

INTERNATIONAL TABLE TENNIS FEDERATION

PARA TABLE TENNIS DIVISION



SITE INSPECTION

Name of Tournament _____	PTT Hungarian Open
Ranking Factor requested _____	Factor 20
Name of the National Association _____	Hungarian Paralympic Committee
Chairperson of the Organizing Committee _____	Veronika Tóth
Dates of Play _____	11 to 13 March 2011
Name of Site Inspection Delegate _____	Alison Burchell
Report submitted to ITTF _____	16 December 2010

Situation	<p><i>History:</i> Hungary, through the sports association for disabled, has previously organised PTT events, the last being in 2008 in Budapest. The NPC, with the support of the Hungarian Table Tennis Association, wishes to have the PTT Hungarian Open back on the calendar as an annual event.</p> <p>Eger is an historic town with 70 000 people to the north east of Budapest. It has a castle built in about 1200.</p> <p><i>Weather:</i> being March, the weather is expected to be early spring with temperatures in the region of 15⁰C during the day.</p>
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Airport	<p><i>Airport:</i> the main airport is Budapest. Access from the arrival gates to the baggage collection area and out is easy and lifts exist for wheelchair users.</p> <p><i>Railway station:</i> Eger has a station about 5 minutes from the hotel.</p>
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Transport	<p>Airport – hotel</p> <p><i>Schedule:</i> will depend on the arrival of flights. Some teams may choose to use their own transport to get to Eger.</p> <p><i>Number of vehicles:</i> between 20 and 30 as required providing transport for wheelchairs and ambulant players and officials.</p> <p><i>Accessibility:</i> this will be covered as the fencing World Cup was held here.</p> <p><i>Time:</i> this will take approximately 1,5 to 2 hours from the airport to cover 110kms.</p> <p>Hotel - venue</p> <p><i>Teams and officials:</i> ideally there will be none as the venue is about 500m from the hotel. However, should it be necessary, a shuttle can be provided from the hotel.</p> <p><i>Emergency:</i> an ambulance will be called if necessary.</p> <p><i>Other:</i> cars will also be available if necessary.</p>
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Accommodation	<p><i>Teams and Officials:</i> will stay in the same hotel complex, the Hotel Eger Park, which are a 3 and 4 star hotel joined with the latter being an older hotel.</p> <p>Number of rooms: in total 214: 177 in the 3 star and 37 in the 4 star hotel 31 rooms are wheelchair accessible although this will increase to 50</p> <p><i>Type 1 room:</i> a fully accessible room</p> <p>Width of entrance door: 110cms</p> <p>Width of bathroom door: 95cms</p> <p>Width between bed and entry wall: 79cms although the configuration of the beds will change to provide better access</p> <p>Grab rails, seat in shower installed in all rooms</p> <p>Step or doors to shower: none</p> <p>Bath or shower or combined: shower only</p>
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Taps or levers: levers



Accessible bathroom



Access to the bed area – beds will be moved to the side

Type 2 room: part of the pool of 50 accessible rooms

Width of entrance door: 95cms

Width of entry to bedroom area: 80cms

Width of bathroom door: 82cms

Grab rails and sitting bath installed in all these rooms – the bath was designed by a wheelchair user

Step or doors to shower: a little ramp

Bath or shower or combined: all rooms have baths only

Taps or levers: levers



Sit in bath





Bed area

Type 3 room: part of the 50 accessible rooms

Width of entrance passage: 80cms

Width of door into the bedroom area: 95cms

Width of bathroom door: 90cms

Grab rails, with sitting bath

Step or doors to shower: none

Bath or shower or combined: all rooms have baths only

Taps or levers: levers



Bath same as type 2 room



Bed area in type 3 bedroom

Type 4 room: part of the 126 regular rooms
A 2 bed bedroom with space economised
Bath or shower or combined: all rooms have baths combined with showers only
Taps or levers: taps

Change of linen: done as necessary but every 2 or 3 days likely.
Safes: for valuables are available in all rooms as well as another facility in the reception.
TV: available in all rooms.
Bar fridge: available in all rooms.
Air-conditioning: available in all rooms.
Internet facilities: available in all rooms as well as 3 computers in the reception area for general use.
Electrical plugs: all European 2 prong style plugs.
Social areas: are available on each floor and can be organised on the ground floor where there is a bar.



Social area on one of the floors

Shop: is about 100m away from the hotel.
Bank: 150m from the hotel.
Elevators: 2 small elevators in the 3 star hotel, 1 in the 4 star hotel each accommodating a maximum of 2 wheelchairs each.



A lift – total of 2 in the 3 star hotel

	<p>Accessible public toilets: 1 near the reception and 2 on the first floor in the 3 star hotel; 1 in the 4 star hotel.</p> <p>Languages: the hotel staff speaks Hungarian, English, some German, Romanian and Russian.</p> <p>Medical support: the hotel has a doctor on call during the night next door and the hospital is about 5 minutes away.</p>
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Maximum number of players	This will be determined by entries but should be restricted to 150 maximum.
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Meals	<p><i>Venue:</i> it is possible to provide lunch in the venue to minimize the amount of walking necessary.</p> <p><i>Hotel:</i> meals can be served from a buffet and all meals can be served in the hotel. There are 3 inter-linked dining rooms.</p> <div style="display: flex; justify-content: space-around;">   </div> <p>2 of the 3 dining areas</p> <p><i>Packed meals:</i> not necessary but is a possibility.</p> <p><i>Water, beverages:</i> bottled water will be provided for teams and officials in both the hotel with meals and at the competition venue.</p> <p><i>Variety:</i> meals will cover Halaal, Kosher, vegetarian with differing dishes each day.</p> <p><i>Assistance to carry trays:</i> will be available.</p> <p><i>Meal times:</i> all meal times are flexible but currently breakfast is served from 07h00 to 10h00, lunch 12h00 to 14h00 and dinner 18h00 to 22h00 but this is adjustable depending on the competition schedule.</p>
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Travel time and distance hotel to sport venue	<p>8 minutes or 500m for standing players.</p> <p>For wheelchair players, no major time (except for access via the lifts) is necessary.</p> <p>As a result, the programme can start at 09h00.</p>
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Competition venues at the hotel	<p><i>Size:</i> various halls are proposed for wheelchair play:</p> <p>Hall 1: congress hall with a terrace:</p> <p><i>Size:</i> 540m² with a proposed 5 tables</p>
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Hall 2 and 3: one on each side of Hall 1:
Size: 90 m² and 80m² with a proposed 1 table in each



Hall 3

Hall 4: about 20m from Halls 1, 2, and 3
Size: 100m² proposed for 2 training tables as it has a low roof



Hall 4 for training; hall 5 ahead and to the right

Hall 5: 2 conference halls with the divider removed

Size: 520m² with a proposed 6 tables



Hall 5 with the divider removed joining the 2 halls

Total number of tables proposed for competition: up to 13 with a minimum of 2 training/warm up tables

Airconditioning: exists but can be turned off without any temperature problems.

A PA system exists.

Lighting: is currently 600 lux. Lighting but the hotel will investigate increasing it if it is necessary.

Floor: parquet type flooring.

Accessibility: the hotel is accessible, 2 wheelchair toilets are available on this floor. However, as these halls are on the first floor, it will take time for all wheelchairs to get access as the lifts are small so appropriate timing by teams should be built into preparations.

Changing rooms: will be hotel rooms.

Gluing area: will have to be finalized to ensure ventilation but would probably be on the ground floor.

Classification area: proposed to be hall 3 (80m²) with a screened area and a waiting area.



Rooms for classification seminar, classification, technical meeting, possible wheelchair storage

Sport Venue

Rule 51 area: is available probably in the hall adjacent to the training tables
Result board: will be placed in the reception area on the first floor.
Wheelchair storage: could be in another meeting room on the first floor.
Meeting room: would be next to the wheelchair storage room and can be used for the technical meeting as well as the classification seminar.
Offices: a bedroom near the competition halls may need to be emptied and made available for the TD and referee.
Rest areas: there is a space in the reception area on the first floor for the umpires and players but access to bedrooms is probably best.
Internet access: in the TD office and competition venue can be provided via wi-fi.

Size: 42,8m x 22,3m for the playing area which can accommodate about 10 tables for standing players which will need to be competition as well as warm up and training.



Indoor hall from the side with seating



Seating – the wooden barrier would need to be removed for wheelchair spectators

Airconditioning: exists and the temperature is usually around 16⁰C.

A PA system exists.

Lighting: is currently 600 lux but with a reflector system, this can be increased. Small windows at each short end of the hall will need to be covered.

Floor: wooden flooring.

Seating: is on one long side of the hall for up to 850. The current wooden barrier can be removed to allow some seating for wheelchair users.

Scoreboard: is for basketball and handball but 2 lines can be used.

Accessibility: the venue is accessible, 2 wheelchair toilets are available in the reception area and 2 in the change rooms. Access to the field of play is through 1 door from the reception and 3 from the back of house (a small 5 cm step exists to the field of play).

Changing rooms: 4 are available with 2 incorporating wheelchair toilets and showers combined.

Gluing area: will have to be finalized but could be the end of the corridor between the playing area and the changing rooms.



Possible gluing area

Classification area: observation will be from a VIP platform at the short end of the hall.

Referee table: will be a platform about 3m high (bird's eye view).

Rule 51 area: is available probably in a room adjacent to the field of play.



Possible rule 51 area

Result board: will be placed in the reception area.

Rest areas: likely to be the reception area as space is limited or another platform can be allocated to this.

Internet access: in the sport hall exists.

	<p><i>Shop:</i> a small shop is contracted out to a supplier in the reception area selling drinks, sandwiches, coffee, tea and other items can be stocked with prior notice.</p> <p><i>Offices:</i> a large room for the TD and referee would be on the first floor.</p> 
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Doping control	Not necessary but the NADO may select this event for doping control.
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Equipment	Equipment to be used
Floor	Wooden floor in sports hall and parquet in the hotel
Tables	Joolla including wheelchair accessible tables
Balls	Joolla
Lighting	600 lux in both venues but can be increased
Classification	<p><i>Medical beds:</i> 2 will be available</p> <p><i>Screens:</i> will be available</p> <p><i>Desks and chairs:</i> will be available including in the reception area</p> <p><i>Table tennis table:</i> will be available</p>
Physio	<i>Physio beds:</i> 2 beds will be available for teams to use with their own physiotherapists or massage therapists.

Administration	<p><i>Forms to be used for entries:</i> as provided by ITTF PTT</p> <p><i>Production of results (photocopier):</i> will available in the sports hall and hotel</p> <p><i>Pigeon holes:</i> will be in the reception area of the competition hall and hotel</p>
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Medical First aid	<p><i>Medical/emergency services:</i> are available</p> <p><i>Doctor at the venue:</i> 2 doctors will be available at the sport hall</p> <p><i>Hospital:</i> 10 minutes from the hotel and 15 from the sport venue</p>
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Classification	<p><i>Room:</i> is available at the hotel</p> <p><i>Equipment:</i> will be provided as necessary</p>
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Technical officials	<p><i>Technical officials from host:</i></p> <p>Referee team members: nominations will be made in consultation with the Hungarian Table Tennis Association with the team to be appointed by the ITTF</p> <p>Umpires: will be available in consultation with the Hungarian Table Tennis Association with international umpires being invited</p> <p>Racket testers: not necessary</p>
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	<p>Computer operators: will be appointed by the organisers</p> <p><i>Technical officials from ITTF:</i> Technical delegate: appointed by the ITTF with a second nominee Classifiers: 2 (medical and technical) will be appointed by the ITTF</p>
Volunteers	<p><i>Ball boys and girls:</i> will be available at least for the wheelchair courts and for the standing players who need</p> <p><i>Results:</i> volunteers will be available for this function</p> <p><i>Journalist:</i> will be provided by the Hungarian Table Tennis Association</p> <p><i>Assistants (language):</i> volunteers who speak English will be appointed to provide general assistance.</p>
Repair services	Wheelchair/prosthetic repair to be confirmed through a company based in Budapest.
Ceremonies	<p>Opening: to be held in the hotel</p> <p>Medal ceremonies: to be held in the hotel</p> <p>Medal design: to be approved by the ITTF</p> <p>Podium: will be wheelchair accessible</p> <p>Closing: to be held with the final dinner</p>
Visas	Countries not in the Schengen system will require a visa at their own cost but the organisers will provide the letter of invitation
Spectators	No admission fee will be charged
Media	<p>Public relations:</p> <p>TV: will be investigated in Eger and the main sports television network</p> <p>Radio: will be investigated</p> <p>Newspapers, magazines: will be investigated</p> <p>Website: will be linked to the organisers' website</p> <p>Design of logos: will be designed</p>
Stay	
Arrival days	9 March 2011
Practice days	9 and 10 March 2011
Classification seminar	9 March 2011
Classification	10 March 2011
Technical briefing	10 March 2011
Opening Ceremony	10 March 2011
Competition days	11 to 13 March 2011
Closing Ceremony	13 March 2011
Departure day	14 March 2011
Costs	<p>€560,00 for a single room for the nights of 10 to 14 March 2011.</p> <p>€530,00 for a double room for the nights of 10 to 14 March 2011.</p> <p>€90,00 for an additional night.</p>

Experience in organising events	At an international level including the Fencing World Cup. The Hungarian Table Tennis Association regularly hosts an ITTF Pro Tour event.
Organizing Committee	Structure of the organizing committee: to be established led by the NPC with support from the Hungarian Table Tennis Association. The NPC is the organiser with the support of the Hungarian Table Tennis Association which is a member of the NPC.
Budget	To be finalised by the organisers.
Support	Government: is being investigated after the event is approved. Sponsors: will be investigated.
Entertainment	Other facilities available include a small indoor swimming pool (for ambulant users although a ramp is planned), sauna, massage, manicure and pedicure.
Recommendations	That this event be approved. Due to the 2 playing venues, teams must make the necessary arrangements for adequate staff to accompany the teams. In order to play the singles and team events in 3 days, the entry should be limited. This can be assessed after the first entries and the number of tables and venues required finalised.