

Guideline for the control day(s) For Team Delegations

Documents

Before the event the Team Manager is responsible for sending the following documents to the listed recipients:

Document(s)	Send to	Remarks
Final list	Technical Delegate and Jury	The final list can be handed over latest at the Document checkpoint. It is advised, as much as possible, to anticipate this by email.
Code of Conduct	Technical Delegate and Jury	Signed by the complete team delegation: team management, players, team assistants, etcetera
Classification Consent Form	Classifiers	Signed by all players, also the players who don't need to go through the classification process.
Medical Diagnostic Form	Classifiers latest 6 weeks before the competition	For all players who need to go through the classification process.
Medical Review Request Form	Classifiers latest 12 weeks before the competition	For the players who need to file a Medical Review Request (Section A art.31 of the IPCH Classification Manual)

Technical Delegate: competition@powerchairhockey.org
 Jury: jurymembers@powerchairhockey.org
 Classifiers: classification@powerchairhockey.org

Documents checkpoint - Jury Members

At the documents checkpoint the Jury will check the nationality of each player.

All players need to go through the Document Checkpoint.

Please follow the following procedure:

- A. The Team Manager goes to the Document Checkpoint first. The Jury will check the following:
 - a. Final List
 - b. Signed Code of Conduct by the complete Team Delegation
If needed, these documents have to be completed at the checkpoint
- B. The Jury will check in the order of the Final List all players:
 - a. Identity (photo and name on identification)
 - b. Nationality/citizenship
 - c. Date of birth
 - d. Player number
- C. The Jury will check if the Classification Documents have been sent in correctly and eventually can ask for signing the Classification Consent Form if this has not been sent in before.

Only after finishing the Jury Checkpoint, players can go through Classification and/or Equipment Control.

Classification

Classification Sessions will be conducted according to the rules of the Classification Manual and as schedules for the event/competition.

The Classification Manual is available on www.powerchairhockey.org.

Team Managers will receive information about the classification schedule of their teams by email from the Technical Delegates.

Equipment Control

The equipment control is voluntary, but highly recommended. It reduces the risk of not being allowed to play.

Each team will be entitled a slot of 30 min for the Equipment Controls normally following their training to ensure the engines are still warm when checking the speed.

At the Equipment Checkpoint, the Referees will check the players equipment (sticks, powerchair, jersey, etc.), player by player. The Jury will perform a speed control, with the possibility of a second speed control after making changes to the powerchair.

Each player is welcome to come to the equipment control during the time slot assigned for the team equipment control, following the rules about the number of equipment pieces.



Equipment control will end if there have been no new players showing up for checking within 15 minutes of the start of the last check.

The equipment control will always end at the end of the time slot for the team.

- A. A player can come to the equipment control, accompanied by a maximum of 2 assistants within the team delegation members .
- B. It's the Team's responsibility that all equipment is in order for the matches.
- C. The player can take all the playing equipment he/she wants to have checked to the control: T-stick(s), handstick(s), powerchair(s), number plate(s), jerseys and reserve jerseys.
- D. All equipment of the player could be checked – also extra powerchair (maximum of 3 playing sticks per player at a time – extra sticks can be checked in the recheck time or above agreement with the Chief Referee).
- E. If certain equipment isn't approved the team will have time, during the official scheduled control session of the team, to repair equipment and to have it rechecked.
- F. The Teams need to find a place to fix equipment. It's not allowed to fix the equipment in the Control space/room.
- G. In case the equipment can't be rechecked in the scheduled session, the Team Manager can make an appointment with the Chief Referee and/or the Chief Jury for another moment.
- H. If during the tournament a player wants to have more equipment checked, an arrangement can be made by the Team Manager and the Chief Referee or the Chief Jury.

The Jury will register all speed measurements of all players tested as a reference for the observation of speed during the matches. The Jury will give the Team Manager and/or Coach advice based on the measurements. The measured speed during the equipment control will not lead to sanctions and/or suspensions.



Note on Radio Equipment and Microphone with Loudspeaker

In special circumstances players and coaches are allowed to use a loudspeaker to enhance communication.

There are strict rules regarding the use of radio equipment and microphone with loudspeaker during the game. Please read carefully and follow the instructions

- Players and coaches are allowed to use a loudspeaker with a microphone to communicate with their teammates and opponents, if required by their physical condition.
- Players and coaches are not allowed to use a radio headset or any other device that enables wireless communication. This is considered illegal equipment and will result in disqualification.
- The loudspeaker and microphone should be installed securely and must not pose any risk to players or match officials.
- All participants should use the loudspeaker responsibly and not cause excessive noise or disturbance. The loudspeaker should not interfere with the game officials, the announcer, or the spectators.