

Athletic Shoe Regulations – Shoe Control

Guideline for Shoe Control Officers

1. This guideline is to assist the Shoe Control Officer appointed under the Athletic Shoe Regulations. This guideline should be read alongside the Regulations and is not intended to amend the Regulations which shall always prevail in the event of conflict.
2. The Shoe Control Officer is defined as the ‘Referee, Judge or other competition official or a volunteer or member of Staff appointed to ensure that an Athletic Shoe is checked during Shoe Control.’
3. For invitation meetings, at least the following number of athletes shall be selected for Shoe Control:
 - Diamond League & Gold Meetings: min. 7 athletes
 - Silver, Bronze and Challenger Meetings: min. 5 athletesFor other competitions, the respective governing body may define the minimum number of athletes to be selected, always appropriate to the size and level of the competition. If the governing body has not defined any number, the Shoe Control Officer is to decide the minimum number.
4. The selection of the athletes is at the discretion of the Shoe Control Officer and, wherever possible, be based on events and placings (e.g. 1st place 1500m Women, 2nd place Long Jump Men etc.).
5. It is at the discretion of the Shoe Control Officer to go beyond the minimum numbers defined in paragraph 3 and to select additional athletes for Shoe Control.
6. In case of a World Record, the athlete must be subject to Shoe Control.
7. The Shoe Control Officer should be located at a suitable place in the post-event area, only after the mixed zone, with easy access to the athletes. Any Shoe Control procedures shall not interfere with other relevant areas, in particular they shall not interfere with any activities in the mixed zone or related to doping control, see also paragraph 8 below.
8. The organisers and the Shoe Control Officer must arrange the following:
 - ✓ Wearing their accreditation and specific identification (such as an armband / badge etc.) of their role as Shoe Control Officer evidencing their authority to check and/or collect Athletic Shoes.
 - ✓ A desk, sufficient working space and a place to securely store collected shoes
 - ✓ Clear bags and secure seals (to insert collected shoes and seal them)
 - ✓ A copy of the start lists to identify the athletes and their events
 - ✓ Stable internet connection to access the Shoe Check Application for approved Athletic Shoes available under the following address: <https://certcheck.worldathletics.org>
 - ✓ A camera (a mobile phone camera is sufficient)
 - ✓ Sufficient copies of the Shoe Check Form
 - ✓ Sufficient copies of the Chain of Custody Form for Shoes – in case of World Records or if other shoes being collected
 - ✓ Contact Card to give to the athlete if their shoe is collected (to arrange return of their shoe(s))

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- ✓ Informing the Doping Control Officer and Doping Control Chaperones on the location of Shoe Control and inform them which events and/or athletes will be subject to Shoe Control which may overlap with those selected for doping control – this is to avoid any clash. However, doping control will always take priority over Shoe Control.

Shoe Control Process

9. An athlete subject to Shoe Control is permitted to take off their Athletic Shoes after competing but must always keep them in their possession until having completed Shoe Control.

10.A Shoe Control comprises the following steps:

- Check of the identity of the athlete subject to Shoe Control.
- Based on the brand, model name and/or model number of the shoe, check whether the shoe is on the List of Approved Athletic Shoes (<https://certcheck.worldathletics.org>) for their event:
 - If the shoe is on the list and if the athlete did not achieve a World Record, no further action is required and the Shoe Control is completed.
 - If the shoe is not on the list or if the shoe cannot be identified, a Shoe Check Form must be filled and photos of the athlete's accreditation card, bib and shoe (including photos of any labels that could help identifying the name and/or number of the shoe) must be taken. All documents must be sent to rules@worldathletics.org for further investigation.
 - In case of a World Record, a Shoe Check Form must be filled and photos of the athlete's accreditation card, bib and shoe shall be taken. All documents must be sent to rules@worldathletics.org. In addition, the shoe must be collected in accordance with paragraphs 12 and 13 below.

11. At the discretion of the Shoe Control Officer or the relevant Referee, if there is any doubt whether a shoe complies with the Athletic Shoe Regulations (independently whether the shoe is on the List of Approved Athletic Shoes or not) the Shoe Control Officer may collect the shoe and send it to World Athletics for further examination.

12. In case of a **World Record**, in addition to the checks described at paragraph 10 above, the Athletic Shoe shall always be collected by the Shoe Control Officer and shall be sent to World Athletics for further examination by the Independent Expert (Regulations 14.2 & 14.3). For World U20 Records, it is **not** necessary to collect the Athletic Shoe.

Shoe Collection Administration

13. Where under paragraphs 10 to 12 an Athletic Shoe is collected for further examination (for this purpose, the collection of only one shoe rather than the pair of shoes is suitable as long as they are of the same model) then:

- a. The Shoe Control Officer must issue a Shoe Receipt Form and provide a copy of it to the athlete together with a contact card to organise return of the shoe.
- b. The Shoe Control Officer must complete the 'Chain of Custody Form for Shoes'.
- c. The Shoe Control Officer must place the shoe into a secure bag in the athlete's presence to avoid any risk of tampering during handling / transit.
- d. The Shoe Control Officer must either hand the shoe over to a WA staff member (as notified to the organiser by World Athletics) or send the shoe to the World Athletics office (see details at paragraph 14 below) by door-to-door courier at the organiser's costs. In either case, the Shoe Control Officer must attach both the Shoe Receipt Form and the Chain of Custody.

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- e. The Shoe Control Officer or another appointed person shall be responsible for ensuring that all Athletic Shoes being collected, prior to their onward handover to a WA staff member or the door-to-door courier, are:
 - i. under their control;
 - ii. securely stored in a manner that protects the integrity and identity of the Athletic Shoes;
 - iii. not left unattended unless they are locked in a secure area or secure storage; and
 - iv. accessed only by the Referee and / or Technical Delegate under the supervision of the Shoe Control Officer.

14. Any Athletic Shoe being collected – in particular any World Record shoe – shall be sent **by door-to-door courier** to:

World Athletics, Sandrine Prokopowicz, Competition and Events Department, 6-8, Quai Antoine 1er, BP 359, MC 98007, Monaco (Tel: +33607939993 or +37793108888).

Please remember to email the courier tracking number to rules@worldathletics.org when sending the information provided at paragraph 10.

15. World Athletics will co-ordinate the transfer of the shoes to the Independent Expert for further examination.

Shoe Check Form

Name and Date of Competition :

Athlete's name :

Event / Sex category :

Brand :

Model / Number :

- Photo 1 : bib, accreditation card, shoe
- Photo 2 : shoe – side view
- Photo 3 : shoe – outsole
- Photo 4 : shoe – label / tongue
- Photo 5-6 : orthotics (if applicable) – side and top view

Notes:

Date:

.....
(Shoe Control Officer)

.....
(Athlete)

Shoe Receipt Form

Name and Date of Competition:

Athlete's name:

Member Federation of Athlete:

Event / Sex category:

Finishing Position:

This is to confirm that the competition shoe(s) belonging to the above athlete have been collected by the Shoe Control Officer for the purpose of checking their compliance with the Athletic Shoe Regulations.

Details of Shoes

Brand	
Model	
Size	
Colour	
Shoe(s) collected	<input type="checkbox"/> Left Shoe only <input type="checkbox"/> Right Shoe only <input type="checkbox"/> Pair of Shoes

The shoe(s) will be kept under custody by World Athletics and the outcome of the examination by the Independent Expert will be notified to the athlete or their representatives. Please note that the tests required to confirm compliance with the Athletic Shoe Regulations may include the shoes being cut.

Should the shoe be returned: Yes No

If yes, the shoe(s) should be returned to the following address:

Name	
Postal Address	
Email / Telephone	

Date:

(Shoe Control Officer)

(Athlete)

Chain of Custody Form for Shoes collected for further examination and investigation (Regulation 14)

This Chain of Custody Form is to be used by the Shoe Control Officer to document the chain of custody of **all** Athletic Shoes that are collected at a competition and the hand-over to the appointed person, courier or the International Expert for further investigation and examination of an Athletic Shoe.

The Shoe Control Officer shall write clearly and in capital letters. All times must be written using 24-clock.

1. Competition and athlete's Information

Name of Competition	Date of Competition	Name of Athlete	World Record? (Y/N)

2. Athletic Shoes Collected

Brand	Model	Colour	Left or right or pair

3. Chain of Custody

Role	Name	Signature & Location	Date DD/MM/YYYY & Hour (24:00)	Way of storage & transportation
Shoe Control Officer				
Received by <input type="checkbox"/> courier <input type="checkbox"/> appointed person	(If passed to a courier, insert name of courier company)			
Received by Independent Expert				