

British Open Para TT Sheffield 2011



14th – 17th September 2011
English Institute of Sport, Sheffield

P Taylor

OFFICIALS
General Information Pack

British Open Para TT Sheffield 2011
Factor 40 Event
14th – 17th September 2011

Dear Table Tennis Officials of the World

Invitation to officiate the British Open Para TT Sheffield 2011,
Factor 40 Event
English Institute of Sport, Sheffield, England
14th – 17th September 2011

On behalf of British Table Tennis Association for people with Disabilities (BTTAD) and its stakeholder partners – UK Sport, Sheffield City Council and English Table Tennis Association, I am very pleased to invite you to nominate officials to officiate at the above event.

The Stage 1 Invitation form is enclosed. Submission of this form confirms nominations by Associations, this **MUST** be returned by Midnight GMT, **Tuesday 31st May 2011.**

The notification of umpire appointments will be made to associations by the **10th June 2011.**

Following this will be a Stage 2 entry form, which will collate more and final detail of the nominated umpires. The deadline for Stage 2 is Midnight GMT, **31st July 2011.**

The whole competition will be conducted under ITTF Para TT Rules and Regulations, further detail is in the General Information Pack.

The content of this document is provided to assist your planning, if you require any further information please contact the event office via email – britishopenfactor40@mls.gb.com and your enquires will be answered as soon as possible. All communication should be in English.

We look forward to seeing you in Sheffield, England and wish you well in your preparation.

Kind Regards

Peter Taylor
Chairman, BTTAD



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Event Management and Administration Contact:

British Open Para TT Sheffield 2011

Emma Dean, Administration Manager

Email: britishopenfactor40@mls.gb.com

Telephone: +44 (0) 114 257 1992

Fax: +44 (0) 114 257 0664

Website: www.britishopenparatabletennis.co.uk

All communication should be in English.

Invitation Process

Stage 1 Officials Invitation Form: to be submitted by Midnight GMT, 31st May 2011. No entries can be accepted after this deadline.

Nations should nominate as many officials as they wish. Those nominated by the deadline will then be considered. The 50 umpires selected will be invited to Stage 2. All others will be notified.

Stage 2 Officials Invitation Form: to be submitted by Midnight GMT, 31st July 2011.

All documentation must be emailed to: britishopenfactor40@mls.gb.com or faxed to +(0) 44 114 257 0664

Competition and Training Venue:

English Institute of Sport, Sheffield
Coleridge Rd
Sheffield
S9 5DA
ENGLAND
www.eis-sheffield.co.uk



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Playing Schedule:

Tuesday 13 th September	Official arrival day and Practice
Wednesday 14 th September	Opening Ceremony Competition Day 1 – Singles
Thursday 15 th September	Competition Day 2 – Singles & Finals
Friday 16 th September	Competition Day 3 – Team
Saturday 17 th September	Competition Day 4 – Team & Team Finals - Evening Social Event
Sunday 18 th September	Departure

Events:

Men's wheelchair
Women's wheelchair
Men's standing
Women's standing

Singles
Men's classes 1-11
Women's classes 1-11

Team
Men's classes – 1-10
Women's classes – 1 - 10

Competition Rules:

This Factor 40 tournament will be played in accordance with the rules of the ITTF Para TT.

The singles event will be played in a group system with the best 2 advancing to the next stage.

The team event will be played in a group system with the best 2 advancing to the next stage.

All matches will be played to the best of 5 sets.

The organisers reserve the right to combine some of the classes in single and team events, if there are not enough participants for a viable competition.

Team combinations (Players from different countries) are possible but players from the same country must form a team in the first instance.



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Class 11:

Class 11 players should be entered at Stage 1.

The Organising Committee will then select the Class 11 players to be invited to the tournament and invite them to progress to Stage 2 registration.

Any Class 11 players NOT invited will get a full refund.

No ranking points are available for the Class 11 tournament.

Seeding:

All competitors will be seeded in order of ranking according to the current world ranking list – July 2011.

Technical Meeting:

The technical meeting will take place on Tuesday 13th September 2011, 8pm at the Novotel.

ITTF Para TT Officials:

Technical Delegate:	Nico Verspeelt
Deputy Technical Delegate:	TBC
Referee:	Steve Welch
Deputy Referees:	Francesco Nuzzo, Mick Strobe
Classifier:	Zahra Yousefi

Equipment:

There will be 20 competition tables.

Classification:

Classification will not take place at the competition. All Players must hold an international classification card.

To be eligible to participate, Class 11 players must be registered on the INAS-FID Classification Master List.



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Transport:

International officials or their Associations are responsible for their own travel costs to and from England.

Transport will be provided from and to the official port of entry – Manchester Airport and to and from the hotel in Sheffield.

Individuals arriving into any other airport can request transfers at Stage 2 where details of the process will be indicated.

Official arrival day: Tuesday 13th September

Official departure day: Sunday 18th September

Any umpires arriving earlier or departing later are responsible for their own arrangements.

Shuttles will be provided to and from the official hotels to / from the competition venues. Officials are responsible for ensuring they get on the right shuttle to get them to the venue at their required time.

Flight details will be collected at Stage 2 of entry.

British officials will be reimbursed for travel to and from Sheffield according to details provided in Stage 2.



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Accommodation:

Officials will all be accommodated in the Novotel, Sheffield, City Centre.

All officials will be accommodated in twin rooms, allocated by the Local Organising Committee.

Each room will be allocated to officials from the same nation wherever possible.

The offer includes:

1. Are for a 5-night stay. Extended stays are available but at an additional cost to the individual.
2. Includes bed, breakfast, lunch and evening meal

First Meal – Evening Meal Tuesday 13th September 2011

Last Meal – Breakfast Sunday 18th September 2011

Lunch will be provided at the competition venue

Breakfast and evening meal will be provided at your accommodation

3. Includes attendance at the Closing social event
4. Includes transport to and from the port of entry (Manchester Airport) on the official arrival / departure dates.
5. Shuttle to and from the hotel

Payment

Each umpire will receive an allowance of €15 per competition day (Wed 14th September to Saturday 17th September).

Visa requirements:

Refer to <http://www.ukvisas.gov.uk/en/> for more information. Visa letters can be provided on request. Further information will be sent with Stage 2 Entry.

Medical

Medical and First Aid support will be available at the event. Specific medical requirements should be provided by the individual or requested in advance at Stage 2. Every effort will be made to meet requirements. Any problems will be communicated in advance.



British Open Para TT Sheffield 2011
Factor 40 Event
14th – 17th September 2011

Dietary Requirements

Detail per official will be collected at stage 2.

Water

The quality of water in Sheffield is extremely high – among the highest in the world and the water is cleaner than bottled water. Therefore, it is safe to drink water from the tap. Bottled water will be provided.

Access requirements

Detail per official will be collected at stage 2.

Insurance For Any Injury or Unexpected Accident

Please kindly note that all officials attending this event are kindly requested to ensure they have personal, medical and travel insurance as the event will not consider individual claims.

Visitors

Family and friends are warmly welcome. Accommodation can be booked through our accommodation partners Welcome to Sheffield - www.welcometosheffield.co.uk/visit

Laundry

Laundry for kit can be coordinated via the tournament management or through your hotel. This service will be provided at cost and will be collected and delivered to the venue.

