



World Triathlon
Championship Series
YOKOHAMA
2024



TO Newsletter #2 – 12 April, 2024

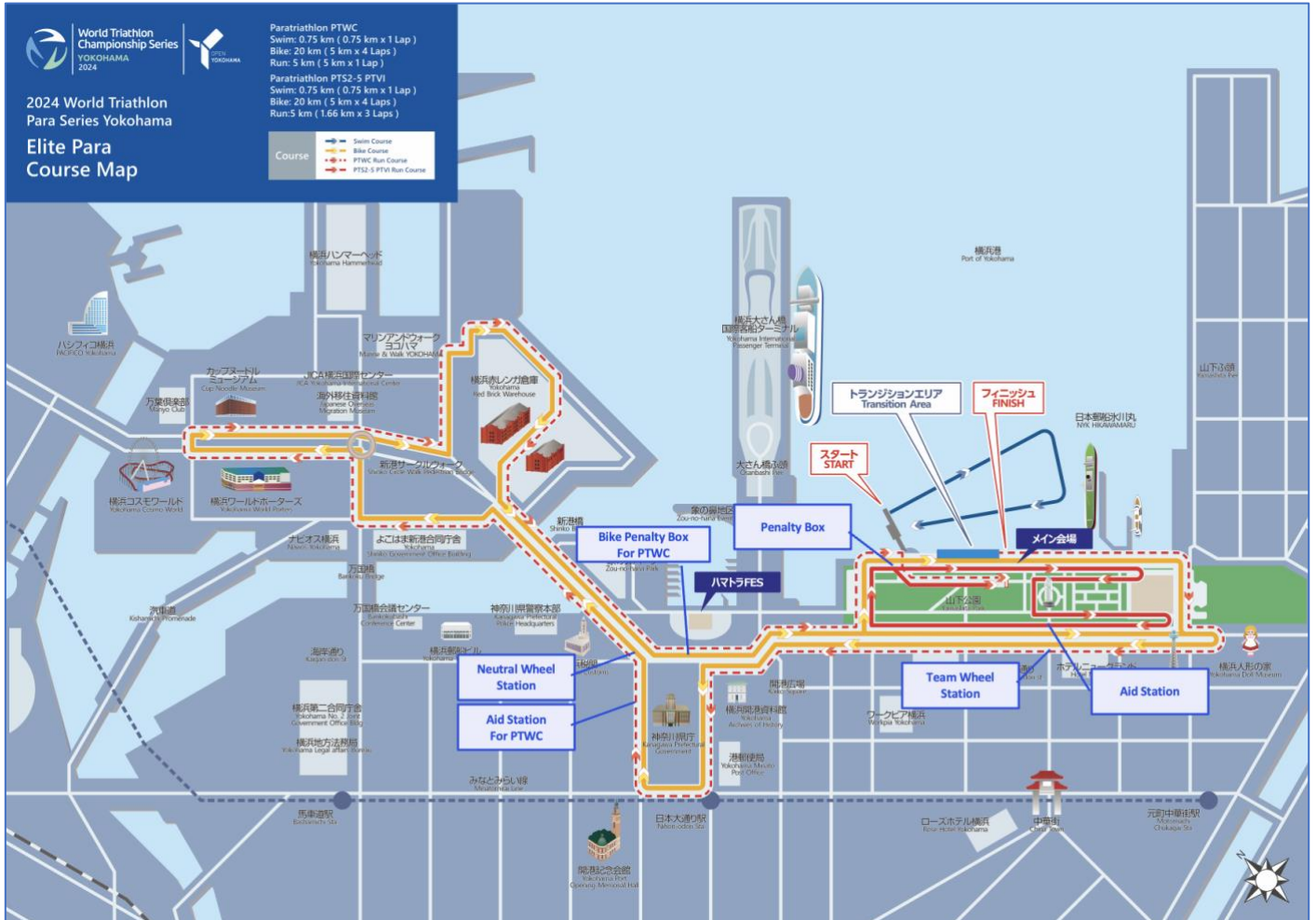


Hi TO's!

We are just one month to go to our event and the Yokohama LOC has been doing a fantastic job with preparations. Thank you to the TOs who have already sent their certificates for both Para Triathlon and Safeguarding module completion to **HR Claire Hannan**. For those who have yet done so, please remember to email the certificates to linezart@actrix.co.nz



EVENT MAP – PARA



ELITE PARA / Sprint Distance

PTS&PTVI

Swim: 750m (750m x 1 lap)

Bike: 20km (5km x 4 laps)

Run: 5km (1.66km x 3 laps)

PTWC

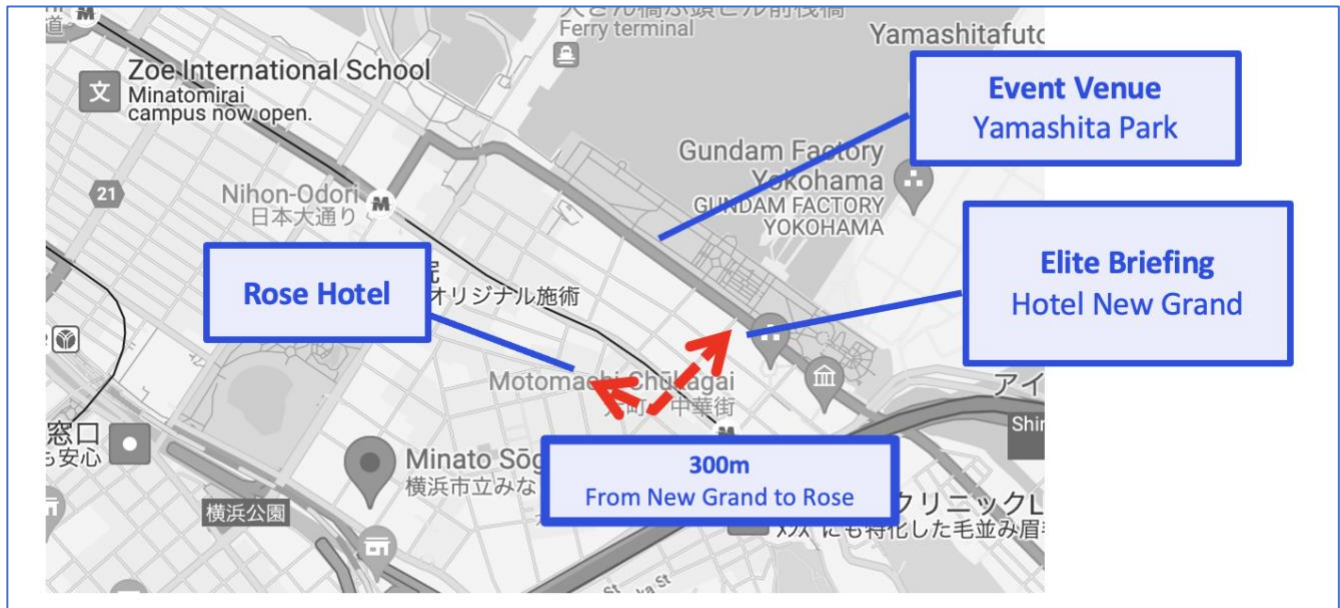
Swim: 750m (750m x 1 lap)

Bike: 20km (5km x 4 laps)

Run: 5km (5km x 1 lap)



ELITE AND PARA BRIEFING VENUE



ELITE Briefing

Location: Rainbow Ball Room /
Hotel New Grand 2F
Date: THU, 9th May
Time: 1800

ELITE PARA Briefing

Location: Perry's Room /
Hotel New Grand 3F
Date: FRI, 10th May
Time: 1600

SCHEDULE

Time	Description	Venue	Who
Wednesday, 8th May			
13:00 – 14:00	Technical Meeting	Starlight Room	
Thursday, 9th May			
09:00 – 10:00	TO Briefing*	Starlight Room	All TOs
10:00 – 10:30	Race Ranger Training Session	Starlight Room	Bike / Bike Check
10:00 – 10:45	Registration Meeting	Starlight Room	Registration
11:00 – 13:45	Timing Meeting	Starlight Room	Technology
15:00 – 16:00	Bike Removal Rehearsal	Transition Area	LOC / Transition
17:00 – 18:00	Elite Registration	Rainbow Ball Room	Registration
18:00 – 18:30	Elite Briefing	Rainbow Ball Room	TL/TD/HR/MD
18:30 – 19:00	Elite Race Package Distribution	Rainbow Ball Room	Registration



19:00 – 20:00	Athlete Dinner	Rose Hotel	
19:00 – 19:30	Team Medical Meeting	Starlight Room	MD/Teams
Friday, 10th May			
06:00 – 06:24	Paratriathlon Bike Familiarization	Kenmin Hall Crossing	Bike
06:25 – 06:41	Elite Bike Familiarization	Kenmin Hall Crossing	Bike
06:42 – 06:56	Paratriathlon Run Familiarization (PWTC)	Transition	Run
07:00 – 07:20	Paratriathlon Run Familiarization	Transition	Run
09:00	Medical Meeting	Starlight Room	MD
10:00	Marine Meeting	Starlight Room	Swim / Marine
11:00 – 12:00	Swim Rescue Simulation – Elite & AG	Swim Area	MD/Swim
12:30 – 14:00	Elite Para PTS / PTVI Race Ranger Installation (overnight storage)	Athlete Lounge	Bike / Bike Check
13:00 – 14:00	Swim Exit Handlers Training	Swim Area	Swim
13:00 – 14:00	Para Swim Familiarization	Swim Area	Swim
14:00 – 15:00	Para PTWC Handcycle & Wheelchair check-in	Athlete Lounge	Bike Check/Registration
14:30 – 15:30	Elite Swim Familiarization	Swim	Swim
15:00 – 15:45	Moto Drivers Meeting	Starlight Room	TD/Bike/Driver/NHK
15:45 – 17:00	SP Sound Check & Test	Finish Area	TL/SP
15:45 – 16:15	Start Rehearsal	Swim Area	Start
16:00	Para Briefing	Perry's Room	TL/TD/Registration
16:15 – 16:45	Medal Ceremony Rehearsal	Finish Area	SP
16:45 – 17:00	Finish Rehearsal	Finish Area	Finish
17:00 – 17:30	Para Race Package Distribution	Perry's Room	Registration
17:00 – 17:30	Doping Control Meeting	Doping Room / Rose Hotel	JADA/MD
17:00 – 17:30	Final Branding Check	Yamashita Park	TL
19:00 – 20:30	TO Welcome Party	Saiko Shinkan in China town	All ITOs and SFTOs invited



Saturday, 11th May			
05:00	TOs arrive	TO Lounge	All TOs
05:30 – 06:30	Para Athlete Lounge check-in	Athlete Lounge	Registration
05:40 – 06:40	Para Transition check-in	Transition	Transition
06:15 – 06:40	Para Swim Warm-up	Swim area	Swim
06:50 onwards	Para races start	Race course	HR / Start
08:30 – 09:30	Elite Women Athlete Lounge check-in	Athlete Lounge	Registration
09:15 – 10:00	Elite Women Transition check-in	Transition	Transition
09:15 – 10:00	Elite Women Swim Warm-up	Swim area	Swim
09:15 – 09:35	Plan B Elite Bike Course Warm-up	Bike	Bike
09:15	Coaches Run Course Measurement	Transition / Run	Run
10:15	Elite Women race start	Race course	HR / Start
11:25 – 12:25	Elite Men Athlete Lounge check-in	Athlete Lounge	Registration
12:00 – 12:45	Elite Men Transition check-in	Transition	Transition
12:00 – 12:45	Elite Men Swim Warm-up	Swim area	Swim
12:00	Coaches Run Course Measurement	Transition / Run	Run
12:25 – 12:40	Elite Women Medal Ceremony	Podium	TL
13:00	Elite Men race start	Race course	HR / Start
15:00 – 15:15	Elite Men Medal Ceremony	Podium	TL
15:30 – 17:00	Para Medal Ceremony	Podium	TL
16:00 – 17:00	TO De-brief	TO Lounge	All TOs
Saturday, 11th May			
07:15	Age Group Races	Yamashita Park	

** At the TO Briefing in Yokohama we will share general information and introductions then you will be split into selected groups where the TL, TD and HR's will brief you on rules and expectations so everyone understands what is required*

*** Starlight Room, Rainbow Ball Room and Perry's Room all located at Hotel New Grand*



TO ASSIGNMENTS

Name	Assignment (s)	Name	Assignment (s)
Thanos Nikopoulos	Team Leader	Mitsuhiko Hasegawa	Chief Vehicular
Adele Cheah	Technical Delegate	Hiroaki Kobayashi	Chief Bike
Koji Koganezawa	Assistant Technical Delegate / Technical Delegate AG	Naomi Ishii	Asst. Bike
Toshitaka Nagaya	Chief Video Review	Katsutoshi Hirosawa	Asst. Bike Check
Ken Koike	Chief Venue Control	Daisuke Iguchi	Chief Wheel Station
Dr. Ryoji Kasanami	Medical Delegate	Yoshimi Fukushima	Asst Wheel Station
Claire Hannan	Head Referee (Elite Men/PTWC)	Kyungsook (Kitty) Kim	Chief Run
Rebecca Mok	Assistant Technical Delegate / Head Referee (Elite Women/PTS/PTVI)	Yoshiyuki Katakura	Asst. Run
Hiroshi Unno	Chief Race Official	Yuichi Ohori	Asst. Run
Kris Gemmel	Chief Protocol	Kazuhiko Horikoshi	Chief Aid Station
Ross Caphill	Chief Registration	Tomoko Kishi	Asst. Aid Station
Miki Nagatsuka	Asst. Registration	Hiroshi Segawa	Asst. Aid Station
Sze Yuen, Leo Mo	Asst. Registration	Satoshi Hanai	Chief Finish
Toyoki Kurihara	Asst. Registration	Harumi Mitsui	Asst Finish
Kenji Kitano	Chief Swim	Jo Lene Leow	Asst Finish
Takuya Asano	Asst. Swim	Michael Bowen	Chief Penalty Box
Yuuji Kawanami	Asst. Swim	Eiichi Shimizu	Asst. Penalty Box
Hideo Higuchi	Asst. Swim	Naoko Motojima	Chief Bike Check / Chief Pre-Transition
Christina Thorne	Chief Transition	Mineki Sonokawa	Chief Lap Auditor
Ryo Kadoya	Asst. Transition	Rumiko Taguchi	Asst. Lap Auditor
Yasuyoshi Kojima	Asst. Transition	Koichi Tsurumi	Chief Drone Monitor / Control
Kohji Washizuka	Asst. Transition	Masamitsu Nagashima	Asst. Drone Monitor / Control
Sachie Sumi	Asst. Transition	Sandy Gilchrist	Bike Check

Please click for the extended [TO assignments](#)

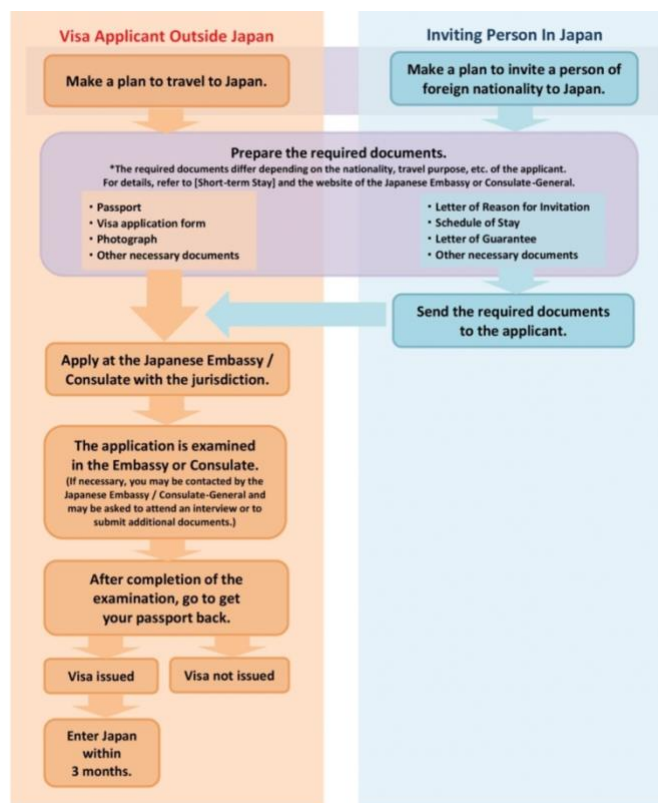


COMMUNICATION

- a. ZOOM call for all TOs on Friday, 3rd May 2024.
 - i. Time: 11:00 CET / 18:00 JST / 19:00 AEST / 21:00 NZST
 - ii. Link: <https://zoom.us/j/4664068270>
- b. Whatsapp group – please ensure you download the Whatapp Application onto your mobile phone, so that we can add you to the chat group. We plan to open this group after our call on 3rd May, 2024.

ENTRY TO JAPAN

- a. Please check if you need a visa to enter Japan as rules do change. It may be best to call your local Japanese Consulate to check.
https://www.mofa.go.jp/about/emb_cons/mofaserv.html
- b. You can also check the following website for visa exempt countries:
https://www.mofa.go.jp/j_info/visit/visa/short/novisa.html
- c. If you need to apply for a visa then please refer to the following website for the outline of visa application procedure in Japan;
https://www.mofa.go.jp/j_info/visit/visa/process/short.html





If you require a letter to assist with your visa application to enter Japan for the purpose of participating in the Yokohama event, please contact the LOC (info@yokohamatriathlon.jp) with the following information:

1. Name as it appears on your passport:
2. Date of birth:
3. Age as of December 31, 2024:
4. Gender:
5. Passport number:
6. Passport expiration date:
7. Country where the passport was issued:
8. National Federation:
9. Role (i.e. Athlete; Coach, etc.):
10. Length of Stay in Japan:
11. Accommodation during the Yokohama event:
12. Date of arrival in Japan:
13. Date of departure from Japan:
14. Email address to send invitation letter:
15. (If Necessary) Postal address to send invitation letter:

*please note that only those who are fully affiliated with World Triathlon and have the reason to request an invitation letter for the WTCS Yokohama event should contact the LOC.



Visit Japan Web

Online service for
Quarantine, Immigration
and Customs procedures

Please complete the quarantine procedures
at least 6 hours before your scheduled
arrival time.

Use now

Enter agency here



Entering Japan (Immigration Information)

Please use the Visit Japan Web to enter Japan.

Visit Japan Web <https://vjw-lp.digital.go.jp/en/>

This is a service that allows you to perform arrival procedures "immigration", "customs", and "Tax-free shopping service" online.



QUIZ

Here's a short quiz to test your readiness for the upcoming event, prepared by HR Claire. You can buy her an ice cream or coffee should you have some "penalties" from this quiz! 😊

1. For bike infringements on a Sprint distance race, where does the athlete serve the penalty:
 - a) Bike Penalty Box for Elite draft legal and Para athletes
 - b) Run Penalty Box for Elite draft legal and Para athletes
 - c) Run Penalty Box for Elite draft legal, Bike Penalty Box for Para
 - d) Transition for Elite draft legal and Para athletes
2. Which athletes must stop completely at mount and dismount lines and wait for the Technical Officials to say "Go" before continuing?
 - a) Elite
 - b) PTS
 - c) PTVI
 - d) PTWC
3. If the water temperature is 15C and the Air temperature is 14C will the swim go ahead?
 - a) Yes, for both Elite and Para
 - b) No for Elite, Yes for Para
 - c) No for Para, Yes for Elite
 - d) No for both Elite and Para
4. Who must register at the Para briefing?
 - a) Athletes only
 - b) Athletes and Family
 - c) Athletes, Paratriathlon Guides and Handlers
 - d) Athletes and Handlers
5. Which of these Penalty Box Letters is not used?
 - a) L – Littering
 - b) O – Other violation
 - c) B – Bike behavior
 - d) R – Run behavior
6. If you see an athlete dropping a swim cap between swim exit to transition, what do you do?
 - a) Stop athlete, ask to amend then go.
 - b) Radio HR, athlete to serve penalty in Run penalty box.
 - c) Radio HR, athlete to serve penalty in T2.
 - d) Stop athlete, give 15 sec penalty on the spot.



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Please try to answer these first before clicking [here](#) to check for the answers.

How did you fare?

TRI TECHNICAL OFFICIAL'S CERTIFICATION CARD

This card is aimed to identify each TO onsite and **provide medical information in case of an emergency**. Please download yours here (once page opens, key in your Surname OR TO ID number, click on your name in the search results and look for "Download TO Certification Card").

After downloading your card, you will need to print it, fill in the medical information required, fold in half at the "fold" section and laminate it. You must bring this card to all events that you officiate and wear it with your accreditation.

GENTLE REMINDER

As mentioned in TO Newsletter #1 under the "**RULES & EOM**" section, please refresh your memory on the Competition Rules, EOM, 5 Minutes TO Videos, PTVI Run Conduct Video and additionally refer to the [TO Checklist](#).

This will be our final newsletter. We shall meet via zoom for our calls. If you have any questions, please <mailto:adele.cheah@gmail.com>

See you all real soon!