



INTERNATIONAL TABLE TENNIS FEDERATION

PARA TABLE TENNIS DIVISION: 2/2011

Minutes of a meeting of the Para Table Tennis Division held in Split, Croatia on 23 and 24 October 2011 from 09h40 and 26 October 2011 from 21h50.

PRESENT: Øivind Eriksen (Chairperson), Emese Barsai, Lill Bhagwan, Alejandra Gabaglio, John Ng, Juraj Stefak, Nico Verspeelt, Barbara Talbot, Gorazd Vecko (for part of point 9)

COOPTED ADVISORS: Alena Kánová, Gaël Marziou, Jolanda Paardekam

BY INVITATION: Neil Harwood (ITTF Executive Vice-President), Sheila Mercer

IN ATTENDANCE: Alison Burchell

WELCOME, REGISTER AND APOLOGIES

The President of the Organising Committee and of the Croatian Paralympic Committee, Ratko Kovacic, welcomed the Division to the Championships and the city of Split.

The Division noted short introductions from each member of their involvement in table tennis.

The Division noted the structures of ITTF, PTT and IPC; meetings (PTT, SOC, PC, informal meetings at world and regional championships); budget process; Players' Committee.

The Division resolved to co-opt Alena Kánová as an advisor noting that advisors had full rights.

- 1 **CONFIRMATION OF MINUTES:** minutes of the meeting held 12 and 13 May 2011 were confirmed and signed.
- 2 **CHAIRPERSON'S REPORT:** the Division noted the Chairperson's report including:
 - 2.1 marketing of PTT:
 - sponsorship for the PTT World Championships, the regional championships and some Fa40 events: discussion was ongoing with the Marketing Director about support for the World Championships and other activities.
 - 2.2 status of the PTT Division:
 - succession planning: all members needed to identify successors and train them.
 - PTT terms of reference: a working group was reviewing the structure of committees within the ITTF and terms of reference with recommendations were likely to be submitted to the BoD in March 2012.
 - areas of assistance from the ITTF:
 - circuit of junior events: the new rating system could provide some support to this.
 - GBR: no progress but entries from GBR were accepted for PTT events.
 - integration: the regional representatives should address this area together with the continental presidents.

The Division asked Neil to raise the issue of GBR with SportAccord.

- 3 **VICE-CHAIRPERSON'S REPORT:** the Division noted the Vice-Chairperson's report that the sportspersonship award would be covered by a "Michael Dempsey Memorial Tournament".
- 4 **TREASURER'S REPORT:** the Division noted the Treasurer's report including:
- 4.1 sanction and capitation fees:
 - 2009 German Open capitation fees had now been paid in full.
 - status on 2010 and 2011 sanction and capitation fees: all sanction fees had been paid and to date, only the capitation fees from Brazil were outstanding.
 - 4.2 income and expenditure for 2010: the expenditure was €70 762,02, income of €136 140,17 with a surplus of €65 378,15.
 - 4.3 2011 budget: figures were not yet available.
 - 4.4 IPC grant: had been paid in full with deductions for the purchase of software and touchscreens for class 11.
 - 4.5 2012 budget: needed to be developed and finalised in November 2011.

The Division asked:

- a) Øivind to ask Jordi to submit the draft figures for 2011 by the meeting in Budapest.
- b) all members to submit budget requests by 24 October 2011 and for the SOC to finalise and circulate the budget by the end of November 2011.

- 5 **SECRETARIAT'S REPORT:** the Division noted the Secretariat's report including:
- 5.1 communication deadlines for the submission of articles below should be considered to raise the profile of PTT:
 - ITTF publications:
 - Table Tennis Fascination - annual.
 - development magazine - annual.
 - press releases – as necessary.
 - website – as necessary.
 - IPC publications:
 - newsflash - monthly.
 - Paralympian: quarterly with deadline in December (submission end October).
 - 5.2 review of the strategic plan: had been updated as far as possible.
 - 5.3 code of conduct for ITTF for PTT to sign: this should be reviewed to include indemnity issues and data protection.
 - 5.4 anti-doping: the RTP for 2012 should be decided in early December 2011 and all players should be aware that doping control would take place from the time of arrival in the UK till the end of the Paralympic Games.
 - 5.5 regional composition, terms of reference and job descriptions: each regional representative would review this.
 - 5.6 education of referees: this was ongoing and included PTT and Dr Wu's programme.
 - 5.7 liaison with IWAS: was ongoing mainly around support for the junior and senior games which IWAS organised.
 - 5.8 liaison with CP-ISRA: nothing to report.
 - 5.9 liaison with Special Olympics International and Deaflympics: both organisations included table tennis in their Games and could benefit from support from ITTF which could then lead to closer cooperation and, in the case of Special Olympics, an option for some class 11 players for competition purposes.

The Division asked:

- a) all members to add their tasks to the strategic plan by the end of December 2011.

- b) Alison to review the code of conduct, issue to all for signature as soon as possible.
- c) all regional representatives to recommend appointments to regional committees to assist them for the Division to ratify at its next meeting.
- d) Alison to do a position paper on the relationship with Special Olympics International and Deaflympics.

- 6 TD COORDINATOR'S REPORT:** the Division noted the TD Coordinator's report including:
- 6.1 handbook/manual: had been developed and would be reviewed following feedback from Split and Hong Kong so that it could be finalised for 2012.
 - 6.2 training system: including:
 - trainers: had been identified from among the technical officials present at the event but their ability to train would be assessed.
 - application form for 2013: would be developed for seminars planned for 2013 where candidates would need to pay their costs in line with the classification seminar process.
 - recruitment of trainees: had been done through identification by PTT and, in Oceania with the support of the Oceania Table Tennis Federation, for 2011 seminars although some had applied once they had found out about the seminars.
 - contract: for candidates had been developed and signed by all for the seminar in Split.
 - examination, role play, interview:
 - currently there was no plan for an examination.
 - the first day would be presentations with questions and clarifications.
 - presentations would be done for the athletes' perspective, the TD function, classification, field of play, referee duties, racket testing and rating.
 - day 2 would be tour of the venue, identifying positives and negatives followed by case studies and an interview.
 - certification for trainee TD and TD: following the seminar, those who were competent would be accredited as trainees.
 - mentoring trainee TDs: trainee TDs would, where possible, be appointed as deputy TD and mentored and assessed by the TD.
 - TD list would be updated on the website from 1 January 2012 after 2 seminars.
 - qualification and refresher.
- 7 DEVELOPMENT REPORT:** the Division noted the report from the Development Department including:
- 7.1 new nations (regional representatives and regional development officers): to be included in the regional reports.
 - 7.2 courses: as outlined in the report and on the ITTF website (development page).
 - 7.3 continental development agreements: would need to be addressed with the Development Program.

The Division agreed to include development under regional reports in future.

- 8 PLAYERS' COMMITTEE REPORT:** the Division noted the report including:
- 8.1 brochure on player education on the rules: this would need to be reviewed to ensure racket testing and doping control were covered.
 - 8.2 hall of fame and merit award: the current criteria should be maintained; the merit award was for long service and not necessarily for players.
 - 8.3 donations to the Museum: would be raised at the players' meeting but examples of donations would assist <http://www.ittf.com/museum/>.

- 8.4 criteria for an award for the best organised tournament: a questionnaire had been developed which would be completed after each tournament by players and coaches for an award starting 2012.
- 8.5 criteria for the best player award over a year or only the regional and world championships: could be awarded at the world championships with players voting.
- 8.6 athletes' representation, co-option to the Division, member from Africa: the proposal to co-opt Alena had been supported; the national association had been contacted for a representative from Africa.
- 8.7 communication: the aim of the Players' Committee was to represent the views of the players and one mechanism used was Facebook.

The Division asked the Players' Committee to review the possible award for best player/s and to consider nominating a person to liaise with each regional representative.

9 TOURNAMENT OFFICER'S REPORT: the Division noted the Tournament Officer's report including:

- 9.1 shorter questionnaire on the organisation of tournaments, review and feedback (FB): this should be assessed with the Players' Committee process to identify the best tournament as it could duplicate.
- 9.2 review of the tournament structure, more than 1 event per country, more regular world championships, "special events": Gorazd and Nico still had to discuss with the Players' Committee.
- 9.3 calendar for 2011, warning letters:
 - the calendar was complete.
 - Lasko was installing a lift for 2012.
 - Slovakia may wish to move the venue for 2012.
- 9.4 signature of contracts for all events: all had been signed for 2011 except for the African Championships and would be reviewed for 2012.
- 9.5 Regional Championships 2011 and AUT course and evaluations which were hoped to increase the standard of umpiring:
 - 9.5.1 Croatia (European Championships): were underway.
 - 9.5.2 Hong Kong (Asia-Oceania Championships): had been well planned and would be a well organised event with umpire evaluations being done.
 - 9.5.3 Egypt (African Championships): would be held in 2 weeks, hosted by Egypt at short notice.
 - 9.5.4 the ParaPanAm Games (Americas Championships): would be held in November 2011.
- 9.6 calendar 2012 including TV: the calendar was available in draft and would be finalised soon with some organisers being approached to share the production costs for television footage so that the event could be better promoted.
- 9.7 World Championships 2014:
 - a meeting had been held to discuss sponsorship.
 - the Marketing Director would work closely with the organisers.
 - a report on arrangements had been requested for December 2011 which would be considered by Gorazd and Alison for Alison to follow up in Beijing.
 - at some point soon, a TD should be appointed.
- 9.8 Regional Championships 2013 and 2015 and inclusion in regional games:
 - 2013: both Italy and China had been appointed to host the European and Asian Championships respectively and the other regions should soon submit applications so that site inspections could be done.

- 2015:
 - similarly, hosts should be found for Europe, Oceania, Africa (perhaps in the All Africa Games, Asia but Canada would host the Pan Am and Para Pan Am Games).
 - currently, there were no games held in Europe.
 - the Para Pan Am Games were organised under IPC as the Americas Paralympic Committee was still a subcommittee of IPC and the number of entries restricted, similar to the Paralympic Games, whereas PTT regulations said that the entries should not be restricted.
 - the Asian Para Games, under the Asian Para Committee, currently could not serve as a qualification event as it did not take place in odd years.
 - for the All Africa Games, PTT had not been included by decision of the Supreme Council of Sport in Africa.
 - for many countries, participating in games was attractive as the governments covered all costs.
 - if PTT was not involved in the Para Pan Am, All Africa and Asian Para Games, this would send a negative signal to the organisers and event organisers which would not be strategic.
- 9.9 tournament organisers' handbook and education: with the development of the TD handbook, once finalised, the tournament organisers' handbook could be developed as a complementary resource.
- 9.10 priority for teams from the host in Fa40 and players in the same class, team events in Fa20, update directives: no changes were necessary.
- 9.11 withdrawal penalty policy: aspects of the policy were discussed and sanctions for bad behaviour should be developed.
- 9.12 doubles match option to be played as the last match in team events in 2012: for all events in 2012, except for the Paralympic Games, should be played 3rd noting that there would be no rating points allocated.
- 9.13 numbers in groups: the number of players in the singles event should be 4 and 3 in the team event as a priority with effect from 2013 in all events except for the Paralympic Games which would be discussed separately.

The Division asked:

- a) Gorazd and Jolanda to liaise on the tournament assessment process.
- b) Gorazd, Nico and the Players' Committee to review and make recommendations on the tournament structure for the next meeting.
- c) regional representatives to encourage possible hosts for 2013 and 2015 to apply as soon as possible.
- d) Gorazd, Nico and Øivind to meet the possible German organisers to discuss the proposed "special event".
- e) Gorazd to go ahead and organise TV footage for Lasko with PTT paying 50% of the costs for 1 day and to include it in the budget.
- f) Neil and Alison to discuss with the IPC the possibility of ensuring open entries for the Para Pan Am Games.
- g) Alison to update the withdrawal and penalty policy and circulate to the Division.
- h) Alison to update the directives for the priority numbers in the singles and team event with effect from 1 January 2013.

The Division agreed with the Players' Committee recommendation that the doubles match would be played in the 3rd position for team events in 2012, except for the Paralympic Games.

10 MEDICAL OFFICER'S REPORT: the Division noted the Medical Officer's report including:

10.1 classification code ratification: this work was ongoing.

10.2 classifier education and manual:

- information, education and practical implementation were being addressed to improve the system overall.
- the website now had a classification page with documents (code, forms etc.), information on changes, results of classification from each tournament, contact information.
- the education of classifiers now included technical issues but for seminars, a medical person would lecture on medical and a technical person on technical issues.
- to address the widening interpretation of classification, various classifiers from around the world had attended the seminar in Split.
- those sitting players who could play in standing classes had generally moved to the standing classes.
- some borderline players had played in Fa40 as no classifiers had been present so in 2011, a classifier had observed at Fa40 events and those players who had been reviewed with 2/3rds having been re-classified.
- this review would be continued in 2011 to ensure that all players were properly classified before the Paralympic Games.
- descriptions of classes were being updated to include functional aspects to support the medical information.
- decisions would be made earlier on where and when seminars would be held.
- level A seminars would probably be held at identified tournaments and level B at regional championships.

10.3 implementation of the new system for sitting classes for 2011: would be completed by the end of 2011.

10.4 INAS-FID classification update:

- initially, ID athletes had been excluded from the Paralympic Games as a result of cheating in the Sydney 2000 Paralympic Games.
- in 2009, the IPC General Assembly had agreed that ID athletes should be included in the 2012 Paralympic Games in athletics, rowing, swimming and table tennis if the IF had sufficiently developed a sound classification system.
- as part of the Assembly resolution, the IFs were required to make use of a computer based testing system although this was not made clear at the Assembly.
- as a result, the process was initial eligibility assessed by INAS (WHO criteria were used), computer tests, practical table tennis tests, if necessary some advanced tests followed by observation during competition.
- the ID classification system mirrored, as closely as possible, the functional system.
- the whole process had been relatively expensive including having to purchase 2 touchscreens, 2 WASI tests and contributing to the development of the software.
- as the IPC insisted on "evidence based classification systems", research would need to be done to assess the quality of the computer tests and practical tests.
- the research group developing the computer tests did not believe that independent research on the computer tests should be done as they would publish their findings for the academic community to critique at some future time.

10.5 length of the femur stump: this was being finalised and would be included in the class descriptions.

10.6 classification information for TD training: had been completed.

The Division agreed:

- a) to ask Neil and Alison to discuss with INAS the transfer of governance for class 11 to ITTF.
- b) to allocate a budget for further research on the class 11 system to assess the reliability of the computer tests and practical tests.

11 SELECTION OFFICER'S REPORT: the Division noted the Selection Officer's report including:

- 11.1 proposals for the Parapan American Games 2011: the slots had been allocated with 11 slots unused for the physically disabled and all slots used for class 11.
- 11.2 presence at regional championships: would be present at all but not at the African Championships.

12 RANKING OFFICER AND WEBMASTER'S REPORT: the Division noted the Ranking Officer and Webmaster's report including:

- 12.1 integration with the ITTF website and web server: there was now a dedicated page on www.ittf.com for PTT which should be oriented to media and promotion with the current website for information on operations of PTT.
- 12.2 players' database including classification: no progress had been made but further action could include outsourcing the development of the database.
- 12.3 calendar management: a volunteer had been approached to take over this task; the dates of arrival and departure should be put on the calendar.
- 12.4 rating system:
 - some concerns were expressed by the Players' Committee which proposed that the ranking system be retained and the rating used for seedings only.
 - the Division was working in the best interests of the players and this should be conveyed to the players.
 - it was not possible, at this point, to review the implementation of the rating system.
 - the system would be monitored and possible problems addressed if they arose.
 - running both the rating and ranking systems would require twice the work from Gaël.
 - the rating system was fairer.
 - the reduction of period of activity from 30 to 12 months had been implemented in the October 2011 rating list.
 - 5% pa would be used to depreciate rating points for inactivity.
 - the rating points would be assessed at the end of each year and could be compressed by up to 20% so that players maintained their position on the rating list but the number points would be adjusted by 20% across the board.
 - the process to acknowledge players not being active for a period due to genuine reasons (e.g. injury or pregnancy) should be investigated ("icing the points").
 - the results of regional championships could be included in the ranking list on which selections would be based but could be excluded from the ratings to encourage participation in early 2012.
 - if the regionals were excluded, they would still remain a qualification event.
 - including an obligation to participate in tournaments in other continents could be considered but for some countries, this would reduce the number of players able to attend tournaments.
 - sanctioning players for late withdrawals from tournaments was not a performance issue and should not be included in the rating process but dealt with by fines and other sanctions.
 - increasing the tournament credit period to 24 months would be difficult as the world championships and world championships dates varied.
- 12.5 online entries: 2 possibilities for developing the system would be investigated further.

- 12.6 data protection: was linked to the code of conduct but a privacy statement would have to be added to the website and this would be addressed by the end of 2011.
- 12.7 rating for class 11: results in the required format were necessary to develop the rating list.

The Division asked:

- a) Gaël to continue to work on the database.
- b) Alison to work with Gaël to decide how to develop the online entry system and to work with Nico and Gorazd to develop the core aspects of the system.
- c) Alison and Gaël to work on the privacy statement for the website.
- d) Alison to check that data protection was included in the code of conduct.
- e) Gaël, David and Alison to consider how to address players who would not be active for valid reasons and the best way to manage this for the rating system.
- f) Nico to consider selection issues as a result of the new rating system.
- g) Nico to follow up with INAS about the class 11 rating list.

The Division agreed that:

- i) the rating system would be implemented 1 January 2012.
- ii) the system would be monitored and issues addressed as they were identified.
- iii) the period of inactivity would be reduced (retroactively) to 12 months.
- iv) the percentage depreciation would be increased to 5% per annum for inactivity.
- v) the rating points would be assessed at the end of each calendar year to see if compression was necessary.
- vi) only Fa20 and Fa40 competitions would be included in the rating system from 2012.
- vii) the results from Fa50 competitions in 2011 would be included for the rankings from which selections for the Paralympic Games would be done.

13 REGIONAL REPORTS: the Division noted the regional representatives' reports including:

13.1 Americas:

- discussions with NPCs and players would be held during the Para Pan Am Games.
- promotional stickers had been developed.
- a promotional CD was being developed to distribute at tournaments in English, French, Spanish and Arabic.
- Uruguay had recently started PTT with about 30 players with a coaching course and training camp to be organised in 2012.
- Guyana did not have an NPC and so worked with the national association but an NPC was necessary for entries to regional Paralympic games and the Paralympic Games.
- a Facebook page had been started.

13.2 Africa:

- better feedback had been received working with the African Paralympic Committee.
- several requests had been received for development assistance.
- Nigeria had expressed an interest in hosting the 2013 African Championships.
- Cameroon and Red Sea Coast were working on integration.
- Benin was working fairly well but funding for events was not available.
- in Kenya, integration was not yet happening and the KTTA had appointed its secretary general to facilitate integration.

13.3 Asia:

- a letter had been sent to the ATTU president and secretary general introducing the regional representative and to address integration and development.
- the Afghan NPC had been contacted about integration and other NPCs during the chefs de mission seminar had indicated some resistance to integration.

- a technical and classification seminar would be offered during the South East Asian Games.
- the Asia Table Tennis Development Committee had been operating apparently under the auspices of the Asian Paralympic Committee but the APC had referred the matter to PTT as it recognised the ITTF as the lead on this.

13.4 Europe:

- every country was different in its approach to integration.
- a discussion on development would be held with the Development Program, ETTU and PTT.
- the issue of integration would be discussed at the next ETTU Assembly to be held in March 2012.

13.5 Oceania:

- a meeting had been held during the Arafura Games.
- cooperation was in place with the Oceania Paralympic Committee and table tennis would be included in the Oceania Para Games.
- the regional development officer was promoting PTT wherever he could.
- New Zealand was considering hosting a sanctioned tournament.
- separate status from Asia had been proposed and work was being done to develop PTT in the region.

The Division asked:

- Alison to develop a template for the regional representatives to populate on integration.
- Alison to contact the Development Program about including wheelchair accessible tables in the development packages.
- Neil to discuss the co-option of the regional representatives on to the continental association boards with the continental presidents.
- regional representatives to maintain contact with NPCs as well as national associations as the latter was the ITTF member.
- Gaël and Barbara to start separating the countries from Oceania for the ranking list to take effect on 1 April 2012.

The Division confirmed that:

- the regional representatives should establish regional committees.
- the Asian Table Tennis Development Committee had no status within the APC and PTT.
- Oceania was a separate region with exception for selection for the 2012 Paralympic Games.

14 LONDON 2012: the Division noted a report including:

14.1 player slots class 11:

- 6 men and 6 women.
- all would be tested before the Games.

14.2 qualification guide (wild cards for GBR, class 11): had been confirmed by the IPC and the qualification guide had been updated.

14.3 competition schedule: had been confirmed and published on the website.

14.4 equipment: the final decision would be taken in November 2011 after the Pro Tour Grand Finals but the tables would be wheelchair accessible.

14.5 officials (NTOs and ITOs): would be appointed on 18 November 2011 from BB umpires while NTOs were appointed by LOCOG.

14.6 jury: of 3 people would be appointed on 18 November 2011.

14.7 site inspection: would be done during the Pro Tour Grand Final.

14.8 PRIS: SwissTiming was in place in Split as a test run.

14.9 medals in team events: no medals would be awarded to coaches or managers nor would they be awarded to players who had not played a match in the team event.

14.10 attendance at the Games:

- classifiers should be present to check class 11 in particular.
- Division members would attend the Games if not part of their national teams.
- having Sheng Wu in London to check, with Juraj, the classification system would add value to the process.

14.11 review of events for Rio 2016: this should be done for discussion at the next meeting as the current programme had been in place for several Games, no innovation had been added and with 27 medal events, the programme was full.

The Division noted a report from the TT Services Manager that:

- key dates were the Olympic Games finished 8 August 2012 and thereafter the focus would be on the Paralympic Games.
- 22 August 2012 training opened.
- 30 August to 8 September 2012 would be the competition.
- there would be 20 training and 16 warm up tables as well as 4 wheelchair competition and 4 standing tables.
- ExCel Exhibition Centre was the venue for both Games and when it was built for Olympics a month before the start of the Olympic Games, it would be accessible.
- athletes' lounge, with refreshments, would be on the same floor level as the competition.
- lunch could be pre-ordered in the Village but would be made in the venue.
- travel time from the Village was about 25 minutes with buses running every 15 minutes.
- buses would be adapted for the Games and there would be additional buses available to meet demand as necessary.
- 6 Paralympic sports would take place in ExCel and each would have a separate drop off point.
- 7 group leaders would soon be appointed to work for both Games.
- volunteer recruitment was in process (70 000 would be used for both Games) and training would take place in February 2012.
- all ITOs would stay in the Village.

The Division asked:

- a) Nico to ensure that information was published about the award of medals in the team event.
- b) the Players' Committee to advise whether coaches should receive a medal in the team event in regular PTT tournaments.
- c) the Players' Committee to consider new competition formats for 2016 for discussion at the next meeting.

The Division agreed to invite Sheng Wu to the Paralympic Games.

15 NEXT MEETING: 20 to 22 January 2012 in Budapest, Hungary.

There being no further business, the meeting ended at 22h18.

READ AND CONFIRMED AT THE MEETING

HELD ON

CHAIRPERSON

AMB/ 25 October 2011