



INTERNATIONAL TABLE TENNIS COMMITTEE FOR DISABLED SPORTS ASSEMBLY EXECUTIVE COMMITTEE

Minutes of a meeting of the ITTC SAEC held from 21 to 23 July 2001 in Frankfurt, Germany.

PRESENT (ELECTED MEMBERS): Christian Lillieroos (Chairperson), Vincent Boury (Athletes' Representative), Jiri Danek (Tournament Officer, Europe), Øivind Eriksen (Vice-Chairperson), Hong-Jae Lee (FESPIC), Nico Verspeelt (Selection Officer)

PRESENT (CO-OPTED MEMBERS): Alison Burchell (Secretary General), Dr Aart Kruimer (Medical Officer), Raúl Calín (Technical Officer), Sergio Lujan Medina (Americas),

APOLOGIES: Silas Chiang (Treasurer), Gaël Marziou (Ranking Director), Vincent Boury (for 21 July 2001), Raúl Calín (for 21 July 2001)

WELCOME: the Chairperson welcomed those who were attending the meeting for the first time, specifically Alison (RSA), Lee (KOR) representing the FESPIC region and who was a trainee TD and Jiri in his capacity as the European representative. Silas had stood down as the FESPIC representative but would continue until 2004 as treasurer when all committee members, other than the regional representatives, would be up for election. Two more regional elections would happen in November 2001 for the African-Middle East and Americas regions. Sergio had been co-opted until the election for the Americas region. Raúl would attend later and would be formally welcomed to his first meeting at that time.

The Executive noted that there were members who had been elected and who therefore had voting rights and those who had been co-opted did not have voting rights and would contribute in a specific area. The positions to be elected in 2002, 2004 and 2005 should be considered to that half the positions on the Executive would be filled by election in 2002. Ideally, the portfolios of technical, selection and medical officers should be elected and treasurer, development and tournament should normally be appointed from the regional and athlete representatives.

From now, the operations of the Executive versus the subcommittees should change. The Executive should be parliamentarian in nature and approve proposals with or without amendment. Thus the Executive would make regulations on proposals submitted by the relevant subcommittee. The Executive may refer proposals back to the subcommittee where the substantive discussions should take place. The subcommittees should, therefore, have as much of the decision-making power as possible. The Executive would be the check and balance. The chairpersons of the subcommittees should apply the same principles within the subcommittee as the subcommittee would be made up of experts.

The Executive noted and approved Vincent taking over the role of development officer from Silas.

Finally, the Executive noted a report on the regional assemblies for FESPIC and Europe and of the need to be careful about the decision-making process to ensure that the requirements of the regulations were met in terms of which committee had what powers. In the past, the Executive had to make decisions perhaps without the necessary regard to due process. The nations now wanted greater input and necessary changes would be made every two years. Nations as well as the Executive would propose motions at the assembly.

- 1 CONFIRMATION OF MINUTES:** of the meeting held in Bonn 11 to 12 January 2001 were confirmed.
- 2 MATTERS ARISING FROM MINUTES:** would be dealt with in other sections of the agenda.
- 3 CHAIRPERSON'S REPORT:** the Executive noted a report from the Chairperson on activities since the last meeting. The Executive noted that the Chairperson had met the IPC COO, Director of Sports and Administration Manager and that the IPC had reviewed the operations of all sports following the Paralympic Games. The Executive noted further that:

3.1 sanctioning fees: the current method used for sanction fees and capitation tax was “illegal” and that Silas could personally be at risk as the tournament organisers pay him in his personal capacity. The ITTC was not registered as an association not for gain but was a subcommittee of the IPC and had to follow German law as the IPC Headquarters were in Germany. Therefore all payments had to be made to the IPC and into an ITTC account and payments would have to be requested from the IPC. The fees payable to the IPC on behalf of the ITTC were:

- 3.1.1 approval fee of US\$250,00;
- 3.1.2 capitation for a 10 point tournament of US\$10,00 per person;
- 3.1.3 capitation for a 20 or 30 point tournament of US\$20,00 per person;
- 3.1.4 capitation for a 50 point tournament (world or regional championships) of US\$36,00;
- 3.1.5 one-third of the capitation fees would go to the ITTC and another to the IPC.

- 3.2 as the ITTC had used ITTC since 1976, this would continue;
- 3.3 the IPC could advance funds to the ITTC which would then issue a receipt. The IPC had allocated US\$16 000,00 to the ITTC. Payments from third parties should be paid to the IPC and Silas would continue to issue invoices;
- 3.4 there was resistance within the IPC to sports committees becoming independent although volleyball and basketball had achieved independence. Merging with the ITTF was an option as
- 3.5 the IPC had a clear constitutional statement that unity with the able-bodied federations should be pursued. Similar approaches had been made by cycling and equestrian to the UCI and FEI respectively where cooperation agreements had been signed and therefore consideration should be given to the ITTC becoming a committee of the ITTF where one of the benefits would be marketability;
- 3.6 two ITTC recognised nations were not recognized by the IPC namely Yemen and New Caledonia. If the NPC is not in good standing with the IPC, they will not be able to participate in IPC and ITTC events. These two nations would therefore be taken off the ranking list as of 1 July 2001. Entries to events must be submitted by the NPC and only NPCs would receive entry forms. The ITTC contact list should be added to the tournament organisers’ page on the website;
- 3.7 regional competitions should be sanctioned by the relevant IPC region;
- 3.8 INAS-FID had been suspended by the IPC and thus athletes could not participate in IPC sanctioned events. An interim report had been released on the confirmation of classifications of intellectually impaired athletes who competed in Sydney. IPC Swimming was developing a new class for the intellectually impaired under its own classification system.

In discussion, the Executive agreed as follows:

- a) to develop an agreement between the IPC and ITTC on sponsorship and to establish a working process before independence and to ask Christian, Øivind and Alison to form a working group for this purpose. In principle, for example, an event sponsor should benefit the ITTC 100%, television rights for ITTC sanctioned events should be signed and sold on to other companies commercially so the ITTC should be guaranteed television rights which would enable sponsors to be found;
- b) to initiate contact with the ITTF and to ask Christian to make contact with the ITTF President;
- c) to start formal discussions between the ITTC and ITTF with the involvement of the IPC and to ask Christian, Øivind and David Grevemberg together with the ITTF and IPC Presidents to take this forward;
- d) to extend the medical committee to include a representative of the intellectually impaired possibly from the Netherlands and to ask the medical committee to investigate an ITTC classification system with one class for the intellectually impaired.

4 TOURNAMENT OFFICER'S REPORT: the Executive noted a report tabled by the Tournament Officer. The Executive approved the recommendations that:

- 4.1 Margita Homolova be appointed secretary of the tournament committee, that all tournament application forms be sent to her and Jiri and that Margita send out the official approval to tournament organisers. Thus Margita's contact details should go onto the website.
- 4.2 Jiri and Gael work during 2001 to create a tournament information page on the website with the basic conditions to be met to host a tournament which may be in the form of the handbook with and explanations of the rules and regulations – Raúl, Aart and Alison would assist in this matter.
- 4.3 the tournament committee should develop application forms for 10, 20 and 30 ranking point tournaments, including requirements for a classification seminar, and first and second entry forms to include a section for the support of the NPC to overcome concerns about the lack of cooperation between the national table tennis organisation and the NPC.
- 4.4 the fees payable by tournament organisers be publicised on the website.
- 4.5 the tournament committee comprise a chairperson (elected), a secretary (appointed) and regional representatives (elected).
- 4.6 on “closed” and open tournaments, for 10 and 20 factor tournaments, all countries in the relevant region should be invited but countries outside the region may apply to participate and the organisers should accept such an application. This should be advertised on the website and come into effect on 1 January 2002 for 10 point and 1 March 2002 for 20 point tournaments. Only regional championships would be closed tournaments for countries in that region.

The handbook for factor 20 point tournaments should therefore read:

“An international competition with all countries in the region invited but an organiser has to accept other nations in the world if they wish to enter. A closed tournament can only be accepted with special permission of the tournament officer.”

The handbook for factor 10 point tournaments should therefore read:

“An invitational championships with at least eight (8) countries invited but an organiser has to accept other nations in the world if they wish to enter. A closed tournament can only be accepted with special permission of the tournament officer.”

- 4.7 a TD should be appointed at factor 10 tournaments with effect from 1 January 2002 and at factor 20 tournaments from 1 March 2002.
- 4.8 a handbook for TDs should be developed.
- 4.9 the notebook computer with Aksel in Denmark should be transferred to Jiri.
- 4.10 an allocation of US\$1 000,00 be made the tournament committee for the 2001 year (communication, software and travel).
- 4.11 the tournament committee would be responsible for developing application and entry forms, sanction and entry fees, approval of applications, appointing TDs except for world championships and Paralympic Games.

The Executive noted that:

- 4.12 all regions would hold championships in 2001.
- 4.13 for the world championships 2002, the first site inspection had been completed in September 2000 by Silas, Christian and Øivind and the second in May 2001. The selection committee had completed its work. The agreement had not been signed between the IPC and organisers which covered marketing. A cooperative agreement had been signed between the TD and organisers covering the technical organisation. The TD had the right to represent the ITTC on technical arrangements. The new classification system would be implemented after the world championships so two teams of three classifiers plus a chief classifier would attend and the organizers would cover the costs of three classifiers. Two days would be needed for classification as 180 players would have to be reviewed. For factor 80 and 100 point tournaments, the Executive would appoint relevant personnel and the tournament committee for all other tournaments.
- 4.14 on the world team cup, a TD inspection had been completed on 1 April 2001 and the facilities, arena and hotel were acceptable. A preliminary sanctioning factor of 40 points had been given and the proposed dates were 3 to 7 July 2002. Due to sponsorship, only finals and not qualifiers would be played and due to the high entry fee, sponsorship for operational costs would be sought and perhaps prize money and/or ranking points could be an attraction to players to participate. There seemed to be no point to including doubles if no points would be allocated.
- 4.15 regional championships 2003, the venues would be decided shortly. The European Paralympic Committee had recommended Zagreb, Silas had done an inspection of Shanghai for FESPIC and the ParaPanAmerican Championships would be in Caracas, Venezuela with nine sports with 150 entries for table tennis from 14 nations. The African-Middle East was uncertain although the All African Games would include table tennis in Abuja, Nigeria. The job description for the regional representatives should include active involvement in the regional championships in years 1 and 3.

The Executive agreed:

- a) to draw the IPC's attention to the problems in communication between NPCs and their national table tennis organizations;
- b) to appoint Silas Chiang as the deputy TD for the world championships;
- c) to ask Raúl to write to Greece to recommend a deputy referee to serve at the world championships 2002 who could also serve at the Paralympic Games in 2004;
- d) to appoint Dr Aart Kruimer as the chief classifier and Nico Verspeelt and Dr Sheng Wu as classifiers;

- e) to appoint Aksel Beckmann to be the referee and Stephen Lee and Cindy Leung to be the deputy referees for the world championships;
- f) for the world team cup:
 - the ranking point system of 10 or lower would be used for classes 1 to 5 (men and women) and 27 and 18 points for classes 6 to 10 for men and women respectively (the points equal the class i.e. class 4 = 4 points);
 - teams would be three players;
 - 1,5 points would be allocated per win for a singles match in class 5 and class 10 as is currently done;
 - the match format of five matches with all singles matches would be used as in the ITTF
 - the cut off for seedings for the world championships would be 15 July 2002;
 - a player should be in possession of an international classification card to be selected;
 - the selection of teams would be based on ranked players but non-ranked players with an international classification card may be selected;
 - if a player was re-classified, the new classification would only take place after the event;
 - only one team could be entered per country.

5 TECHNICAL OFFICER'S REPORT: the Executive noted the Technical Officer's report and specifically:

- 5.1 further changes made to the second draft of the handbook (see separate document) where there was no need to include the constitution, referees as well as TDs should submit reports on the tournaments at which they officiated and to include a per diem allowance of US\$15,00 for TDs, deputy TDs, referees and classifiers as appropriate;
- 5.2 structure and members of the committee as proposed;
- 5.3 tasks for the period July to December 2001, once the handbook was complete, including education courses for umpires, referees and TDs;
- 5.4 that no budget had been submitted but that the handbook should be mailed out by the IPC;
- 5.5 the introduction of changes to the rules made by the ITTF of 11 points per set to come into effect on 1 December 2001 together with the best of five games being played at all ITTC sanctioned events;
- 5.6 a suggestion for 2002 that the points for doubles and teams should be increased, especially for doubles;
- 5.7 an official group playing system to be included in the handbook for all regional championships 30 to 100 factor tournaments so that the same round robin system is implemented;
- 5.8 a suggested change for 2002 about the legality of wearing jeans;
- 5.9 the disappointment of the European Championships organising committee that the Executive was not present at the finals.

The Executive asked

- a) Christian to fax the minutes of the Executive meeting held in February 1998 to Raúl;
- b) Raúl to present a proposal for the Executive to approve for the round robin system;
- c) Vincent to present a proposal on the team points system which should be implemented for the General Assembly to approve;
- d) Silas to forward the history of the ITTC to Raúl to be included in the handbook;
- e) Raúl to investigate the possibility of getting the handbook translated into Chinese, Russian, French and Spanish.

The Executive, noting that Raúl and Vincent did not support this, approved the proposal to delay the ranking list for July 2002 to 15 July 2002 and agreed to inform the nations.

6 MEDICAL OFFICER'S REPORT: the Executive noted the report tabled by the Medical Officer and specifically that:

- 6.1 a progressive classification system for the standing classes would hopefully be in place in 2002 and that TT5 and TT4 would be combined and those in TT4 with little upper abdominal function would go into TT3. The proposals for the standing classes would cover progression and minimum disabilities and it was not possible to combine classes in the standing classes due to leg mobility. The proposed changes in classification would have to go to the General Assembly to be held in Taipei on 19 August 2002.
- 6.2 a handbook for classifiers would be developed in due course;
- 6.3 the structure and members of the committee as amended and to include an athlete representative nominated by Vincent and a person with experience in doping control;
- 6.4 classifiers nominated for 2001 as appointed by the Medical Committee;
- 6.5 the official classification seminar list for 2001;
- 6.6 the proposal to have an international classification card in the format of an ID card which would have to be presented at all competitions. This would imply a change to the rules and would have to be approved by the General Assembly.

The Executive approved the recommendations:

- a) on the standards of classifiers noting that D and E are the same standard except that E also taught classification and that each standard should correlate with a level of tournament;
- b) to have the following classifiers at various tournaments provided that the level or standard of classifiers at each tournament was specified in the final proposal:
 - one classifier operating at factor 10 tournaments with effect from 1 January 2002;
 - one medical and one technical at 20 point tournaments with effect from 1 March 2002;
 - a chief classifier, one medical and one technical classifier at 30 point tournaments;
 - a chief classifier, two medical and two technical classifiers at factor 50 tournaments with effect from 1 January 2002;
 - a chief classifier, one medical and one technical classifier at factor 80 and 100 tournaments from 1 January 2003;
- c) to have classifiers of the relevant standard at multi-sport events;
- d) as outlined in the proposals tabled about instituting a players' card, cheating and classification seminars;
- e) that the names, level or standard and country of each classifier be put onto the website;
- f) that doping control be done at all regional and world championships;
- g) that classification, based on the assumption that the proposals for the new system would be approved, would be done at the World Championships on 13 and 14 August 2001 and this information should be sent to the countries with the first entry form explaining the mandate received in Sydney. If the system was not approved, the results would be used for research purposes. The Executive asked Øivind to inform the organisers of this request;
- h) that classification for TT4 would only be done at the World Championships once the player's championship had been completed;
- i) of a budget of up to US\$6 300,00 for the Committee.

The Executive asked Aart to negotiate with the organisers of the Panamerican and African-Middle East on the number of classifiers needed to ease the economic impact where possible.

7 SELECTION OFFICER'S REPORT: the Executive noted the Selection Officer's report that:

- 7.1 the invitation to express an interest in participating in the world championships 2002 had been sent out to nations and should be for nations in good standing with the IPC.
- 7.2 Sergio should recommend a representative as an advisor member from the Americas so that all the advisor members could elect a representative not from Europe to the selection committee.
- 7.3 no budget was needed for 2001 and one for 2002 would be presented to the Executive meeting in January 2002.
- 7.4 the election of an advisors' representative for the selection committee had been dealt with under 7.2.
- 7.5 the approval of the selection system for the world championships 2002 had been done.

8 ATHLETES' REPRESENTATIVE: the Executive noted the Athletes' Representative's report which was short as most of the recommendations had already been referred to relevant subcommittees. The Executive noted specifically the following that:

- 8.1 an ITTC award should be considered for an athlete in 2001 which would include the criteria used in 2000. The September issue of the Paralympian should announce the criteria and should advertise the athletes who had won slots for the world championships from FESPIC and Europe.
- 8.2 athlete profiles with their personal stories should be developed for the website.
- 8.3 a hall of fame should be considered.
- 8.4 ITTC equipment recommended by the technical officer should be put on the website.
- 8.5 the formula for tournaments should be clear (groups, order of play, knock out).
- 8.6 minimum requirements for tournaments to be hosted should be publicised.
- 8.7 the medical and technical committees should consider the requirements for the use of jeans, belts, corsets and straps – this could be included on the classification card.
- 8.8 the technical committee should define the rules for touching, moving or using the table more clearly.
- 8.9 the tournament committee should consider the ranking issues for teams and doubles.
- 8.10 the tournament and technical committees should define the responsibilities of the TD, including “flexibility”.

9 DEVELOPMENT COMMITTEE: the Executive recalled that Silas had been elected to this portfolio in Sydney but, as he had not had time to give attention to it, Vincent had taken over and Silas had indicated his willingness to remain involved. The Executive noted that:

- 9.1 The technical committee would undertake educational issues.
- 9.2 members of the committee should be about five people including a representative from the ITTF, Silas, Raúl, a coach, a regional representative/s and a woman.
- 9.3 a coach's handbook, ITTC certification and a database should be developed.

The Executive approved a budget of US\$2 250,00 for 2001 and would consider a trip to the FESPIC Games from a development perspective. The Executive asked Christian to present a

report on his activities in terms of coaching, handbooks already developed and certificates issued to the development committee so that it could investigate ways of maintaining standards.

10 RANKING DIRECTOR'S REPORT: in the absence of the Ranking Director due to medical reasons, the Executive noted that he had done an excellent job over the past year and that it would be useful to get Gaël's input on ranking points. The Executive agreed that entry forms and deadlines for events should be put on the website and that the calendar would remain Jiri's responsibility.

11 REPORTS FROM THE REGIONAL REPRESENTATIVES: the Executive noted the following reports from:

- 11.1 FESPIC: that
 - Silas had done the report on the championships held in Osaka;
 - Lee hoped to build relations between FESPIC and the rest of the world;
 - he now knew what had to be done and what goals to be attained;
 - he would investigate "closed" tournaments including the FESPIC series and request the organisers to invite other countries.
- 11.2 the Americas: that
 - hopefully by working with the organisers of the US Open for 2002, the disabled would be catered for better than in 2001 where the focus was on the able-bodied participants;
 - it may be too early in the development of the region to have a regional executive committee.
- 11.3 Europe: that
 - the European Championships had just been completed;
 - preparations would begin now for the next regional championships;
 - Jiri would serve on the European Paralympic Committee development committee;
 - it may be possible to get a regional committee established;
 - pages on the website should be in English and Russian.

The Executive noted that the representative from Africa would be elected in early November 2001 and that regional representatives should investigate the viability of a regional structure linked to the IPC regions for implementation in 2003.

The Executive approved a budget of US\$1 000,00 for the Americas representative for 2001.

The Executive referred the following issues to the relevant committees:

- a) the format of play to the technical committee;
- b) final standings to the technical committee;
- c) ITTC being an independent organisation to the working group established;
- d) the review of the events to the tournament committee;
- e) ranking points at world and regional championships, Paralympic Games and world team cup to the tournament committee via the ranking director;
- f) liaison with the ITTF to Christian and Øivind;
- g) dates for Executive meetings would be considered by the Executive;
- h) email communication policy to Alison. In general, the Executive agreed that copies of emails should not be sent to everyone unless relevant to them in order to reduce the burden. Priority

should be given to emails. If the email was subcommittee related, then it could be copied to other relevant people for information only.

12 TREASURER'S REPORT: in the absence of the Treasurer, the Executive noted the following that:

- Silas would apply to the IPC for an advance of 50% of the operating budget allocated;
- when this was spent, receipts would be submitted to the IPC and the balance paid to the ITTC;
- in terms of the German accounting system, original invoices would have to be submitted and kilometers noted if the rail equivalent was not to be paid.

The Executive noted the IPC form circulated for use (copies should be made of this), that Silas would submit procedures and timeframes that should be followed and that he would submit a financial report in due course.

13 SECRETARY GENERAL'S REPORT: the Executive noted that the Secretary General had produced documentation for the regional assemblies, the Executive meeting and some draft forms for applications to host tournaments so that they could become standardised. The Executive noted that the main focus of the Secretary General's portfolio would be communication, overseeing the administration, ensuring that important documents were archived and gender issues addressed.

14 FURTHER BUSINESS: the Executive agreed to the following procedure for the General Assembly:

- a) the General Assembly would take place on 19 August 2002;
- b) by 15 July 2002, motions and nominations should be sent out by the IPC Headquarters to nations;
- c) by 1 July 2002, nominations, mandates and motions should be received by the IPC Headquarters;
- d) by 1 June 2002, the IPC Headquarters should have distributed the documentation for the General Assembly – before if possible;
- e) preliminary draft motions should be considered by the Executive at its meeting in January 2002.

15 NEXT MEETING: the Executive agreed to meet again in Roehrmund in January 2002 (the dates of the event are 12 to 20 January 2002).

There being no further business, the meeting ended at 02h30 on 23 July 2001.

READ AND CONFIRMED AT THE MEETING

HELD ON

CHAIRPERSON

AMB/

4 September 2001