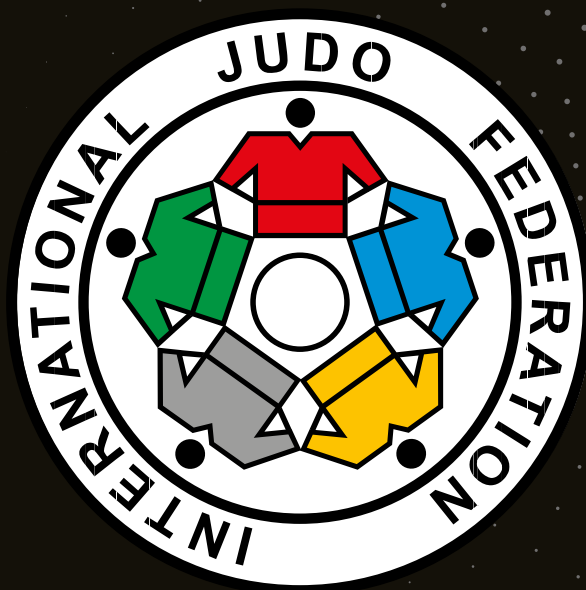


# INTERNATIONAL JUDO FEDERATION



## ACCREDITATION & ACCESS MANUAL

Version 23 January 2025





## Contents

<b>Introduction .....</b>	<b>3</b>
<b>International Judo Federation (IJF) .....</b>	<b>4</b>
IJF Staff & Referee .....	4
IJF VVIP & VIP .....	5
IJF Guest .....	6
<b>Local Organising Committee (LOC) .....</b>	<b>7</b>
Local Organiser (+Field of Play) .....	7
Security.....	7
Local Organiser (Not Field of Play) .....	7
Athlete Escort with boxes.....	7
Local Organiser Black VIP .....	8
Local Organiser Gold VIP .....	9
National Federation President (not in coach chair).....	10
<b>Delegations .....</b>	<b>11</b>
Coach.....	11
Competitor .....	12
Doctor.....	13
Team Official (not in coach chair).....	13
Judoka .....	13
Physiotherapist.....	13
<b>Media.....</b>	<b>14</b>
TV Host Broadcaster .....	14
TV Rights Holder .....	14
TV Non-Rights Holder .....	14
Photographer .....	14
Written Press .....	14
<b>Security access board template .....</b>	<b>15</b>



## International Judo Federation Accreditation Manual

This manual should be used in conjunction with the access control documents for each type of event.

The purpose of the accreditation system is to identify people and their roles at International Judo Federation (IJF) events and to allow them the necessary access to perform their roles.

Everyone from a national delegation (athletes, coach, team official, doctor etc.) inscribed in **judobase** and media registered at **IJF media** for the event will be issued an accreditation card by the IJF during the official accreditation in advance of the competition. Local Organising Committee (LOC) workforce and IJF personnel will also be issued with an accreditation cards.

The accreditation card is valid for the duration of the competition and serves as the personal identity document for all security and access controls. It must be worn at all times. Individuals should never wear someone else accreditation card. The accreditation card remains the property of the IJF and can be withdrawn, with immediate effect, at the IJF's sole discretion.

The accreditation cards are A6 in size except IJF VVIP, IJF VIP and local VIP guest which are medium bookmark size. The colour of the accreditation and the numbers of areas indicates the access zones that the person is allowed to enter, and the symbol indicates their function. The back side of all A6 accreditations is the same beige colour.

Access to controlled/guarded areas (i.e., doping control, suite, Presidential and VIP lounges, boxes and tribunes etc.) will be restricted and entry will be managed by the staff responsible for those areas.

At some events, upgrade cards will be used. These will be small and attached to the main accreditation card.

Event security staff should be fully briefed on the accreditation colours, the numbers of areas, symbols and access areas. During the event, they should be able to refer to this information at all times.

Accreditation designs for World Championships will be agreed for each individual event.

To operate effectively, the venue should be separated into zones for different activities and client groups:

- 1 Field of Play
- 2 Back of the house
- 3 Warm-up area
- 4 Tribune
- 5 Lounge

Wherever possible, different entry/exit doors and movement flows should be also be established for different groups. If groups have to cross or mix, then it may be necessary to have security to assist with managing this.

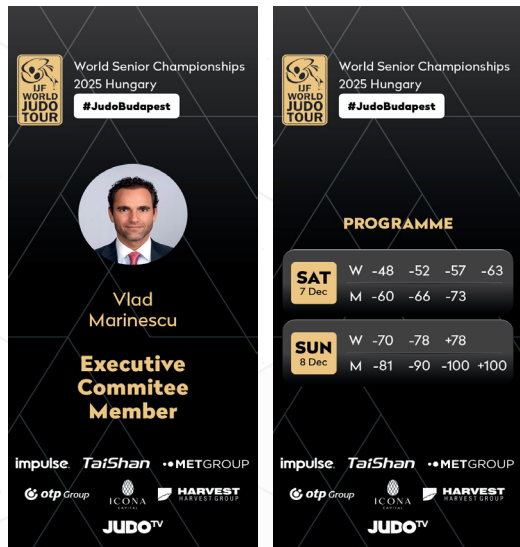
The Field of Play (FOP) should be kept as clear as possible at all times. People should only access it when they have a job to do there. Once any tasks are completed, they should leave the FOP.

## International Judo Federation (IJF)



SYMBOL	FUNCTION	ACCESS	AREA NUMBER	COLOUR
	IJF Staff	All areas	1,2,3,4,5	Purple
	Referee	All areas except warm-up area	1,2,4,5	

## International Judo Federation (IJF)



FUNCTION	ACCESS
VVIP Executive Committee with photo and name	All areas

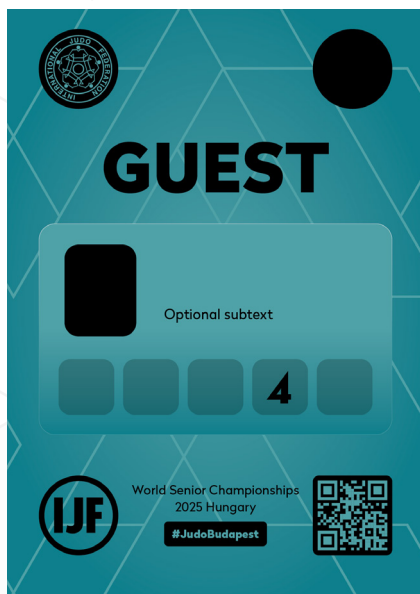


FUNCTION	ACCESS
Black VIP	VVIP areas and tribune, and Field of Play For use alone or as an upgrade card attached to the large accreditations (A6)



FUNCTION	ACCESS
Gold VIP	VIP areas and tribune, NOT Field of Play For use alone or as an upgrade card attached to the large accreditations (A6)

## International Judo Federation (IJF)



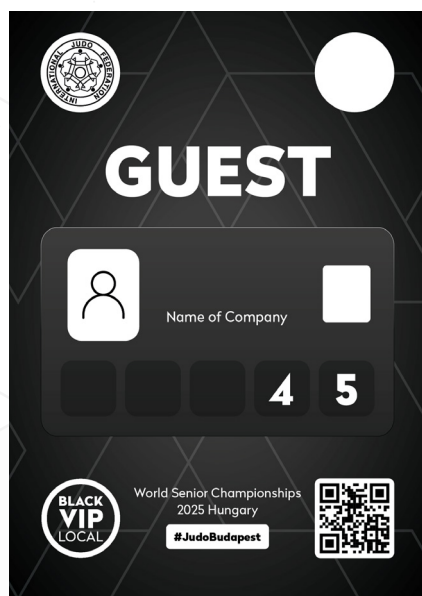
SYMBOL	FUNCTION	ACCESS	AREA NUMBER	COLOUR
	IJF Guest	Delegation tribune/ non-ticketed spectator tribune	4	Turquoise

## Local Organising Committee (LOC)



SYMBOL	FUNCTION	ACCESS	AREA NUMBER	COLOUR
	Local Organiser (+ Field of Play)	All areas except lounge	1,2,3,4	Blue
	Security	All areas except lounge	1,2,3,4	
	Local Organiser (Not Field of Play)	All areas NOT Field of Play and lounge	2,3,4	
	Athlete Escort with boxes	Athlete Escort areas including Field of Play	1,2,3	

## Local Organising Committee (LOC)



SYMBOL	FUNCTION	ACCESS	AREA NUMBER	COLOUR
	Local Organiser Black VIP	Local VVIP areas and local VVIP tribune	4,5	Black



## Local Organising Committee (LOC)



SYMBOL	FUNCTION	ACCESS	AREA NUMBER	COLOUR
	Local Organiser Gold VIP	Local VIP areas and local VIP tribune	4,5	Gold

## Delegations



SYMBOL	FUNCTION	ACCESS	AREA NUMBER	COLOUR
	National Federation President (not in coach chair)	Delegation areas including Field of Play, VIP lounge and VIP tribune	1,2,3,4,5	Gold

## Delegations



SYMBOL	FUNCTION	ACCESS	AREA NUMBER	COLOUR
	Coach	Delegation areas including Field of Play	1,2,3,4,5	Orange
	IJF Academy Licence	Coach box	-	-

## Delegations



SYMBOL	FUNCTION	ACCESS	AREA NUMBER	COLOUR
	Competitor	Delegation areas including Field of Play	1,2,3,4,5	Red

## Delegations



SYMBOL	FUNCTION	ACCESS	AREA NUMBER	COLOUR
	Doctor	Delegation areas including Field of Play	1,2,3,4,5	Yellow
	Team Official (not in coach chair)			
	Judoka	Delegation areas NOT Field of Play	2,3,4,5	
	Physiotherapist			

## Media



SYMBOL	FUNCTION	ACCESS	AREA NUMBER	COLOUR
	TV Host Broadcaster	TV areas including Field of Play	1,2,3,4,5	Green
	TV Rights Holder	Rights holder tribune with prior approval. On the Field of Play and in the warm-up area spots are limited and access will be controlled	1,2,4,5	
	TV Non-Rights Holder	Press tribune with prior approval. Mixed zone area	2,4,5	
	Photographer	Media areas, photo areas including Field of Play	1,2,4,5	
	Written Press	Media areas NOT Field of Play	2,4,5	



## Security access board template



### Security access board

ACCESS AREA	<b>1</b> Field of Play	<b>2</b> Back of the house	<b>3</b> Warm-up area	<b>4</b> Tribunes	<b>5</b> Lounges
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COLOUR												
SYMBOL												





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