual disabilities (“athletes”) and without intellectual disabilities (“partners”) to train and compete on integrated sports teams. A Unified Sports team shall consist of athletes with intellectual disabilities and of athletes without intellectual disabilities of similar age and athletic ability.

Registered coaches at the SOWSG ATHENS 2011 and professional athletes from participating countries/regions are not allowed to participate as a Unified Sport Partner. A Unified Partner must not have an overwhelming advantage over SO athletes, must not dominate or be a threat to the competition.

**10.10 Unity Sports Events (USE) / Achieving Personal Best (APB)**

**Unity Sports Events (USE)**

The ATHENS 2011 GOC, in collaboration with SOI, has planned the incorporation of a new program to the Special Olympics World Games. This program consists of a series of individual non-official competition activities and is named Unity Sports Events (USE). Stemming from the Unified Sports program, USE will offer an opportunity for internationally renowned sports and entertainment personalities and fans to be paired up with Special Olympics athletes / coaches in a series of competitive events. These events will be incorporated in most of the official competitions as exhibition activities and help foster a relationship of respect, acceptance and camaraderie.
among all participants. Unity Sport Events are open to the public.

Achieving Personal Best (APB)

Achieving Personal Best (APB) activities have been added to the daily schedule of activities as a way to provide Special Olympics athletes and coaches with new opportunities to develop their athletic abilities and acquire new skills. APB will also initiate coach-ins conducted by renowned coaches for Special Olympics coaches and introduce newly designed recognition programs for athletes and coaches. Achieving Personal Best activities are not open to the public.

As it can be seen in the competition schedule, most of the sports have added USE & APB activities in order to fulfill the aims of the program (USE/APB). The detailed program will be announced on the official website of ATHENS 2011 under the sports section. (The program is subject to change).

10.11 Football Fun Park

A special Unity Sport Event (USE) activity, sponsored by the ‘UEFA we care’ program, will operate at Hellinikon Olympic Complex adjacent to the Olympic Hockey Venue (Football 5-aside). The Football Fun Park will be open daily from June 28th to July 2nd from 10:00 to 14:00 and teams, fans and celebrities can meet qualified football coaches and take part in football fun & learn activities.

10.12 Meteorology Services during the Games

During the period of the Special Olympics World Summer Games ATHENS 2011 the Hellenic Meteorology Service (HNMS) will monitor weather forecasts for all competition venue areas and provide delegations with current and future information. This data will be communicated electronically, via emails and /or uploads on the official HNMS website (www.hnms.gr). Analytically, HNMS will provide:

1. General Meteorological Information for the Special Olympics Competition Venues (three times a day), will include data on current weather conditions (observations published by Automatic Meteorological Stations), astronomic information, general weather forecasts for the Greater Athens Area, Special Olympics weather, temperature and wind forecasts, UV index and an outlook for the Greater Athens Area for the next five days.
2. **Weather Forecasts covering a period of three hours** (three times a day) for the areas of all the competition venues (Hellinikon, OAKA, Peace and Friendship Stadium, Markopoulo, Marathonas / Schinias) and the center of the city (Panathenaikon Stadium and Goudi). These forecasts will include among other things: temperature, relative humidity, thermal index, barometric pressure, wind speed etc, in English and in Greek.

3. **Warnings** will be announced for thunderstorms, strong winds and high values of thermal index, for all the aforementioned competition venues.

HNMS will be in constant communication with the Games Organizing Committee (GOC) and all information will be disseminated appropriately to the delegations.

### 10.13 Motor Activity Training Program (MATP)

Be a Fan of Courage!

1. **Events Offered**

   Adapted Motor Activities for male and female

2. **Divisioning**

   There is no divisioning in «MATP». Athletes will participate in 6 different groups’ activities doing their best according to their functional level.

3. **Participation Instructions**
   - Only Greek Athletes
   - Athletes from Special Schools and Centers of Attica
Head coaches have already been certified as MATP Coach through a Special Olympics Hellas MATP Seminar.

- Ratio athletes/coaches 1:1.
- Participation medals, gifts and diplomas will be given to all participants.

4. Sport Uniform

Athletes and coaches will be dressed in the Special Olympics Hellas (SOH) official MATP uniform (polo t-shirt and long pants) with SOH logos on them.

5. Points of emphasis- Rules Conditions

All athletes and coaches will pass through 5 stations in a rotation style, taking part (doing their best) in special selected motor activities.

10.14 Young Athletes

Be a Fan of Fun!

1. Events Offered

Basic Sport Activities for young boys and girls

2. Divisioning

There is no divisioning in YOUNG ATHLETES. All young athletes who will participate in the «Young Athletes» activities will be split in 4 different groups.
according their gender, age and functional level.

3. Participation Instructions

Only Greek Athletes from Special Olympics Hellas Young Athletes Program of Attica. Participation ribbons, gifts and diplomas will be given to all participants. Ratio athletes/escorts 1:1.

4. Sport Uniform

Athletes and escorts will be dressed in the Special Olympics Hellas official Young Athletes uniform (polo t-shirt and short pants) with SOH logos on them.

5. Points of emphasis- Rules Conditions

All athletes and coaches will pass through the 4 station activities in a rotation.

**10.15 Sport-Specific Information**


**Aquatics**

1. Events Offered

<table>
<thead>
<tr>
<th>Category</th>
<th>Event(s) Selection</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category 1 2 Events + 1 Relay</td>
<td>25m freestyle, 25m backstroke, 4x25m freestyle relay</td>
</tr>
<tr>
<td>Category 2 2 Events + 1 Relay</td>
<td>25m butterfly, 25m backstroke, 25m breaststroke, 50m butterfly, 50m breaststroke, 50m freestyle, 50m backstroke, 100m freestyle, 4x 25m freestyle relay, 4x50m freestyle relay, 4x50m medley relay, 4x100m freestyle relay</td>
</tr>
<tr>
<td>Category 3 2 Events + 1 Relay (1 additional event is available if it is 200 meters or longer)</td>
<td>100m freestyle, 100m backstroke, 100m butterfly, 100m breaststroke, 100m individual medley, 200m individual medley, 200m breaststroke, 200m freestyle, 200 backstroke, 400m freestyle, 4x 25m freestyle relay, 4x50m freestyle relay, 4x50m medley relay, 4x100m freestyle relay</td>
</tr>
</tbody>
</table>
### 4x100m medley relay

<table>
<thead>
<tr>
<th>Category 4</th>
<th>400m freestyle, 800m freestyle, 1500m freestyle, 4x50m freestyle relay, 4x50m medley relay, 4x100m freestyle, 4x100m medley relay</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 Events + 1 Relay (1 additional event is available if it is 200 meters or longer)</td>
<td></td>
</tr>
<tr>
<td>Category 5</td>
<td>800m freestyle, 1500m Open Water Swimming</td>
</tr>
<tr>
<td>Open Water Swimming</td>
<td>2 Events</td>
</tr>
</tbody>
</table>

2. **Sport Uniform/Equipment**

- Athletes are required to wear swimsuits which are within the guidelines prescribed by the Federation Internationale de Natation Amateur (FINA). Referees have the authority to exclude any competitor, whose swimsuit does not comply with FINA guidelines.
  - Suits should not be transparent, even when wet.
  - Female athletes should wear a one-piece tank suit.
  - *Open water swimmers:* Each participant shall be permitted to wear a wetsuit or technical swimsuit from any manufacturer without penalty in the 1.5-kilometer open water swimming event as long as the wetsuit does not exceed five millimeters in thickness and abides by all other Special Olympics regulations, including General Rules Section 4.08 governing the use of commercial markings on Athletes’ uniforms.
- All athletes and coaches must wear pool shoes on the pool deck area.
- Athletes are required to bring their own team uniform swimsuit, goggles, swimming hat, pool shoes, robe and towel for competition. Following all finals events athletes will be taken directly to Awards Staging after their competition. All athletes reporting to Competition Staging for these events must wear their team track suit or robe and pool shoes.
- Towels and locks for lockers will not be provided.

3. **Competition Rules**

- All events will be governed FINA and Official Special Olympics Summer
Sports Rules.
- An athlete may be disqualified for illegal strokes, starts and turns, and any unsportsmanlike behavior.

4. Points of Emphasis – Rules Condition

- The aquatics event will take place in an indoor, 50X21X2m depth competition pool with 8 lanes. The short course format (25m) will be used for the Games.
- The 800m freestyle and 1500m freestyle will be timed finals.
- The Open Water Swimming Event will take place in the Schinias Sailing Academy.

**Athletics**

1. Events Offered

<table>
<thead>
<tr>
<th>Category</th>
<th>Track Event(s) Selection</th>
<th>Field Event(s) Selection</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category 1</td>
<td>25m run, 50m run, 100m walk</td>
<td>Softball throw, Standing long jump</td>
</tr>
<tr>
<td>Category 2</td>
<td>100m run, 200m run, 400m run, 4x100m relay, 4x400m relay</td>
<td>Shot put, Mini javelin, Long jump, High jump</td>
</tr>
<tr>
<td>Category 3</td>
<td>400m run, 800m run, 1500m run, 4x100m relay, 4x400m relay</td>
<td>Shot put, Mini javelin, Long jump, High jump</td>
</tr>
<tr>
<td>Category 4</td>
<td>100m wheelchair race, 200m wheelchair race, 400m walk, 800m walk</td>
<td>Shot put, Mini javelin</td>
</tr>
<tr>
<td>Category 5</td>
<td>1500m run, 3,000m run, 5,000m run, 10,000m run, half marathon, marathon, 4x100m relay, 4x400m relay</td>
<td></td>
</tr>
<tr>
<td>Category 6</td>
<td>Pentathlon, 4x100m relay, 4x400m relay</td>
<td></td>
</tr>
</tbody>
</table>

2. Sport Uniform/Equipment

- In all events, competitors must wear clothing which is clean, designed and
worn so as not to be objectionable. The clothing must be made of a material which is non-transparent even when wet. The competitors must not wear clothing which could impede the view of the judges.

- Competitors may compete in bare feet or with sport shoes on one or both feet. The purpose of the shoes for competition is to give protection and stability to the feet and a firm grip on the ground. Such shoes, however, must not be constructed so as to give the competitor any additional assistance and no spring or device of any kind should be incorporated in the shoes. A strap over the instep is permitted.
- Running spikes should be no longer than 9mm.
- Starting blocks may be used for races up to and including the 400 meters. The Organizing Committee will be responsible for providing such equipment.

3. Points of Emphasis - Rules Conditions

- Athletes participating in the long jump must be able to jump at least 1 meter, which is the minimum distance between the take-off boards to the sand pit.
- The minimum opening height for all high jump competitions will be 1 meter.

**Badminton**

1. Events Offered

   Singles
   Doubles
   Mixed Doubles

2. Sport Uniform/Equipment

   - All athletes are required to bring their own badminton racket
   - Clothing worn by players during competition shall be acceptable badminton clothing.
   - The colour of clothing is optional. In the Doubles and the Mixed Doubles players should wear the same uniform.
• The back of the jersey/shirt may carry the name of the Special Olympics Program. The lettering on the jersey/shirt must be 10cm or less in height.
• Only white or non-marking rubber soles will be allowed on court.
• Shuttles will be natural feathered.

3. Points of Emphasis – Rules Conditions

• The Badminton World Federation (BWF) 21 point rally scoring system will be used.

**Basketball**

1. Events Offered

   Team Competition – Male
   Team Competition – Female
   Unified Sports® Team Competition

2. Sport Uniform/Equipment

   • The uniforms must consist of a jersey/shirt, shorts and appropriate sport shoes.
   • The uniforms (jerseys/shirt and shorts) must be of the same color and design for all team members.
   • Striped jerseys/shirts are not permitted.
   • It is required that each team has two sets of solid colored jerseys/shirts: a light-colored set when designated “home team,” and a dark-colored set when designated “visiting team.”
   • The numbers must appear on the front and back of jersey/shirt.
   • The numbers on the front and back should be clearly visible at least 20cm high on back and 10cm on the front with the numbers made of material at least 2cm wide.
   • Teams must use numbers 4-15.
   • The name of the Program or athlete may also be placed on the back of the athlete’s jersey/shirt. The name of the Program may be placed on the front of the jersey/shirt.
3. Points of Emphasis – Rules Conditions

- Games will consist of 13 minute halves running time. Four timeouts can be taken at any time.
- Overtime play will be 4 minutes.
- Timing-clock stops to address injury and other medical situations as determined by game officials and administrators.
- The timing –clock will stop during the last 2 minutes of 2nd half and each extra period on the referee’s whistle and successful field goals. There is no shot clock.

Bocce

1. Events Offered

- Singles
- Doubles
- Team (4 persons)
- Unified Sports® Doubles
- Unified Sports® Team

2. Sport Uniform/Equipment

- White is the traditional color, with a collared shirt in the sport of Bocce. Other colors are acceptable.
- Team members should wear the same uniform. This should be a team shirt and shorts/light cotton pants/skirts.
- Court shoes are required. Tennis shoes or smooth-soled athletic shoes are recommended. Running shoes or spiked-soled shoes are not permitted.
- The Bocce balls’ color will be red and green. The pallina will be white. The Bocce sets will be regulation sets and will be provided by the competition management.
- Visual aid equipment (small bells and orange cones) will be available at the Bocce to those athletes requiring the use of them and who have been identified by their Head Coach at the initial Head Coaches meeting.

- The Bocce field of play will consist of 16 courts made of a carpeted surface.
- Competition format: Double Elimination
- Games duration: For all games in Singles and Doubles, these will be first to 12, or 40 minutes, whichever comes first. And for Teams, these games will be first to 16, or 40 minutes, whichever comes first.

**Bowling**

1. Events Offered

   - Singles
   - Doubles
   - Team
   - Unified Sports® Doubles
   - Unified Sports® Team

2. Sport Uniform/Equipment

   - Attire should consist of neat and clean outfits.
   - Bowling shirts or tee-shirts with collars are required.
   - The bottoms should consist of long pants or dress/walking shorts (knee length). Skirts may be worn by females.
   - All competitors must wear bowling shoes. Athletes are required to bring their own.
   - Athletes are required to wear socks.
   - Athletes are required to bring their own bowling balls.
   - Ramp bowlers are required to provide their own ramps.
3. Points of Emphasis – Rules Conditions

- This will be a Scratch Tournament
- All athletes will play 3 games in divisioning rounds and an additional 3 games in each of their final events.
- Alternate lanes will be used, so that each athlete will play their games on a pair of lanes alternating each frame between the two lanes.

**Cycling**

1. Events Offered

<table>
<thead>
<tr>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>500m Time Trial</td>
</tr>
<tr>
<td>1K Time Trial</td>
</tr>
<tr>
<td>5K Time Trial</td>
</tr>
<tr>
<td>10K Time Trial</td>
</tr>
<tr>
<td>15K Road Race</td>
</tr>
<tr>
<td>25K Road Race</td>
</tr>
<tr>
<td>40K Road Race</td>
</tr>
<tr>
<td>5K Road Race</td>
</tr>
<tr>
<td>10K Road Race</td>
</tr>
</tbody>
</table>

1. Sport Uniform/Equipment

- Athletes will wear the team jerseys/shirts of the Program they represent.
- All athletes are required to bring their own safety helmets. Athletes will not be permitted to compete without a helmet. Helmets must meet the safety standards of the International Cycling Union (UCI).
- Athletes are required to bring their own bicycle.

**Equestrian**

1. Events Offered

- Dressage
- Prix Caprilli
- English Equitation
- Working Trails
- 2 Person Team Relay
2. Sport Uniform/Equipment

- Clothing should be workmanlike and neat
- Attire
  - Short, dark-colored riding coat.
  - A conservative color, preferably white, riding shirt.
  - Tie, stock, or choker.
  - Gloves are optional.
  - Breeches or jodhpurs.
- All riders must wear heeled boots.
- Riders who must wear other footwear as the result of a physical disability must have a physician’s statement submitted with their Rider’s Profile.
- All riders must wear approved helmets with full chin harness, which must be fastened at all times riders are working around horses.
- During practice athletes must adhere to the helmet, boot and long pants attire, but may wear short-sleeved shirts without riding coats.
- An English saddle of any type is required.
- Athletes may bring their own saddle but it will only be used if it fits the horse. If a rider plans to use his/her own saddle, it must be declared in the Rider Profile. There will not be any storage available so teams will be responsible for carrying saddles to and from the venue.
- In Prix Caprilli and Dressage riders can use a whip no longer than 1m including the lash.
- Riders may use adaptive equipment without penalty. (Note: Riders may in no way be attached to the horse or saddle.) Adaptive equipment must be declared on the Rider Profile.
- Prohibited Tack and Equipment (applies to warm-up as well as competition):
  - Bearing, side or running reins.
  - Seat covers— If an athlete needs a seat cover, it must be declared on the Rider Profile.
  - Blinders
  - Nose covers
- Riders must bring their own safety stirrups if unable to use standard
stirrups irons. Riders may bring their own toe stoppers.

3. Points of Emphasis – Rules Conditions

- The competition arena for prix caprilli will measure 20 x 40 meters.
- Team Relays - in team with 2 riders
  ⇒ The course will be:
  - 30 meters long for walk level,
  - 50 meters long for trot level,
  - 50 meters long for canter level but riders do trot only.
- Dressage tests to be used at the 2011 Special Olympics World Summer Games:
  - Level A - Test 1
  - Level B - Test 1
  - Level C - Test 1

**Football**

1. Events Offered

<table>
<thead>
<tr>
<th>Division</th>
<th>Event Selection</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>Team Competition – 5 a side</td>
</tr>
<tr>
<td>Female</td>
<td>Team Competition – 5 a side</td>
</tr>
<tr>
<td>Male</td>
<td>Team Competition – 7 a side</td>
</tr>
<tr>
<td>Female</td>
<td>Team Competition – 7 a side</td>
</tr>
<tr>
<td>Unified</td>
<td>Unified Sports® Team Competition – 7 a side</td>
</tr>
<tr>
<td>Male</td>
<td>Team Competition – 11 a side</td>
</tr>
<tr>
<td>Unified</td>
<td>Unified Sports® Team Competition – 11 a side</td>
</tr>
</tbody>
</table>

2. Sport Uniform/Equipment

- Footwear
  ⇒ Football shoes must **NOT** have metal cleats/studs (11-a-side, 7-a-side, 5-a-side).
  ⇒ **IMPORTANT FOR 5-A-SIDE**
    - No shoes with replaceable cleats or molded studs
    - ONLY SHOES FOR ARTIFICIAL TURF, HARDER OUTDOOR SURFACES or OTHER OUT-DOOR SPORTS SHOES WITH ANTI
SLIP
- These shoes contain various raised patterns on the bottom, for use on harder outdoor surfaces and on artificial turf.

- The basic compulsory attire of a player will consist of 2 different color sets of: a jersey/shirt, shorts, stockings (socks), shin guards and appropriate footwear for sport.
- The goalkeepers will wear colors contrasting with those of the two teams and the referee.
- Each player will wear a number. The color of the numbers must contrast clearly with the outfits (light on dark or vice versa) and be legible from a distance for spectators in the stadium and television viewers. This applies especially in the case of striped jerseys/shirts. A plain colored background (either entirely light or dark, depending on the color of the numbers) affords better legibility. These numbers will be between 25cm and 35cm in height in the center of the back of the jersey/shirt, between 10cm and 15cm in height on the front of the jersey/shirt in any position at chest level, and between 10cm and 15cm in height in any position on the front of either leg of the shorts. None of the numbers may contain advertising, design features or other elements.
- In an effort to be consistent with Olympic standards, teams are encouraged to also include numbers on the front of the shorts, on the bottom of the right leg. This number should be 10cm in height and the color of the numbers should contrast with the color of the jerseys/shirts and shorts.
- A captain’s armband can also be included as a clothing requirement to clearly identify the team’s captain.
- Rings, watches or other items of jewelry are not allowed to be worn during matches.
Players may wear medical medallions or medical wristbands, which must be taped to the chest and wrist respectively.

Players are not allowed to wear any object that may cause injury or give an artificial advantage to a player. Players may wear glasses, but at their own risk.

1. Points of Emphasis – Rules Conditions

- 5- a-side
  - Competition will be played on an artificial field hockey surface.
  - The goal size is 3,66m x 2m.
  - A minimum of 3 players shall be on the field at any one time.
  - Competition games will be of 30 minutes duration (15 minutes per half) with a 5-minute halftime interval.

- 7-a-side
  - Competition will be played on regular grass pitches which are accessible with regular football shoes (NO METAL STUDS).
  - A minimum of 4 players shall be on the field at any one time.
  - Competition games will be of 40 minutes duration (20 minutes per half) with a 5-minute halftime interval.

- 11-a-side
  - Competition will be played on regular grass pitches which are accessible with regular football shoes (NO METAL STUDS).
  - A minimum of 7 players shall be on the field at any time.
  - Competition games will be of 50 minutes duration (25 minutes per half) with 10 minutes halftime interval.

- All divisioning games will be of 15 minutes duration (no halftime).

- Final standings for the pool rounds and round robin competition
  - To determine the final standings for the pool rounds, the following points system will be employed:
    - Win= 3 points
    - Tie= 1 point
    - Loss= 0 points

  - In the event teams are still being tied, the following criteria will be used to determine placing:
    Head-to-head competition
    Fewest goals conceded
Most goals scored
⇒ If the teams are still tied after these criteria, penalty kicks will be taken (see procedure)

• Ties

Ties will stand at the end of divisioning, pool and consolation matches.
Extra-time (silver goal) will be employed in the event of medal round games finishing level. These periods will be 7 and ½ minutes a side for 11-a-side and 5 minutes a side for 5-a-side and 7-a-side.
If the teams are still tied after this period, penalty kicks will be then used.
The following guidelines will apply for this:
⇒ Only players on the field at the end of the second period of extra time can be used.
⇒ All players will assemble in the center circle.
⇒ The Head Coach must nominate the five players who will be used to take the kicks and this list must be presented to the referee.
⇒ Alternate kicks will be used and the winner will be determined by which team scores the most.
⇒ If teams are still level after five kicks each, the remaining participating players on the team will then take kicks.
⇒ A team can select any player on the field as their goalkeeper for the penalty kicks. If the goalkeeper is injured during the penalty kicks, any player from the squad may replace him/her unless he/she has been suspended.
⇒ In Unified Sports® penalty kicks, alternate kicks by athletes and partners must be taken, with the athlete taking the first penalty kick for each team.

**Golf**

1. Events Offered

- Level 1 – Individual Skills Competition
- Level 2 - Alternate Shot Team Play - (9-hole Stipulated Round - 36-hole Tournament)
- Level 4 - Individual Stroke Play - (9-hole Stipulated Round - 36-hole Tournament)
- Level 5 - Individual Stroke Play - (18-hole Stipulated Round - 72-hole Tournament)
2. Sport Uniform/Equipment

- Athletes and partners should wear appropriate golf attire. Jeans and athletic shorts are not permitted.
- Male shirt must be collared (button down or other). Males’ bottoms should consist of dress shorts or long dress pants.
- Females dress attire should consist of a collared shirt (button-down or other) and shorts of Bermuda length, long dress pants or skirts of appropriate length.
- Golf spikes are required. The spikes must be of non-metal type (i.e., soft spikes). No heeled shoes will be allowed.
- Athletes will be responsible for all of their personal equipment: golf balls, bags, clubs, tees, etc.

Gymnastics (artistic)

1. Events offered

   Women’s Events (Levels I, II, III and IV)
   - Vaulting
   - Uneven Bars
   - Balance Beam
   - Floor Exercise
   - All Around (total of all four event scores)

   Men’s Events (Levels I, II, III and IV)
   - Floor Exercise
   - Pommel Horse
   - Rings
   - Vaulting
   - Parallel Bars
   - Horizontal Bar
   - All Around (total of all six event scores)
Gymnastics (rhythmic)

1. Events offered

- Level 1 - Rope, Hoop, Ball, Ribbon, All Around
- Level 2 - Hoop, Ball, Clubs, Ribbon, All Around
- Level 3 - Rope, Ball, Clubs, Ribbon, All Around
- Level 4 - Hoop, Ball, Clubs, Ribbon, All Around

Handball

1. Events Offered

   Team Competition – Male
   Team Competition – Female

2. Sport Uniform/Equipment

   - The colors of numbers must contrast with that of uniforms.
   - Each team must have two sets of uniforms: a light colored set when designated “home team,” and a dark-colored set when designated “visiting team.”
   - The court players for each team must wear identical uniforms.
   - The goalkeepers of each team must wear distinctive colors different from the court players of both teams and the opposing goalkeeper.
   - It is not permitted to wear any object that could be dangerous to players. Any form of eyewear, face mask or protective head gear is not allowed.
   - Players shall be numbered from 1- 99. Each player’s number is unique, meaning the each player will compete with the same uniform number throughout the entire tournament.
   - A goalkeeper who also plays the court must have a court player uniform (light and dark) with the same number as his/her goalie uniform.
   - The numbers on the back of jersey/shirts must be at least 20cm high.
   - The numbers on the front of jersey/shirts must be at least 10cm high.
   - The captain of each team may wear an armlet approximately 4cm wide. The armlet must contrast with the color of his/her jersey/shirt.
The name of the Program or athlete may also be placed on the back of the athlete’s jersey/shirt.

The name of the Program may be placed on the front of the jersey/shirt.

3. Points of Emphasis – Rules Conditions

- Teams with fewer than seven (7) players to start the game will cause the game to result in forfeiture.
- The leather, women’s size #2 handball with a circumference of 54-56cm and a weight of 325-400 grams will be used at the Games.
- Court surface: Taraflex® elastic floor.
- Match periods: 2 X 20’ (intermission: 10’).
- Ranking: During the group stage matches will be evaluated as follows:
  - each match won = 2 points
  - each match drawn = 1 point for each team
  - each match lost = no points

Judo

1. Events Offered

Individual games for males and females.

The athletes participating in the games shall be divided in categories to fight, according to the criteria set by the SOI.

However, concerning ability, only level 1, level 2, and level 3 are invited.

Males:
Levels 1, 2, and 3: Weight categories „< 60 kg „ 60 to 66 kg „ 66 to 73 kg „ 73 to 81 kg „ 80 to 90 kg „ 90 to 100 kg „ 100 kg +

Females:
Levels 1, 2, and 3: Weight categories „< 48 kg „ 48 to 52 kg „ 52 to 57 kg „ 57 to 63 kg „ 63 to 70 kg „ 70 to 78 kg „ 78 kg +

2. Official Play Uniform/Equipment

- The athletes, during the divisioning and the games, shall wear exclusively
**white judogi.**

- The distinction between two athletes playing in a game shall be made by a **red and a white belt** worn at the waste, provided by the organizer from a variety of sizes. During their games the athletes shall wear no other belt.
- The judogi must be clean and tidy, free of any advertisements or other signs whatsoever.
- The organizer may provide each athlete with a bib to be sewed on, in the proper place at the back of the judogi, by the organizer, which the athlete will then be obliged to wear. The bib is meant to facilitate distinction both in divisioning and the games.
- Females must wear a plain white t-shirt under their judo suit.
- Footwear must be worn at all times when off the mat area.
- Players are not permitted to wear any object that may cause injury or give an artificial advantage to a player.

### 3. Contest System

Every category formed after the final divisioning shall comprise a maximum of 8 contestants.

Up to 5 contestants of the same category, are to form one pool, and shall play between them according to the round robin system.

6, 7 or 8 contestants of the same category, will be divided into two pools, namely A and B (3+3, 4+3 or 4+4), and must play in the pool they belong to, according to the round robin system. After the end of the fights of both pools, the two winners of each one will play in the final block, which will have the form of an elementary knock out, entering the semi-finals according to the x pattern (A1 vs. B2, B1 vs. A2). The winners of the semi-finals will fight for the 1\textsuperscript{st} and 2\textsuperscript{nd} place. In case two As or two Bs meet in the final, they will have to compete again and the winner of that fight will be 1\textsuperscript{st}, regardless of the result of the fight in the pool they initially belonged to.

In case of a tie between two athletes in a pool (equal number of wins, equal number of points), where and if they are both qualified to occupy one of the three distinguished places (1\textsuperscript{st}, 2\textsuperscript{nd} or 3\textsuperscript{rd}), the winner of the fight between them will prevail in the classification.

In case of a tie between three athletes in a pool (equal number of wins, equal number of points – cyclic triangle), where and if they are all qualified to occupy one
of the three distinguished places, the classification between them will depend on their weight classification, considering only the weigh-in of the particular day they are fighting, held upon arrival at the Sport Hall.

In case a contestant is not able or willing to participate in some contest of any order within a pool, his results so far will be discounted and will count neither for him nor for his opponents for the classification of the category. However, the contestant will participate in the awards ceremony and receive a prize (other than the ones for the three distinguished places).

4. Contest Duration

- Generally, the competition rules (Section C.2) of SOI shall be applied.
- Specifically, the real time allocated for each contest will be 3 min.
- Additionally, the time of the golden score contest, should it come to it, will be 2 min.

**Kayaking**

1. Events Offered

   - Singles Tourist kayak (KT) KT-1 200m race, 500m race
   - Doubles Tourist kayak (KT) KT-2 200m race, 500m race
   - Unified Sports™ Doubles Tourist kayak (KT) KT-2 200m race, 500m race

2. Sport Uniform/Equipment

   - Single and double touring kayaks and paddles will be used for all practice and competition sessions. The Games Organizing Committee will supply the kayaks and paddles. Athletes are allowed to use their own paddles.
   - Personal Flotation Devices (PFD) are required for both practice and competition. Although the Organizing Committee will provide PFD for the participants, athletes can bring their own PFD as well. The PFD must meet local standards for water safety at all times.
   - Athletes in a double boat should wear uniforms of the same colour and style.
3. Points of Emphasis – Rules Conditions

- The International Canoe Federation (ICF) Flatwater Rules will be employed except when they are in conflict with official Special Olympics rules.

**Powerlifting**

1. Events Offered

   Squat  
   Bench Press  
   Deadlift  
   Combined Bench Press and Deadlift  
   Combined Squat, Bench Press and Deadlift

2. Sport Uniform/Equipment

   - Supportive bench press shirts will not be allowed for competition.  
   - Long pants should not be worn.  
   - A one-piece lifting suit must be worn by the athlete while competing. 
     A T-shirt must be worn under the one piece lifting suit.  
   - Footgear  
     ⇒ Long socks (up to the knee) must be worn for the Deadlift.  
     ⇒ Sports type shoes e.g. trainers, powerlifting or weightlifting boots ONLY must be worn. No hiking or work boots allowed.  
   - All uniform items will be checked at weigh-in and must conform to International Powerlifting Federation standards.

**Roller Skating**

1. Events Offered

   Only speed events will be offered at the 2011 Special Olympics World Summer Games.
<table>
<thead>
<tr>
<th>Category</th>
<th>Events Selection</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category 1</td>
<td>30m straight line, 30m slalom</td>
</tr>
<tr>
<td>Category 2</td>
<td>100m race, 300m race, 500m race, 1000m race, 2x100m relay, 2x200m relay, 4x100m relay</td>
</tr>
</tbody>
</table>

2. Sport Uniform/Equipment

- Speed skaters - shorts and short-sleeved shirts made of stretchy material, one or two-piece outfits; helmets required (per International Sport Federation regulations), knee and wrist pads optional.
- There should be no midriff type shirts worn for speed events. The skin (stomach) area must be covered.
- Relay teams must wear identical outfits.
- Athletes wearing eyeglasses will need to wear eyeglass straps for practice and competition.
- Skates can be traditional ‘quads’ (2 sets of 2 wheels on parallel front and back axles, placed under each foot) or ‘in-lines’ (3, 4 or 5 wheels placed in a single row under the center of each foot).
  - Leather boots are the best choice for competitors.
  - Toe-stops are necessary for speed skating starts.

3. Points of Emphasis – Rules Conditions

A wooden floor will be used as the official competition field of play surface.

**Sailing**

1. Events Offered

<table>
<thead>
<tr>
<th>Level</th>
<th>Event Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Unified 2-person team. The Special Olympics athlete member of the crew will have complete responsibility for head sail trim.</td>
</tr>
<tr>
<td>2</td>
<td>Unified 2-person team. The Special Olympics athlete member of the crew will control the helm for at least 100% of the race.</td>
</tr>
<tr>
<td>3</td>
<td>All team members are Special Olympics athletes with an onboard coach. The athletes have complete control of the boat. The coach can offer verbal...</td>
</tr>
</tbody>
</table>
assistance. If, for any reason, the coach becomes physically involved with the sailing of the boat, the team must retire from the race and will be scored DNF (did not finish).

4. The entire team consists of Special Olympics athletes (no coach will be on board).

5. Special Olympics athletes compete single-handed

2. Sport Uniform/Equipment

- Each athlete must bring his or her own Personal Flotation Device and shoes with stability and grip on wet surfaces.

3. Points of Emphasis

Please note the following boats will be used for the Games:

- 420 for Levels 1, 2, and 4
- Laser Bahia for Level 3
- Laser with a 4,7 sail or smaller or Optimist class for Level 5

Sailing instructions will be distributed at a later date.

Softball

1. Events Offered

- Team Competition – Male
- Team Competition – Female

2. Sport Uniform/Equipment

- All team uniforms must be alike in color, trim and style.
- Sliding pants must be of uniform solid color.
- Undershirts must be solid colored and must be identical for all team members.
- Catcher must wear a face mask and catcher’s helmet.
- All batters and base runners must wear batter’s helmet with chin straps.
- Bats, helmets and gloves must be provided by each team.
- No two team members may have the same numbers.
• Numbers must be of contrasting color.
• Numbers should be at least 15.24 cm high.
• Numbers of contrasting color must be worn on the back of all uniforms at all times. Players without numbers will be prohibited from playing.
• Shoes must be worn at all times. Official shoes must be made with either canvas or leather uppers – or similar materials. No metal spikes permitted.

4. Points of Emphasis – Rules Conditions

• A regulation game will consist of seven innings. The game will be considered complete if, after five full innings of play, one team leads the other by 10 runs or more. The game shall last no longer than one and a half hours.
• The second home plate rule will be used at these Games.

**Table Tennis**

1. Events Offered

   Singles
   Doubles
   Mixed Doubles

2. Sport Uniform/Equipment

• Dress code must comply with International Table Tennis Federation (ITTF) rules.
  Players and coaches must wear approved attire whenever they are in the playing area.
• The players of a team taking part in a team match, and players of the same Delegation forming a doubles pair, shall be dressed uniformly, with the possible exception of socks and shoes.
• Playing attire with a badge or lettering on the front or side must be contained within a total area of 64 sq. cm.
• Playing attire may have numbering or lettering on the back to identify a player.
• Shirts, skirts and shorts cannot be white.
• The ball to be used shall weigh 2.7 grams and be spherical with a diameter of 40mm (1.57 inches). The ball will be white.
• The racket may be of any size, shape or weight but the blade shall be of wood, of even thickness, flat and rigid.

Tennis

1. Events Offered
   - Singles
   - Doubles
   - Mixed Doubles

2. Sport Uniform/Equipment

   • Each athlete will be responsible for providing his/her own tennis racket and will be required to wear traditional tennis clothing.
   • The athlete must wear appropriate tennis shoes. Black sole shoes will not be allowed on the courts. Athletes wearing black sole shoes will not be allowed to compete.

3. Points of Emphasis – Rules Conditions

   • Short set scoring will be used for this competition. Sets are the 1st player to win 4 games, while leading by 2 games (4-1, 4-2, etc.). A 7-point tiebreak is played at 4-4. Athletes play 2 out of 3 sets, with a 7-point tiebreak played in lieu of a 3rd set.
   • The competition will be conducted on outdoor hard courts.

Volleyball

1. Events Offered
   - Team Competition – Male
   - Team Competition – Female
   - Team Competition – Unified Sports®
2. Sport Uniform/Equipment

- The International Volleyball Federation’ (FIVB) Rules of Play govern a player’s uniform which consists of a jersey/shirt, shorts, socks (the uniform) and sport shoes. Uniforms may be one piece.
- If undergarments (including but not limited to T-shirts, boxer shorts, tights, leotards, body suits, bicycle shorts, sports bras, etc.) are worn in such a way that they are exposed, they will be considered part of the uniform.
- In this case, they must be identical for any team members who wear such a uniform.
- Uniforms must be similar, clean and (except for the Libero) of the same color.
- The Libero player must wear a uniform whose jersey at least must contrast in color with that of the other members of the team. The Libero uniform may have a different design, but it must be numbered like the rest of the team. Any player who plays as a Libero must have the same number when not playing as a Libero. Teams are encouraged to have two (2) sets of jerseys.
- Official uniform numbers are numbers 1-18. The size and placement of numbers shall conform to the standard ruling as listed herein.
- Numbers must be placed in the center of the back. For the front numbers, it is recommended that the top of the number be no more than 12.5cm (5”) down from the shoulder seam and that medial edge of the number be no more than 7.5 cm (3”) from the midline of the jersey/shirt.
- The numbers must be a different and contrasting color to the jerseys/shirts with a minimum height of 10cm (4”) on the front and 15cm (6”) on the back. Each uniform jersey/shirt must use the same color and number height for all team members.
- Shoes are considered player equipment and must be light and pliable with rubber or leather soles without heels.
- It is forbidden to wear any object (including but not limited to head gear, jewelry, casts or braces), that may cause an injury or give an artificial advantage to a player, and to wear uniforms of a color different from that of the other players (except for the Libero) and/or without official numbers.
- Exception will be made for religious or medical medallions and flat wedding backs. If worn, they must be removed from chains and taped or sewn under the uniform. The R1 (first referee) for each match has the
authority to enforce this rule at each match.

- Padding or covering may be necessary for casts, braces or prosthetic limbs. All such padding must be approved in advance by the Technical Delegate/designee prior to the first competition of the event.
- The name of the Program may be placed on the front of the jersey/shirt. The name of the Program or athlete may also be placed on the back of the athlete’s jersey/shirt.
- It is required, that the team captains have on his/her jersey/shirt a stripe of 8x2 cm underlining the number on the chest.

3. Points of Emphasis: Rules of Condition

Teams with fewer than six (6) players to start the set will cause the set to result in forfeiture.

10.16 Protests and Appeals Procedures

Only the head coach or designated registered coach (in the absence of the head coach) can file a protest and must do so according to the rules of each sport.

The coach must complete the protest form in order for the Sports Specific Jury to consider the protest.

The protest must cite each specific violation by specific number from the rulebook with a clear definition of why the coach feels the rule was not followed.

These forms will be available at the Sports Information Desk at each competition venue.

Once the protest is filed, it shall be given to the Sports Information Desk which will then notify the Sports Specific Jury for a ruling. The exact time that the Sports Information Desk receives the protest will be noted on the form.

The Sports Specific jury, which includes the Technical Delegate(s), Sports Manager and the Chief of Race and / or Chief of Referee, shall review the protest. Once the Sports Specific Jury has made its decision, the coach can either accept the ruling or appeal the ruling to the World Games Jury of Appeals. The World Games Jury of Appeals shall consist of a representative of the GOC, a representative of Special Olympics, Inc. and a designated person.

Appeals against the decisions of the Sport-specific Jury are to be submitted within 60 minutes of the decision of the Sport-specific Jury. All decisions made by the World...
Games Jury of Appeals shall be final.

There are three main guidelines for what is considered a situation of protest:

- Misinterpretation of sports rules
- Failure of the referee or judge to apply the correct rule to a given situation
- Failure to impose the correct penalty for a given violation

Any protest involving the judgment of the referee or judge shall not be given consideration – judgment calls are not to be protested or appealed. Divisioning decisions cannot be protested.

Protest and Appeals – Sport Specific Rules

The protest procedure for each sport has a specific timeframe for submission as well as other particular information relating to protests and appeals. Please see the individual technical manuals of each sport for these specifics.

10.17 Technical Delegates and Technical Officials

The Technical Officials are a vital component for the successful staging of the 2011 Special Olympics World Summer Games in Athens and provide their services voluntarily.

Technical Delegates are the key sport advisors for a specific sport and are assigned by Special Olympics International.

Technical Officials are judges and referees divided into: a) International Technical Officials coming from abroad, selected and appointed by SOI and b) National Technical Officials coming from Greece, selected by the GOC in collaboration with the Technical Delegates.

The objective of the Games is to have as high a level of certified and experienced officials as possible, thus demonstrating the highest standard of officiation.

10.18 Services at Competition Venues

Athletes’ lounges:

Refreshments will be available in each competition venue. Boxed meals will be served only at venues where the athletes need to stay at the venue after 14:00. All other athletes will have their lunch at their accommodation. There will also be
athletes’ entertainment available at every venue to make sure athletes enjoy themselves, while waiting for their turn to compete.

Athlete’s locker rooms:

Locker rooms will be available in all competition venues but whether the athletes need to change or arrive dressed ready for the competition falls under the rules/culture of each sport. Athletes’ equipment can be stored in the locker rooms; however, there will also be storage rooms offered for sports that require such service (e.g. bowling).

Warm up Areas:

Controlled warm up areas will be available where necessary. Appropriate practice times will be scheduled depending on the sport (detailed schedule will be announced during competition days).

Medical Services:

There will be medical personnel and medical stations at each competition venue to assist with the needs of the Delegations and spectators. However, the responsibility for the athletes’ wellbeing lies with their Coaches.

Concessions:

In every competition venue there will be concession/s selling food and beverages for spectators, families and athletes.

Seating:

Seating dedicated to Delegations will be available at each competition venue.

Transportation:

In order to ensure that athletes, coaches and officials arrive at competition venues on time, there will be transportation (bus services) connecting the accommodation sites with the competition venues. It’s very important for all delegations to be at the designated pick up point at the announced departure time.

Merchandising Stores:

The Table below shows all the Merchandising Stores that will be available during the SOWSG ATHENS 2011:
<table>
<thead>
<tr>
<th>VENUE</th>
<th>SPORT</th>
<th>MERCHANDISING STORES</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEF</td>
<td>Bocce, Roller Skating, Table Tennis, Beach Volleyball</td>
<td>1</td>
</tr>
<tr>
<td>HELLINIKO + AGIOS KOSMAS</td>
<td>Football 11x11, Football 7x7, Football 5x5, Gymnastics, Badminton, Handball, Softball, Cycling</td>
<td>2</td>
</tr>
<tr>
<td>OAKA</td>
<td>a) Aquatics, b) Basketball, c) Athletics, d) Volleyball, e) Tennis, f) Powerlifting</td>
<td>1</td>
</tr>
<tr>
<td>SAILING ACADEMY + ROWING &amp; CANOEING CENTER</td>
<td>Sailing - Kayaking</td>
<td>1</td>
</tr>
<tr>
<td>BLANOS – BOWLING</td>
<td>Bowling</td>
<td>0</td>
</tr>
<tr>
<td>MARKOPOULO OLYMPIC EQUESTRIAN CENTER</td>
<td>Equestrian</td>
<td>1</td>
</tr>
<tr>
<td>GLYFADA GOLF COURSE [1 course]</td>
<td>Golf</td>
<td>0</td>
</tr>
<tr>
<td>AMERICAN COLLEGE - DERE [2 tatamis]</td>
<td>Judo</td>
<td>1</td>
</tr>
</tbody>
</table>
Chapter 11: Non-Sports Programs and Events

11.1 Opening and Closing Ceremonies

The Ceremonies Department will stage two events that frame the Games in an appropriate style of celebration, recognition and communication – the Opening Ceremony and the Closing Ceremony.

More than 7,000 athletes from nearly 180 countries will parade into Kallimarmaron Panathenaikon Stadium on June 25th and on July 4th for the Opening and Closing Ceremonies, and proclaim to the whole world: “Let me win! But if I cannot win let me be brave in the attempt”.

The Creative Director of the Opening and Closing Ceremonies is Fokas Evangelinos, who was appointed to develop the main concept of the Ceremonies together with his creative team consisting of a mix of artists of international standing and with extensive professional experience in the organization of mega events, such as the composer Stefanos Korkolis, production designer Elias Ledakis, costume designer Ellie Papageorgakopoulou and script-writer Theodore Grigoriadis. Additionally, production consultants for the Ceremonies are Simon Graveling and Andrew Walsh, whose vast experience includes memorable events such as the ATHENS 2004 Olympic Games.

11.1.1 Venue

The Ceremonies of the Special Olympics World Summer Games ATHENS 2011 will be held in the Kallimarmaron Panathenaikon Stadium in Athens. This breathtakingly beautiful marble stadium was built during the classical period for the Panathenaic Games in honor of the Goddess Athena. It was remade in marble by the Archon Lycurgus in 329 BC and enlarged and renovated by Herodes Atticus in 140 AD. The remnants of the ancient structure were excavated and refurbished, for the revival of the Olympic Games and hosted the first Modern Olympics in 1896. The capacity of the stadium for the Special Olympics World Summer Games ATHENS 2011 is 46,000 spectators.

11.1.2 The Opening Ceremony

The Opening Ceremony, a three-hour (3) exciting and entertaining spectacle, will honor the athletes and celebrate the values and traditions of the Special Olympics
World Games. The Opening Ceremony will take place on the 25th of June and it is planned to begin at 20:00 (20:00 – 20:30 Pre-Show and from 20:30 Live Broadcast). The concept of the show is based on Greek mythology and will be performed with the participation of hundreds of volunteers with intellectual disabilities and well-known celebrities from Greece and abroad. In addition, the following key elements will be incorporated:

- Parade of Athletes
- Speeches
- Creative Segments
- Official Opening of the Games
- Raising of the Special Olympics Flag
- Official Oaths
- Lighting of the Cauldron

**11.1.2.1 Transport to/ from the Opening Ceremony**

Delegation members will be brought to the holding area by bus, directly from their accommodation locations. Families are advised to use public transport in order to reach the city center (it is about a 20-minute walk from the closest underground station). Due to the traffic exclusion zone, no buses will be permitted to approach the Kallimarmaron Panathenaikon Stadium. In addition, it is recommended that all spectators use public transport in order to reach the Stadium.

At the end of the ceremony, Delegation members will be escorted back to the buses that will take them to their respective accommodation site.

**11.1.2.3 Athletes Holding Area**

Delegation members’ holding area will be in Zappeion Megaron and the surrounding grounds, a large site situated close to the Panathenaikon Stadium. All delegation members will be transferred to the athletes holding area by bus and from there will be staged into parade order.

**11.1.2.4 Parade of Athletes**

Delegations will enter the stadium in Greek alphabetical order by delegation program.

The following points should be noted:
• No one will be admitted to the parade route without proper credentials.
• All athletes must wear their team uniform.
• Athletes will be permitted to carry cameras.
• National flags, banners and signs are not permitted, with the exception of the official Delegation placard supplied by the GOC.

Unavoidably (given the vast numbers of accommodation locations and sheer number of athletes participating) there will be a significant waiting time at the holding area prior to the parade commencing, whilst everyone arrives and is guided to their Delegation program group. Delegations are reminded of the importance of ensuring that any regular medications required by athletes should be carried with their group to cover the period until their return to their accommodation late that evening.

11.1.3 The Closing Ceremony

The Closing Ceremony of the Special Olympics World Summer Games ATHENS 2011 will be an event to celebrate the accomplishments of the athletes, together with officials and spectators. It will be held on July 4th 2011 with a starting time of 20:30 (20:30 – 21:00 Pre-Show and from 21:00 Live Broadcast) at the Kallimarmaron Panathenaikon Stadium. A number of key elements will be a part of this, including the following:

• The Official Closing of the Special Olympics World Summer Games ATHENS 2011.
• Extinguishing the Cauldron.
• The handover of the Games to the next Organizing Committee.
• Dance for the athletes.

11.1.3.1 Transport to/from the Closing Ceremony

Delegations will be transported directly by bus from accommodation venues to Panathenaikon Stadium. Staging will not be required, although volunteers will be on hand to direct delegates to their reserved seating blocks.

At the end of the Closing ceremony, Delegations will be transported directly by bus from around the grounds of Zappeion to their accommodation venues. No transport service will be available for delegations to travel to airports, train stations or ferries directly from the Panathenaikon Stadium, regardless of whether they attempt to leave the Ceremony early or not. Any Delegation that plans to leave Greece that evening will not be able to attend the Closing Ceremony. All transport to the airport
will be operated from accommodation venues only. At present, athletes’ family members and spectators will be transported in the same manner as for the Opening Ceremony.

11.1.4 Food services

All athletes will be provided with a lunch box and bottles of water. Unavoidably, given the many accommodation locations and sheer number of athletes participating, there will be a significant waiting time at the staging area prior to the Opening Ceremony Parade commencing whilst everyone arrives and is guided to their Delegation program group.

11.1.5 Ticketing

The distribution and sales of tickets are handled solely through TICKETNET. Spectators are able to reserve tickets at www.ticketnet.gr or through the call center at tel: +30 210 88 40 600. Ticket reservations via the website and call center begun on Monday, March 14th, 2011. Tickets are delivered to purchasers via courier service.

Tickets may also be purchased at the following sale-centers: the box office of the Badminton Theater, as well as in all outlet stores of Public, Metropolis and Seven Spot throughout Greece. For more detailed information regarding pre-sale locations, telephone sales and opening times, please visit the following website: www.ticketnet.gr/so2011

11.2 The Healthy Athletes Program

The mission of the Healthy Athletes Program is to improve every athlete’s health and fitness in order to enhance their ability to train and compete in the Special Olympics. During the Games all athletes will have access to a range of health care professionals who will screen and educate them on a number of topics in each respective discipline.

From June 26th through July 4th, 2011, health screenings will be conducted in a welcoming and fun environment at HELEXPO PALACE, located in close proximity to the OAKA complex in Maroussi (39 Kifissias avenue). Numerous medical professionals and medical students will receive professional standardized clinical training for this initiative. Consequently, more medical professionals will come to understand the
health needs and abilities of people with intellectual and developmental disabilities and provide appropriate care in the future. In addition, a formal “Train the Trainer” program will be conducted to provide clinical training to health care professionals from all over the world, so that they may return home to their countries and lead Healthy Athletes screenings locally.

To improve access of athletes to the Healthy Athletes venue, the Games Organizing Committee will be organizing a schedule of times and dates for each sport to come to Healthy Athletes and take advantage of the health services, supplies and interventions available.

The Healthy Athletes Program at the SOWSG ATHENS 2011 will comprise of six disciplines:

**Vision Care (Opening Eyes®)**

The mission of Opening Eyes® is to improve the quality of life for millions of individuals diagnosed with intellectual disabilities by optimizing their vision, eye health and visual skills through quality eye care. At Opening Eyes events, Special Olympics athletes receive extensive vision and eye health tests; refraction for those requiring further screening; prescription eyeglasses, if needed; designer sunglasses; prescription protective sports eyewear, if appropriate; and referral for follow-up care.

**Dentistry (Special Smiles®)**

Special Smiles® uses dental screenings to increase awareness of the state of athletes’ oral health for the athletes themselves, as well as their parents and/or caregivers. At a Special Smiles event, dental professionals provide oral screenings; oral health education and personal prevention products; and individually fitted sports mouth guards, if needed, for those athletes competing in contact or high-risk sports.

**Audiology (Healthy Hearing)**

Healthy Hearing provides a screening for the athletes and notifies them and their coaches if follow-up care is needed. This program also provides corrective (hearing aids) and preventative (custom swim earplugs) services, where possible, and studies the prevalence of hearing loss in athletes competing in Special Olympics events.
Physiotherapy (FUN Fitness)
During a FUNfitness screening, volunteer physical therapists, assistants, and students assess the flexibility and functional strength of Special Olympics athletes' muscles as well as overall balance. The program also provides "take-away" educational materials for Special Olympics athletes and information for families and coaches about the importance of and methods to improve flexibility, functional strength and balance in sports performance and activities of daily living.

Health Promotion
Health Promotion focuses on educating athletes about healthy lifestyles and the facilitation of healthy choices. It offers guidelines on nutrition and exercise, as well as bone health, stopping smoking and sun safety, using interactive educational activities and motivational information to encourage behavior change.

Podiatry (Fit Feet)
Many Special Olympics athletes suffer from foot and ankle pain or deformities that impair their performance. Fit Feet will evaluate and screen foot and ankle deformities of athletes and provide education in proper footwear and care of the feet and toes.

11.3 Law Enforcement Torch Run (LETR) Final Leg

Aim:
The Law Enforcement Torch Run (LETR) Final Leg is one of the most important events of the Special Olympics World Games, which is supported by a large audience. The Law Enforcement Torch Run, led by the 10 Special Olympics athletes selected to participate, will spread the message of acceptance, ability, and inclusion that embodies the Special Olympics movement as well as promoting the World Games in Athens.

The Torch Run is undertaken by the Law Enforcement officers who carry the Flame of Hope across the country with the aim of informing and raising awareness. In Greece,
the host country of the Special Olympics World Summer Games ATHENS 2011, the aim of the Law Enforcement Torch Run Final Leg program is to transport the Flame of Hope to as many cities as possible, spreading the message of the Games and the principles of the Special Olympics movement, and creating enthusiasm for the upcoming Games.

Local Authorities will help with the organization of welcoming the flame, displaying Greek culture and Greek customs. The torchbearers, knowing our country, will become the best ambassadors of Greek hospitality. On the route of the Flame of Hope, support will be provided by the Host Broadcaster, namely the Hellenic Broadcasting Corporation, ERT S.A., as well as local stations and media outlets.

Summary:
The Law Enforcement Torch Run Final Leg Team, serving as Guardians of the Flame, will carry the Flame of Hope throughout Greece as well as participating in runs and ceremonies in Constantinople (Istanbul) and Cyprus until they arrive at the Opening Ceremony for the Special Olympics World Summer Games. In total, the team of 145 individuals consists of 100 police officers, who represent their respective Special Olympics and Torch Run Programs, 10 Special Olympics athletes (3 of whom are Greeks), and support team members.

The Lighting of the Flame of the Special Olympics will take place at the Holy Rock of Pnyx, opposite the Acropolis of Athens, in Greece on the 9th of June 2011 at 11:00, presided over by the President of the Hellenic Republic and many officials. In keeping with the tradition, the Flame will be lit by the rays of the sun and the entire ceremony will take place along the lines of the original Torch Lighting of the Olympic Games.

Then, the symbolic flame protected by miner’s lamps will travel to two important centers of Hellenism which are connected with the history and culture of Greece.

The torch, designed by Zolotas jewellery house, is inspired by ancient motifs and represents a collector’s item.

Following the Flame Lighting Ceremony, the Final Leg Team will pass in front of the Acropolis, the Herodeios Theatre, the Museum of Acropolis, the Parliament and the Presidential Palace, where a Welcome Ceremony will take place. On Friday the 10th of June, the Torch Runners will be split into three teams and the journey of the Flame will begin.
• Route 1 begins from Athens and will cross all of Eastern Greece and the islands of Sporades, passing through the border station of Kastanies to reach Constantinople (Istanbul) on the 20th of June. During the 10 day route on Greek soil, the Flame of Hope will visit over 40 cities where welcome ceremonies will be held by local authorities.

In Constantinople (Istanbul), the cultural crossroad between Europe and Asia, the National Special Olympics Committee of Turkey will prepare a warm welcome for the Torch Runners, with routes through the most central parts of Constantinople (Taxim, Istiklal, Galata Bridge, Saint Sophia’s Church, the Blue Mosque etc) representing an important event for the strengthening of Greek and Turkish relations.

• Route 2 will cross all of Western Greece as far as the Tristate border, the Ionian Islands and Peloponnese, passing through Ancient Olympia, the birth city of the Olympic Games. Route 2 will visit more than 40 cities in 12 days.

• Route 3 team members will depart for Cyprus, an island bound to Greece by important historic and cultural ties. In Cyprus, the Torch Runners will spend 2 whole days spreading the message of the Games in all the cities of the island (Paphos, Limassol, Larnaca, Nicossia) as guests of the National Special Olympics Committee of Cyprus. The team will then begin its route of the Greek Islands, via Athens. Over 10 days the Flame will visit more than 30 cities. On the 21st of June, Route 3 will arrive in Rhodes, the island that from the 20th of June will host the largest number of athletes via the Host Town program. On the 22nd of June, the Flame will pass in front of all the hotels accommodating Athletes, destined for the city of Lindos where a Welcome Ceremony will take place. On the afternoon of the 23rd of June, the Torch Runners will pass in front of the most important areas of the city (the Mayor’s office, the Old City, the Castle of the Knights) ending up at the Ancient Stadium, where a welcome ceremony will take place in front of all the hosted Athletes, as well as many Greek and foreign officials visiting Rhodes for this special event.

On the 24th of June, the entire Final Leg Team will be reunited back in Athens and will run in front of all the host centers for Athletes where Welcome Ceremonies will take place. At 18:30 the Flame will reach the Acropolis where it will remain overnight, in front of the Erechtheion with the honorary contingent of the Presidential Guard.

On the 25th of June, the day of the Opening Ceremony of the Games, the Torch
Runners will visit the Mayor of Athens for a Welcome Ceremony in front of the Mayor’s office attended by the Mayor and the Town Council members. Passing through the main streets of Athens, the Flame will finally reach the Kallimarmaron Panathenaikon Stadium for the Opening Ceremony of the Games.

11.4 2011 Special Olympics Global Youth Activation Summit & Youth Rally

11.4.1 2011 Special Olympics Global Youth Activation Summit

25 June – 4 July, Athens, Greece

Overview:
The 2011 Special Olympics Global Youth Activation Summit is a gathering for more than 100 young people, with and without intellectual disabilities, from around the world, who are committed to making a difference in their schools and communities through Special Olympics.

The youth participants, aged 12-17, represent 30 countries from the Special Olympics’ seven regions and come from various educational levels, including middle/intermediate school and secondary/high school. The students are paired - one Special Olympics athlete and a partner without an intellectual disability - from the same community, state or country.

During the summit, participants will attend youth-led leadership training programs and have interactive sports experiences. They will also act as journalists reporting on the World Games, publishing their stories and photos daily on the Special Olympics and Special Olympics World Summer Games ATHENS 2011 Web sites and social network sites.

The summit will also include a Global Youth Rally, gathering thousands of young people from the Athens area and around the world for an exciting, motivational, multi-media event to address key issues, which young people face regarding intellectual disabilities and society.
Fast Facts:

✓ The 2011 Global Youth Activation Summit represents the sixth such event. The inaugural summit took place in 2001 at the Special Olympics World Winter Games in Alaska.

✓ Since 2001, there have been 48 youth summits at the national, regional and global levels, involving representatives from nearly 140 Special Olympics Programs and 2,700 young leaders.

✓ Special Olympics sent “Get Into It” kits and the book “The Wonderful Winning World” to hundreds of schools and libraries throughout Greece, as part of the School Enrichment Program. Each kit contains lesson plans, videos and fundraising ideas on diversity and acceptance.

✓ Special Olympics believe that through sports, young people can make a difference in friendships, schools and communities. The Global Youth Activation Summit is one of several Special Olympics programs reaching more than 3.5 million young people with and without intellectual disability in 170 programs in all Regions of the world. Other programs and initiatives include:
  - Project UNIFY
    http://www.specialolympics.org/project_unify_overview.aspx
  - Get Into It® www.specialolympics.org/getintoit
  - “R” word campaign www.r-word.org
  - Young Athletes™
    http://www.specialolympics.org/young_athletes.aspx

✓ To learn more about the Global Youth Summit, Special Olympics and other ways young leaders can get involved, please visit the following website:
  http://resources.specialolympics.org/Sections/Schools_and_Youth.aspx

Summit Goals:
The summit will provide a forum where youth participants will acquire and enhance their knowledge and the skills needed to lead themselves, their peers, their schools and their communities forward in promoting effective and safe environments for creating and sustaining positive changes, by volunteering and contributing to the improvement of their communities.
Through this experience they will act as agents of change – fostering acceptance, respect, dignity and advocacy for all people throughout the world.

**The three goals of the summit in Greece are:**

1. **EDUCATE - Awareness:** Provide young people with opportunities to understand the priorities set out by youth leaders with regards to the Special Olympics 2011-2015 Strategic Plan and UN Conventions as they serve, as active agents for change in their local, national and global Special Olympics Programs and communities. Awareness is one part, the other is skill development – we need to make sure youth are **aware** of the strategies to be effective change agents and **skilled** to take action in effective ways.

2. **MOTIVATE - Attitude:** Energize young people by showing them how their efforts to build communities that **accept, respect and advocate** with and for persons with intellectual disabilities come together to form a force for change that will be felt and remembered for generations to come.

3. **ACTIVATE - Action:** Stimulate new approaches for **sharing** experiences, **engaging** in Special Olympics Programs and community **action** and policy change.

**Global Youth Activation Summit Highlights:**

1. **Young People DO Change the World sessions:** GYAS participants and selected others participate in a variety of training sessions that will focus on important topics relevant to youth EDUCATE, MOTIVATE and ACTIVATE themes and aligned with SOI’s 2015 Strategic Plan. Participants will rely on subject matter experts, as well as on one another, to present information from school and home communities in order to share their best practices, ultimately planning their course for the next 2 years of SOI Strategic Plan activation leading up to the 2013 Special Olympics World Winter Games and GYAS in Seoul, Korea.

2. **Global Youth Rally:** Youth leaders will take center stage in this educational, motivational and activation oriented event. Showcasing the event will be young people addressing key issues along with Special Olympics athletes and entertainers. The Rally will be fast-paced with multimedia content designed to connect with youth, discussing the R-Word pledge, sharing stories/experiences and getting involved.

3. **Photo and Blogging session:** GYAS will receive a brief training from experienced peers and other media experts in the art of conducting interviews, taking
photographs and then formulating Special Olympics messaging around compelling and inspirational stories of athletes, family members, volunteers and others. These stories and images taken during the World Games, are shared via assorted technology and traditional media sources. Experiences serve as an example of how to continue this practice upon returning home.

4. **School Enrichment Exchange**: GYAS participants will spend some time in activities with local Greek school students who have been involved with the School Enrichment Program these past 9 months. Local students will plan activities that will demonstrate their involvement with Special Olympics, reflect on the highlights and impact on local, state, national, regional or global athletes. This also serves to recognize these outstanding school programs and student leaders. GYAS will have an opportunity to share their ideas with local youth and create activities to collaborate on following the Games.

5. **Webinars**: GYAS and selected others have an opportunity to engage in a real-time discussion and sharing of information and calls to action with other youth around the state, country and the world. Using a basic webcam and a desktop PC, a free interactive platform is used to connect everyone to this learning experience.

11.4.2 2011 Special Olympics Global Youth Rally

The Global Youth Rally will gather thousands of young people with and without intellectual disabilities from the Athens area and around the world. Youth Leaders will take center stage in this educational, motivational and activation oriented event. Showcasing the event will be young people addressing key issues along with Special Olympics athletes and entertainers. The Rally will be fast-paced with multi-media interactive content designed to connect with youth including the R-word pledge, sharing stories/experiences, getting involved and making commitments for activation and promotion of the goals of Project UNIFY in their own communities. It will be hosted by Celebrity supporters and will last approximately 2 hours.

**Rally Goals:**
- Generate awareness among youth about Special Olympics and people with intellectual disabilities.
- Present important issues in an entertaining and engaging way.
- Create a call to action for young people relating to Special Olympics and advocating on behalf of respect, dignity and inclusion for all.
Facts:
- WHEN: Friday, July 1st, 2011
- WHERE: OAKA
- TIME: 21:00

11.5 Special Olympics Festival and Delegations’ Entertainment

11.5.1 Special Olympics Festival

Overview:
The main purpose of the Special Olympics Festival is to offer education oriented and recreational extracurricular activities for athletes, coaches and Heads of Delegations. Furthermore, it aims to showcase the support of all sponsors and provide them with the opportunity to participate in the Games. While public involvement will be encouraged, there will still be activities that are for delegation members only. GOC will encourage the public and all Games constituents to visit the Special Olympics Festival.

Location:
The Special Olympics Festival will be located at Common Domain, an easily accessible, central location in the Olympic Athletic Center of Athens (O.A.K.A.). OAKA is a sports facilities complex located in Maroussi, a northern suburb of Athens (9 km from the city center, 22 km from the airport). OAKA is one of the largest Sports complexes, where the following sports competitions will take place: Athletics, Aquatics (swimming), Basketball, Powerlifting, Tennis and Volleyball.

Period - Operation Hours:
The Special Olympics Festival will be operational throughout the Games week (26/6-3/7/11). The program will be dedicated to the Special Olympics' seven regions: Africa, Asia Pacific, East Asia, Europe & Eurasia, Latin America, Middle East & North Africa and North America, as shown on the chart below.

Daily Program 10:00 – 19:00

The Festival’s tagline “Dreams and Teams” is addressed to athletes, coaches, Heads of Delegations, public and other Games constituents like volunteers, sponsors, media representatives, Honored Guests and General Public. It includes the following activities:
* Arts & crafts * Carnival booths * Arts Events (Dancing groups, Orchestras, Street Theatre, Interactive Puppetry, Theater Performances, Live Music & Entertainment, Youth groups Concerts) * Magicians * Stilt Walkers * Animators * Visual & Photo Exhibitions * Arcade games * Cooperation with Host Towns * Cooperation with the Embassies and Municipalities * Sponsors Actions * Sports Days * Games Park Stands – Booths * Signature Wall * Merchandising Area

**Evening Program 21:00 – 24:00**

The evening program of the Festival will include Cultural events for the general public and all Games constituents.

**Timeline**

![Timeline Image]

**Common Domain areas:**

- **Sponsors’ Area**

  Booth Areas for sponsors, global partners, official supporters, cities participating in the “Host Town Program”, Embassies, Public Institutions.

- **Delegations Entertainment Areas**

  Marquee Area with electronic game corner, Internet access, educational programs, like TRAIN & YOUNG ATHLETES program, and creative activities.

  - **Fun Park – Play area**
Multi-use games area, sports courts, ball courts, vitality trails, play panels, multi-play areas.

- **Concert Stage** for live concerts and performing arts

- **Café & Chill Out Area**

**Content & Policy:**
In accordance to the spirit of the Special Olympics, the Special Olympics Festival focuses on the participation and involvement both of the athletes and the general public, aiming to break down existing barriers and result in acceptance and understanding. Athletes will be given priority in all activities at the Special Olympics Festival. If there is a queue, athletes will be escorted to the front of it.
A Special Olympics Festival guide and schedule will be developed by the Special Olympics Festival team and be made available to all Games constituents.

### 11.5.2 Delegations’ Entertainment

**Overview:**
GOC will provide daily and evening entertainment to Delegations, either at the Special Olympics Festival, at the competition venues, or in the Delegations’ accommodation venues. Through a wide range of activities, the entertainment will be athlete-focused. The activities will be recreational, educational and, above all, fun. Various performers will ensure live and interactive entertainment for the athletes.

**Content & Policy:**
The objective is to provide a cultural exchange between delegations and a variety of consistent entertainment in the competition and accommodation venues and, at the same time, to ensure entertainment is easily accessible.
Daily and Evening entertainment will be open to Delegations only.

**Location - Hours of Operation:**
**Daily entertainment** will be provided in the **athletes’ lounge** in each competition venue, during the competition schedule. The entertainment will be operational in conjunction with competition venue hours. The activities will be beginning half an hour after the start of the competition schedule and will be finishing half an hour before competition finishing time, in order to allow athletes and coaches to make their way to the buses to return to their accommodation venues. The program will offer extracurricular activities, an area to relax and services for the Delegations members.
Evening entertainment will be provided in the accommodation venues. The entertainment program will be starting after dinner and will be lasting for approximately 2 to 2.5 hours. Delegations will be participating in a variety of entertainment activities, such as IT Café, Arts and crafts (Scarf Painting, Bead Jewelry, Badge Making, Stenciled Pictures), various Throwing Games, Photo Montage, Badge Swapping, Autograph Wall, Hand Wall, Interactive Puppetry, Live Entertainment, Dance Floor, Temporary Tattoos, Games (bingo, arcade games, table games and game systems with multiple player capabilities), Karaoke, Jigsaw Puzzles, Movies.

11.6 Honored Guest Program

During the Special Olympics World Summer Games ATHENS 2011, two hosting programs for honored guests in Athens will be operated: the All-Star Fans and the MVP Fans programs.

All the Honored Guests will enjoy unique engagement opportunities with Special Olympics athletes, Youth Engagement Activities, including the Global Youth Rally, and opportunities to Present Awards to the athletes.

The All-Star Fans program will bring together a small, selected group of individuals from both Special Olympics International and the Games Organizing Committee, providing opportunities for real participation and athlete engagement. Nominations have already been selected for this program, and the invitation process is underway.

The ASF program may include priority Guests from the following categories:

- Royalty
- Heads of State and Heads of Government
- Government Ministers and Minister-Level Leaders
- National Governors and Senators/Congressmen
- Vice-Ministers (representing their Head of State or Head of Government)
- Government Ambassadors
- International Non-Governmental Organization Leaders
- SOI International Board of Directors and Leadership
- SOI Former Board of Directors
- International Global Messengers
- International Sports Federation Leaders
- Regional Federation Leaders
• Olympic and Paralympics Leaders
• Presenters-at Games Events beyond Opening and Closing Ceremonies
• Celebrities – Global and Regional
• GOC Board Directors and Leadership
• GOC Former Leaders
• SOI and GOC Corporate Sponsors
• SOI and GOC Individual Donors and Supporters

The MVP Fans program will engage and recognize by region and country the program leaders, dignitaries and supporters whose efforts and commitments are so critical to the expansion and sustainability of our work. This program will provide the tools and resources for the SO Programs, Regional Offices and SOI Staff to be able to host their guests in Athens. With basic services provided by the Games Organizing Committee, each MVP Fans Program participant will be directly tied to the Program, Regional Office or SOI Office to deliver an experience that further engages them in the movement.

The MVP Fans Program may include Guests from the following categories:
• Program Sponsors and Supporters
• Program Leaders – Board Members and President/Chief Executive
• Government Officials – Local Officials and National Officials below Minister Level
• Local Military Officials
• Local and National Celebrities
• National Sport Governing Body Members
• National Education and Sports Leaders

11.7 Families Program

Family Services is dedicated to providing the Family Members of the Athletes with a pleasant and smooth games experience in addition to an unforgettable stay in Athens. The main aspects of Family Services’ actions are: registration management, assistance with accommodation booking, family hospitality and opportunities for establishing networks between the families.

Before Games-time Family Services cooperates with National Family Coordinators from each Delegation. These Family Coordinators liaise with the Special Olympics ATHENS 2011 Family Services Department and provide Family Members with direct
and prompt assistance during their registration and preparation for their journey to Athens.

**Definition of a Family Member:**
As Family Member for the Special Olympics ATHENS 2011 is considered any individual who is related to an athlete participating in the ATHENS 2011 Special Olympics as follows:

- The husband, wife, partner, child of the athlete
- A blood relative of the athlete (i.e. mother, father, sibling, grandparent, uncle, aunt, nephew, niece, cousin and a relative related by marriage or a partner of a blood relative)
- The athlete’s legal guardian, foster parent or caregiver
- An individual involved with the athlete in a parenting role

**Family Member Registration:**
Family Members should be registered in advance in order to receive benefits. Family Members also have the option to register on-site, upon their arrival in Greece. They need to have written approval of their National Family Coordinator with them. However, those registering on-site cannot be guaranteed a Family Welcome Pack.

The benefits of registering as a Family Member are the following:

1. Official Credentials that allow access to Family Areas and activities (the credentials will be distributed to Family Members in the Family Welcome Center)
2. Free access to the ground public transportation network
3. A Family Welcome Pack (distributed in the Family Welcome Center)
4. Access to the Family Hospitality areas and to reserved Seating for Families within the venues
5. Access to designated parking facilities in competition venues

Unregistered Family Members will not have rights to the above-mentioned benefits.

**Family Welcome Center:**
In order to have access to the benefits, Family Members should display their credentials. The credentials will be distributed in the Family Welcome Center, which is the HELEXPO PALACE, at 39 Kifissias avenue. Family Members will have to present an official document (passport/ID) in order to acquire their credentials and welcome packs. A Family Member is eligible to receive
the credentials and welcome packs of other members, as well. In that case, they should present an official document for each Family Member.
Welcome packs will include a Family Handbook with the schedule of games and family events, as well as other essential information for visitors.
The Family Welcome Center will be open throughout the games from 10:00 to 20:00 beginning on Sunday, June 19th.

**Accommodation of Family Members:**
It is important to clarify that the accommodation of Family Members is at their own expense. The GOC is not responsible for covering the costs. Accommodation bookings may be handled by the official travel agent, appointed by SOI: TCP Consultants, (43 Voulis Street, Athens 10557, Greece, tel: +302103310106, +302103310108, fax: +302103310107, website: [www.tcpa.gr](http://www.tcpa.gr), email: [info@tcpa.gr](mailto:info@tcpa.gr)). Family Members can use the services of their local travel agents, as well. There is NO option for a “Host a Family” Program for the Special Olympics World Summer Games ATHENS 2011.

**Family Hospitality:**
Family Members will have designated hospitality areas in all venues referred to as Family Lounges. This is the place where Family Members can meet with other Family Members, including Global Family Leaders. They can also gain information about the Special Olympics and the ATHENS 2011 Games. **Family Lounges** will operate during competition hours at all Competition Venues.

Furthermore, Family Members have access to the **Family Center**, a central place in the city center. It is located on Vasilissis Olgas avenue, opposite Zappeion Megaron. The Family Center is the place where Families can meet with each other, get free refreshments and receive information about the Games from 10:00 to 19:00.

**Family Members Access to Athlete:**
Family Members who wish to meet the athletes should contact the Coaches or Delegates directly. If, however, some Family Members do not have access to the coaches, they can contact Family Services at the Family Lounges and fill in a “Meeting an Athlete” request form. Family Services will forward the form to the Coaches/Delegates. It is important to note that Family Services is not responsible for arranging the meeting but for assisting Family Members in contacting the Coaches/Delegates. If the Coach/Delegate disagree with the meeting, the role of Family Services is only to pass this information on to Family Members.
It should also be mentioned that Family Members may travel to Host Towns but they will be treated as general spectators and not as part of Delegations. Therefore, they need to make their own transportation and accommodation arrangements.

**Family Members Entertainment:**
As part of the Family Services Department commitment to foster networking between Family Members, Families are encouraged to attend the non-sport events that will take place in the context of the SOWSG ATHENS 2011. A Special Olympics Festival will be organized in the Athens Olympic Sports Complex, where Family Members can visit and meet with each other. Attendance of the Festival will enable Family Members to get together with Family Members from different countries in an enjoyable context.

On Family Night at the Special Olympics Festival a special recognition and entertainment program will be offered and only families will have access to the area. Throughout the games, families are encouraged to check in at the SOI Families Pavilion for resources and information on additional networking opportunities.

**11.8 2011 Global Family Leaders’ Summit**

Each Region elects Global Family Leaders to support family programming in their Regions, providing leadership over the course of a 2 year term beginning at the World Games. The Global Family Leaders’ Summit provides an opportunity for leaders from around the world to share effective strategies with each other and with other attendees at the Games, including families and influential leaders. They conduct outreach at the Games, by meeting with families in attendance at the Family Lounges, Family Center and Festival area. The Summit meetings include closed sessions for Global Family Leaders and open sessions that families and others, interested in the topics, can participate in. Details about open sessions will be provided in advance to registered families and those wishing to attend will need to RSVP to reserve their space. In addition, there will be a formal induction ceremony and dinner by invitation only.
Chapter 12: Media Operations

12.1 Main Media Centre (MMC)

MMC is the most sophisticated, non-competition media facility created for any major sporting or news event. A key non-competition venue in its own right, the Main Media Center will be established within the Olympic Stadium in the Athens Olympic Sports Complex (located at Marousi, northeast Athens), the heart of the XXVIII Olympic Games of Athens 2004, as well as one of the main Competition Venues.

During the Special Olympics World Summer Games ATHENS 2011, the Main Media Center will be the headquarters of approximately 750 written and photographic media, broadcasters and the Host Broadcaster, namely the Hellenic Broadcasting Corporation, ERT S.A. The Main Media Center will open its doors on June 20th, a week prior to the Opening Ceremony, and will remain in operation until July 6th, two days after the Closing Ceremony. The Main Media Center will open from 7:30 to 23:00. The Main Media Center will be also the nerve center of the entire Media Operations at Games-time.

It is well known that the written, photographic and broadcast media is a demanding client group, whose reporting of the Games can determine public perception of their success or failure. Hence, the credentialed members of the media, working at the Main Media center, become the ultimate arbiters of how well the SOWSG ATHENS 2011 are organized.

Covering a total area of 700 m², the MMC support facilities and services will include a Media Workroom with carefully planned workstations equipped with computers with free Internet and Wi-Fi internet access, copy/printing/fax facilities and results distribution points, located in viewing areas; a media Conference Area; a Photo Area; a Break Area; as well as a Welcome Area to serve as help and information desk. Dedicated parking spaces, located in direct proximity to the entrance of the Main Media Workroom, will also be available to the media.

To enhance the holistic experience of the 2011 Games, daily interviews will be held in the media Conference Area with well-known athletes, delegates, coaches, as well as celebrities and dignitaries.

The News Services staff, responsible for the provision, circulation and distribution of Games-time facts and data, will be hosted within this area to help the credentialed
media make the best possible Games coverage.

The MMC of the Special Olympics World Summer Games ATHENS 2011 will be the longest running venue.

**12.2 Media Services**

Media Services oversees some of the essential services provided to the credentialed media by other GOC’s Functional Areas such as Accommodation, Accreditation, Transportation, Catering, and Technology and Telecommunications requirements. Media Services will also be responsible for planning, organizing & coordinating all media briefings, media conferences, venue tours (if required), ahead of & during Games-time.

In addition, Media services will handle the production and distribution of all media related documents, including the Media Guide, Media Kits & newsletters, as well as news releases, media alerts, sports news from the competition venues and sports specific event previews. Information about non-sports events will be also provided.

Serving as a liaison point between media representatives and GOC’s service providers, Media Services will provide direct advice and help to the Functional Areas to ensure that media needs are understood and met.

**12.3 Venue Media Centers’ Operation (VMCs)**

Venue Media Centers’ Operation (VMCs) aims to provide the best possible conditions under which credentialed media can successfully cover the ATHENS 2011 Games from the various competition venues.

The size and capacity of the Venue Media Centers will depend upon the venue’s capacity, the level of the competition and the expected number of the media. In general, each Venue Media Center, located in a competition cluster, will be a smaller version of the MMC, providing similar services and facilities, and will include a media workroom, a media conference room, media tribunes and a mixed zone, designed to provide media representatives with easy and convenient access. Dedicated media parking space will also be available.

Competition results and Games-time information will be provided at the results distribution area, as well as online via the ATHENS 2011 official website.
Staffed with a Venue Media Manager, paid staff and volunteers, all well-acquainted with media working patterns, the Venue Media Centers’ Operation will ensure that media needs are met and that media facilities and services are consistent with the SOI requirements and previous Games practices.

12.4 Documentation

To ensure first-class coverage of the Special Olympics World Summer Games ATHENS 2011, specialized staff and volunteers at Games-time will be responsible for the collection, provision and distribution of facts, data, news, stories, flash quotes, press conference highlights, medal standings and media releases.

A constant flow of information regarding the events, such as programs, start lists, results by sport (by discipline and by event), will be provided daily to media representatives and will be available online.

Moreover, interviews and press conferences with athletes, coaches and other dignitaries will be also conducted at the MMC, as well as at the Special Olympics Village.

It is anticipated that all information produced during the ATHENS 2011 Games, including a video library of competition footage and still photographs, will also be made available to the non-attending media, as well as other interested parties, via the ATHENS 2011 official website, and will be used to provide the historical record of the Event.
Chapter 13: Marketing and Communications

13.1 Usage of the ATHENS 2011 emblem, main marks and mascot

The guidelines for the usage of the ATHENS 2011 emblem, main marks and mascot can be found at the cd-rom which was distributed along with the HOD Manual-1st edition- during the HOD Seminar in Athens or at this link:


Special Olympics delegations are reminded the following:

- To clearly state the type of use of the emblem, the main marks as well as the Mascot when they request permission of usage at the GOC
- The production quality of the object on which the emblem, the main marks as well as the Mascot is used, should be of high standard
- To send a mock up to the GOC Communications Department (Mr Vassilis Diamantis, v.diamantis@athens2011.org) for approval, before production. Special Olympics programs should send the item on which they wish to apply the Games Marks, well in advance, since the approval process might take from 3 to 5 working days.

13.2 Official Licensed ATHENS 2011 Special Olympics Products

The logos, emblems and symbols of the Special Olympics World Summer Games ATHENS 2011 are used for the production and distribution of the Official ATHENS 2011 Special Olympics Products.

The Official Licensed Products are decorated with the ATHENS 2011 Emblem, which is a radiant sun, the source of life that underlines the excellence and power of the athletes who participate in the Games.

Official Licensed Products are produced and distributed by designated Official Licensees who have been appointed through tenders. All products are of modern design and high quality.

The Products’ Categories are the following:
• Porcelain and houseware by the Licensee IONIA S.A.
• Ties, Scarfs & Pareos by the Licensee MARIANNA PAGONI MODA & CO LTD
• Pins, Key chains, Travel Goods, Lanyards, Notebooks and Pens by the Licensee
  CREATIVE CONCEPTS HELLAS
• Christmas and Easter ornaments by the Licensee Le SHOP SA
• Stickers, Yo-Yo, Fancy & Gadget Items, Photo Frames by the Licensee K+F
  PAPOULIAS S.A.
• Jewelry and home accessories, gold plated and silver plated jewelry by the
  Licensee I4D LTD
• Plush Mascot Apollon by the Licensee JUMBO S.A.

More product categories will be available during Games time.

The “Special Olympics Stores & Corners” will be located at the following spots:

• Kallimarmaron Panathenaikon Stadium during Opening & Closing Ceremonies
• Peace and Friendship Stadium (SEF)
• Hellinikon Olympic Complex & Agios Kosmas Sport Center
• OAKA complex - Olympic Stadium
• The American College of Greece, DEREE
• Blanos Sports Park at Spata
• Markopoulo Olympic Equestrian Center
• Glyfada Golf Course
• Schinias Olympic Rowing and Canoeing Center
• Metropolitan Expo Center (Delegation Welcome Center)
• HELEXPO PALACE (Healthy Athletes’ Program & Main Credentialing Center)
• Special Olympics Villages and Hotels
• UDAC-Uniform Center
• Athens International Airport “Eleftherios Venizelos”
• Corners in the center of the City of Athens

For more information about the ATHENS 2011 Licensing Program please visit:

13.3 Speaking to the Media

Only specific spokespersons, identified in advance by both the GOC and Special
Olympics International, are permitted to speak to the media on behalf of the ATHENS
2011 GOC. Workforce, Volunteers, Contractors and Vendors should not speak to the media inside the competition and the non-competition venues.

13.4 ATHENS 2011 Games Uniforms

The key Games operations’ workforce, volunteers as well as technical Officials will be identified by the color of their Uniforms. Games operations that are not identified by a color will be wearing the “Generic” Uniform. Specifically, the following Games operations have been color-identified as follows:

**Ceremonies – Teal**
Medical - Red
Generic Uniform – light Green
Transportation Services-Yellow
Security - Purple

[Images of security uniforms in purple and blue]
Honored Guest Services – Light Blue
Technical Officials - Orange
Chapter 14: ATHENS 2011 Volunteers’ Program

The ATHENS 2011 Volunteers Program coordinates all the necessary recruitment, allocation to positions, training, retention and recognition activities for the thousands of people who will offer their volunteer services to the Special Olympics World Summer Games ATHENS 2011. The ATHENS 2011 Volunteers Program aims to offer an unforgettable, life changing and rewarding experience of understanding and acceptance of people with intellectual disabilities and to create a legacy in the Special Olympics Movement in Greece, Europe and on a global scale.

It is worth mentioning that the first Application Form of the ATHENS 2011 Volunteer Program was signed by H.E. the President of the Hellenic Republic, Mr. Karolos Papoulias and that His All Holiness the Ecumenical Patriarch Bartholomew and His Beatitude Ieronymos II, Archbishop of Athens and All Greece, have also declared their support to the SOWSG ATHENS 2011. Moreover members of the Greek Parliament, Olympic Gold Medalists, representatives from the fields of sport, science and business as well as from the community service and local civil society have applied to participate and deployed themselves by our side.

A team of 25.000 inspired, well trained and enthusiastic volunteers will offer high quality services to the Special Olympics athletes, delegation members and all Games participants. The ATHENS 2011 Volunteers will offer their services to the Special Olympics athletes, the members of the Delegations, the VIP guests, the journalists and the athletes’ families and will also undertake tasks and offer services in a number of Functional Areas in Competition and Non-Competition Venues.
Chapter 15: ATHENS 2011 Sponsors

We are proud of our Sponsors!

4 Global Partners

9 Sponsors

2 Official Suppliers

6 Official Supporters
Appendices

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Appendix 2: Special Olympics Villages Layout (map)

Appendix 3: Credential Guide

Appendix 4: Master Plan (Map)

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3. DELEGATION SERVICES CENTER
4. SPORT INFORMATION DESK
5. SPORT FACILITIES
6. RECREATION ROOM
7. VILLAGE ENTRANCE
8. ATHLETES LOAD ZONE
9. MEDICAL CENTER
10. OPEN-AIR CINEMA
11. T1 PARKING AREA
1. RESIDENTS DINING HALL
2. FRONT DESK
3. DELEGATION SERVICES CENTER
4. SPORTS INFORMATION DESK
5. SPORTS FACILITIES
6. RECREATION ROOM
7. VILLAGE ENTRANCE
8. ATHLETES LOAD ZONE
9. MEDICAL CENTER
10. OPEN-AIR CINEMA
11. T1 PARKING AREA
12. THE VILLAGE STORE
13. VILLAGE CREDENTIAL CENTER
1. RESIDENTS DINING HALL
2. FRONT DESK
3. DELEGATION SERVICES CENTER
4. SPORTS INFORMATION DESK
5. SPORT FACILITIES
6. RECREATION ROOM
7. VILLAGE ENTRANCE
8. ATHLETES LOAD ZONE
9. MEDICAL CENTER
10. OPEN-AIR CINEMA
11. T1 PARKING AREA
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3. DELEGATION SERVICES CENTER
4. SPORTS INFORMATION DESK
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6. RECREATION ROOM
7. VILLAGE ENTRANCE
8. ATHLETES LOAD ZONE
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6. RECREATION ROOM
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12. THE VILLAGE STORE
13. VILLAGE CREDENTIAL CENTER
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3. DELEGATION SERVICES CENTER
4. SPORTS INFORMATION DESK
5. SPORT FACILITIES
6. RECREATION ROOM
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8. ATHLETES LOAD ZONE
9. MEDICAL CENTER
10. T1 PARKING AREA
11. THE VILLAGE STORE
Appendix 3: Credential Guide
CREDENTIAL GUIDE

LEGEND

SOV: Special Olympic Village and associated Hotels, PAN: Panathinaikon Stadium (Ceremonies), ATC: Family Center/Family Forum
MMC: Main Media Center, HEA: Healthy Athletes Center, All Other Venues (Healthy Athletes, S.O.Town etc. except SOV & Main Media Center)

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<td>RED</td>
<td>T1: Dedicated car/van &amp; Driver</td>
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<td>WHITE</td>
<td>T2: Shuttle Services/Motor Pools with reserved coaches, mini vans and sedans</td>
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<td>5</td>
<td>T3: Shuttle Services for Sports Officials</td>
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<td>T4: Shuttle Services for Athletes</td>
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<td>7</td>
<td>T5: Public Transport</td>
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Credentialing Guide V.4.0.0  Ilias Dalainas, Credentialing Manager
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Appendix 4: Master Plan (Map)
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**Notes:**
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- **C** = Day 2
- **A** = Day 3
- **USE** = Day 4

**Venues:**
- OAKA Olympic Stadium
- Hellinikon Olympic Indoor Hall
- Panathenaikon Stadium
- OAKA Olympic Velodrome
- SEF Sport Training Halls
- Panathenaikon Fitness Centre
- The American College of Greece - DEREE Gym
- Athens Olympic Sport Complex
- Hellinikon Olympic Hockey Venue
- G.O.Kosmas Sports Center
- "APILION" Panionios Training Center
- Glyfada Golf Course
- Hellinikon Olympic Softball Venue
Appendix 6: Competition Venues plans
1. ATHLETES AND TO's ENTRANCE
2. SPORT INFORMATION DESK
3. ATHLETES CHANGING ROOMS
4. WARM UP AREA
5. ATHLETES LOUNGE
6. TECHNICAL OFFICIAL LOUNGE
7. VENUE OPERATIONS CENTER
8. TECHNICAL DELEGATE OFFICE
9. FIELD OF PLAY

LEGEND

SPORT
OPERATIONS
NO USE

PEACE AND FRIENDSHIP STADIUM

BOCCE

SPECIAL OLYMPICS - WORLD SUMMER GAMES ATHENS 2011
KEY PLAN

1. ATHLETES AND TOS ENTRANCE
2. SPORT INFORMATION DESK
3. ATHLETES CHANGING ROOMS
4. WARM UP AREA
5. ATHLETES LOUNGE
6. TECHNICAL OFFICIAL LOUNGE
7. VENUE OPERATIONS CENTER
8. TECHNICAL DELEGATE OFFICE
9. FIELD OF PLAY

SPECIAL OLYMPICS - WORLD SUMMER GAMES ATHENS 2011
THE AMERICAN COLLEGE OF GREECE - DERE GYM

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LEGEND

SPORT OPERATIONS NO USE
KEY PLAN

1. ATHLETES AND TOs ENTRANCE
2. SPORT INFORMATION DESK
3. ATHLETES CHANGING ROOMS
4. WARM UP AREA
5. ATHLETES LOUNGE
6. OFFICIAL LOUNGE
7. VENUE OPERATIONS CENTER
8. TECHNICAL DELEGATE OFFICE
9. FIELD OF PLAY

SPECIAL OLYMPICS - WORLD SUMMER GAMES ATHENS 2011
1. Athletes and Tos Entrance
2. Athletes Information Desk
3. Warm Up Area
4. Athletes Changing Rooms
5. Technical Officials Lounge
6. Technical Operations Center
7. Technical Delegate Office
8. Field of Play
9. Venue Operations Center

SPECIAL OLYMPICS - WORLD SUMMER GAMES ATHENS 2011
GLYFADA GOLF COURSE
GOLF
1. ATHLETES AND TOs ENTRANCE
2. SPORT INFORMATION DESK
3. ATHLETES CHANGING ROOMS
4. WARM UP AREA
5. ATHLETES LOUNGE
6. TECHNICAL OFFICIAL LOUNGE
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