



OLYMPIC
COUNCIL
OF ASIA

OCA IT standards

**Guidelines for official printouts and
sponsors**

Asian Games Hangzhou 2022

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1. Introduction

This document details the OCA policy regarding the layouts of official reports - printouts - and the appearance of the Games sponsors.

2. PART 1. Printouts layout

The layout of the printouts, it is composed by

1. Header part. It includes:

- Logo of the Games
- Venue name
- Date and time
- Sport / Event / Phase
- OCA logo
- Sport pictogram

The design of the header has been done in a way that allows up to 3 different languages.

2. Body part

- The contests and layout will depend on the sport discipline and the type of printouts.

3. Footer part

- Identification of the printout
- Date and time of generation
- Page number / Number of pages
- Technological sponsors allowed by OCA.

4. Identification of the Data and Timing provider(s).

- Identification of the company (or companies) responsible of the generation of the printouts.

A drawing of the layout that includes the maximum dimensions allowed for logos is included at the end of this document.



3. PART 2. Languages of printouts

Regarding the languages, the policy is:

- Two languages: English mandatory. Host country language recommended.

4. PART 3. Typography of printouts

The corporative typography (typeface) of each LOC will be that used in the printouts.

The size of the fonts is flexible to adapt to each specific printout.

5. PART 4. Sponsor's appearance in printouts

Only the technological providers that also are sponsors are allowed to use this support.

- The first level will be covered by IT, T&S and Hardware companies.
- The second level will be for other technical providers allowed by OCA.
- The third level will be for Telecommunications and Internet providers allowed by OCA.

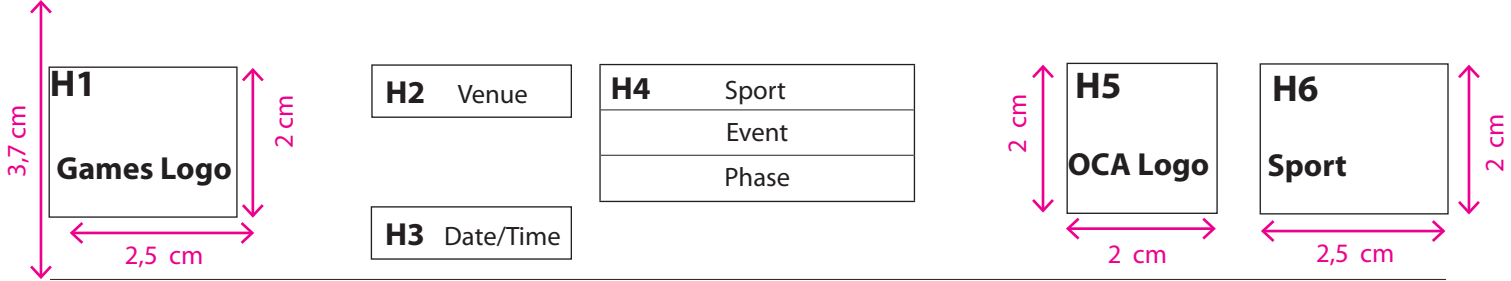
6. PART 5. Approval of printouts layouts

The layouts should be presented to OCA for its approval no later than 9 months before the Opening Ceremony.

7. PART 6. OCA Results Books (ORB)

Results book per sport that will include the full set of official reports (pdf files) with a link to OCA Results Book Repository to allow the on-line access to the “official” reports of the Games

- ORB AG19 http://www.ocagames.com/orb/ag19_2019.php



B1

BODY: Contents and Layout depends on the sport and type of report

