

# INTERNATIONAL TABLE TENNIS FEDERATION

## PARA TABLE TENNIS COMMITTEE



### SITE INSPECTION

**Name of Tournament:** ITTF PTT Japan Open 2019

**Ranking Factor requested:**  
Factor 20

**Name of the National Association:**  
Japan Table Tennis Association

**Chairperson of the Organizing Committee:**  
Koshirou Hatakeyama

**Dates of Play:**  
1-3 August 2019

**Name of Site inspection Delegate:**  
Vecko Gorazd (SLO)

**Report submitted to ITTF:** 31/03/2019

<b>Situation</b>	<p><b>Weather:</b> Average temperature is 28°C (between 25°C-30°C) on August 2018.</p> <p><b>History:</b></p> <p><b>Special:</b></p>
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<b>Airport</b>	<p><b>Number of airports:</b> Narita International Airport (NRT), Tokyo International Airport (HND: Haneda Airport)</p> <p><b>Accessibility:</b> Follow The Tokyo2020 Accessibility Guidelines</p> <p><b>Distances : Airport – Hotel:</b></p> <p>From NRT / approx. 80 min (75km) Will be charged extra cost approx. 40€  From HND / approx. 30 min (10Km)  <b>Airport –Playing Venue:</b> From NRT / approx. 80 min (73km)  From HND / approx. 30 min (14Km)</p>
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<b>Transport</b>	<p><b>Airport – Hotel</b></p> <p>Schedules: Arrange a schedule of participants according to their itineraries.  Number of vehicles: Will be determined by the participants' flight schedules.  Accessibility: A large-size bus with a wheelchair lift / A large-size bus. Vehicles services will be provided according to participants' needs.  Travel time : See above  In case of issues there will be available too Hiace Van (for 9 passengers) will be available (if necessary)</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;">  <p><b>A large-size bus with a wheelchair lift</b></p> </div> <div style="text-align: center;">  <p><b>A large-size bus</b></p> </div> </div>
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**Hiace Van (for 9 passengers)**

**Hotel – Venue**

Schedules: Shuttle Bus service will be provided.  
Number of vehicles: Will be determined based on the number of participants.  
Accessibility: Will be determined according to the number of the participants.  
Travel time : See above  
Special issues for officials: (if there are)

**Emergency (contingency plan)**

**In case of Flight Delay/Cancel (Airport)⇒KNT staff will be contacted by an assistant staff at the airports⇒share the information with LOC staff. Any required services will be provided accordingly.**

**Accommodation**

**1) Name: Shinagawa Prince Hotel Main Tower**

Name of Hotel and full address: 4-10-30 Takanawa Minato-ku Tokyo, 108-8611



**Shinagawa Prince Hotel East Tower**



Width of doors:

How many wheelchairs taking: 4

Number of rooms: 1735... Singles None ... Double 149 Twin beds 1586.

The number of rooms that will be provided; TWN×85 rooms、Corner TWN×10 rooms

Accessibility (for every kind of rooms)

Width of entrance passage: door width when open/close 67cm (limit 70cm)

Width of bathrooms: Width of entrance when open/close 58cm (limit 70 cm)

Step or doors to shower: A step to the bathroom (15 cm).



Change of linen: TBC  
 Laundry: 14 Washer and dryer machines at 9<sup>th</sup> floor.  
 TV: Available  
 Air-conditioning : Available  
 Internet Facilities: LAN and Wi-Fi  
 Electrical plugs: Type BF  
 Parking: Available but no reservation accepted.  
 Shops: Yes  
 Banking or teller machine: ATM and Banks in neighborhood

**Outside image of Shinagawa Prince Hotel**



**Overall view of Shinagawa Prince Hotel**  
 (at least for all of previous thinks)

**2) Name: Shinagawa Prince Hotel East Tower**

Name of Hotel and full address: 4-10-30 Takanawa Minato-ku Tokyo, 108-8611

Elevators:

Width of doors:  
 How many wheelchairs taking: each 4

Number of rooms: 919 Singles 919 Double ,Twin beds  
 The number of rooms that will be provided; CGL × 30 Rooms

Accessibility (for every kind of rooms)  
 Width of entrance passage: When open/close 73cm (limit 70cm)  
 With of bathrooms: Entrance when open/close 58cm (limit 70cm)  
 Step or doors to shower: Yes  
 Bath or shower or combined: Bathroom with a tub and a toilet



Change of linen: TBC  
 Laundry: Not Available  
 TV: Available  
 Air-conditioning: Available  
 Internet Facilities: LAN and Wi-Fi  
 Electrical plugs: Type BF  
 Parking Available but no reservation accepted.  
 Shops: Available  
 Banking or teller machine: ATM and Banks in neighborhood

<b>Maximum number of players</b>	<b>200</b>
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<p><b>Meals</b></p>	<p><b>Teams</b>          Breakfast: where ...Hotel Main Tower (TBC)          Lunch: where ...will be at the venue          Dinner: where ...Hotel Main Tower (TBC)</p> <p>Flexibility at the time schedule of restaurant:</p> <p><b>Water:</b> TBC</p> <p><b>In the case that used difference restaurant as hotel:</b>  <b>Name</b>  <b>Address :</b>          Distance from Playing Venue:          Distance from Hotels:</p> <p><b>A large-size bus with a wheelchair lift</b>  <b>A large-size bus</b>  <b>Hiace Van (for 9 passengers)</b></p>
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<p><b>Travel time and distance Hotel to Sport venue</b></p>	<p>Teams Hotel          By Car: <b>approx. 10 min (3.5km)</b>          By Bus: <b>approx. 15 min (3.5km)</b>          Push hour traffic: <b>approx. 30 min (3.5km)</b></p>
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**Sport  
venue  
general**

Name: Minato City Sports Center

Full postal address: 3F thru 8F Minato Park Shibaura, 1-16-1 Shibaura, Minato-ku Tokyo 105-0023

General Accessibility: By train: 5 mins walk from JR Tamachi Station (East Exit)

Elevator and escalator inside the building is available to the FOP area (5-6 floors)

How many accessible WC: 3 accessible WC for each gender and 2 multi-purpose restrooms at 5-6 floor

Are there accessible WC near the FOP: Other than those above, 4 accessible WC for each gender and 3 multi-purpose restrooms at each floor.



Racket control room: Yes

Gluing area: Yes

Meeting rooms: Yes

Classification room: Yes

Offices: Yes

Players Rest Area: Yes

Officials rest Area: Yes

Players Changes room: Yes

Officials changes room: Yes

Wheelchair storage: can be established around a rear hallway of Arena area.

Media Facilities: Will be established

Offices: TD – Referee Yes

Rooms for seminars: Yes

Rooms for Technical meeting and Umpires briefing: Yes

Doping control area: Will be established

Wi-Fi Internet Connection free of charge: Currently not available but it will be provided

Internet connection to offices: Currently not available but it will be provided

**Field of Play : Main Arena**

Size: 50M×40M×15M (height)

Lighting: 2000 lux

Floor: Wooden floor but floor mats will be used

Air-conditioning: Yes (Fully equipped)

How many tables: 14 tables

500 fixed spectator seats in the competition venue.



**Call area**

Size: Spacious area is available outside of the area at 5<sup>th</sup> floor.

How many persons may be stay in it: 70-80 persons

**Warm Up : Sub Arena**

Size: 44M×25M×15M(H)

Sunlight:

Lighting: 2000 lux

Floor: Wooden floor

Air-conditioning: Yes (Fully equipped)

How many tables: 12 tables

### **Training site**

Sunlight: No Sunlight

Lighting: Aprox. 1000 Lux

Floor: Wooden

Air-conditioning: Yes

How many tables: 12

### **Outside view of Minato City Sport Center**



### **Main Arena**



### **Sub Arena**



	<p><b>Sport Equipment</b></p> <p>Floor: Wooden floor  Tables: Nittaku Blue (plans)      Accessible tables: Nittaku Blue /Wheelchair accessible (plans)  Balls: Nittaku 40+ *** PREMIUM  Nets: Nittaku Net blue (plans)  Surround: Nittaku Fence blue (plans)</p> <p><b>Classification equipment</b></p> <p>Medical bends: Yes  Screens: Yes  Desk: Yes  Chairs: Yes</p>
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<b>Medical</b>	<p>Ambulance: Available  First aids: Yes  Doctor: Available on site  Hospital available: The Jikei University Hospital  Address: 3-19-18 Nishi-Shinbashi, Minato-ku Tokyo, 105-8471  Distance from Venue: approx. 3 km  Physiotherapy rooms: Available</p>
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<b>Administrator equipment</b>	<p>Pigeon Holes: Yes  Photocopy machine: Yes  Computers: Yes  Printer: Yes</p>
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<b>Technical Officials</b>	<p>Referees: 1 D. Referees: 2  Umpires: 46 for country 34 foreign 12  Computer operator: 2-3</p>
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<b>Volunteers</b>	<p>Ball children: 30  Helper: 30</p>
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<b>Repair Services</b>	Under consideration
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<b>Ceremonies</b>	Medal ceremony and Party will be held in the hotel.
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<b>Visas</b>	Will assist the delegations when they need any assistance for visa application (if required)
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<b>Spectators</b>	Approximately number: about 200 spectators
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	Tickets: No ticket will be offered (admission free)
<b>Media</b>	Public Relation: will be appointed by competition officials TV: will be broadcasted Radio: Live steaming: will be live streamed Writing press: will be covered Website: Website, SNS will be used Internet connection: will be set
<b>Stay dates</b>	Arrival days: 30-31 July 2019 Classification: 30 July 2019 afternoon and 31 July 2019 morning Practice days: 30 July 2019- 3 August 2019 Opening Ceremony: 1 August 2019 Competition days: 1-3 August 2019 (3 Days) Closing Ceremony: 3 August 2019 Departure day: 4 August 2019
<b>Costs</b>	Entry Fee : APPROX 800 EUR
<b>Experience in organizing event</b>	None
<b>Structure of organizing committee</b>	Local Organizing Committee, Local Preparation Committee
<b>Support</b>	Japan Table Tennis Association, Tokyo Table Tennis Federation, Kanagawa Table Tennis Federation, KNT-CT Holdings Co., Ltd., NIPPON TAKKYU Co., Ltd. (Nittaku)
<b>Request from organizers</b>	A Classification seminar will be held. Implementation of classification for Class 11
<b>Recommendations</b>	Warning for Wheelchair users to be advised that the bathroom doors in the hotel are only 58 cm with and this could be a big problem special for lower classes athletes (1-3class) there is no other possibility's in this hotel. But in the competition hall there are no problem with the wheelchair toilets and there is a possibility to have a shower too witch is fully accessible for wheelchair users (see page 7).