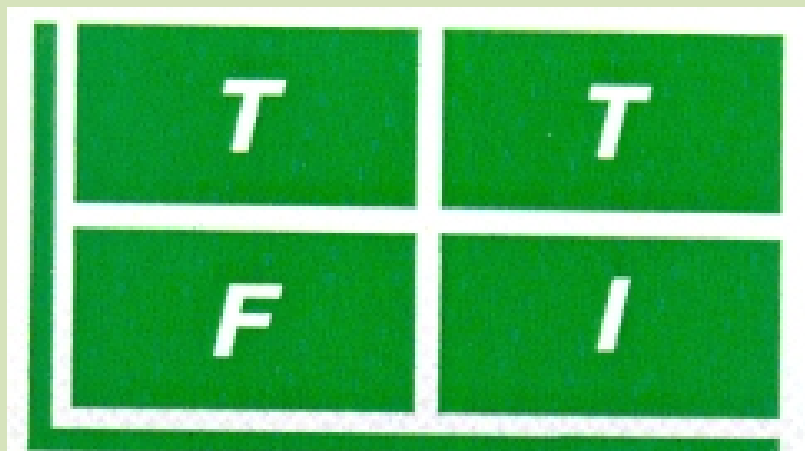


***ALL INDIA INTER
INSTITUTIONAL TABLE
TENNIS CHAMPIONSHIPS
2013***

DIRECTIVES



ALL INDIA INTER INSTITUTIONAL TABLE TENNIS CHAMPIONSHIPS

All India Inter Institutional Championships is one of the important events of the Federation and the guidelines/Directives should be followed scrupulously.

1. NOMINATION OF AN ORGANISING SECRETARY

The Organising committee obligation starts from the moment the Championships is allotted to the respective State Association. You must nominate a responsible person as the Organising Secretary, who will be the key person for all contacts of the Federation/TTFI Competition Manager. He is responsible for all communications, at the same time to give updated reports to the Federation.

2. INVITATION

The invitation of the Championship should be prepared in two documents. The one will be the Prospectus, which will contain all necessary information of the Championships and the second one is the Entry Form. The State associations/Institutions who are organizing this Championship should give all the relevant details in the TTFI template document and submitted to the Secretary General, TTFI.

We emphasize on the organizers to respect the deadline for prospectus and to pay special attention to the basic communication requirement included in the document

In case of any questions, Please contact, The Secretary General, TTFI. Mobile: 9810076109, E – Mail:- tffi@tffi.org / tffi@vsnl.com

Please note that the following items are mandatory to be included in the Prospectus

- Organiser
- Organising Secretary name and contact details
- Referee's Name (to be nominated by TTFI)
- Press Co-ordinator name and contact details
- TTFI Competition Manager (to be nominated by TTFI)
- Venue
- Events
- System of play for all events, included in the Championships
- Schedule of Draws
- Equipment

- Prize Money
- Accommodation Details
- Entry Cancellation Policy
- Equipment supplier Logo

3. SYSTEM OF PLAY

The Championship will include the following events (mandatory)

- i. Men's Team
- ii. Women's Team
- iii. Youth Boys Team
- iv. Youth Girls Team
- v. Men's Singles
- vi. Women's Singles
- vii. Men's Doubles
- viii. Women's Doubles
- ix. Mixed Doubles

TEAM EVENTS

The Team Events will be conducted in Two Stages

Stage I All the Teams shall be divided into four or more groups i.e A,B,C ,D etc and shall play in round robin league basis. The top two teams from each Group qualify to the Second Stage.

Stage II The draw will be taken out as follows for the Stage II as follows.

In the Stage II the winner of Group A and B will be placed in draw position 1 and 8/16, the winner of Group C and D will draw between position 4/8 and 5/9 . The runners up will be drawn in remaining places in opposite halves from the Winners of the same Groups.

Team Match System

- 1) A Team shall consist of 3 players
- 2) The order of play shall be A v/s X, B v/s Y, C v/s Z, A v/s Y, B v/s X
- 3) All matches in the Team Championship shall be played best of 5 games

SINGLES EVENTS

The Competition in all events will be played in two stages defined as First Stage and Main Draw

In the First Stage participants will be divided generally in Groups of 4 or 3 players with priority given to groups of 4 players.

One Player will advance from each group to the Main Draw

The higher 10 ranked Players taking part in the Event will advance directly to the Main Draw. The TTFI Competition Manager/Technical Delegate is the sole responsible person for all matters concerning the system of play.

Competition in the First Stage for all events will be best of 5 games.

Men's and Women's Singles events will be played best of seven games throughout the main draw.

All Doubles events shall be played best of five games on a knock out System

The top two teams in Men and Women will qualify to participate in the senior National Championships

The team finishing first in Youth Boys team and Youth Girls Team will qualify to participate in the Youth National Championships, in the respective team event.

4. DRAWS

The Draw for the first stage of all events will be made one or two days prior to the start of the Championship

Preferably the printed information shall be circulated before 19:00 hrs on the previous day of the commencement of the Championships. The Technical Committee will conduct the draw.

5. DURATION OF THE CHAMPIONSHIPS

The Championships shall be conducted in 6 Days

6. PLAYING FACILITIES

The minimum number of tables required for the Championship will be 10 to 12 or even more tables depending upon the entries.

A practice facility is desired, and if not in the same sport hall then it should be within walking distance. There should be a minimum of 6 practice tables, providing the similar conditions like in the Playing hall. Players directly qualified on the Main Draw should have the possibility of practicing on the competition tables before they start to play

A "Centre Court" concept should be established starting from the Main Draw. TTFI reserves the right for advertisement in 10 barricades in Centre Court. The Equipment supplier shall have the right of advertisement up to 30 % of the total surrounds in all Tables.

The flooring should be Synthetic

The lighting should be uniform and should have an intensity of at least 750 Lux spread uniformly.

Please note that Federation will inform regarding the brand of Equipments to be used for the Championships. Federation will arrange for the equipments; however the transportation costs of the equipments have to be borne by the organizers. Federation will also provide tournament balls on cost.

7. ENTRIES

- Every Institution/Association shall be permitted to send maximum entries as per its entitlement in terms of Regulation of National Championship in Men and Women.
- All affiliated (who are not in arrears) Institutions shall be eligible to enter One team each in Men's, Women's, Youth Boys (according to the age restrictions), Youth Girls (according to age restrictions) Team Championships.
- Each Team should pay an entry fee of Rs.5000/- each per team event to the federation alongwith the entry form. Entry fees of Rs.500/- per head per event will be charged for the open events from such of those players who are not members of the team (as per the quota allotted to each team). Such entry fees should be paid with the Entries. Entry fee for team event will go to TTFI, however, entry fee for individual event will be given to host association. The fee for Extra Entry is Rs.2000/- per player per event . The extra entry fee would be shared on 50-50 basis between TTFI & Organisers.
- All the Players representing the Institution should be regular employees/Contract base/tenure base/ scholarship of their respective Institution, which they represent.
- Each Team shall consist of maximum 5 and minimum of 3 players in Men's and Women's Team , maximum 5 players and minimum 3 in Youth Boys and Youth Girls Team
- All States & Institutions can send maximum of two entries in Men's Doubles, two entries in Women's Doubles & 4 entries in Mixed Doubles.
- TTFI will have 10 wild card entries in all categories.

8. MATCH OFFICIALS

One Competition Manager, One Referee, Two Deputy Referees and Two Blue Badge umpires will be nominated by TTFI. At least 8 International Umpires should be available. There should be a minimum of 20 outstation (International) umpires. The Match Officials shall be paid TA/DA as per TTFI Guidelines. They should be provided with good accommodation. Single occupancy room should be provided to the Competition Manager and Chief Referee.

9. TTFI Competition Manager

The appointed TTFI Competition Manager is responsible for implementing the guidelines adopted by TTFI and philosophy on how to run the National Ranking Tournaments.

His responsibilities are defined as follows:

He is the official representative of TTFI and has the final authority (subject to the approval of Secretary General, TTFI) in all matters relating to the agreement. In case of disputes, the competition manager may overrule the Referee. However, in matters regarding the interpretation of the rules and racket control outcome, the Referee's decision is final.

The TTFI Competition Manager will work closely with the Referee in the tournament in all "technical matters of the event such as:

- Entries, eligibility, seeding and draw
- Time Schedule (in both structure and detail)
- Allocation of matches by tables for each round
- Advertisement banners
- Exposure of sponsors of TTFI

The host association will provide free hospitality in a good hotel with a secure internet connection to the TTFI Competition Manager, who will arrive 2 days before the start of the event. Internet access has to be provided free of charge in both the sport hall and the hotel to the TTFI Competition Manager

10. MEDICAL SERVICES

The Organisers have to provide minimum medical service to the players including a Doctor and a physiotherapist. First aid medical services must be provided. In addition, access to a medical service for serious injuries or illness should be available and all participants should know the name and location of the person, in the Venue, to refer to in case of a medical emergency. Preferably these should be published in the official notice board.

11. ACCOMMODATION & TERMS MONEY

Participating Institutions will make their own arrangements for boarding and lodging for their team members. However the host Institution/Association will pay the terms money to top Ten Ranked players *if they are not* member of the Institution team among Men & Women @ of Rs.900/ per day in "A" Class cities and Rs.700/- in other cities provided these players are not getting any TA/ DA from their Institution

The Local Ranked players will be paid Rs.500/- per day in "A" Class cities and Rs.400/- in other Cities

12. INCIDENTAL CHARGES

Incidental charges Rs.400/- if journey is less than 12 Hrs and Rs. 450/- if journey is less than 24 Hrs and Rs. 500/- if journey is more than 24 Hrs will have to be paid to each of the first 10 Ranked players in Men, Women, covering travel expenses both ways.

13. PRIZE MONEY

Position	Men's Singles	Women's Singles
Winner	75000	58000
Runner Up	37500	29000
LSF each	18750x2	14500x2
LQF each	9350x4	7250x4
TOTAL	187400	145000

Total Prize Money: Rs. 3,32,400/-

14. ROYALTY MONEY

Host Association / Institution will have to pay Royalty Money of **Rs.50,000/-** to TTFI.

15. ANCILLARY SERVICES

Changing Rooms for Men and Women should be available in the sport hall with proper toilet facilities.

16. PLAYERS' LOUNGE

A Player's Lounge for players and coaches is recommended. Water must be provided free.

17. COMMUNICATION

It is essential to have good communication between the organizers and the Competition Manager/TTFI before, during and after the tournament. Before the tournament, the organizers should inform the Competition Manager with regard to the entries received and also sending the full entry list as received by them. This will help to publish the entry list in the web site of TTFI at least 72 hours after the dead line for entries and also in preparation of the tentative time schedule for the tournament.

18. MEDIA

It is the general policy of the federation to give maximum publicity to TTFI sanctioned events. For that purpose a member of the Organising Committee should be nominated as a Press Officer and communicate with TTFI in advance to provide regular information and during the event by assisting the TTFI web manager. As far as possible free internet access should be provided to the TTFI web manager, who will arrive one day before the commencement of the tournament. The Organisers should also arrange for a photographer throughout the tournament so that the action photos of the players could be taken and published in the web.

However if the budget permits host should go for live TV coverage to give boost to popularity of Table Tennis. If the organizers wish to have Doordarshan Coverage, (the required fee to be remitted by the hosts) on all days or for the finals, they should take up with federation at least 4 months prior to the Championship. Federation will in turn submit the application and get the sanction for coverage, but whatever costs are involved for the coverage, it has to be borne by the organizers.

19. General

- The Prospectus and entry forms should be send at least 2 months prior to the commencement of the Championships to
 - (i) All Associations & Institutions
 - (ii) Federation office, New Delhi (6 copies)
 - (iii) To All Ranked Players
 - (iv) Member, Selection Committee
 - (v) Members, Technical Committee
 - (vi) Members, Classification Committee
 - (vii) Competition Manager

- The Competition Manager/Chief Referee and the host association shall send to the Federation, Members of the Classification Committee, Chairman, and Technical Committee the following details within 7 days of the conclusion of the Championships.
 - (i) Certified Copies of the Draw for all events
 - (ii) List of Ranked/Classified players who participated in the Tournament
 - (iii) List of Outstation Players who participated in the Tournament
 - (iv) Details of the Results of all events
 - (v) Any other information in the opinion of the host Institution/Association/Competition Manager/Chief Referee should be brought to the notice of the Federation including details of instance of indiscipline and misconduct and performance of Umpires etc

- The Organisers shall send the following to the Federation office, the following within 7 days of the conclusion of the Championships
 - (i) Five copies of the Invitation card of Inauguration and Closing Ceremonies
 - (ii) Photographs of Inauguration, Medal Ceremony, Closing ceremony, march past etc
 - (iii) Copy of the receipts obtained from players for having received the prize money
 - (iv) 2 blank copies of the participation/merit certificates issued to the players (marked as specimen)
 - (v) News Paper cuttings for all days

- Federation will send an observer, two months prior to the start of the Championships to inspect the arrangements, on spot verification for the purpose of confirmation of option to the organization and the later shall provide him II AC to and fro Railway fare, incidental expenses, free hospitality, local transport and all facilities for such inspection and discussion.

- Once the observer approves the venue and other facilities, the host association has to immediately remit the royalty amount of Rs.50000/, to the federation.

- The eligibility of TA/DA for Technical Officials will be as follows
 - (i) Competition Manager & Chief Referee Rs.8000/- towards pocket expenses for the tournament period plus 1st A/C rail fare for both ways. Airfare should be paid if journey is more than 1000 KM
 - (ii) Media Manager will be paid Rs.1000/- per day towards pocket expenses for the tournament period plus 2nd A/c rail fare.
 - (iii) The Web Manager will be paid Rs.600/- per day for the tournament days plus 3rd A/C rail fare.
 - (iv) Dy. Chief Referee Rs.7000/- Lump sum towards pocket money for the Tournament dates plus IInd AC Railway fare for both ways
 - (v) Assistant Referee, Racket Controller & Evaluators Rs. 6000/- Lump sum towards pocket money for the Tournament Dates plus 3rd A/C Railway Fare for both ways.
 - (vi) International Umpires Rs. 600/- per day, Plus 3rd A/C concessional Railway Fare for both ways

- (vii) National Umpires Rs. 500/- per day, plus 2nd Class Sleeper Railway Fare for both ways.
- TA & DA to Technical Committee and Chairman Classification Committee.
- (i) Chairman Technical Committee, Chairman Classification Committee Rs. 1200/- out of Pocket expenses per day plus 1st AC Railway fare for both ways, Journey expenses as per the National Terms
- (ii) Member, Technical Committee Rs. 1000/- per day towards pocket expenses and 1st AC Railway Fare for both ways.

Journey Expenses –

If the Journey is less than 12 hrs. – Rs.400/-

If the Journey is less than 24 hrs. – Rs.450/-

If the Journey is more than 24 hrs. – Rs.500/- (for both ways)

- (iii) All the Technical Officials will be provided free boarding & Lodging during the above mentioned championship one day before and one day after.
- The host Institution/association shall also free hospitality only to the members of the Senior Selection committee as well as the classification committee who may attend the Championships and also to observers nominated by the Federation
 - The Competition Manager/Referee Team should be provided with 4 computers and 3 laserjet Printers (of which one should have provision to scan documents). Internet access should be provided at the desk of CM/Referee at the Venue. A Heavy duty photocopier should be provided at the Referee's Room at the Venue.
 - The Host Institution/Association shall provide free hospitality to President, Secretary General, Hon. Treasurer of Table Tennis Federation of India and will reimburse the 1st AC Rail/Airfare, if they visit and they should also each be provided with a dedicated vehicle.
 - The Competition Manager/Referee team should be provided with a dedicated vehicle (at least to accommodate 5 to 6 persons) from the moment they reach the place till their departure after conclusion of the Championships.
 - **Equipments** : The brand of tables and balls to be used in the Championships shall be mentioned in the prospectus. Only TTFI approved tables and balls will be used and same shall be allotted by the Federation. No other tables and balls will be used. This should be strictly adhered to.
 - The host association should give sufficient space (free of Charge) to the equipment supplier and TTFI sponsorer i.e. Stag international to put their stall during the Championship. Similarly other equipment manufacturers registered with TTFI may also be given space for putting their stall, on nominal payment basis.
 - No entry will be accepted after the dead line. Those players who have send their entries and don't participate in the tournament, a penalty of 20 points will be deducted from their ranking points.

Directives

- All prize winners (1 to 4) in all categories must attend the Award Ceremony; otherwise their prize money will not be paid.
- These regulations are only authoritative regulations for Inter Institutional Championship. An alteration in any of these regulations during the year will be issued only by the Federation and will only serve as the valid documents for conduct of the championships
