



AOTEAROA

PUKAPUKA ARATOHU HANDBOOK

INTERNATIONAL VA'A FEDERATION
WORLD DISTANCE CHAMPIONSHIPS

13-21 AUGUST 2025
NITERÓI, BRAZIL



KARAKIA

Rukutia	Bind
Rukutia te waka e haere nei	Bind the vessel that traverses the ocean
Rukutia te kei matapupuni	Bind the stern lashings
Rukutia te ihu matapupuni o Taane	Bind the bow lashings of this vessel
Rukutia te koowhao tapu nui o Taane	Bind the sacred lashing perforations of this vessel
Rukutia te mata tapu nui o Taane	Bind the sacred surface of this vessel
Rukutia te rauawa tapu nui o Taane	Bind the sacred top strakes of this vessel
O te waka e haere nei	Of this vessel as it travels
Tuumatakokiritia	Yonder is the meteor
Rei kura, rei ora	The revered plume, the life-giving plume
Rei ora te maahaki ee	The pure plume of tranquility
Ka turuturua, ka poupoua	It is established, it is secured
Ki tawhito o te rangi	On the distant, ancient horizon
E manawa mai ao ee	Greeted by the clouds and the heavens
Hoatu waka ki uta	Guiding the vessel to the shore
Haumi ee	Bound as one
Hui ee	Gathered as one
Taaiiki ee	Onward in unity

INTRODUCTION

This pukapuka aratohu (handbook) is for the Aotearoa team travelling to the IVF World Distance Championship in Niterio, Rio De Janeiro, Brazil, Wednesday 13th August - Thursday 21st August 2025. This pukapuka aratohu contains a summary of information for paddlers, coaches, and managers relevant to the event logistics. This also includes general information for any whānau and friends travelling to Brazil to support our contingent. Any updates during the event will be communicated directly to managers from the area coordinators via the WhatsApp group.

GENERAL INFO

Waka Ama NZ Contacts

Jo Thompson	Area Coordinator	021 241 1420
Debbie Sellar	Area Coordinator	027 548 4613
Lara Collins	Waka Ama NZ CEO	027 548 4612
Sophia Thomas	Haka/Waiata lead, Social Media/Media in Brazil, Merch Shop	

- Please direct all communication to the area coordinators (ACs).
- If you have any questions, contact worlds@wakaama.co.nz
- In Brazil, the best contact method is WhatsApp either through the group or call/text to ACs.
- The WhatsApp group joining details have been shared and are below in the handbook.

- Please advise Sophia if you do not wish to be in any WANZ photos/videos/social media content.

Please Note: Waka Ama NZ Chief Executive Lara Collins will also be operating in her official role of President, International Va'a Federation.

Brazilian Contacts

Emergency

Ambulance	192
Police	190
Fire and Rescue Services	193

More info on other services here: [Polyclinic Regional Largo da Batalha - Government Hospital](#) +55 21 2616-3633 [Niteroi D'or Hospital](#) +55 21 3509-4700 Check with your travel insurance company as well - they may recommend you go to a particular hospital.

New Zealand Consulate-General, São Paulo, Brazil

Avendia Paulista,
2421 Edificio Bela Paulista, 12th Floor,
Cerqueira Cesar 01311 - 300,
São Paulo SP, BRAZIL
Phone: +55 11 3898 7400
Email: consuladonz@nzte.govt.nz

New Zealand Embassy, Brasilia, Brazil

SHIS Q1 09, conj. 16, casa 01,
Lago Sul 71625-160,
Brasilia DF, Brazil
Phone: +55 61 3248 9900
Email: embaixada.novazelandia@mfat.net
Website: www.mfat.govt.nz/brazil

Social Media

Waka Ama NZ

[Waka Ama NZ Facebook](#)

[Waka Ama NZ Team Facebook](#)

[Waka Ama NZ Instagram](#)

[Waka Ama NZ Team Instagram](#)

Event Hosts

[Event Website](#)

[Event Facebook Page](#)

International Va'a Federation

[International Va'a Federation Facebook](#)

[International Va'a Federation Instagram](#)

[International Va'a Federation Website](#)

Waka Ama NZ Code of Conduct

All Aotearoa travelling contingent will need to complete and sign the electronic Waka Ama NZ Code of Conduct Agreement. The agreement is to be completed electronically by individuals, **including all paddlers, coaches, and managers.**

This Code of Conduct takes effect from the time your team departs from Aotearoa to the conclusion of the World Distance Champs event. It is in line with the Waka Ama NZ Code of Conduct. The agreement outlines expected behaviours while travelling and participating as a New Zealand contingent. You are not only representing Aotearoa and Waka Ama NZ, but your whānau and friends too.

Please respect your surroundings, including equipment, Va'a, facilities, and our hosts, Brazil. It is the team's responsibility to ensure that all individuals travelling under the umbrella of Aotearoa are aware of and have read the code of conduct and its consequences.

Complete the form here before departing for Brazil: [Waka Ama Code of Conduct Agreement](#)

Breaches of the Code of Conduct

Please remind those travelling as members of your clubs and teams that they are not only representing themselves but Aotearoa Waka Ama, our clubs, whānau and wider communities. Please respect your surroundings, including equipment, Va'a, facilities, and our hosts in Brazil. It is the team's responsibility to ensure that all individuals travelling under the umbrella of Aotearoa are aware of and have read the code of conduct and its consequences.

If a paddler or member of the Aotearoa wider contingent is alleged to have breached the Waka Ama NZ Code of Conduct or International Va'a Federation Code of Conduct, or witnessed what they think may be a breach by an Aotearoa contingent member, please contact worlds@wakaama.co.nz and include all necessary information ,including

- Date of breach
- Time
- Location
- What happened
- Who was involved

If you are in doubt or need any guidance, please contact the Area Coordinators to discuss. This code of conduct applies for the duration of your travel, including outside of the event.

Travel Insurance

It is a requirement by the event hosts in Brazil that every paddler competing **must have travel insurance that covers them for paddling/competing**. Please ensure you have made arrangements for your travel insurance that covers you whilst paddling.

For those with travel insurance through Waka Ama NZ and Travel Insurance Brokers underwritten by TAI to make claims:

General claims: (Please note if it is for stolen goods, ensure you get a police report) email: admin@travelinsurancebrokers.co.nz, asking for a claims form. Phone: +64 7 885 0772

Emergency claims: contact Global24 Phone: +612 9312 5168 Email: assistance@global24.com.au

Paddler Hauora (Well-being)

Please ensure we are all looking after all aspects of our wellbeing - not only physical but also mental and emotional wellbeing - this goes for all paddlers and management.

Nutrition and hydration: Ensure that paddlers are hydrating before travelling to and throughout the duration in Brazil. Please be mindful that the food in Brazil might differ slightly from what our paddlers have available in Aotearoa.

Physical Wellbeing: Ensure paddlers are looking after their bodies off the water in order to perform on the water. This includes stretching, physiotherapy, massage, and rest.

Mental and Emotional Wellbeing: Ensure that the mental wellbeing of our whānau are supported as we get closer to the event. This can include weekly/daily check-ins, creating a buddy system within your team, and ensuring that managers and coaches are supporting paddlers.

If you require any support, please contact your coach/manager (in Brazil) in the first instance, or contact our area coordinators.

TRAVEL INFO

Travel Requirements

You must ensure your passport is up to date with a **minimum of 6 months** remaining at the time of departure from Brazil. Ensure you have a backup copy of your travel documentation, including a copy of your passport, stored elsewhere in your luggage in the event of an emergency. In the event of a lost passport, contact the following:

New Zealand Honorary Consul, Rio de Janeiro

Physical address: Av. Afranio de Melo Franco 290, Sala 101, Leblon CEP 22430-060, Rio de Janeiro - RJ, Brazil

Phone: +55 21 98909 - 3720

Email: jfmcn@uol.com.br

Consular Contact: Joaquin Monteiro,

New Zealand Consulate-General, São Paulo, Brazil

Physical address: Avendia Paulista, 2421 Edifício Bela Paulista, 12th Floor, Cerqueira Cesar
01311_300, São Paulo SP, BRAZIL

Phone: +55 11 3898 7400

Email: consuladonz@nzte.govt.nz

Office Hours: 09:00 - 17:00 hrs

New Zealand Embassy, Brasília, Brazil

Physical address: SHIS Q1 09, conj. 16, casa 01, Lago Sul 71625-160, Brasília DF, Brazil

Phone: +55 61 3248 9900

Email: embaixada.novazelandia@mfat.net

Website: www.mfat.govt.nz/brazil

Office Hours: Mon - Fri 09:00 - 17:00 hrs face to face meeting by appointment only

Head of Mission: Ambassador Richard Prendergast

Travel Safe NZ

We recommend that all travelling contingents register with Travel Safe NZ. This allows you to receive important information following an emergency or to provide consular assistance while you are overseas.

More info here: [Travel Safe NZ](#).

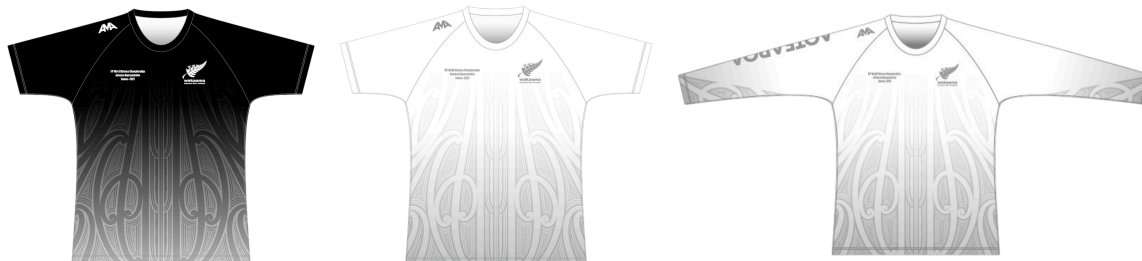
Register here: [Safe Travel Registration](#)

Travel Tips for Airport & in flight

- Allow more time than usual for parking, meeting your team, and the check-in process
- Check in with your team and organise to be seated together where possible
- Practise good hygiene - wear a mask if you feel inclined
- Socially distance yourself where possible
- Be respectful of other travellers
- Stay hydrated throughout the flight – take empty bottles and fill them once through security
- Get up and move every hour (if you can)
- Take snacks for the plane
- Wear comfortable clothing on the plane (the air conditioning on the plane can be cold!)
- Take a change of clothing on the plane / be mindful of your personal hygiene

UNIFORMS

Please ensure you wear our Aotearoa uniform respectfully and with pride for the duration of travel and at the event. Each paddler has been provided with an Aotearoa Uniform: one white tee, one white long sleeve, one black tee, one off-water tee, shorts, hoodie, training tee, a hat, and a bag.



Uniform Design

The central haehae pattern represents *Mai Ana*, the current that our tūpuna had to paddle on to bring us from Hawaiki to Aotearoa, this is a deep connection between Aotearoa and the rest of the world. The patterns connect the wearer to their ancestors as they too, navigate the waters of the world. The mirrored pattern on both sides of *Mai Ana* is the kaihoe journey to take their place as part of the world's team. *Puhoro* patterns have been used to show the swiftness each kaihoe has to display on their journey. The *Mangopare* designs show the strength of each kaihoe and the *koru* are used to show the wider support each kaihoe has had to get them to the world stage. Designer: Ben Thomason, Ara Auaha

Race Uniform

It is recommended that the Aotearoa Black tee or one of the Aotearoa white options is to be worn as your race uniform. Whichever your team chooses to wear, it must be from the Aotearoa Uniform options, and each paddler must wear the exact same race top - you cannot mix and match colours..

Opening Ceremony and Cultural Night Uniform

Please wear the Aotearoa Uniform black tee and either black shorts or a black skirt.

Airport Uniform

We recommend that you dress comfortably and appropriately for the duration of your travel. However, please wear your Aotearoa Uniform black tee upon arrival at the airport in Rio de Janeiro.

Medal Presentations and Prizegivings

Please wear the Aotearoa Uniform black tee for medal presentations.

It is our expectation that the entire Aotearoa Contingent will attend medal presentations when an Aotearoa Paddler or team is being awarded a medal.

BRAZIL - GENERAL INFO

Travel Safety

- Ensure you are always with a buddy for the duration of the trip, do not go out exploring by yourself
- Always ensure you check in with your team management on your whereabouts
- Make sure to keep your belongings safe and secure. We do not recommend you take valuables, including jewellery that you do not need
- Keep your phone out of view when on the street
- Use Uber if you need a taxi
- Join an organised tour if you want to go sightseeing
- Read the information on the Travel Safe website:
<https://www.safetravel.govt.nz/destinations/Brazil>

Emergency Info

Emergency

Ambulance	192
Police	190
Fire and Rescue Services	193

More info on other services here: [Polyclinic Regional Largo da Batalha - Government Hospital](#) +55 21 2616-3633 [Niteroi D'or Hospital](#) +55 21 3509-4700 Check with your travel insurance company as well - they may recommend you go to a particular hospital.

Transport

Transport is the responsibility of each team. The hosts recommend using Uber as a safe, cheap and easy transport option. Or organised tour groups for sightseeing.

Phones

- The majority of phones should work in Brazil if you enable roaming on your device. We suggest you check in with your mobile provider prior to leaving NZ to confirm these details.
- You can buy [esims](#) before you arrive in Brazil. Just check your phone supports an eSim first
- Alternatively, you can buy a Brazil data SIM before departing through [simcorner](#) . It is possible to buy SIM cards once you arrive in Brazil, [here](#) is some extra information.

Currency

The local currency in Brazil is the Brazilian Real , and this is the only accepted currency in Brazil. \$1 BR\$ = 0.30 NZD (as at 4 Aug)

Credit cards and travel cards likewise are accepted widely. So don't worry if you do not bring too much cash. It is advised that you use ATM's that are inside banks or inside other buildings for your own safety.

Climate & Time

The climate in Rio de Janeiro is characterised by warm weather, with average August temperatures ranging between 19 and 28 degrees.

Sunlight hours are: sunrise just after 6.00 am and sunset 5.30 pm

Aotearoa is 15 hours ahead of Rio De Janeiro. For example when it is 12 noon on Wednesday in Aotearoa it is 21:00 (9 pm) on Tuesday in Rio de Janeiro

Other

Visitor information on Niteroi can be found [here](#).

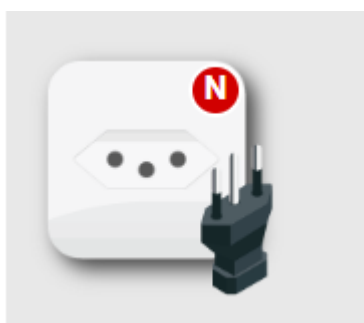
Google Translate or a similar app could be useful if you do not speak much Portuguese

For all other information on amenities, e.g. shops, laundromats etc., ask Google

Here are some simple Portuguese greetings and terms:

<https://www.learningportuguese.co.uk/guide/conversations/basic-greetings>

Please note Brazil uses a different power plug socket type and voltage to Aotearoa NZ. You can find more information [here](#).



BRAZIL - EVENT INFO

Race Venue

The race venue is [Sao Francisco Beach](#).

The Loading Bay is on the beach and is only accessible to the teams competing. The NZ Area Coordinators have 4 official cards, which allow coaches and/or managers to accompany a team or V1 paddler to assist with checking rigging before a race. You have access to the Waka 1.5 hours prior to your race to check rigging.

IVF World Distance - Frequently Asked Questions

The World Distance FAQ can be found here: [Worlds FAQs](#)

Amenities

- **Toilets:** There will be toilets located throughout the venue.

- **Water Stations:** There will be water stations throughout the venue. This water is safe to drink. Make sure you carry a water bottle to fill up.
- **Wifi:** There is no public wifi at the venue.
- **Food & Vendors:** There will be food stalls and vendors onsite.
- **Parking:** There will be no parking at the venue. Using public transport and/or uber is both easier and safer
- **Smokefree:** This is a smokefree venue. Additionally, we do not support any smoking/vaping etc. for the duration of the event, especially in Aotearoa uniform.

Communication and Manager Meetings in Brazil

We are using WhatsApp for communicating with team managers and V1 paddlers. If you have not yet joined the WhatsApp group, please ensure you do so before departing Aotearoa NZ.

If you need to create a WhatsApp account, use your current phone number to do this. It does not then matter if you get a new number, a data SIM or an eSIM for Brazil. We will be able to contact you through WhatsApp and share messages.

Here is the link to the WhatsApp group for you to join for Brazil. Please ensure you do, as this is where all information will be shared in the country and how we will contact you if we need you. [Group link](#) or use this QR code

Manager meetings will be for all designated team managers and will be advised by the area coordinators via WhatsApp. Confirmation on time and location of these meetings will be communicated directly to managers by the area coordinators.



Va'a Blessing

The Va'a Blessing will take place on **Tuesday, 12th August, at 4.00 PM** at São Francisco Beach by the Va'a / Loading Bay area. This is open to all who want to attend. We recommend that all our Aotearoa contingent attend, and everyone is to wear the Aotearoa Uniform black tee.

Opening Ceremony

The Opening Ceremony will take place **Friday, 15th August, at 7.00 PM** at São Francisco Beach. **All paddlers assemble at São Francisco Beach at 6.30 PM, exact location TBA.** Please wear your Aotearoa Black T-shirt and black shorts or skirt.

Cultural Evening

The Cultural Evening will take place **Monday, 18th August, Time TBC** at **Sao Francisco Beach**. This will take place after the daily prizegiving. The Aotearoa team will perform one waiata followed by a haka.

Please practise these items ahead of the event. Words and links to the items are at the end of this booklet. **Meeting time will be confirmed.**

We recommend that all our Aotearoa contingent attend, and everyone is to wear the Aotearoa Uniform black tee and any black bottom half. Women, please ensure the bottom half is below your knees.

Medal Ceremonies

Prize Giving will take place **daily** after racing at the **Grand Stand area in São Francisco**. They will begin approximately 30 minutes after the conclusion of the final race of the day. Specific times will be advised on the day.

The official flag of Aotearoa, New Zealand, will be raised for all presentations where paddlers or teams from Aotearoa are awarded a medal. Should teams or individual paddlers wish to take a Tino Rangatiratanga flag onto the medal dias with them, they are welcome to, and the New Zealand Area Coordinator will have some available for that purpose.

A reminder that paddlers must wear their Aotearoa Uniform (Black shirt) for medal presentations. Sponsor logos or flags are not permitted.

Va'a Familiarisation

Please adhere to the schedule and do not just jump in a waka if it looks free - always check in with the area coordinators for your time slot. Note this is a Va'a familiarisation, not a course familiarisation. Please respect the other teams by sticking to your allocated time slot. Va'a are not available once racing begins – all equipment is race equipment and in use.

Kapa Haka Practice for Cultural evening

We will meet at the Sao Francisco Beach.

The dates for the practices are as follows: We have 4 planned practices.

- Tuesday 12th August 2.30pm - 4.00pm
- Wednesday 13th August 3.30pm - 5.00pm
- Thursday 14th August 3.30pm - 5.00pm

BRAZIL - RACE INFO

PFDs - Personal Flotation Devices

It is the CBVAA requirement that PFDs or life jackets are worn at all times while on the water in both the V6 or V1.

PFDs are mandatory in accordance with local regulations. If a PFD is not worn or removed at any time, that will be an instant disqualification from the event for either yourself (V1) or your entire team (V6).

- PFDs must not be inflatable.

- They must not be worn around the waist.
- They must be jacket style.
- Should a paddler remove their PFD while racing, their team will be disqualified.
- Teams and paddlers are expected to bring their own PFDs with them. They will not be provided by the race organisers.

Race Rules

Click here: [IVF Distance Race Rules](#), [Overlap, and turning rule](#) - please ensure your crew is familiar with these rules

Race Course Maps

Click here: [Course Maps](#)

Note, it will be at the discretion of the race director to advise any updates on race courses. Ensure you attend race briefings, which are held 45 minutes before each race.

Protest Procedure / Info

- All queries or protests must be filed by ACs. If your team has any queries please contact the ACs immediately following your race.
- If you wish to submit a protest (general) you can do so immediately after your race and/or within 30 minutes of race results being posted
- If you wish to submit a protest (dispute a disqualification/penalty), you can do so within 30 minutes of the results being posted and/or within 30 minutes of Aotearoa Area Coordinators (ACs) being notified of disqualifications and/or penalties
- ACs will be notified by event hosts if any Aotearoa teams or individuals are disqualified or have penalties applied. ACs will communicate this directly with team managers via the messenger chat group
- The fee is **USD\$100 cash only** - this is payable by each team manager, **not Waka Ama NZ**
- The fee shall be refunded if the protest is upheld
- Race footage from personal devices **will not** be used in any protest discussions and/or decisions

Please refer to the race rules for full info: [IVF Distance Race Rules](#)

Drug Testing

Any paddler who is participating in an IVF-sanctioned World Elite Competition and is 18 years old or older may be subject to in-competition drug testing. The IVF may require any in-competition paddler to submit to one or more drug tests. The IVF will decide on the methods of selection of paddlers for drug testing.

The process for the drug-testing can be found here: [IVF Drug Testing Information](#)

Aotearoa ACs will be notified of the drug-testing and will liaise with the team manager or individual as to whom they would like to accompany (chaperone) them for the testing.

Waka Type

The waka for the event are:

- V6 - Te Tai made by Netuno - [Specifications here](#)
- V1 - Timi made by Neturo

Please note: There are no footplates or seat padding in either of these waka.

- For V1 you can create your own footplate - pool noodles are good for this. They cannot attach or leave any residue in the waka. Only slip in and out.
- You may wish to bring a seat pad/ paddling with you for the waka. Again remember that what you use cannot leave any residue in the waka.

Waka Rigging

- All waka will be rigged; however, all teams will be given 90 minutes prior to their race start to re-rig their waka if they want to. You will have the opportunity to float the waka and check the rigging before the race starts.
- You are permitted to use your own rubber lashings and ratchets for rigging and wedges. However, you are not permitted to use any other materials that may leave residue on the waka e.g. no duct tape.
- Waka will be numbered and allocated prior to race day - allocations will be communicated to team managers

We highly recommend that all teams and V1 paddlers check and re-rig their waka well before their race - this is the responsibility of the team.

CHECK LISTS

Recommended Minimum Gear List

- ☐ Passport
- ☐ Copy of travel documents (passport, travel insurance, accommodation information)
- ☐ Paddling gear (including seat padding if wanted, spares lashings and ratchets)
- ☐ PFD
- ☐ Racing gears (including race uniform)
- ☐ Aotearoa uniform
- ☐ Drink bottle, personal water system (waterpack) and on water nutrition
- ☐ Paddle / paddle bag
- ☐ Other gear
- ☐ Off the water clothing
- ☐ Casual wear
- ☐ Hat
- ☐ Shoes (sneakers and jandals)
- ☐ Toiletries
- ☐ Approved medication – inhalers etc.
- ☐ Towels
- ☐ Rain jacket

- ☐ Miscellaneous
- ☐ Face masks (optional) and hand sanitizer
- ☐ Ear plugs and eye mask

Managers Checklist

- ☐ All medical information of each paddler/ coach and manager
- ☐ All the travel insurance of each paddler/ coach and manager
- ☐ All passports and current with a minimum of 6 months remaining at time of departure
- ☐ Have briefed all members on the Waka Ama NZ Code of Conduct
- ☐ Confirmed all accommodation and have relevant details
- ☐ Confirmed all transport and have all relevant details with you
- ☐ Meals and Hydration have been planned
- ☐ Athlete declarations completed
- ☐ Non-Athlete declarations
- ☐ Waka Ama NZ Code of Conduct completed (all paddlers, managers and coaches)

AOTEAROA WAIATA & HAKA

The Aotearoa contingent will take part in the cultural evening with a performance of one waiata and a haka, this performance will be no longer than 10 minutes. Please take the time to familiarise yourself with these items, we will be scheduling practices as a contingent in Niteroi and will share this information with you.

Click here: [Waiata - Toia Mai](#)

Waiata: Toia Mai

Toia mai te waka nei

Kumea mai te waka nei

Ki te takotoranga I takoto ai

Tiriti te Mana Motuhake

Te tangi a te manu nei

Pipiwaharauora

Kui kui kui, whiti whiti ora

Hui e taiki e..

(A kumea kumea to to iwi

(A kumea kumea to to iwi Hiiiii!

Click here: [Haka Matahi Te Hoe](#) or watch [Here](#)

Haka: Matahi Te Hoe

Composed by Mark Waitai for Ngā Kaihoe o Aotearoa

Kaitātaki (leader) - Bold & Italics

Rōpū katoa (everyone) - black

Aotearoa, Purutia ngā hoe, Nukenuke hoe (Hi!)

Ngā waka kia rite (hi, haa, hi)

Tēnā i tōkihi (Tōkihi, hii, tōkihi, hii)

Tōkihi ngā waka, Hi, ***Toia ngā waka***, Hii, ***Mā wai e tō?***

Māku e tō, Mā tātou e tō

Haramai tō waka i whea?

Maea te tupua, Maea te tawhito, He wai nā Rehua, He wai nā Tawhaki, He wai nā Kiwa e

Tuku atu tō waka ki tai winiwini, ki tai wanawana

ka rehurehutia, ia au piki, ia au heke, kia tangatanga-nui kia tangatanga-roa

he tia, he tia

he ranga, he ranga

he tia, he tia

he ranga, he ranga

he ranga taku hoe ki tahatū o te rangi

kia Matahi te hoe, kia Horo tahi te hoe, kia Piri, kia tata, ki te Mita o taku hoe – ki tahatū o te rangi

Ko Aotearoa engunguru nei (I au, au, aue hā, Hi!)

