



INTERNATIONAL PARALYMPIC TABLE TENNIS COMMITTEE
A Standing Committee of the International Paralympic Committee

SPORTS ASSEMBLY EXECUTIVE COMMITTEE: 2/2003

Minutes of a meeting of the Table Tennis SAEC held on Sunday 29 at 10h05 and Monday 30 June 2003 at 09h05 in Zagreb, Croatia.

PRESENT: Christian Lillieroos (Chairperson), Vincent Boury, Raúl Calín, Jiri Danek, Øivind Eriksen, Aart Kruimer, Leandro Olvech, Nico Verspeelt

COOPTED MEMBERS: Alison Burchell, Gaël Marziou

BY INVITATION: Margita Homolova

APOLOGIES: Linda Chen, Silas Chiang, Hong-Jae Lee

WELCOME: in welcoming the members to the meeting, the Chairperson noted that the subcommittees were developing, working better and becoming independent with the enquiries being referred to the relevant subcommittee.

1. CONFIRMATION OF MINUTES: of the meeting held on 11 and 12 January 2003 in Bonn were confirmed and signed.

2. CHAIRPERSON'S REPORT: the SAEC noted the report from the Chairperson that:

2.1 submission of the formal protest to the IPC President about the budget allocation to the SAEC had been done as IPTTC was in category 2 not 1 and this had been referred to the Sports Council Management Committee.

2.2 marketing of and sponsorship for IPTTC:

- all sponsorship would have to go through the IPC except for sport specific sponsorship e.g. equipment;
- meetings with two equipment suppliers had been held during the European Championships about possible involvement in IPTTC but nothing specific had been agreed;
- a possibility was to negotiate free equipment for the regional championships in 2005 and for the world championships in 2006;
- IPTTC should offer such a sponsor as much as possible in the first instance;
- the Tibhar tables used at the European Championships had been wheelchair-accessible and worked with a hydraulic system;
- the Chairperson would be attending the marketing workshop to be held in conjunction with the Sports Council meeting where no observers were permitted;
- if the IPTTC offered all rights to an equipment sponsor, they would in future expect all such rights with a small annual increase so not allowing other rights to be offered to a possible cash sponsor;
- in another ball sport, the international federation charged ball suppliers (this could equate to IPTTC equipment suppliers) an approval fee for all IF approved balls as well as a ball fee per ball sold;

- there was nothing currently in the bid documents or contract for the world or regional championships requiring the organisers to use IPTTC supplied equipment so this would need to be negotiated with the organisers;
- there was no agreement currently in place with any prospective supplier;
- the ITTF had a supplier for the tables and balls, another for the floor, surrounds and scoring system;
- space on the website could be sold to a sponsor.

2.3 minutes of the Sports Council meeting: no minutes were yet available for the November 2002 meeting.

2.4 the transfer of the IPTTC laptop from Aksel Beckmann to the Tournament Officer: this had been done and after checking it, the laptop was allocated to Leandro.

2.5 contact with ATHOC about walkie-talkies and mobile phones for the Paralympic Games: this had been done.

The SAEC asked:

- a) the Chairperson to raise, at the Sports Council meeting in August 2003, the need for more objective criteria to be used in the budget allocation process;
- b) Alison to communicate to the IPC that the contract should be amended to include provision for the organisers to use equipment organised by IPTTC;
- c) the Chairperson to copy the correspondence to ATHOC about the walkie-talkies and mobile phones to Øivind and Nico.

3. VICE-CHAIRPERSON'S REPORT: in the absence of the Vice-Chairperson, the SAEC noted that:

3.1 liaison with ISMWSF: Steven Lee had been appointed TD for the World Wheelchair Games and had done a TD inspection as a result of which, a ranking factor of 30 had been given.

3.2 protocol and promotion:

- the criteria for awards' proposed for the best regional male and female players and best umpire had been developed by Linda and Vincent and had to be approved by the SAEC before being implemented at the regional championships;
- the actual plaques or award had not been distributed but a certificate could be used in the interim;
- there had not been any evident progress on gifts and jackets/golf shirts for the SAEC.

3.3 purchase of laptops (Chairperson, Tournament Officer and Americas representative): there had been no evident progress on this.

3.4 hall of fame: there had been no evident progress on this.

The SAEC asked:

- a) Vincent to circulate the criteria for the awards for the approval of the SAEC;
- b) Jiri to circulate the approved awards criteria to the TDs for the regional championships for implementation;
- c) the Chairperson to ascertain progress from Linda and to report back by 1 August 2003;
- d) the Chairperson and Tournament Officer to purchase the laptops with up to €2 000,00 each once it had been confirmed that they had not been purchased by Linda. Should any purchase be over €2 000,00, the balance would be paid by the purchaser;

- e) Alison to develop a form for all recipients of laptops and other technology equipment to sign as part of the asset register as this equipment and all information generated on them were the intellectual property of the IPTTC.

4. TREASURER'S REPORT: the SAEC noted the Treasurer's report including:

- 4.1 collection of sanction and capitation fees by IPC including the use of the participant registration form: this was reflected on the statement received up to the end of March 2003 and that TDs were using the participant report form which was sent to the IPC which then generated an invoice for capitation tax.
- 4.2 status of the bank account in Hong Kong including the transfer of funds to the IPC: an amount of €32 195,52 had been transferred from Hong Kong to the IPC in March 2003. An amount of €2 500,00 had been received in the Hong Kong account in mid-June 2003 as 50% of the development grant received for the rating system.
- 4.3 report on the 2002 budget: the grant from the IPC had been fully expended plus some capitation tax.
- 4.4 report on the 2003 budget: at present, the capitation account stood at €116 077,79.
- 4.5 purposes for which IPC funding may be used: this would be for SAEC meetings and administration and 73% of the IPC grant had been used for the first meeting of 2003.

The SAEC asked:

- a) Silas to investigate why one-third of the capitation tax from the Busan Games had been transferred to the IPC (this may be because the IPC sanctioned the event);
- b) Silas to confirm that the capitation tax from the 2002 world championships had been received.

The SAEC noted the proposal that the two co-opted members should receive some payment for the work that they did and noted that both members declined.

5. SECRETARY GENERAL'S REPORT: the SAEC noted the Secretary General's report including:

- 5.1 communication (ITTF magazine, IPC Newsletter, Paralympian, website): in general, the aim was to have an article in each edition of the IPC Newsletter and Paralympian. Information for the website was ongoing. Deadlines for the ITTF magazine were 15 August, 15 October and 10 December 2003.
- 5.2 administration: this item should be removed as it was covered in other points.
- 5.3 multi-sport events including table tennis, Commonwealth Games and removal of ranking points:
- some criteria had been developed by the IPC Executive about the principles underlying the inclusion of events for the disabled in multi-sport able-bodied events;
 - the final agreed proposal for the inclusion of a men's and women's singles event in the Commonwealth Games to be held in Melbourne in 2006 had been circulated;
 - this proposal had been submitted to the Commonwealth Games Federation for consideration which would decide on the events at its General Assembly in November 2003.
- 5.4 ISMWSF-ITTC agreement: this had been finalised with ISMWSF and IPC.

- 5.5 rules and regulations including discussions with the IPC Director of Sport, printing and distribution: once the rules (of the game, of classification, selection and ranking) and the tournament regulations were available, they would be printed by the IPC with the IPC “look and feel” in 2 sections i.e. rule and regulations and distributed to all NPCs widely practising table tennis. Anything over and above this would be for the IPTTC capitation account.
- 5.6 IPC awards: this had been discussed with the IPC and an invitation circulated to nominate people for the Paralympic Order, Paralympic Sport Award and Certificate of Appreciation.
- 5.7 purposes for which the IPC grant may be used: this was clarified and circulated to the SAEC as being for administration and SAEC meetings with all other costs being borne by the capitation account.
- 5.8 organogram for the website with the names of all subcommittee members: this had been completed.
- 5.9 appointment of TD and deputies to IPC and ATHOC: this had been communicated to IPC which had communicated to ATHOC but no communication had taken place between ATHOC and the TD. The IPC Director of Sport had followed it up during a Games Liaison Committee meeting with ATHOC the previous week. ATHOC had indicated that it was not content with having two assistant TDs.
- 5.10 statement on the website about ITTF and ITTC approved equipment: this had been done.
- 5.11 accommodation and accreditation for two SAEC members for Athens 2004: this would be three people namely the Chairperson, Gaël, Jiri and potentially Leandro. The IPTTC would have some G accreditations available but travel and accommodation would have to be paid from the IPTTC capitation account.
- 5.12 distribution of the list of NPCs not in good standing: this had been communicated. However, the IPC Executive had subsequently resolved that membership fees up to and including the 2002 calendar year would be waived but that for 2003, membership fees would have to be paid.
- 5.13 application for factor 20 for the All Africa Games: this had been done and factor 30 may be awarded after the TD inspection.
- 5.14 volunteer form for the website: this had been done and was working.
- 5.15 application for development funding: this had been done within a short period of time and a grant of €5 000,00 made to the development of the rating system.
- 5.16 contract and technical agreement for the world championships: this had been completed in conjunction with the IPC.
- 5.17 change in name: IPC Table Tennis or IPTTC was formally approved.
- 5.18 increasing participation of women in table tennis: would be raised consistently in SAEC meetings to ensure that the issue was “top of mind” and addressed as part of the core activities. Specific programmes should be put in place, women recruited and mentored.
- 5.19 French and Slovak protest: the French had received a response but no response had been received by Slovakia from the IPC.

The SAEC resolved to:

- a) ask Nico to submit information to Alison by 15 August 2003 for the ITTF magazine about the athletes selected for the Paralympics from Europe;
- b) ask Raúl to submit to Alison by 15 August 2003 information on the service rule for the ITTF magazine;
- c) ask Alison to write for the ITTF magazine about the change in name to IPTTC, some historical information and the areas of potential cooperation between the IPTTC and ITTF;

- d) ask the Chairperson to raise at the Sports Council the need for clarity on the role of the sports in multi-sport events;
- e) remove ranking points from the ranking list for an event only if the updated ranking list had not been published on the website;
- f) ask the Chairperson to sign the cooperative agreement with ISMWSF;
- g) agree that all rules and regulations booklets should be distributed to all NPCs;
- h) ask Alison to submit nominations for the Paralympic Sport Award for Silas and Aart and Carol Mushett for the Paralympic Order;
- i) ask Nico/Aart, Raúl and Jiri to submit to Alison as soon as possible an outline of the jobs of classifier, referee, umpire and TD and the minimum requirements to be added to the volunteer form on the website;
- j) ask Alison to follow up a response to the Slovak protest from the IPC.

6. ITTF-ITTC LIAISON REPORT: the SAEC noted the ITTF-ITTC Liaison's report including:

- 6.1 invitation to the IPC President from the ITTF to attend the ITTF world championships: this had not materialised but the Presidents had met in Madrid.
- 6.2 meeting with ITTF in Paris: this had not been possible due to the tight schedules of all participants.
- 6.3 incorporation of ITTC rules in the ITTF rules: this still had to be discussed.
- 6.4 ITTF umpires certification to include ITTC rules (motion for ITTF meeting during the world championships in Paris in 2003): this still had to be discussed.
- 6.5 inclusion of an "introduction to classification" in the ITTF umpires seminar: this still had to be discussed.
- 6.6 cooperation on training coaches: this still had to be discussed.
- 6.7 further discussions on integration with ITTF, including a review of the ITTF constitution: this, together with other issues above, would be discussed hopefully in August 2003 based on the draft discussion paper with a short-term best model being that the IPTTC become a full subcommittee of the ITTF and then developing through integration.
- 6.8 demonstration event during the ITTF world championships: this had been successful but the number of spectators was comparatively low as the French able-bodied players had not made the quarter finals. However, it had raised awareness with several enquiries being made the day after the event.
- 6.9 request for a laptop: this was discussed and approved.

The Executive resolved to ask Øivind:

- a) to organise the meeting between the ITTF and IPTTC represented by the Chairperson and himself close to the dates scheduled for the Sports Council meeting;
- b) to purchase a laptop with up to €2 000,00 with the same conditions attached as the other laptop purchases.

7. DEVELOPMENT OFFICER'S REPORT: the SAEC noted the Development Officer's report including:

- 7.1 applications for funding from Olympic Foundation, EU: this was an IPC and EPC prerogative respectively;
- 7.2 representative of Africa-Middle East and women: this would be investigated at the upcoming Africa-Middle East Championships;

7.3 database for coaches:

- this would enable an assessment of impact in this area;
- overall, quality of coaching should be developed and maintained so that the return on investment was visible;
- in many countries, a coach was now required to have a coaching qualification;
- coaches were often invited to train coaches in other countries and would require some understanding of disability;
- seminars could be run during tournaments and training could be done in conjunction with tertiary institutions;
- the ITTF needed information on disability to include in their coaching courses and this resource could be developed at a workshop to which the ITTF should be invited;
- the Chairperson was the only person running seminars and the details were needed for the database;
- this was a priority area.

In discussion, the SAEC noted that the extensive development needs included:

- a video to promote the game;
- TD and tournament organiser education and handbook;
- coaches' education and handbook;
- referee education;
- umpire education, guide and video;
- player education on the rules;
- classifier education;
- development of women and the severely disabled in all areas.

The SAEC agreed that:

- a) results and a measurable impact was needed;
- b) contributions and matching finance from NPCs should be encouraged;
- c) the airfares of "trainers" should be considered;
- d) de-centralisation and cooperation with the continental Paralympic committees should be encouraged;
- e) cooperation with the ITTF should be investigated;
- f) theory and practical experience would be encouraged in all courses offered;
- g) training should be offered to those nations not currently "widely practising" the game;
- h) a core of trainers should be developed;
- i) Vincent should coordinate the funding allocated from the capitation tax of €20 000,00 together with the Development Committee with proposals from SAEC members being submitted by 1 August 2003.

8. ATHLETE REPRESENTATIVE'S REPORT: the SAEC noted the Athlete Representative's report including:

8.1 database for athletes: no further progress had been made. In terms of the proposed database, the identification numbers of athletes should fit into the rating system ID numbers.

8.2 Laureus Award: the nominations for Tommy Urhaug and Gui Xiang Ren had been sent late due to late notice.

8.3 athlete of the year for 2002: the nominations for Tommy Urhaug and Gui Xiang Ren were noted and that they were both wheelchair athletes.

8.4 promotional video (from the World Championships): acquiring footage from Taipei had not proved successful.

The SAEC asked:

- a) Alison to email the ATHOC athlete biography form to Nico and Vincent;
- b) Vincent to make contact with NPCs to ask them to send to him the ATHOC forms completed for table tennis players;
- c) Alison to contact ATHOC about receiving the data in electronic format, including photographs;
- d) Vincent to consider nominating as athletes of the year two wheelchair and two standing players, male and female;
- e) Alison to contact the IPC about getting access to video footage from Athens.

9. TOURNAMENT OFFICER'S REPORT: the SAEC noted the Tournament Officer's report including:

9.1 tournament information on the website (application forms, information on hosting events, pro forma entry forms, sanction and capitation fees, open and closed events, database of TDs): most of this had been prepared to be put on a tournament page.

9.2 tournament approval process once the sanction fee was received, including participant registration forms: the IPC informed Jiri when the sanction fee was received before he gave a ranking factor and the IPC issued an invoice on receipt of the participant registration form from the TD and organiser.

9.3 TD handbook, education and resources:

- this was in progress and communication about seminars would be improved, a section on selection included, and an exam for the candidates developed;
- an application form would be developed for TD seminars together with a checklist and explanation of items on the checklist;
- TD seminars would usually be held during the regional championships and should include two days theory and two days practical training during the event;
- OTs could possibly be considered as candidates for training due to their background.

9.4 recommendation to IPC on host for the 2006 World Championships:

- Montreux had sent four people to the European Championships as observers;
- Bilbao had presented its bid to each SAEC member individually;
- both bids had included equipment in their budgets and Bilbao wanted to distribute any sponsored equipment after the event;
- a test event would have to be held in the facility of the winning bid.

9.5 progress on regional championships in 2003, particularly the African-Middle East: the FESPIC (Asia and South Pacific) and Americas Championships were on course and following a site visit to Nigeria in late July 2003, the venue for the AME would be finalised.

9.6 World Singles Cup in France: this event had been well run.

9.7 change in the tournament application form to require the NPC to sign: this had been done.

9.8 competition management software: no progress had been made.

9.9 the "chart" summarising requirements for tournaments: this was noted and would be checked.

9.10 per diem allowance:

- the ITTF paid an allowance of US\$15,00 per day;

- this practice made IPTTC events expensive to host and was passed on to the athlete;
 - it would be better for organisers to cut down on receptions hosted by sponsors and government but the donors may specify for what purpose their funding should be used;
 - officials may not make themselves available without the daily allowance;
 - the IPTTC could consider paying the allowance;
 - classifiers did not get patients and therefore income when on IPTTC duty but US\$15,00 would not make a material difference to lost income;
 - in poorer countries, the allowance would be very well received;
 - soccer had three referees and table tennis only two but table tennis had several matches going on simultaneously over several days;
 - most members of the SAEC benefitted from the allowance and could be perceived as having a personal interest and thus the issue had been included on the regional assembly agendas but removed.
- 9.11 request for additional funding: a request for €7 500,00 for TD training and €5 000,00 for the development of tournament management software. There should be a consistent approach to all training including TDs who could also be tournament organisers and TD training was in the interest of the IPTTC.
- 9.12 Regional Team Cup 2004: the deadlines were a Tournament Committee decision and for Fa 30, it was usually 12 months before the event for the application to be submitted and nine months for the inspection but for 2004 this would be six months.
- 9.13 World Team Cup 2005: the accommodation and capitation would be the teams' account but the organisers would have to pay prize money.

The SAEC resolved to:

- a) ask Alison to forward the recommendation to the IPC that the bid from Montreux to host the 2006 world championships be accepted with the request that the number of accessible ablution facilities be increased;
- b) ask Jiri to approach Bilbao to consider bidding to host the 2005 European Championships;
- c) ask Nico to inform Montreux and Bilbao of the SAEC's recommendation;
- d) thank both bid committees for submitting competitive bids;
- e) Raúl to update the list of referees for the tournament page;
- f) Jiri to add information on the tournament calendar about the referee and chief classifier;
- g) confirm that for the World Singles Cup, open ranking points should be used for the ranking list;
- h) Øivind to discuss the management software with Israel;
- i) the Chairperson, Jiri and Raúl to check the IPC chart summarising the requirements for tournaments and submit additions and changes to Alison as soon as possible to respond to the IPC;
- j) maintain the status quo in relation to the payment of a daily allowance to officials;
- k) ask Raúl to investigate with Dr Wu and Nico tournament software by the January 2004 meeting;
- l) allocate €2 500,00 for TD training in Africa-Middle East and €2 000,00 for FESPIC (Asia and South Pacific) and Americas provided that there was clear content, exams and a report on who attended the course and when they would be acting as trainee TDs;
- m) ask the Tournament Committee to review the requirement that a TD not be from the country hosting an event, the combination of teams in tetra class 1 and 2, women's class 5 in all tournaments and open singles and doubles in Fa 50 tournaments;

- n) approve the costs for the teams for the World Team Cup to include accommodation, local transport and capitation but the prize money would be the organiser's expense.

10. TECHNICAL OFFICER'S REPORT: the SAEC noted the Technical Officer's report including:

- 10.1 updated handbook: the numbering of the articles had been done, classification, ranking and selection rules added and the second part would be the tournament regulations. Part 1 would be the sections which could be changed by the Assembly and Part 2 by the SAEC.
- 10.2 translation of the handbook: volunteers had offered to translate the handbook into French, Spanish, Chinese and Russian.
- 10.3 database for referees and umpires on the website by 1 April 2003: this had been done.
- 10.4 recommendations to Øivind about the rules, umpires and coaches training by the end of February 2003: this had been covered in the draft discussion document for the ITTF.
- 10.5 education seminars, format and teaching resources (including videos): a powerpoint presentation of 45 slides had been developed for umpires' education.
- 10.6 composition of committee to include an ITTF representative, handbook coordinator: Delano had been appointed the handbook coordinator and Steven, Patrick and Delano were linked to the ITTF.
- 10.7 coaches' handbook, certification: this should be moved to development but no progress had been made although level 1 and 2 handbooks were available.
- 10.8 plan for referees' seminars: the content would be developed with Patrick and Cindy with the first seminar to be offered in the first half of 2004.
- 10.9 mixed gender events: no progress had been made.

The SAEC resolved to:

- a) approve the division of the rules (of the game, selection, ranking and classification) into Part 1 with Part 2 being the tournament rules;
- b) ask Raúl to follow up the completion of the rules and regulations with Delano;
- c) ask Raúl to publish the latest version on the website with a statement that the latest version in English was the applicable version;
- d) ask Jiri to ensure that TDs applied the latest rules as published on the website;
- e) ask Raúl to contact the ITTF about an official liaison;
- f) ask Christian to develop a coaches' handbook, certification and teaching resources;
- g) ask the Rating Committee to investigate the viability of mixed gender events.

11. MEDICAL OFFICER'S REPORT: the SAEC noted the Medical Officer's report including:

- 11.1 committee structure to include an athlete representative nominated by Vincent and a person with experience in doping control: following the structure implemented by the IPC, the Medical Committee consisted of representatives from Americas, Europe, FESPIC (Asia and South Pacific), science, a secretary and a person in charge of doping control.
- 11.2 classification account: the account held by Nico on behalf of the Classification Committee would not be taxable.
- 11.3 classification cards (new format, indication of limits on serve): this was in process.
- 11.4 classification handbook: this already existed with some minor adaptations being included but the explanation of the handbook was being developed.
- 11.5 proposal to change the system for sitting players: this would be re-worded and explained.

- 11.6 proposed minimum eligibility definitions, standing players to play in standing classes:
- the proposed minimum eligibility definition for class 5 would be popular if it defined sitting classes for those who could not genuinely play standing;
 - the criteria for class 10 was being developed including why a class 10 would not be able to play in able-bodied sport;
 - research on the new standing classification system showed a straight line for men and could be improved in the women's section;
 - however, the sitting classes were not right and Sheng would have investigate the implications of the proposed sitting class system.
- 11.7 database for classifiers: this had been completed.
- 11.8 INAS-FID classification:
- an IPC eligibility committee would oversee the participation of class 11 in Athens;
 - the current classifiers understood bone, muscle and joint rather than intellectual disability;
 - IPTTC was responsible for the classification system including class 11;
 - for class 11, the system for table tennis should be sport specific due to reaction time, ability to change strategy and read the game which was different from the other sports;
 - elements of the classification system for the physically disabled could be used to cater for all levels of intellectual disability;
 - currently INAS-FID catered for the higher functioning athletes where the physically disabled system could enable more intellectually disabled athletes to be included as they were not coming through to the Paralympic Games;
 - INAS-FID had a problem defining minimum eligibility particularly when IQ was not accepted in third world nations due to possible cultural and/or linguistic bias;
 - INAS-FID was already considering a "global games" to be organised possibly in July 2004.
- 11.9 one hour "introduction to classification" presentation: this had been completed.
- 11.10 purchase of technology: this was in process.
- 11.11 Fa 40 tournaments: there would be no need to have classifiers at the World Team or Singles Cups as all players would be selected but reviews could be held at the next regional championships.
- 11.12 code of conduct: would be developed in line with the IPC's request.
- 11.13 "shadow classifiers": would be nominated from coaches and managers at tournaments to observe classification and to work with the technical classifiers during the first days of the tournament subject to signing a written commitment to confidentiality and not to use information to protest other players.
- 11.14 appointments for the Mexico tournament: the Classification Committee would do the appointments in terms of the specific needs.
- 11.15 next meeting: classification should be further up the agenda.

The SAEC resolved to:

- a) ask Vincent to consider nominating two athletes, one for sitting and one for standing, to serve on the Medical Committee;
- b) ask Alison to inform the IPC about Nico not being taxed on the classification account and what mechanisms should be implemented to ensure accountability through an audit;
- c) suggest to all members that they should learn about intellectual disability;

- d) suggest to the Medical Committee that it consider the appointment of classifiers along the same lines as TDs i.e. if there were over 200 players, five classifiers would be needed or below 200, only three;
- e) agree that for Fa 40 tournaments, no classifier would be necessary.

12. SELECTION OFFICER'S REPORT: the SAEC noted the Selection Officer's report including:

- 12.1 proposed selection criteria for INAS-FID for 2004:
 - the IPTTC had, on 9 April 2003, proposed to the IPC that 20 slots, not from the 240 allocation, be given to class 11 athletes: 12 for men and 8 for women;
 - the IPC Management Committee, at its meeting in May 2003, had agreed upon 12 slots for class 11 athletes which would not be taken from the 240 allocation which would be divided between eight men and four women;
 - this number and its division had not been communicated to the IPTTC until 28 May 2003 after INAS-FID had agreed to this and other aspects of their participation in 2004;
 - this was not an ideal situation as the IPTTC was responsible for the competition;
 - the ranking list for class 11 had not been updated since the Sydney Paralympic Games due to the suspension of INAS-FID from IPC competitions;
 - the selection procedure proposed, which was in line with the process for class 1 to 10, was regional winners and the balance selected from ranking lists.
- 12.2 team points for World Team Cup: based on an assessment of the WTC in 2002, the selection was not fair as not all countries had players in all classes.
- 12.3 selection criteria for the Regional Team Cup 2004 and for the World Team Cup 2005:
 - perhaps the teams should be combined 1 – 2, 3 – 5, 6 – 7 and 8 – 10 with the aim of having teams 1 – 5 and 6 – 10 to promote the event and make it understandable;
 - currently, no organisers had applied to host any of these events;
 - it was difficult to organise a WTC without the RTC being organised but there was more likely to be interest in organising the WTC.
- 12.4 change of dates of tournaments: if this occurred, it could cause additional cancellation costs to NPCs and should be avoided although NPCs could take out cancellation insurance.
- 12.5 possible selection process for 2008: the investigation would take place after the selection on 15 December 2003 leading to a motion for the Assembly to be held in Athens.
- 12.6 wild cards: would be used as set out in the selection documentation as approved by the SAEC and IPC.
- 12.7 seedings: for the Paralympic Games would be done off the July 2004 ranking list.
- 12.8 voting committee: would meet on 20 February 2004.
- 12.9 board of protest: this would possibly need to meet or discuss the protests by telephone.
- 12.10 2004 budget: an amount of €5 000 should be allocated for the voting committee expenses.

The SAEC resolved to:

- a) ratify the selection process as proposed by the Selection Officer for class 11 athletes;
- b) suggest that the Chairperson seek clarity as to how the allocation of eight men and four women was decided;
- c) retain the current selection system for the World and Regional Team Cups and to promote the events;
- d) ask the Tournament Officer to encourage organisers not to change the dates of events;

- e) appoint Leandro and Raúl as SAEC members on the board of protest and to ask Nico to approach the IPC to appoint another person;
- f) approve €5 000 from the 2004 budget for the voting committee meeting in February 2004.

13. REPORT ON THE 2004 PARALYMPIC GAMES: the SAEC noted the TD's report, together with various Executive members, including:

- 13.1 selection process: nothing further to report.
- 13.2 appointment of TD and deputies: see item 5 .9 above. Overall the number of officials for table tennis was 69 and was below the maximum of 75 with racket control and computer controllers being an ATHOC responsibility.
- 13.3 appointment of referee and deputies:
 - ATHOC would not accept a non-Greek as referee;
 - the ITTF had appointed two referees;
 - a referee from Greece may not be qualified;
 - the SAEC was being "blackmailed" against its regulations;
 - if a Greek was appointed as referee it would leave a legacy for the country and the sport as well as show confidence in the Hellenic Table Tennis Association;
 - cooperation would be ensured and progress made in the interest of the event and players;
 - the Greek referee could be trained between now and the Games;
 - this appointment was the responsibility of the Technical Officer in cooperation with the Organising Committee.
- 13.4 appointment of umpires:
 - 56 umpires had been agreed;
 - of the 34 from Greece, about 20 to 25 would be appointed and the rest should be appointed from Europe, if possible, to keep costs down;
 - umpires would be invited with consideration of gender and geographical representation;
 - a seminar would be held with ATHOC in February 2004 and at another time to be decided;
 - accreditation details for all umpires and other officials should be submitted to the IPC by 15 October 2003.
- 13.5 classification: the appointments of Aart as chief classifier, Sheng Wu as technical classifier and Raphael Martinez Cayere as medical classifier and there would be a small number of athletes to check mainly on protest.
- 13.6 competition schedule: a tentative schedule was difficult to develop before the selections were done.

The SAEC resolved to:

- a) approve the appointment of two referees as an exception to the rules for the 2004 Paralympic Games only;
- b) ask Raúl to liaise with ATHOC about the appointment of the second referee and further training;
- c) ask Raúl to ensure that all umpire details for accreditation were submitted to the IPC by 15 October 2003;
- d) ask Alison to send the accreditation requirements to Raúl;
- e) ask the Classification Committee to develop women classifiers to officiate in Beijing in 2008.

14. REGIONAL REPORTS: the SAEC noted the regional representatives' reports:

- 14.1 Americas: the need for referees' training had been identified and IPTTC "solidarity funding" could be considered to help increase participation in the regional championships and development seminars would be held in Cuba and Chile.
- 14.2 Africa-Middle East:
- for the All Africa Games, classifiers, Jiri as TD and the same referee as for the able-bodied event would be appointed;
 - referees' training would be useful but there was an enormous need for training coaches;
 - each of the seven zones in Africa had to develop plans but they were likely to be focused on basic requirements to establish sport and NPCs;
 - applications from Nigeria and South Africa were being considered to host the AME Championships and a decision would be made by the end of July 2003;
 - three classifiers would be needed for the AME;
 - an application for a subsidy for the event may be submitted;
 - a committee did not exist as elections would be held during the AME Championships.
- 14.3 Europe: including payment for Øivind's ticket from EPC: the report was as had been submitted at the Assembly with the addition of a request for a tournament seminar to be run for Ukraine, Belarus and Russia.
- 14.4 FESPIC (Asia and South Pacific): including the appointment of a new committee, change in name to Asia and South Pacific: the disappointment that the FESPIC (Asia and South Pacific) representative was not present and had not presented a report.

The SAEC resolved to:

- a) ask Leandro to circulate the written report;
- b) ask Leandro to submit a proposal for "solidarity funding" to Vincent;
- c) ask Alison and Jiri to follow up with the EPC the payment of Øivind's ticket;
- d) ask Jiri to invite the Ukraine, Belarus and Russia to the Slovak Open and to apply for an air ticket to the Development Committee;
- e) ask Silas to pay Øivind for his ticket from La Coruña from 10 to 17 September 2001 for which he already had the receipts;
- f) approve the change in name from FESPIC to Asia and South Pacific with effect from 1 November 2003 in line with the IPC format;
- g) ask the Chairperson to liaise with Lee and Silas about FESPIC (Asia and South Pacific), the committee and progress;
- h) ask Nico to review the FESPIC (Asia and South Pacific) representative on the advisors' committee.

15. GENERAL

- 15.1 Ranking and rating system: the SAEC noted the following report:
- a four-person committee had been established with input from a mathematician;
 - the US system was mathematical, accurate and a little complex and may not adapt well to the factor system and doubles;
 - the Norwegian system was simpler than the US system and common to several countries;
 - taking events from 1999, a comparison between the current ranking and possible future rating system would be demonstrated and evolved;

- the selection and tournament process had an impact on the rating system;
- non-participation could be penalised or participation encouraged;
- if a match was lost, the points lost could be less than the winner gained;
- the final ranking list after the Paralympic Games would be needed for the first seedings under the rating system;
- the ITTF system should be evaluated;
- a tournament credit system for selection should be considered;
- in top 12 or 16 events, consideration should be given to players generating some points for participating;
- the web host may need to be changed to accommodate additional software needs;
- an event in 2004 should be considered to test the rating system with the agreement of the organiser and this should be advertised on the entry form so players could decide to participate or not under these circumstances;
- the IPC development budget would be used for meetings and translation of the explanation and motion into Spanish, French, Chinese, Russian and Arabic although the English version would apply;
- the implications would be explained on the website;
- if approved at the Assembly in September 2004, the rating system would be implemented immediately after the Paralympic Games.

The SAEC agreed that:

- a) the ranking factor system should be incorporated into the rating system;
- b) the bonus point system for medals should not continue into the rating system;
- c) participation in events should be encouraged in the rating system;
- d) participation in a two year cycle should be encouraged;
- e) doubles matches should be counted in the rating system;
- f) the possibility of a new player having to beat two rated players in order for him or herself to be rated should be investigated;
- g) a new system for rating inactive players should be investigated.

15.2 IPC logo included in the ITTC logo: this was referred to the next meeting.

15.3 Motions for the Sports Council: the SAEC agreed to ask Alison to submit the following motions to the Sports Council by 4 July 2003:

15.3.1 the membership fee currently paid by NPCs be divided into two with 50% being calculated on the basis of the current GNP formula and the balance being a sports membership fee calculated as the balance of the full amount of the membership fee divided by the 13 IPC sports so that a nation could sign up as per sport such that the maximum paid for the membership would not exceed the current fee paid as calculated by the GNP formula. This membership fee would not necessarily be paid to the sports.

15.3.2 the sports specific rules apply in multi-sport events where IPC sports were included and should this not be possible, the IPC should be consulted about the minimum criteria which should be applied before the IPC signed any agreement with the relevant multi-sport organisation.

15.3.3 in multi-sport events other than the Paralympic Games, the IPC sport should be treated in the same way as its able-bodied counterpart and in the case of IPC or IOSD events, all IPC sports should be treated the same in relation to benefits.

15.3.4 the same by-laws governing quorum requirements for sports assemblies should apply to regional sports assemblies.

15.3.5 should there be a candidate unopposed in any election, there should be a vote for that candidate who should get 50% + 1 of the vote to be elected. Should the candidate not be elected, the SAEC should co-opt, if necessary.

15.4 IPC strategic review:

- following a meeting in Kuala Lumpur and the IPC General Assembly in 2001, the IPC had appointed McKinsey to conduct the strategic review of the IPC;
- sports were being encouraged to become independent either in terms of being part of the relevant IF or independent as the IWBF;
- the sports would become full members once independent;
- the composition of the Executive would be reduced to a President, a Vice-President, 10 people elected without portfolio, an athlete representative and CEO;
- the management board would be the Headquarters staff who would be responsible to implement the Executive decisions;
- in the interim, it may be better to retain at least the Technical and Medical Officer portfolios.

The SAEC asked the Chairperson to circulate the documents or Alison to circulate them on receipt from the IPC so that members could submit their comments to the Chairperson prior to the Sports Council meeting and confirmed that the Chairperson would attend this meeting on its behalf.

15.5 General Assembly: the SAEC, after discussion, resolved to mandate the Chairperson to attend the General Assembly on its behalf with Vincent as an observer and to pay the costs of Vincent's travel and shared accommodation for the two delegates.

15.6 Structure of the SAEC and succession planning: the SAEC agreed, at the next meeting, to review the jobs on the Executive and the job descriptions as in 2004, the ITTF liaison, Tournament Officer and Treasurer would be lost through the members at large positions falling away.

15.7 Smart bug: the SAEC agreed that this device, which cost US\$15 000 for 200 sets, should be referred to the Sports Council in the context of problems with interpretation at sports assembly meetings.

16. NEXT MEETING: the SAEC asked Nico and Øivind to discuss with Athens the possibility of hosting the next meeting in January or February 2004.

In closing the meeting, the Chairperson noted that it had been done in record time and that as he pushed for time, the level of unanimity decreased.

There being no further business, the meeting ended at 19h05.

READ AND CONFIRMED AT THE MEETING

HELD ON

CHAIRPERSON

AMB/

1 July 2003