



# **2011 ITTF PTT Asian & Oceanic Table Tennis Regional Championships for the Disabled**

**14-21 December, 2011  
Hong Kong, China**

**Fa50**

Principal Contributor



香港賽馬會慈善信託基金  
The Hong Kong Jockey Club Charities Trust

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香港乒乓球總會  
Hong Kong Table Tennis Association



## **General Information**

**1. AUTHORITY:** The **2011 ITTF PTT Asian & Oceanic Table Tennis Regional Championships for the Disabled** will be organized by the Hong Kong Paralympic Committee & Sports Association for the Physically Disabled under the auspices and authority of the International Table Tennis Federation (Para Table Tennis Division).

**2. DATE AND PLACE:** 14-21 December, 2011

17 Dec to 19 Dec – singles events

19 Dec to 21 Dec – team events

Venue: Ma On Shan Sports Centre

Address: 14 On Chun Street, Ma On Shan, Shatin

[http://www.building.com.hk/feature/2005\\_02maonshan.pdf](http://www.building.com.hk/feature/2005_02maonshan.pdf)

**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 organisers and the Technical Delegate 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 (Provisional):**

| Details                          | Date                 | Venue                    |
|----------------------------------|----------------------|--------------------------|
| Team Arrivals                    | 14 December 2011     | HK International Airport |
| Practice days                    | 14 -16 December 2011 | Ma On Shan Sports Centre |
| Classification seminar           | 15 -18 December 2011 | Official Hotel           |
| Advanced Umpire Training Course  | TBC                  | Official Hotel           |
| Classification                   | 16 December 2011     | Ma On Shan Sports Centre |
| Technical meeting                | 16 December 2011     | Official Hotel           |
| Opening ceremony                 | 17 December 2011     | Ma On Shan Sports Centre |
| Competition days                 | 17-21 December 2011  | Ma On Shan Sports Centre |
| Closing ceremony cum Gala Dinner | 21 December 2011     | Official Hotel           |
| Team Departures                  | 22 December 2011     | HK International Airport |

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

**6. EQUIPMENT:** The following equipment will be used:

Tables: Cornilleau -740

Nets: Double Fish XW-924

Balls: Double Fish \*\*\* white

Floor: Wooden Parquet

**7. ELIGIBILITY**

The event is open to players who are eligible to represent their national association according to the ITTF Handbook 2010-2011.

**8. OFFICIAL ORGANIZER**

Name: Hong Kong Paralympic Committee & Sports Association for the Physically Disabled

Postal address: Unit 141-148, G/F., Block B,

Mei Fung House, Mei Lam Estate,

Shatin, N.T.,

Hong Kong

E-mail: [rctt2011@hkparalympic.org](mailto:rctt2011@hkparalympic.org)

Phone: +852-2602- 8232

Fax: +852-2603-0106

Tournament Director: Silas Chiang

**9. TECHNICAL DELEGATE FOR THE EVENT**

Name: Steven Lee

Email: [winglee@alumni.cuhk.net](mailto:winglee@alumni.cuhk.net)

Deputy TD

Name: Cindy Leung

Email: [CindyL@hksi.org.hk](mailto:CindyL@hksi.org.hk)

**10. SELECTION OFFICER**

Name: Nico Verspeelt

**11. REFEREE**

Name: Chan Cheong-ki

Deputy Referees

Name: (1) Cyril Sen

(2) TBC

**12. CLASSIFIER**

The classifiers are Juraj Stefak (Chief), Sheng Kuang Wu, Hilary Beeton, Tah Fatt Ong, James Lam.

**13. RACKET CONTROLLER**

Name: TBC

**14. CLASSIFICATION**

All new players and players who are to have their classification reviewed should be present in time for classification. This means that all players should arrive by 15 December 2011 (i.e. the day before the classification is scheduled.)

*This is very important as players not present on time may not be classified.*

All players should bring with them their medical diagnosis and any other medical information relevant to their classification. They should report to classification with these documents, dressed as if they are going to play a match and with all their table tennis equipment including sports chairs. All players and support staff are expected to cooperate fully in the classification process.

## **15. CLASSIFICATION SEMINAR**

Details to be confirmed

## **16. PARTICIPATION QUOTAS FOR PLAYERS**

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.

The maximum number of entries per Association per class is 3.

The minimum entry for a team event to be played is 4 teams with 2, 3 or 4 players forming a team. Each Association may enter 1 team per class only.

## **17. PARTICIPATION QUOTA FOR TEAM OFFICIALS**

- One Chef de Mission/Team Manager
- One Medical /Para-medical Personnel
- One team official for every 3 players
- One team official for every 2 players in class 1, 2 and 6

All other persons wishing to accompany a team are classified as Extra Persons.

## **18. ENTRY PROCESS**

Only entries submitted by or endorsed by the national association will be accepted (National Paralympic Committees are advised to contact the national association urgently to confirm this system of entry).

All players must bring with them a valid passport, which will be copied for the ITTF database.

The first entry (entry by number) deadline is: 31 August 2011

The second entry (entry by name) deadline is: 14 October 2011

In order to secure full participation, national associations failing to confirm their participation according to deadlines will be removed from the list of participants.

## **19. SYSTEM OF PLAY**

*Singles events:* The first stage will be played in a round-robin basis in groups of even numbered players but there shall not be fewer than 3 and not more than 5 players in a group and priority will be given to groups of 4 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:* The first stage will be played in a round-robin basis with priority given to groups of 3 teams with the winner and runner-up in each group advancing to play in the knock-out rounds. If there are 5 or fewer teams, the event will be played in a round-robin format without knock-out.

Teams will play as follows: A vs X; B vs Y; Doubles; A vs Y; B vs X

*General:*

The numbers of groups will be decided by the TD and the referee in cooperation with the organising 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.

Medals will be awarded for gold (1<sup>st</sup>), silver (2<sup>nd</sup>) and bronze (3<sup>rd</sup>) places.

## **20. SEEDING**

Seeding for all the events will be done according to the latest ITTF PTT ranking list at the time of the draws.

## **21. TECHNICAL MEETING**

The technical meeting will be held on 16<sup>th</sup> December at a time and place to be announced on your arrival.

## **22. DRAWS**

The draws will be done during the technical meeting.

## **23. PERSONS ON THE BENCH**

The following persons on the bench are permitted:

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

23.2 In the team events 5 seats for one (1) coach and up to 4 players of the team playing the match.

23.3 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.

## **24. ENTRY FEES**

The entry fees include accommodation in double room, meals, closing banquet, local transportation and capitation fees.

Entry Fees for Players and Team Officials = EUR 1000 per person covering the period from 14 to 21 December (2 in a room)

Entry Fees for Extra Persons = EUR 1250 per person covering the period from 14 to 21 December (2 in a room)

*\*Single Room are available on request and with additional payment of EUR 400 per person for the whole period*

*\*Meals will be provided from dinner of 14 December to breakfast of 22 December 2011.*

*Breakfast and dinner will be taken at the Official Hotel while lunch box will be provided at the venue*

The entry fees have to be paid in Euro to the organisers as set out below:

31 August 2011 First entry by numbers with 30% of Entry fee (non-refundable)

14 October 2011 Final Entry by name including all details of team with the balance of entry fee.

Extra Stay – extra stay prior and/or after the Championships period will be charged at EUR120 per room per day inclusive of breakfast.

Payments should be made as follows:

|                       |   |
|-----------------------|---|
| Name of organisation: | Hong Kong Paralympic Committee & Sports Association for the Physically Disabled |
| Bank name:            | The Hongkong and Shanghai Banking Corporation Limited                           |
| Account name:         | Hong Kong Paralympic Committee & Sports Association for the Physically Disabled |
| Account number:       | 004 – 502 – 496581 – 838  |
| SWIFT:                | HSBCHKHHHKH   |

The party making payment will be responsible for the bank charges, if any.

## **25. OFFICIAL HOTELS FOR TEAM & TECHNICAL OFFICIALS**

Name: Regal Riverside Hotel

Physical/postal address: 34-36 Tai Chung Kiu Road, Shatin, Hong Kong

E-mail: [rrh.info@regalhotel.com](mailto:rrh.info@regalhotel.com)

Phone: (852) 2649 7878

Fax: (852) 2637 4748

Website address: <http://RegalRiverside.com>

## **26. TRANSPORTATION**

The organizers will provide transportation for teams and officials from and to the venue and airport.

Regular shuttle bus service between Official Hotel and Championships venue will be arranged.

## **27. 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 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.

## **28. 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 organisers. All associations, teams and individual players agree to be abide by the rulings of the ITTF and its agents in all matters concerning television coverage, video, internet web casting, 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 casting 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 organisers.

## **29. CANCELLATION POLICY**

The policy applies as follows:

- 29.1 cancellations after the first entry but before the second entry: the first entry fee will be forfeited.
- 29.2 cancellations after the second entry: the first entry fee plus an additional 30% of the entry fee will be forfeited (i.e. a total of 60% of the total entry fee).
- 29.3 cancellations within 10 calendar days of the arrival date will be decided by the organisers in consultation with the TD.

This is provided that the player is not able to prove circumstances beyond his or her control, e.g. admission to hospital.

## **30. VISAS**

Teams are responsible to obtain entry visa if required. Information about visa requirements to Hong Kong can be found in bellow link.

[http://www.immd.gov.hk/ehtml/hkvisas\\_visit.htm](http://www.immd.gov.hk/ehtml/hkvisas_visit.htm)

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

- Full name as in passport
- Function in the team
- Passport number
- Passport expiry date

*Note:* the requirements for visas are not under the control of the ITTF-PTT or the organisers but under the Hong Kong Special Administrative Region Government's jurisdiction and the association must meet all requirements in order to get a visa in time.

## **31. GENERAL INFORMATION:**

Average high temperature expected: 20° Celsius

Average low temperature expected: 10° Celsius

Average rainfall expected: 5cm<sup>3</sup>

## **32. DOCUMENTS ATTACHED**

Together with this Prospectus, attached are the following documents:

- 32.1 first entry form:
  - 32.1.1 entry by numbers
  - 32.1.2 first entry fee payment form
- 32.2 second entry form:
  - 32.2.1 singles and team entry forms by name
  - 32.2.2 second entry payment form
  - 32.2.3 rooming list
  - 32.2.4 tournament indemnity form (to be signed by all participants)
  - 32.2.5 travel form
  - 32.2.6 special diet request form

Otherwise, you can download the documents from the ITTF-PTT website, <http://www.ipttc.org/calendar/index.htm>.