



**INTERNATIONAL TABLE TENNIS FEDERATION
PARA TABLE TENNIS DIVISION
TECHNICAL DELEGATE EVALUATION REPORT**

Name of Tournament

2013 ITTF PTT Asian Table Tennis Regional Championships

Ranking Factor

50

Name of National Association/Organizer

**China Table Tennis Association
National Paralympic Committee of China
China Administration of Sports for Persons with Disabilities**

Chairperson of the Organizing Committee

Ms WANG Meimei, Vice-President of NPC China

Venue

**China Administration of Sports For Persons with Disabilities
321 Tianbei Rd. Houshayu Town, Shunyi District, Beijing, 101318**

Period of Competition

16th-23rd October, 2013

Name of Technical Delegate / Deputy Technical Delegate

Silas CHIANG / Christina CHEE

Report submitted to ITTF

4th November, 2013

Background

This was the second Para Table Tennis Regional Championships staged in China. The first one was the 4th Asian and South Pacific Table Tennis Championships held in Shanghai in 2003.

The Venue inspection was conducted by Ms Alison Burchell on 29th April 2010 when she was doing it for three Para Table Tennis Tournaments, namely the 2010 Factor 20 Tournament, the 2013 Regional Championships and the 2014 World Championships.

1. **Confirmation of Endorsement and Support** by the China Table Tennis Association (CTTA). The hosting of the Regional Championships was supported and confirmed by CTTA.

2. Technical Officials

- 2.1 Technical Delegate - Mr. Silas CHIANG, HKG
- 2.2 Deputy Technical Delegate - Ms Christina CHEE, MAL
- 2.3 Referee - Ms ZHANG Yinqiu, CHN
- 2.4 Deputy Referee - Mr. Ronald WEE, SIN
- 2.5 Computer Official - Ms SUN Yixi, CHN
- 2.6 Overseas Umpires (10) - 5 from Japan (Akutsu Kimie, Kashiwagi Naoko, Kudou Takashi, Mano Takako & Tamura Nagako)
3 from Korea (Hwang Chun Soo, Kim Yun Kyung & You You Soon)
Tancharoen Wilailak of THA and Joseph Fung Ya Yu of HKG
- 2.7 Local Umpires - 41 from China
- 2.8 Classifiers - Stefak Juraj (Chief), Wu Sheng Kuang, Hong Ingyu, Fatt Ong Tah and Dia Marwan
- 2.9 Racket Control - Wang Xin
- 2.10 Ball Pickers, 1st Group - Boys & Girls aged 6-12 from Sun Home
2nd Group - Adults
& Other volunteers - Total 100



Umpires & Officials

3. Chief Organizing Committee Officials

- 3.1 Chairperson - Ms WANG Meimei, Vice President of NPC China
 3.2 Executive Secretary - Ms HE Yongju, Deputy Manager of CASPD
 3.3 Contact Person - Ms. Zelda ZHANG
 3.4 Appeal Panel - TD, Representative of Organizer and either Referee
 for technical issues or the Chief Classification for classification and
 medical issues; Appeal fee being Euro 100.

4. Participating Teams

#	Association	No of Athletes		No of Coaches		No of Team Leaders		No of Support Staff		TOTAL
		Male	Female	Male	Female	Male	Female	Male	Female	
1	IND	11	4					3		18
2	INA	4	0					3		7
3	JOR	4	5	1				1		11
4	JAP	9	5	4	1					19
5	KOR	22	11	3	1	1		2	4	44
6	KUW	3	0	1				2		6
7	MAC	8	1	1					2	12
8	THA	7	4	2	1					14
9	TPE	10	5	1	3	1			2	22
10	HKG	10	5	2		1			2	20
11	LIB	1	0	1						2
12	CHN	18	12	3	1					34
Total		107	52	19	6	4		11	10	209

4.1 Participation Quota for Team Officials

- One Team Manager
- One Medical/Para-medical Personnel
- One team official for every 3 players
- One team official for every 2 players in Class1,2 and Class 6

4.2 Entry Process

Only entries submitted by the national table tennis associations were accepted

The first entry deadline was set on 1st August, with 30% of total entry fee

The final entry deadline, entry by name, was set on 1st September, with the rest of entry fee.

India was allowed to send in entry by 18th September, as they needed time for

selection after they successfully joined their national table tennis association
We had emphasized that participating team must pay all their fees before they were allowed to compete in the Championships.

4.3 Entry Fees

The entry fee, including accommodation in double room, meals, local transportation and capitation fee to ITTF (Euro 40 per person) being Euro 900 per person and it covered the period from 16th October to 24th October

Extra staff – Euro 135 per person per day

For Single room – extra charge of Euro 50 per person per day

Extra night – Euro 110 per person per day; and

Euro 75 per person per day for person who did not stay in CASPD Hotel

5. **Schedule of the Championships**

5.1 Events – Singles Men 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 & 11

Singles Women 1-2, 3, 4, 5, 6-7, 8, 9, 10 & 11

Teams Men 1-2, 3, 4, 5, 6-7, 8, 9, 10 & 11

Team Women 1-3, 4-5, 6-10 & 11

5.2 The Rules of the Championships

The Championships were conducted in accordance with the current Laws of Table Tennis, the Regulations for International Competitions and specific PTT Directives

5.3 System of Play

We followed the respective regulations as those in the Prospective which in turn, adopted those in the “Technical Information for Players and Team Managers”

5.4 Seeding

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

5.5 Technical and Team Meeting

The Team cum Technical Meeting was held on 18th October at 4:00p.m. as announced during teams arrival.

All teams were present, except Jordan.



5.6 Draws

Draws for Singles events was held in the later part of the Technical Meeting on 18th October while that for Teams events at 7:30p.m. on 19th October 26, 2013
Competition schedules were distributed to teams soon after the draws

5.7 Umpire Briefing

The Umpires Briefing was held in the evening prior to the day of competition, on 18th October and a rehearsal of march-in took place afterward in the Competition Arena.

5.8 Evaluation of Blue Badge Umpires

Ms Cindy Leung was to evaluate eight blue badge umpires while the one from Hong Kong was evaluated by the Deputy Referee Ronald WEE

5.9 Competition Days from 16th-24th October, 2013, as follows :

- 16th-17th Oct - Arrival/Practice
- 17th-18th Oct - Arrival/Practice/Classification/Team & Technical Meeting/Draw for Singles Events
- 19th Oct - Draw for Team Events
- 19th-21st Oct - Singles Competition/ Medal Ceremonies
- 22nd-23rd Oct - Team Competition/ Medal Ceremonies/ Farewell Dinner
- 24th Oct - Departure





6. **Best Players of the Championships**

Trophies for Best Players in Wheelchair and Standing were selected, mainly according to their results in Singles Events plus some other considerations like any significant performance and conduct during the Championships. The Best Player Trophies awarded to the following :

- Best Female Sitting Player - ZHANG Miao, CHN
- Best Male Sitting Player - FENG Panfeng, CHN
- Best Female Standing Player - YEUNG Chi Ka, HKG
- Best Male Standing Player - PARK Hong Kyu, KOR

7. **Classification**

The classification was carried out in the Training Hall, next to the Competition Arena. All equipment and set up were arranged well.

A total of 9 players were classified according to PCF; 7 new players in which 2 were ID players together with another 2 for review.

The 2 ID players were confirmed eligible, and 1 class of physically disabled was changed;

General observations during the Championships took place as to control the consistency of classification in all classes according to the classification allocation criteria, profiles of classes and using the 3S technical approach. Details of the observation findings were discussed and some actions were done. Three players were changed in classes after review.

Thus, a total of 12 classification and reviews were conducted.

Details of the Classification Report was submitted to the Classification Secretary by the Chief Classifier for record



8. Classification Seminar

13 candidates attended the Classification Seminar held during the Championships period, from 16th-19th October.



9. Racket Control

Voluntary tests were arranged and a total of 156 tests were conducted the day before competition. The number of rackets to be tested had to be changed from 2 to 1 in view of the time constraint.



For the period from the day prior to competition, a total of 6 days, 168 obligatory and 183 voluntary tests were conducted. Only 3 in VOC, 6 in Thickness and 3 in Flatness were found foul.

No disqualification due to racket test failure.

The successful tests is 96.58%

10. Doping Tests

We organized 16 tests for Champions in Singles events on 21st October.

The copies were sent to ITTF office by courier while a set of scan copies were also sent via e-mail.

One of the players took more than three hours to complete their test.

11. Blue Badge Evaluations

We organized a Blue Badge evaluation for a total of 8 umpires; 4 from Japan, 3 from Korea and 1 from Hong Kong, China; Cindy Leung conducted the Evaluation of 7 while the one from Hong Kong was assessed by the Deputy Referee Ronald Wee.

12. Official Accommodation and Meal Arrangement

Hotel is part of the China Administration of Sports for Persons with Disabilities, with 282 rooms and could take in over 500 players with Disabilities, fully accessible to all categories of Disabilities

Meals were served in the Dining Hall on the ground floor of the Hotel building, in buffet style for all breakfast, lunch and dinner. Throughout the competition period, no port was served. Yet, there were special request for halal food from Kuwait and Kuwaiti players later got used to the food.



Front CASPD building



Lobby



Dining area

13. Wi-Fi Service

Free Wi-Fi was provided in the lobby of Hotel. This was also provided in the Competition Hall for officials. However, the signal in the Hall was too weak and most of us had to spend more time working on internet.

14. Transportation and Pick Up

Distance from Airport to CASPD is only some 25 minutes by bus and there were sufficient buses and vans, with wheelchair accessible facilities were used.

However, there were some pick up problems. Some teams had to wait for too long at the airport, probably due to delay of some teams as teams were grouped together in one bus. Some individuals were unable to find the pick up person from CASPD



15. Ceremonies

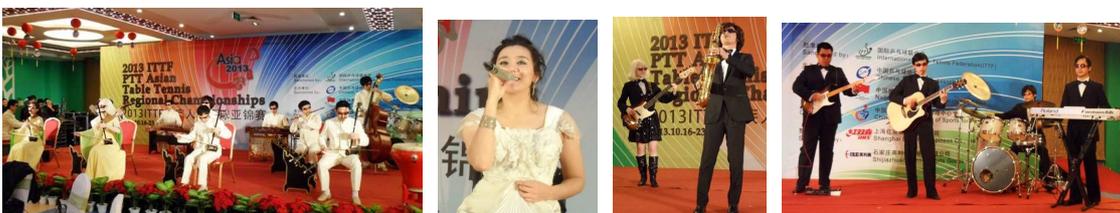
No Opening ceremony was organized and instead, a welcoming dinner was arranged for all Team Managers together with the Technical officials, classifiers and key officials of the Organizing Committee.

Medal ceremonies for Singles events were held before noon on the Day 3 of Competition, on 21st October in the Arena;



Medal ceremonies for Team events took place in the early afternoon on Day 5. Ceremonies were all with raising of national flags of medalists and playing national anthems of the Champions.

The **Farewell Dinner Reception** was held in the banquet hall, on the 1st floor of an adjacent building to the Hotel. The lifts there were small and slow, all wheelchair players were asked to be there earlier, in order that they were there in time for the dinner reception. Performance by the blind persons group was professional. The performance was mainly music, both Chinese and Western, and with singing as well.



16. Code of Conduct Document

As requested all who attended the Championships, including players, team and competition officials as well as those from overseas would need to sign the Code of Conduct before the Championships commenced.

Some of the players had signed the Code already in previous PTT Tournaments and only 44 out of 159 were asked to sign.

We had a total of 151 copies of Code of Conduct signed.

17. Passport Copies for some Players

This was another request from ITTF and accordingly copies of 29 players' passports were scanned and forwarded to ITTF on 19th October.

18. Expenditure borne by the Organizer

Air tickets for overseas Officials, the TD, Referees and Classifiers were arranged by the Organizer direct; that of the Deputy TD was purchased by her own and reimbursed by the Organizer.

Daily allowance of Euro 15 per person per day were given to all international technical officials and classifiers according to the ITTF regulations;

Participation Form was signed by the TD and the Organizer, and was forwarded to ITTF PTT Office by fax.

19. Insurance and Liability

Insurance coverage for all international officials were arranged by the Organizer. All teams had covered their own medical and accident insurance during their stay in China.

20. Questionnaire & General Evaluation

There is an e-questionnaire in the ITTF PTT website and teams were told that they could use it to register their ratings and views, and send it direct to ITTF office.

To facilitate the improvement of the Championships teams were each given a hard copy of the Questionnaire for their evaluation.

By the afternoon of Day 5, 10 returns were received and the Organizer was given a set of the returns and hope this would help them with better preparation for the World Championships in 2014.

The findings were on the attached to this Evaluation TD Report.

In general, some adverse comments were noted in the areas of Wi-Fi (only in lobby and also weak); Meals (not enough variety, too salty and refill slow, Halal food be considered); Transport between Hotel and Subway be more regular; and Medical (no ice pack available).

Lack of staff who could speak English was also a weakness of the Organizer during the Championships.

2013 PTT ITTF ASIAN TABLE TENNIS REGIONAL CHAMPIONSHIPS

QUESTIONNAIRE

Respondent **Team Managers**

Team Leader ▼

2013PTT ITTF Asian Table Tennis Regional Championships

Beijing / China | RC ▼

Information

	Very Good	Good	Normal	Bad	Don't know N/A
Accreditation procedure	<input type="checkbox"/> 5	<input type="checkbox"/> 4	<input type="checkbox"/> 1	<input type="checkbox"/>	<input type="checkbox"/>
Prospectus / Web site	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 1	<input type="checkbox"/>	<input type="checkbox"/>
Timetable	<input type="checkbox"/> 7	<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/>	<input type="checkbox"/>
Internet services	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/>

Sport Hall

	Very good	Good	Normal	Bad	Don't know N/A
Flooring	<input type="checkbox"/> 8	<input type="checkbox"/> 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lighting	<input type="checkbox"/> 6	<input type="checkbox"/> 4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Heating / Air Condition	<input type="checkbox"/> 3	<input type="checkbox"/> 5	<input type="checkbox"/> 2	<input type="checkbox"/>	<input type="checkbox"/>
Cleanliness	<input type="checkbox"/> 4	<input type="checkbox"/> 6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accessible toilets	<input type="checkbox"/> 7	<input type="checkbox"/> 3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Very good	Good	Normal	Bad	Don't know N/A
Meals	3	4	1		2
Practice hall	5	4	1		
Changing rooms	1	6	1		3
Massage room	3	5			2
Gluing room	1	6			2
Award ceremony	5	5			
Farewell party	4	2	2		

Hotel name

Hotel in the China Administration of Sports for Persons with Disabilities

	Very good	Good	Normal	Bad	Don't know N/A
Accommodation	4	6			
Accessibility - Room	6	4			
Accessibility - Bathroom	4	5	1		
Meals	3	4	2	1	

Staff

Very good Good Normal Bad Don't know | N/A

	Very good	Good	Normal	Bad	Don't know N/A
Referees	<input type="checkbox"/> 8	<input type="checkbox"/> 1	<input type="checkbox"/> 1	<input type="checkbox"/>	<input type="checkbox"/>
Technical delegate	<input type="checkbox"/> 9	<input type="checkbox"/> 1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Classifiers	<input type="checkbox"/> 7	<input type="checkbox"/> 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 1
Racket controllers	<input type="checkbox"/> 3	<input type="checkbox"/> 3	<input type="checkbox"/> 3	<input type="checkbox"/> 1	<input type="checkbox"/>
Secretarial staff	<input type="checkbox"/> 5	<input type="checkbox"/> 4	<input type="checkbox"/> 1	<input type="checkbox"/>	<input type="checkbox"/>
Medical Service	<input type="checkbox"/> 4	<input type="checkbox"/> 4	<input type="checkbox"/> 1	<input type="checkbox"/>	<input type="checkbox"/>
Ball-boys	<input type="checkbox"/> 4	<input type="checkbox"/> 4	<input type="checkbox"/> 1	<input type="checkbox"/> 1	<input type="checkbox"/>
Voluntary	<input type="checkbox"/> 6	<input type="checkbox"/> 3	<input type="checkbox"/> 1	<input type="checkbox"/>	<input type="checkbox"/>

Transport

	Very good	Good	Normal	Bad	Don't know N/A
Transfer Airport / Hotel	<input type="checkbox"/> 3	<input type="checkbox"/> 5	<input type="checkbox"/> 2	<input type="checkbox"/>	<input type="checkbox"/>
Transfer Hotel / Sport Hall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

REMARKS AND SUGGESTIONS:

1. Wi-Fi needed to be provided and strengthened;
2. Meals with more variety and Halal food be considered for Muslim teams;
3. Ice pack be provided for players in need;
4. Transport be provided between Hotel and nearby subway station; and
5. More staff be able to speak English.

21. General Information of Beijing

It was worth to note some of the General Information for readers as Beijing will host the World Championships in September 2014;

Beijing - Capital City of the People's Republic of China;

Climate - September is the best month of the year, temperature in C ranges from 15-26; average humidity is 68% while average rainy day 8;

Language -Mandarin is the official language

Currency - Renminbi (RMB) or Yuan, approximately 1USD = RMB6.12 ;

Euro 1= RMB8.27

An ATM machine is in the Hotel, yet only for RMB. A daily currency exchange is usually provided daily;

Voltage - 220v, 50Hz (110v/220v power is provided in Hotel);

Time - Beijing Time (China Standard Time) UTC + 8;

International Regional Code - +86 10 (Beijing);

Passport & Visa - Foreigners invited to Beijing for business, lecture, research, scientific or cultural exchange, short-term advanced studies and practice, should hold an F visa. You need to provide personal particulars to the Organizer for issuance of an invitation letter for the application. For details please refer to the Division of Exit-Entry Administration of Beijing Municipal Public Security.

Prepared by Silas CHIANG, TD and Christina CHEE, Deputy TD

Date : 2ndth November, 2013