



# International Table Tennis Federation

In cooperation with

## Polish Table Tennis Federation



<b>Tournament</b>	Para Polish Open 2020
<b>Factor</b>	20
<b>Place</b>	Władysławowo, Poland
<b>Date</b>	20 to 22 February

**1. AUTHORITY:** The Para Polish Open 2020 will be organized by Polish Table Tennis Federation

under the auspices and authority of the International Table Tennis Federation.

### 2. DATE AND PLACE:

Dates of competition	20 to 22 February
Name and address of the venue	OLYMPIC CENTER Władysławowo - Cetniewo Żeromskiego 52 Street, 84-120 Władysławowo (Poland)

### 3. EVENTS:

The following events will be played:

- Men's singles (class 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11)
- Women's singles (class 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11)
- Men's team (class 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11)
- Women's team (class 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11)

**Note 1:** depending on the entries, the organizers and the CM (Competition Manager) reserve the right to combine classes as may be necessary.

**Note 2:** the singles events will be played first, followed by the team events.

#### 4. SCHEDULE:

The general schedule for the tournament will be as follows:

Arrival day for players to be classified	18/02/2020
Classification days	18/02/2020 and 19/02/2020
Practice days	19/02/2020
General arrivals	19/02/2020
Competitions dates	20/02/2020 to 22/02/2020
Departures	23/02/2020
Proposed dates for single events	20/02/2020 and 21/02/2020
Proposed dates for team events	21/02/2020 and 22/02/2020

#### 5. RULES:

The event will be conducted in accordance with the current Laws of Table Tennis, the Regulations for International Competitions and specific Para TT directives (which may be amended from time to time).

#### 6. EQUIPMENT:

The following equipment will be used:

Competition tables	TIBHAR Smash 28 RC/W	Number	14
Warmup tables	TIBHAR Smash 28 RC/W &RC	Number	5+5
Nets	TIBHAR Smash Net		
Balls	729 40+ *** (plastic seamless)		
Floor	Gerfloor Taraflex - red color		

#### 7. ELIGIBILITY:

The event is open to players who are eligible to represent their national association according to the ITTF Handbook 2018.

#### 8. OFFICIAL ORGANIZER:

Name	Polish Table Tennis Federation
Tournament director	Jakub Otys
E-mail	<a href="mailto:jakub.otys@pzts.pl">jakub.otys@pzts.pl</a>
Phone	+48 664 12 18 75 / +48 664 12 12 58
Fax	N/A

## 9. COMPETITION MANAGEMENT TEAM:

Name of CM	Dave Cochrane (GBR)
E-mail	davecochrane.thereferree@hotmail.co.uk
Phone	+44 07929257817
Name of deputy CM	

## 10. REFEREE TEAM:

Name of Referee	Francesco Nuzzo (ITA)
Names of deputy referees	Carlos da Silva (POR)

## 11. CLASSIFIERS:

The number of international classifiers for this tournament will be	4
---	---

## 12. CLASSIFICATION:

Classification services for this tournament will be the following:

New players admitted (classes 1 to 10)	16
Players for review admitted (classes 1 to 10)	6
Classification for intellectual impairment admitted (class 11)	0

Admission of new players for classification will be done on a first come first served basis.  
Admission of players for review will be authorized exclusively at the criteria of the Classification Officer.

National Associations must read the new classification procedure at :

<http://www.ipttc.org/classification/documents.htm>

### 12.1 Requirements for classification

ITTF Para TT classification rules state that Athlete Evaluation will take place during international competitions. All athletes to be classified internationally in 2019 need to fill in the following documents:

- [Consent Form](#) (to be read and signed by Athlete. If the Athlete is under 18 or has an Intellectual Impairment, an additional signature by coach or guardian is required)

- [Medical Diagnostics Form](#) (to be filled, dated and signed by a certified health professional)

These are the steps to be followed by an NA (National Association) so that an athlete will be included in the list of athletes to be classified in a tournament.

1. Once the NA has sent the first entry for a player in an international tournament, scanned copies of both documents mentioned above have to be sent through this online form <https://paratabletennis.typeform.com/to/g4HyKP> (no later than one month before the beginning of the competition).
2. The athlete will give the original signed documents to the chief classifier at the beginning of the Athlete Evaluation process that takes place 2 or 3 days before the beginning of the competition.
3. If the Athlete has any additional medical documents available that could help classifiers to understand better the nature of the impairments, he or she will show that medical information to the classification panel during the Athlete Evaluation process.

The needed forms and complete information about classification can be found at <http://www.ipttc.org/classification/documents.htm>

### 13. PARTICIPATION QUOTAS:

There is a limit in the maximum number of players per class per gender who can participate from each country:

Tournament factor	Host country	Other countries
20	6	6
40	6	4
50	3	3

A player may only play in the class indicated on his or her international classification card unless, due to the low number of players, his or her class is combined with the next class or classes. Then they may play in the next higher-class event. The minimum entry for a singles class to be played is 4 players.

National Associations (NA) are invited to request entries for as many players as they wish but, in order to facilitate the participation of all countries, the organisation will only ensure a maximum of 7 players per NA. The host country is entitled to enter 20 players. Once the first entry deadline is over, the remaining slots (if available) will be offered to the countries which requested a number above the maximum.

Any other persons wishing to accompany a team are subject to special charges and should contact the organizers for further information. These packages are limited, and priority will be given to the Official Party of all the delegations.

### 14. ENTRY PROCESS:

Only entries submitted by or endorsed by the national association will be accepted (National Paralympic Committees are advised to contact the national table tennis association urgently to

confirm their authorization). For new players participating for the first time in a Para TT event, the national association MUST send to ITTF one copy of a valid passport (see the email address of ITTF entries manager below).

Deadlines	
First entry (by number)	22/12/2019
Second entry (by name)	10/01/2020
Payment	13/01/2020
Travel details	05/02/2020

The first entry is required. Any entry sent after the first entry deadline may be declined. In order to secure full participation, national associations failing to confirm their second entry or payment according to deadlines will have their entry cancelled.

LOC is entitled not to provide transportation service from the airport or railway station to any national association that does not provide the travelling details before the deadline. If that is the case, no refund will be done.

The maximum number of players for this tournament will be 160.

All entries must be sent to the following emails:

Local Organising Committee	<a href="mailto:jakub.otys@pzts.pl">jakub.otys@pzts.pl</a>
ITTF entries manager	<a href="mailto:ittfparaevents@gmail.com">ittfparaevents@gmail.com</a>

## 15. SYSTEM OF PLAY:

**Singles events:** the first stage will be played on a round-robin basis in groups of even numbered players but there shall not be less than 3 and not more than 5 players in a group and priority will be given to groups of 4 players. Should the competition schedule be very tight, the Competition Manager may decide to give priority to groups of 3 players. If there are 5 or fewer players, the event will be played as a round-robin without knock-out. Two players advance from each group to the second stage which will be played in a knock-out format.

**Team events:** A team shall consist of 2 or 3 players. The order of play shall be:

1. Doubles
2. Single 1 (A-X)
3. Single 2 (B-Y)

All players shall be selected from those nominated for the event. Before a team match, the right to choose A, B or X, Y shall be decided by lot and the captains shall name their teams to the referee or his representative, assigning a letter to each singles player. All names must be nominated before starting the team match. Individual matches are played best of 5 games.

In all Para TT events under the authority of ITTF, the team competition system will be organized in group system in the 1st stage with priority given to groups of 4 teams with the winner and runner-up in each group advancing to play in the knock-out rounds, without team match for the bronze medal.

**General:** The numbers of groups will be decided by the CM and the referee in cooperation with the organizing committee. If the number of groups in an event is decided not to be a multiple of 2 (e.g. 2, 4 or 8, etc.), winners from the groups with the highest ranked seeded players shall have byes in the first round of the second stage, in ranking order. All matches will be played to the best of 5 games. There is no playoff for bronze medals. If there are 5 players/teams in an event, only one bronze medal awarded. If there are 4 players/teams in an event, no bronze medal is awarded. If there are 3 players/teams in an event no medals are awarded. Medals are awarded to all players in the team regardless they appear in the lineup in any match.

#### **16. SEEDING:**

Seeding for all the events will be done according to the latest ITTF Para TT rating list at the time of the publication of the players' list.

#### **17. TECHNICAL MEETING:**

The technical meeting will be held on:

Date and time	19/02/2020 at 20:00
Place	Conference Room of the Albatros Hotel Room 331 (2nd floor) - Olympic Sport Center

#### **18. DRAWS:**

The draws will be done the following days

Draw for the singles events	19/02/2020
Draw for the team events	20/02/2020

The first draw will be done before the technical meeting and, during the meeting, the outcome of the draw will be delivered to team leaders.

#### **19. PERSONS ON THE BENCH:**

The following persons on the bench are permitted:

19.1 In singles events, one (1) seat for a coach on the playing field (behind the surrounds).

19.2 In the team events 4 seats for one (1) coach and up to three (3) players of the team playing the match. If the team is formed by players of different NAs, an additional seat for a second coach will be permitted.

19.3 No other players or personnel may have access to the area behind the surrounds or the playing area. Special provisions and seating areas will be made for medical personnel.

## 20. CLOTHING:

Please note that with effect from 1 January 2014, all players are expected to wear shirts with their name and 3 letters association code on the back of their playing shirts.

## 21. ENTRY FEES:

For Para TT events, the general entry fees include transport, accommodation in full board and participation fees. The entry fees must be paid to the organizers as set out below:

Item	Nights	Description	Rooming	Price per person
General entry SR	4	Transport and accommodation in full board	single room	680 EUR
General entry DR	4	Transport and accommodation in full board	double room	560 EUR
General entry TR	4	Transport and accommodation in full board	triple room	N/A
Special entry	4	Escort sharing room with a class 1 or class 11 player	double room	480 EUR
Extra night SR	1	Extra night in full board	single room	140 EUR
Extra night DR	1	Extra night in full board	double room	110 EUR
Extra night TR	1	Extra night in full board	triple room	N/A
Entry fee only		No transport, no accommodation, no food		250 EUR

Should there be any spectators or supporters, they should contact the organizers to enquire if a package is available for them. Payment by cash upon arrivals will not be accepted. All bank charges are for the cost of the party making the payment.

### Payments should be made as follows:

Bank name	BANK Pekao SA
Account name	Polish Table Tennis Federation
Account number	13 1240 6175 1978 0000 4567 4549
SWIFT CODE	PKOPPLPW
IBAN	PL 13 1240 6175 1978 0000 4567 4549
Branch address	Jasna 1 street, 00-950 Warsaw, Poland
Specification of payment	2020 Para Polish Open (Country CODE)

## 22. OFFICIAL HOTELS

	Name of hotel	Postal address
Hotel 1	OLYMPIC CENTER Władysławowo - closed area (no transportation need)	Żeromskiego 52 street, 84-120 Władysławowo
Hotel 2		
Hotel 3		

## 23. TRANSPORTATION:

The organizers will provide transportation for teams and officials to the official hotels from the following airports or train stations

Name of airport or train station	Code	Price per person*
International Airport in Gdańsk	GDN	0 EUR
Main Train Station Gdynia		0 EUR

**\*Price per person:** Those prices apply only for persons paying the general entry. No transportation service will be provided to those paying the "Entry fee only"

## 24. OBLIGATIONS:

All players entered must compete against any other participating player and by entering, agree to be bound by the ITTF Anti-Doping, Anti-Harassment and Classification rules, policies and procedures during the event. The entry forms contain an undertaking to be signed by a responsible official of the nominating Association and the team member covering these matters and no entry will be accepted unless such an undertaking has been given. Similarly, it is the responsibility of the association, player or team member to ensure that he or she has adequate medical, travel and other appropriate insurance.

## 25. TELEVISION, MOTION PICTURE AND INTERNET COVERAGE CONDITIONS:

By entering the event, all participants agree to abide by all ITTF rules and by the rules and regulations of the organizers. All associations, teams and individual players agree to be abided by the rulings of the ITTF and its agents in all matters concerning television coverage, video, internet streaming, motion picture coverage, and photographic coverage of any kind. Participants release



all rights, or rights held by their agents or sponsors, in all matters relating to television and web streaming coverage, video and motion picture coverage, and photographic coverage of any kind; and hence accept such coverage during the event. Any participant, when called upon, must appear promptly to press conferences or medal presentations and follow the procedures set by the ITTF and the organizers.

## **26. CANCELLATION POLICY:**

The policy applies as follows:

26.1 cancellations after the first entry but before the second entry: the first entry fee is forfeited.

26.2 cancellations after the second entry: the first entry fee plus an additional 30% of the entry fee is forfeited i.e. a total of 60% of the total entry fee.

26.3 cancellations within 10 calendar days of the arrival date will be decided by the organizers in consultation with the Competition Manager. A total or partial refund will be considered if the player is able to prove his inability to attend due to circumstances beyond his or her control e.g. admission to hospital.

## **27. VISAS:**

Should you need assistance to apply for a visa (e.g. a letter of invitation), please provide the organizers with the following details:

- Full name as in passport
- Date of birth
- Function in the team
- Passport number and expiration date
- Copies of the passports of participants for whom a visa is needed

Note: the requirements for visas are not under the control of the ITTF or the organizers but under the Government's jurisdiction and the association must fulfill all requirements in order to get a visa in time. In supplying this information, the person understands and acknowledges that data covered by data protection legislation will be shared to facilitate the application for a visa.

## **28. COMPLEMENTARY INFORMATION:**

Temperatures expected	-10 to 0° C
Rain	15-40 mm
Humidity	40-60 %

## **29. DOCUMENTS ATTACHED:**

Together with this Prospectus, attached are the following documents:

29.1 entry form

29.1.2 entry fee payment form

29.2.1 singles and team entry forms by name

29.2.3 rooming list

29.2.4 transport form

### 30. ADDITIONAL OBSERVATIONS

Additional information related to accommodation:

Accommodation only in closed area in Olympic Sport Center

Additional information related to transportation:

No need to arrange internal transportation between sport hall and the hotel. The distance is about 200-300 meters