

IWAS Wheelchair Fencing World Cup Operational Requirements for LOCs						
<b>Flights, Board, Accommodation, Transport</b>						
Item	Detail	Costs Responsibility	Number	Intended for	number of days required	Notes
Official IWAS Representative President or CEO	Fight, Accommodation, board, local transport	LOC	1	<b>IWAS Representative</b> (IWAS appointed)	1 day prior to competition to end of competition departure date.	IWAS Rep must be available for a complete day prior to the competition whenever possible.
IWAS Secretariat	Fight, Accommodation, board, local transport	LOC	1	IWAS Secretariat (IWAS Appointed)	As above	
IWAS IWF Representative Chairman or Secretary General	Fight, Accommodation, board, local transport	LOC	1	<b>IWAS WF Representative</b> (IWAS appointed)	1 day prior to competition to end of competition departure date.	IWAS Rep must be available for a complete day prior to the competition for checking all schedules, equipment and guests.
IWAS WF Technical Officials	Fight, Accommodation, board, local transport	LOC	1	<b>Technical Delegate (TD)</b> (IWAS appointed)	1 full day prior to competition, to end of competition departure date.	TD will also act as President of the DT. (1)
	Fight, Accommodation, board, local transport	LOC	1	<b>Referee Commission Representative</b> (IWAS appointed)	1 full day prior to competition, to end of competition departure date.	Ref Commission Rep. will also act as second member of DT (2)
	Fight, Accommodation, board, local transport 1 for LOC nominated person only, if others have dual roles as listed	LOC	3 (1)	<b>Directoire Technique (DT)</b> 1, TD 2, Referee Commission rep 3, Person proposed by LOC	members 1. and 2. listed as above, having dual function. 3. 1 day prior to competition to end of competition.	
	Fight, Accommodation, board, local transport	LOC	2	<b>IWF Classifiers</b> (IWAS appointed)	1 full day prior to classification day at competition, to end of competition departure date.	
	Flights, Accommodation, board, and local transport.	LOC	1	<b>IWF Intentional Referee</b> (IWAS appointed)	1 day prior to competition, to end of competition departure date.	
	Accommodation, board, airport transfers and local transport	LOC (Flights- IWAS)	1	<b>IWF SEMI Commission Representative</b> (IWAS appointed)	1-2 day prior to competition, to end of competition departure date.	
	Accommodation, board, airport transfers and local transport <b>(Rights provided by Nations)</b>	LOC	minimum 23 or as required see note below #	<b>International Referees provided by Participating nations</b>	DT Briefing and Competition days	<b>LOC to ensure that sufficient referees of each weapon are available to run the competition to a World Cup level.</b>
	Accommodation and Board, (any flights provided by LOC)	LOC	as required to ensure smooth running of competition minimums 8, 15	<b>National Referees (IWAS licenced)</b>	DT Briefing and Competition days	<b>LOC to ensure that sufficient referees of each weapon are available to run the competition at a World Cup level.</b>
IWAS Personnel	Accommodation, board, airport transfers and local transport	LOC (Flights- IWAS)	1	<b>IWAS Communications Appointee or Media Team Member</b>	1 day prior to competition, to end of competition departure date.	
	Accommodation, board, airport transfers and local transport	LOC (Flights- IWAS)	1	<b>IWAS Appointed Photographer</b>	1 day prior to competition, to end of competition departure date.	
<b>Referees and Officials Per Diem</b>						
Item	Detail	Costs Responsibility	Number	Intended for	number of days	
Per Diem	€50 per day for the duration of required stay plus 2 travel days.	LOC *other 2 members of DT already included	6	1 TD 1 DT (LOC appointee only)* 1 referee Commission 1 IWAS Referees 2 IWAS classifiers	€50 per day for the duration of required stay plus 2 travel days.	
<b>Communication and Spaces in the Competition Venue</b>						
Item	Detail	Costs Responsibility	Number	Intended for	number of days	
Mobile Phones/SIM	Mobile telephones or telephone SIM cards	LOC	TBC	As agreed with IWAS when necessary	competition days	
Wifi/Internet Access	Wifi/ Internet access	LOC	3	IWAS WF Secretariat Classifiers (T)/DT	competition days plus classification/preparation days	
Printer/photocopier scanner	available in appropriate rooms of venue.	LOC	3	IWAS secretariat Classifier room TD/DT	competition days plus classification/preparation days	
Classifiers requirements	Room for Classification at competition venue, containing examination bench, table and 4 chairs, Fencing frame for wheelchair stabilisation. Printer with internet, WiFi	LOC	1	Classifiers	competition days plus classification/preparation days	
Office Space/ Designated Area	Area for IWAS/IWAS Secretariat 2 table, 4 chairs, printer/scanner	LOC	1 room/area	IWAS/IWAS Secretariat/Media	competition days plus any preparation days.	
<b>TECHNICAL EQUIPMENT</b>						
Item	Detail	Costs Responsibility	Number	Intended for	number of days	
Fencing Frames/ Metal Pistes	Approved competition frames and suitable pistes	LOC	World Cup minimum 16 piste plus min 8 plus 1/2 in classification room/s	Competition (minimum 16) and training areas (minimum 8) classification room/s	competition days classification day plus competition days if required.	The number will depend on the actual number of fencers present and competition scheduling.

<b>OTHER</b>						
Item	Detail	Costs Responsibility	Number	Intended for	number of days	
Medals	Design approved by IWAS. Individual set is 2 bronze, 1 silver, 1 gold.	LOC	to cover all events	Individual: 1 set per weapon per male/female. Teams: 4 gold, 4 silver 4 bronze		Numbers dependant on competition schedule of events.
Volunteers	Volunteers needed for transport, competition venue, pistes, call room, chaperone etc.	LOC	sufficient for comp.	2 volunteers per piste. Others as required	competition days plus classification/preparation days	
Progress report	communications with IWAS to ensure successful competition.	LOC				continual updates as required.
Online entry systems	Entry and Registration/accreditation bookings must be made via the IWAS IMS. Entries for the competition events must be made through the Ophardt System, or other competition software as agreed by IWAS. Where another system is used, results must be sent to Ophardt daily. Accommodation arrangements and travel details must be made directly with the LOC. IWAS must be notified of all entries.					
Refreshments	Free drinking water must be available to all athletes and staff during the competition. Access to other refreshments is also recommended.					
Communication during competition	Notice boards at competition and hotel. Pigeon holes for Nations hard copies. TV monitors are preferred for Results and competition progress.					

Notes for number of referees required

# Referees:  
World Cups:

- The Referee Commission will appoint at least one international referees. The IWAS appointed referee's flights, local transportation, board, lodging and per diem is paid by the organising committee.
- Nations must provide IWAS licenced Referees in accordance with the quota of their athletes attending the competition.
- The number of IWF A or B Grade referees (cf. 1.35) that must accompany teams to World Cup competitions is:  
1-3 fencers No obligation to provide a referee  
4-7 fencers One referee  
8 or more fencers Two referees
- Should a national federation not bring the required number of referees; it will be charged a fine of 1000 Euro per missing referee. This fine must be paid by the delegation to IWAS directly, who will reimburse the LOC for travel costs to provide a replacement Referee. If a national federation does not pay this fine, it must reduce the participation of its fencers in conformity with the quotas. The Supervisor must ensure the proper application of this.