



**APC ACCREDITATION
MANUAL
USER GUIDE**

INTRODUCTION

All the participants of the Tokyo 2009 Asian Youth Para Games will be submitted to the accreditation process. This manual was prepared by Asian Paralympic Committee and describes the criteria and guidelines for the concession, issuance and distribution of credentials as well as the privileges and different types of access of each category of Accreditation Card to the different venues, the Asian Youth Para Games Village and other locations.

ASIAN YOUTH PARA GAMES IDENTITY ACCREDITATION CARD

The Asia Youth Para Games Identity Accreditation Card is an identification document granting their bearers access to the Tokyo 2009 Asian Youth Para Games venues and to the privileges required to the proper performance of their activities.

ACCREDITATION CHARTS

This manual contains the accreditation charts detailing all accreditation categories, the list of eligible population, with their respective access rights and other privileges.

The information is listed by Responsible Organization

This chapter contains:

1. Accreditation charts Legend
2. Asian Paralympic Committee categories
3. International Paralympic Sports Federation Categories
4. National Paralympic Committee Categories
5. Host Organizing Committee Categories
6. Future Organizing Committee Categories
7. Paralympic Partner Categories
8. Broadcaster Categories
9. Press and Photographer Categories

ACCREDITATION CHARTS LEGEND

CATEGORY

Group of accredited people based on the similarity of their Paralympic roles, and therefore allocated similar access and other privileges.

POPULATION

Persons entitled to receive accreditation in the indicated category

Venue Access

Specific venue access rights for each population within each category as per the following tables:

Venue Access	Access Entitlement
All Venues	All competition venues
All Villages	All Youth Paragames Villages
IBC	International Broadcasting Centre
MPC	Main Press Centre
PFH	Paralympic Family Hotel

Zone Access

States the access within venue each population within each category is restricted to circulate in as per the following table:

Zone	Access Entitlement
ALL	BLUE, 2,4,6
BLUE	Field of Play, Operational Areas (Back of House), General Circulation Areas (Front of House)
RED	Operational Areas (Back of House), General Circulation Areas (Front of House)
WHITE	General Circulation Areas (Front of House)
2	Athletes Preparation Area
4	Press Areas
6	Paralympic Family Areas
PV	Asian Youth Para Games Village International Zone
R	Residential Zone of the Para Games Village

CEREMONIES

Specifies the conditions of access to the Opening and Closing ceremonies and seating entitlement

TRANSPORTS

List of type of transport privileges for each category and population as per the following table:

Transportation Code	Description	Transportation Privileges
T1	Allocated Vehicle and Driver	<ul style="list-style-type: none"> • Allocated Vehicle & Driver • Access to T3 population transport system • Free Public Transport system
T2	Allocated Vehicles and Drivers	<ul style="list-style-type: none"> • Allocated Vehicles & Drivers • Access to T3 population transport system • Free Public Transport system
T3	Population transport system	<ul style="list-style-type: none"> • Population transport system • Free Public Transport system
TA	Athletes/NPCs transport system	<ul style="list-style-type: none"> • Athlete/NPC Transport system • Free Public Transport systems
TF	Games Officials/International Paralympic Sports Federation transport system	<ul style="list-style-type: none"> • Games officials/International Paralympic Sports Federation Transport system • Free Public Transport systems
TM	Media Transport system	<ul style="list-style-type: none"> • Media/population transport systems • Free Public Transport systems
TP	Public Transport system	<ul style="list-style-type: none"> • Free Public Transport systems

ACCREDITATION CATEGORIES

In seeking to maintain high level competitions as well as to facilitate communication among the Tokyo 2009 Asian Youth Para Games participants, Asian Paralympic Committee (APC), chose to adopt the Accreditation System used in the Paralympic Games and the same terminology since it is very well-known to the Paralympic Family.

The following are the accreditation categories applicable to the Paralympic Family in the Tokyo 2009 Asian Youth Para Games:

ASIAN PARALYMPIC COMMITTEE CATEGORIES

Category	Applicable to
APC	President Vice Presidents APC Board of Executives
APC**	President's Guest Board of Executives Guest
APC	IPC President IPC Vice President IPC CEO OCA President
APC*	IPC President's Guest IPC Guests Accompanying Person
G*	APC Guest
G**	APC Guest Accompanying Person 1 for each
APC	IOSD President IOSD Secretary General
APC**	IOSD President's Guest IOSD Secretary General's Guest 1 for each
APC APC**	President/Secretary General of Other regional organization Regional Organization's Accompanying Guest Maximum 1
B	IOSD Board/Executive Committee member
B	APC standing Committee members
B	IPC Directors
B	APC Staff
B	APC Official Photographer APC Official TV Crew
B	OCA Directors
B	Court of Arbitration for Sport Member
B	WADA - World Anti-doping Agency
U	APC Upgrade Card

INTERNATIONAL PARALYMPIC SPORTS FEDERATIONS CATEGORIES

Category	Applicable to
IPSF	IPSF President/Chairperson IPSF Secretary General/Vice Chairperson (With sports in the Games Guangzhou 2010)
IPSF**	IPSF President/Chairperson Guest IPSF Secretary General/Vice Chairperson Guest (With sports in the Games Guangzhou 2010) 1 for each
IPSF	IPSF Executive Board Member
B	Technical Delegate
B	Assistant Technical Delegate
IPSF	Chief Classifier
IPSF	Assistant Chief Classifier
J	International Technical Officials, Judges, Jury members International Classifiers, classifiers

NATIONAL PARALYMPIC COMMITTEE CATEGORIES

Category	Applicable to
Ao	Coach Technical Personnel Administrative Personnel Veterinarian
Am	Medical Personnel
As	Additional Officials
Ao	Press Attache'
O	Official Applicant or Candidate City Executive
O	Official Applicant or Candidate City Observer
Aa	Athlete
Ab	Non-competing Competition Participants
Ac	NPC Chef De Mission NPC Deputy Chef De Mission
Ac	Asian Para Games Attache'
NPC	NPC President NPC Secretary General
NPC**	NPC Accompanying Guest Maximum 1 each
NPC	Sovereign or Head of State, Head of Government Sports Ministers Other prominent Government Officials
NPC**	Entourage of Sovereign or Head of State and Head of Government
NPC	Transferable Guest Card 1 per 20 athletes

HOST ORGANIZING COMMITTEE CATEGORIES

OCOG	President & Secretary General Host OCOG
OCOG**	Accompanying Guest
OCOG	Mayor of the host city
OCOG	National Head of State & Government
OCOG	Honoured Guest
OCOG**	Accompanying Guest
OCOG	OCOG Guest
OCOG	National Paralympic Partners Senior Executive
OCOG**	Accompanying Guest
OCOG	Senior Technical operations staff
OCOG	Interpreters
OCOG	Staff of sporting goods manufacturer
OCOG S X	OCOG Staff, Volunteers, Contractors Security Entourage of Guest

FUTURE ORGANIZING COMMITTEE CATEGORIES

OC	President and Director General of last preceding and future Games OCOGs
OC**	Accompanying Guest
OC	Mayor of next Para Games Host City of same nature
OC**	Accompanying person Maximum 1 each
OC	Executive members of future games OCOGs
O	Observers from other OCOGs
O	Observers from organizers of Regional Games, World Championships, Major Games Organization

PARALYMPIC PARTNER CATEGORIES

PS	Chairman and CEO of IPC/APC Partners
PS**	Accompanying Guest
PS	Senior Executives of IPC/APC Partners
PS**	Accompanying Guest Maximum 1 each

BROADCASTER CATEGORIES

RT	Senior Executives of Rights Holders
RT**	Accompanying Guest
RTa	Executive Personnel of Rights Holders
RTb	Production and Technical Personnel of Rights Holders
HBa	Senior Personnel of Host Broadcaster
HBb	Production and Technical Personnel of Host Broadcaster

PRESS AND PHOTOGRAPHERS CATEGORIES

E	Journalist
EP	Photographers
ET	Technicians (computer, electricians, lab personnel, technical staff)
ENR	Electronic press personnel of non-rights holding media

ASIAN PARALYMPIC COMMITTEE CATEGORIES

CATEGORY	POPULATION	VENUE ACCESS	ZONE	CEREMONIES ACCESS	TRANSPORT
APC	President Vice Presidents APC Board of Executives	All venues All villages IBC/MPC/PFH	ALL, PV, R	Seat in Official Tribune (Free Ticket)	T-1
APC**	Accompanying Guest 1 for each	All venues All villages IBC/MPC/PFH	4,6, PV, R, RED	Seat in Official Tribune (Free Ticket)	T-3
APC	IPC President IPC Vice President IPC CEO OCA President	All venues All villages IBC/MPC/PFH	ALL, PV, R	Seat in Official Tribune (Free Ticket)	T-1
APC**	Accompanying Guest 1 for each	Idem	4,6,PV,R,RED	Seat in Official Tribune (Free Ticket)	T-3
G	APC Guest	All venues	6, WHITE	Seat in Official Tribune (Free Ticket)	T-3
G**	APC Guests Accompanying person	All venues	6, WHITE	Seat in Official Tribune (Free Ticket)	T-3
APC	IOSD President IOSD Secretary General (with sports in the games)	All venues All villages IBC/MPC/PFH	ALL, PV, R	Seat in Official Tribune (With free ticket)	T-2
APC**	IOSD President Guest IOSD Secretary General Guest (with sports in the games) 1 for each	Idem	4, 6, PV, RED, R	Seat in Official Tribune (With free ticket)	T-3

ASIAN PARALYMPIC COMMITTEE CATEGORIES

APC	Regional Organization President/Secretary General	All Venues PFH	6 WHITE	Seat in Official Tribune	T-3
APC**	Regional Organization Accompanying Guest Maximum 1 each	Idem	Idem	Idem	T-3
B	IOSD Board / Executive Committee Member	Own Sport Venues PFH	2, 4, 6, PV, RED	Seat in Stand of Honour (With free ticket)	T-3
B	APC Standing Committee members	All venues All villages IBC/MPC/PFH	ALL, PV, R	Seat in Stand of Honour (Free Ticket)	T-3
B	IPC Directors	All venues All villages IBC/MPC/PFH	ALL, PV, R	Seat in Stand of Honour (Free Ticket)	T-3
B	APC Staff	All venues All villages IBC/MPC/PFH	ALL, PV, R	Seat in Stand of Honour (Free Ticket)	T-3
B	APC Official Photographer APC Official TV Crew	All venues All villages IBC/MPC/PFH	ALL, PV, R	Seat in Stand of Honour (Free Ticket)	T-3
B	OCA Directors	According to need PFH	According to need	Seat in Stand of Honour (free ticket)	T-3
B (TAS/CAS)	Court of Arbitration for Sport Member(TAS/CAS) Court of Arbitration for Sport Secretariat	All venues All villages	6, PV, WHITE	Seat in Stand of Honour (With free ticket)	T-2 Dedicated car Pool

B (WADA)	World Anti-doping Agency Observers	All venues All villages PFH	ALL, PV, R	Seat in Stand of Honour (With free ticket)	T-2 Dedicated car Pool
U	APC Upgrade Card	According to need	According to need	No seating provided. Ticket necessary.	According to Need

INTERNATIONAL PARALYMPIC SPORTS FEDERATIONS

CATEGORY	POPULATION	VENUE ACCESS	ZONE	CEREMONIES ACCESS	TRANSPORT
IPSF	IPSF President & Secretary General IPSF Chairperson & Vice Chairperson (or equivalent position in agreement with the APC) of IPSFs on the Games Programme	All venues All villages IBC/MPC/PFH	ALL, PV, R	Seat in Official Tribune (With free ticket)	T-2
IPSF**	IPSF President/Chairperson Guest IPSF Secretary General/Vice Chairperson Guest (with sports in the games) 1 for each	All venues All villages IBC/MPC/PFH	4,6,PV,RED,R	Seat in Official Tribune (With free ticket)	T-3
IPSF	IPSF Executive Board member	Own sport venues PFH	ALL, PV	Seat in Stand of Honour (With free ticket)	T-3
IPSF	Accompanying Guest (Maximum 1 each)	Own sport venues PFH	6, WHITE	Seat in Stand of Honour (With free ticket)	T-3

IPSF	Transferable Guest Cards (for IPSFs on the Games Programme)	Own sport venues	6, WHITE	Seat in Stand of Honour (With free ticket)	T-3
B	Technical Delegate	All venues PV Resident IBC/MPC/PFH	ALL, PV, R	Seat in Stand of Honour (With free ticket)	T-1
B	Assistant Technical Delegate	All venues PV Resident PFH	ALL, PV, R	Seat in Stand of Honour (With free ticket)	T-3
IPSF	Chief Classifier Assistant Chief Classifier	Own sport venues PV Resident PFH	ALL, PV, R	Seat in Stand of Honour (With free ticket)	T-3
J	IPSF technical officials, judges, jury members, classifiers (quota agreed by the APC)	Own sport venues PV Resident	2, BLUE 6 according to need	Seat in Federation Stand (With free ticket)	T-F
U	Upgrade cards (for IPSFs on the Games Programme)	All venues	6 WHITE	No seating provided. Ticket necessary	N/A

NATIONAL PARALYMPIC COMMITTEE CATEGORIES

Ao	Coach Technical personnel Administrative personnel Veterinarian (transferable)	Own sport venues or all venues where own athletes participate PV resident	2, PV, BLUE, R	Seat in Athletes' stand at own sport venues Seat in Spectator stand at other venues	T-A
Am	Medical Personnel	Own sport venues or all venues where own athletes participate PV resident	2, PV, BLUE, R	Seat in Athletes' stand at own sport venues Seat in Spectator stand at other venues	T-A
As	Additional officials	Own sport venues or all venues where own athletes participate PV resident	2, PV, BLUE, R	Seat in Athletes' stand at own sport venues Seat in Spectator stand at other venues	T-A
Ao	Press Attache'	Own sport venues or all venues where own athletes participate PV resident	2, 4, PV, BLUE, R	Seat in Athlete's stand at own sport venues or all venues where own athletes participate Seat in spectator stand at other venues	T-A

NATIONAL PARALYMPIC COMMITTEE CATEGORIES

CATEGORY	POPULATION	VENUE ACCESS	ZONE	CEREMONIES ACCESS	TRANSPORT
O	Official Applicant or Candidate City Executive	All venues PFH	6, RED	Seat in Stand of Honour (With free ticket)	T-3
O	Official Applicant or Candidate City Observer	All venues PFH	RED According to needs	No seating provided. Ticket necessary	T-P
Aa	Athlete	Own sport venues PV resident	2, PV, BLUE R	Seat in Athletes' stand at own sport venues Seat in Spectator stand at other venues	T-A
Ab	Non-Competing Competition Participant	Own sport venues PV resident	2, PV, BLUE R	Seat in Athletes' stand at own sport venues Seat in Spectator stand at other venues	T-A

Ac	NPC Chef de Mission NPC Deputy Chef de Mission	All venues All villages PV resident IBC/MPC/PFH	ALL, PV, R	Seat in Stand of Honour or in Athletes' stand at all sports Venues	T-1 T-3
Ac	Asian Para Games Attache	All venues All villages PV, or PV resident IBC/MPC/PFH	2, 4, 6, PV, BLUE, R	Seat in Stand of Honour or in Athletes' stand at all sport venues	T-3

NATIONAL PARALYMPIC COMMITTEE CATEGORIES

CATEGORY	POPULATION	VENUE ACCESS	ZONE	CEREMONIES ACCESS	TRANSPORT
NPC	President & Secretary General of NPCs with participating athletes	All venues All villages IBC/MPC/PFH	ALL, PV, R	Seat in Official Tribune (With free ticket)	T-2
NPC**	NPC Accompanying Guest (Maximum one each)	All venues All villages IBC/MPC/PFH	4, 6, PV, R, RED	Seat in Official Tribune (With free ticket)	T-3
NPC	Sovereign or Head of State and Head of Government (++) Sport Ministers Other Prominent Government Officials	All venues PFH	6 WHITE	Seat in Official Tribune (With free ticket)	T-3 (+)

NPC**	Entourage of Sovereign or Head of State and Head of Government with participating athletes (++)	All venues PFH	6 WHITE	No seating provided. Ticket necessary.	T-P
NPC	Transferable Guest Cards (for NPCs with participating athletes) (1 per 20 athletes)	All venues PFH	6, WHITE	Seat in Stand of Honour (With free ticket)	T-P
U	Upgrade Cards (for NPCs with participating athletes) 1 per NPC + 1 per 50 athletes	All venues	6 WHITE	No seating provided. Ticket necessary	N/A

HOST ORGANIZING COMMITTEE CATEGORIES

CATEGORY	POPULATION	VENUE ACCESS	ZONE	CEREMONIES ACCESS	TRANSPORT
OCOG	President & Secretary General of Host OCOG	All venues All villages IBC/MPC/PFH	ALL, PV, R	Seat in Official Tribune (With free ticket)	T-1
OCOG **	Accompanying Guest	Idem	Idem	Idem	T-3
OCOG	Mayor of the host city	All venues IBC/MPC/PFH	6, PV, WHITE	Seat in Official Tribune (With free ticket)	T-3
OCOG	National Head of State & Government	All venues IBC/MPC/PFH	6,PV,WHITE	Seat in Official Tribune (With free ticket)	T-3
OCOG	Honoured Guest (proposed by OCOG, quota agreed by APC)	All venues IBC/PFH	6, WHITE	Seat in Official Tribune (With free ticket)	T-3

OCOg**	Accompanying Guest	Idem	Idem	Idem	T-3
OCOg	OCOg Guest	Ticket necessary	N/A	Access to venues only with ticket	T-P
OCOg	National Paralympic Partners Senior Executive Limited by contract	All venues All villages MPC/PFH	4, 6. PV, RED	Seat in Stand of Honour (With free ticket)	T-3
OCOg**	Accompanying Guest (Maximum 1 each)	Idem	Idem	Idem	T-3
OCOg	Senior Technical operations staff	According to needs	According to needs	No seating provided Ticket necessary	T-P
OCOg	Interpreters	According to needs	According to needs	No seating provided Ticket necessary	T-P
OCOg	Staff of sporting goods manufacturers	According to needs	According to needs	No seating provided Ticket necessary	T-P
OCOg	OCOg Staff, Volunteers, Contractors,	According to needs	According to needs	No seating provided Ticket necessary	T-P
S	Security				
X	Entourage of Guests				

FUTURE ORGANIZING COMMITTEE CATEGORIES

CATEGORY	POPULATION	VENUE ACCESS	ZONE	CEREMONIES ACCESS	TRANSPORT
OC	President & Director General of last preceding & future Games OCOgs	All venues All villages IBC/MPC/PFH	2, 4,6,PV, RED	Seat in Official Tribune (With free ticket)	T-3
OCOg**	Accompanying Guest	Idem	6,PV	Idem	T-3

OC	Mayor of next Para Games Host City of same nature	All venues IBC/MPC/PFH	6, PV, WHITE	Seat in Official Tribune (With free ticket)	T-3
OC**	Accompanying Guest Maximum 1 each	Idem	Idem	Idem	T-3
OC	Executive members of future games OCOgs	All venues All villages IBC/MPC/PFH	6, PV, RED	Seat in Stand of Honour (With free ticket)	T-3
O	Observers from other OCOgs (proposed by OCOG, agreed by APC)	According to the needs	According to needs	No seating provided Ticket necessary	T-P
O	Observers from organizers of Regional Games, World Championships, Major Games Organizations	According to the needs	According to needs	No seating provided Ticket necessary	T-P

PARALYMPIC PARTNER CATEGORIES

CATEGORY	POPULATION	VENUE ACCESS	ZONE	CEREMONIES ACCESS	TRANSPORT
PS	Chairman and CEO of IPC/APC Partners	All venues All villages MPC/PFH	4,6, PV, RED	Seat in Official Tribune (With free ticket)	T-1
PS**	Accompanying Guest	Idem	Idem	Idem	T-3
PS	Senior Executives of IPC/APC Partners	All venues All villages MPC/PFH	4,6, PV, RED	Seat in Official Tribune (With free ticket)	T-3
PS**	Accompanying Guest Maximum 1 each	Idem	Idem	Idem	Idem

BROADCASTER CATEGORIES

CATEGORY	POPULATION	VENUE ACCESS	ZONE	CEREMONIES ACCESS	TRANSPORT
RT	Senior Executives of Rights Holders Limited by contract	All venues IBC/MPC/PFH	4,6, RED	Seat in Official Tribune (With free tickets)	T-3
RT**	Accompanying Guest	Idem	6, WHITE	Idem	T-3
RTa	Executive Personnel of Rights Holders	All venues IBC/MPC	4, 6, RED	Seat in RT stand (With free tickets)	T-3
RTb	Production and Technical Personnel of Rights Holders	All venues IBC/MPC	4, RED	Seat in RT stand (With free tickets)	T-M
HBa	Senior Personnel of Host Broadcaster	All venues IBC/MPC	4, 6, BLUE	No seating provided Ticket necessary	T-M
HBb	Production and Technical Personnel of Host Broadcaster	According to needs IBC/MPC	4, RED	No seating provided Ticket necessary	T-M

PRESS AND PHOTOGRAPHERS CATEGORIES

CATEGORY	POPULATION	VENUE ACCESS	ZONE	CEREMONIES ACCESS	TRANSPORT
E	Journalists	All Venues MPC	WHITE, 4	Seat in E Stand with free ticket	T-M
EP	Photographers	All Venues MPC	WHITE, 4	Access to photo positions with special vest/bib/ armband	T-M
ET	Technicians (computer, electricians, lab personnel, technical staff)	All venues MPC	WHITE, 4	No seating provided	T-M
ENR	Electronic press personnel of non-rights holding media	All venues without Equipment MPC	WHITE , 4	No seating provided	T-M

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