



## INTERNATIONAL TABLE TENNIS COMMITTEE FOR DISABLED A Standing Committee of the International Paralympic Committee

### SPORTS ASSEMBLY EXECUTIVE COMMITTEE: 1/2003

Minutes of a meeting of the Table Tennis SAEC held on Saturday 11 and Sunday 12 January 2003 from 09h00 to 22h05 and 19h40 respectively at the IPC Headquarters, Bonn, Germany.

**PRESENT:** Christian Lillieroos (Chairperson), Raúl Calín, Linda Chen, Silas Chiang (departed 09h45 on 12 January 2003), Jiri Danek, Øivind Eriksen (departed 16h30 on 12 January 2003), Aart Kruimer (departed 10h00 on 12 January 2003), Hong-Jae Lee (departed 15h30 on 12 January 2003), Leandro Olvech, Nico Verspeelt

**IN ATTENDANCE:** Alison Burchell (Secretary General), Sunny Ho

**APOLOGY:** Vincent Boury

**WELCOME:** in welcoming SAEC members to the meeting, the Chairperson noted that the work done was good although slow in order to take the correct decisions. Functioning subcommittees had been established to do the majority of the work. Language was probably a barrier to speed. It was also useful to meet outside of a tournament although it was expensive.

- 1. CONFIRMATION OF MINUTES:** of the meeting held on 11, 12, 17, 20 and 22 August 2002 in Taipei were confirmed and signed.
- 2. CHAIRPERSON'S REPORT:** the SAEC noted the report including:

2.1 Sports Council report: the meeting took place on 23 and 24 November 2002 in Paris:

- the membership of the Sports Council was representatives of the 24 sports (championship and independent), the technical officers of the six IPC regions and five IOSDs, the IPC Technical and Medical Officers with the IPC President and Secretary General also present;
- in the medical report, as a result of a meeting between IPC and INAS, it had been agreed that INAS currently had no accurate protest procedure or a sufficiently objective classification system in place;
- a deadline of the end of January 2003 had been set to correct these deficiencies and INAS had acknowledged that it may not be possible for its athletes to compete in Athens;
- thus the ITTC had postponed the final confirmation of its selection policy for 2004 to 15 February 2003;
- INAS had submitted its documents for the meeting with IPC to the Chairperson and Medical Officer;
- at the INAS Europe meeting, the INAS President had indicated that the forms used for eligibility and the system would not change until June 2003;
- from 1 March 2003, a new classification and doping manager would be employed in the IPC Headquarters;
- the IPC would be developing a centralised database for classification with an unique athlete identity number;
- reports from the organising committees of Athens and FESPIC were received with positive comments made about the organisation of the FESPIC Games;

- the budget of US\$15 000,00 allocated to ITTC was the same as 2002 and table tennis was included in group 2 along with equestrian, cycling, alpine skiing and cross-country, based on subjective criteria, while athletics, swimming and powerlifting received US\$23 to 25 000,00;
  - Paweł Zbieranowski and Chris Cohen had been elected to the Sports Council Management Committee;
  - the motion to consider the number of nations widely practising a sport as a criterion for grant allocations was not seconded;
  - both delegates attending a sports assembly would be able to vote although there would still only be one vote per nation or IOSD and this recommendation would now go to the IPC Executive for approval;
  - the motion to allocate the third of the capitation fee for development to the sport generating it was approved and would be considered by the IPC Executive;
  - the motion that the quorum for sports assemblies be 50% plus one of those present was approved but no proxy voting would be allowed. While this could be interpreted as entrenching the élite, all nations were invited to the assemblies.
- 2.2 marketing of and sponsorship for ITTC: the IPC was still working on a marketing policy although it was possible for the ITTC to have sport specific sponsors if they did not conflict with any IPC sponsors. All sponsorship agreements would have to go through the IPC as the ITTC is a standing committee of the IPC.
- 2.3 IPC concerns about the ITTC rules and regulations: there had been no response

The SAEC asked:

- a) the Chairperson to circulate his report to the Sports Council together with the minutes of the Sports Council meeting;
- b) Alison to discuss the rules and regulations with the IPC Director of Sport;
- c) Alison and the Chairperson to submit a formal protest about the 2003 budget allocation including the facts that ITTC had the most sanctioned events, had the best bid system, spent its grant fully, was complex, widely practised, included all disability groups, had a significant proportion of participating players classified, promoted women and the more severely disabled and generated much of its own income.

### **3. VICE-CHAIRPERSON'S REPORT:** the SAEC noted the report that:

- 3.1 liaison with ISMWSF: contact from Paweł Zbieranowski was still awaited but this was in process;
- 3.2 protocol and promotion: several awards or certificates should be implemented such as the host of a world or regional championships, best male and female players of the year, best contribution to the ITTC, the nation hosting the most events annually, SAEC members at the end of their term of office, fair play awards to be selected by the TD at factor 50+ events, the best umpire to be selected by the referee at factor 50+ events, a diploma for hosting a sanctioned event, lifetime achievement, players from developing countries.

The SAEC agreed to initiate the following awards, possibly on an interim basis until the IPC's awards system was discussed:

- i) the best male and female player, the fair play award and the best umpire at each regional championship;
- ii) the best male and female player, the fair play award and the best umpire at the world championships;
- iii) the best male and female player, the fair play award and the best umpire at the Paralympic Games.

The SAEC asked:

- a) Alison to check with the IPC whether there already existed any certificates e.g. for SAEC members;
- b) Alison to discuss with the IPC the implementation of an awards system;
- c) Linda to define the criteria for the approved awards by 31 March 2003;
- d) Linda to purchase the plaques and/or certificates for the approved awards by 31 March 2003;
- e) Linda to investigate gifts for the ITTC and golf shirts, possibly jackets for SAEC members;
- f) Vincent to review with Linda the process of selecting the best player to be nominated to the IPC for the Laureus Award.

#### **4. TREASURER'S REPORT:** the SAEC noted the report that:

4.1 collection of sanction and capitation fees by IPC: was ongoing but the statement from the IPC was not very informative and was currently incorrect as the capitation from Rome had not been received or provided for, the capitation received by Silas for the Irish Open and Alukor Cup had to be transferred to the IPC account

4.2 closure of the bank account in Hong Kong: an amount of US\$34 494,63 was held here and currently was held in a personal account and that this account was used by the IPC to transfer a “revolving fund” of US\$8 000,00 against the annual grant;

4.3 report on the 2002 budget: the ITTC spent the most of any sport in 2002 namely US\$21 539,89 of which US\$15 000,00 was covered by the IPC grant and the excess would be transferred from the ITTC capitation account;

4.4 proposed budget for 2003:

Actual income:		IPC grant	US\$ 15 000,00
		Hong Kong account	30 000,00
		Capitation 2002	20 000,00
Projected income		Capitation 2003	35 000,00
		Sanction fees 2003	<u>5 000,00</u>
Total income			<u>US\$ 109 000,00</u>
Expenditure:			
		Tournaments	US\$ 7 950,00
		Selection	1 500,00
		Medical	6 515,00
		Technical	3 388,00
		Americas	2 100,00
		Europe	1 300,00
		FESPIC	2 100,00
		Africa-Middle East	1 000,00
		Development	5 220,00
		Web hosting	130,00

Executive meetings	16 000,00
ITTF relations	2 000,00
Awards, protocol	1 000,00
Classification technology	3 500,00
Contingency	4 000,00
<b>Total</b>	<b><u>US\$ 57 663,00</u></b>

4.5 purposes for which IPC funding may be used: Alison would clarify this on 13 January 2003;

4.6 classification account: the classification seminar fee of US\$50,00 per participant was held in a personal account in Belgium and that the funds held could be transferred to the IPC annually together with the required paperwork and transferred back again on the same basis as the “revolving fund”;

The SAEC resolved to:

- a) ask the Tournament Officer not to sanction an event until the IPC Headquarters had confirmed that the sanction fee had been received and to copy Silas on this;
- b) condone the opening and continued operation of an ITTC account held in Hong Kong in the name of Silas Chiang but for the use of the revolving fund received from IPC Headquarters only in future;
- c) condone, for the time being, the opening and continued operation of an ITTC account held in Belgium in the name of Nico Verpseelt for classification;
- d) ask the Chairperson to repay US\$2 500,00 to the ITTC account in Hong Kong by 1 March 2003;
- e) ask Alison to discuss with the IPC Headquarters the information presented for the ITTC account it managed for the ITTC, the frequency the Treasurer would be updated (prefer monthly), the conditions for the continuation of the classification account, interest on funds kept in the IPC Headquarters, to get the IPC claim form and participant registration form put on the website, to get the information about payments against invoices for events held in 2002, to follow up a payment from the ITTC capitation account for Nico in August 2002 and the purposes for which the IPC grant could be used;
- f) Jiri to follow up with the EPC the payment for Øivind's travel and accommodation for a TD seminar and Raúl to find the details and forward them to Silas;
- g) Jiri to ensure that all appointed TDs complete and return the participant registration form to the IPC, copied to Silas, soon after the opening ceremony of any event so that an invoice could be issued by the IPC as soon as possible;
- h) Silas to transfer to the IPC account the amounts received from the Irish Open and Alukor Cup;
- i) Silas to prepare a reconciliation on the Hong Kong account and to transfer the funds, except the revolving fund of US\$8 000,00 received from the IPC as the ITTC grant, to the IPC account;
- j) pay the travel expenses of all SAEC members for this meeting only, except for Linda who had received a contribution from the Chinese Taipei sports authorities;
- k) approve the budget for 2003 as set out above.

## 5. SECRETARY GENERAL'S REPORT: the SAEC noted the report that:

5.1 communication: articles had been submitted for the ITTF magazine, IPC newsflash and Paralympian and deadlines for 2003 would be circulated in due course in order to increase the visibility of the ITTC. In relation to the website, the databases should be added this year in

cooperation with the IPC with the person's name, country but the contact details should not be included other than the SAEC member in charge;

5.2 administration: had been concentrated on agendas and minutes. At a meeting with members of the IPC Headquarters, it had been agreed that all communication with between the IPC and ITTC would be channeled through Alison;

5.3 multi-sport events including table tennis: this would be discussed on 13 January 2003 with the IPC Director of Sport to set out the responsibilities of the IPC, the regional IPC organisations and the IPC sports;

5.4 ISMWSF-ITTC agreement: the involvement in the refinement of the classification system for wheelchair players by ISMWSF was supported on the understanding that the ITTC would take the final decision and the amendment to 7.2 for ITTC and ISMWSF to agree on exceptions to the tournament regulations was supported.

The SAEC resolved to remove all the ranking points allocated on the basis of the Manchester 2002 Commonwealth Games and to approve the statement of cooperation with ISMWSF as amended.

The SAEC asked:

- a) Alison to contact Bernard Penaud about an article on the exhibition event to be held during the ITTF world championships in Paris in May 2003;
- b) Alison to focus on the regional championships during 2003 with assistance from the regional representatives;
- c) Alison to circulate all SAEC members' mobile numbers;
- d) Nico and Gaël to discuss the ITTC classification and ranking database respectively with the IPC;
- e) all members to contact Alison about possible articles and snippets of information as well as other useful information to be added to the website;
- f) Alison to discuss the problems experienced with the Commonwealth Games (TD, classification and results) and the approach to future multi-sports events with the IPC Director of Sport;
- g) Alison to contact Gaël to remove the ranking points allocated on the basis of the Commonwealth Games;
- h) Alison to contact ISMWSF about the statement of cooperation and the 2003 Games emphasising that the ITTC could not guarantee the best personnel if a daily allowance was not paid;
- i) Alison to put the names of all subcommittee members on the website.

## **6. ITTF-ITTC LIAISON REPORT:** the ITTF-ITTC Liaison is asked to present a report including:

6.1 incorporation of ITTC rules in the ITTF rules: this would be discussed during the proposed meeting to be held during the ITTF world championships;

6.2 ITTF umpires certification to include ITTC rules (motion for ITTF meeting during the world championships in Paris in 2003): this would be discussed during the proposed meeting to be held during the ITTF world championships;

6.3 cooperation on training coaches: this would be discussed during the proposed meeting to be held during the ITTF world championships;

6.4 further discussions on integration with ITTF, including a review of the ITTF constitution: this would be discussed during the proposed meeting to be held during the ITTF world championships noting that any final agreement would be between the ITTF and IPC;

6.5 demonstration event during the ITTF world championships: as there was not much detail available on this, Alison would find out from Bernard Penaud.

The SAEC asked:

- a) Øivind, Christian and Raúl to meet the ITTF during the ITTF world championships to be held in May 2003 in Paris;
- b) Raúl to make recommendations to Øivind about the rules, umpires and coaches training by the end of February 2003;
- c) Øivind to approach the ITTF as soon as possible about inviting the IPC President to the world championships.

**7. DEVELOPMENT OFFICER'S REPORT:** the SAEC noted that a report from the Development Officer would be forthcoming and that:

- 7.1 applications for funding from Olympic Foundation was outstanding;
- 7.2 funding from the EU was outstanding;
- 7.3 representative of Africa-Middle East and women would be discussed at the African-Middle East Championships;
- 7.4 regional representatives or their nominees should be members of this committee;
- 7.5 development at a national or grassroots level was essential;
- 7.6 an application should be submitted to the IPC to fund a coaches and classifiers conference.

**8. ATHLETE REPRESENTATIVE'S REPORT:** the SAEC deferred this report to the next meeting except:

- 8.1 database for athletes
- 8.2 "hall of fame": this had been transferred to the vice-chairperson;
- 8.3 athlete of the year for 2002: this would be addressed by the athlete representative and vice-chairperson;
- 8.4 promotional video: to be investigated in due course.

**9. TOURNAMENT OFFICER'S REPORT:** the SAEC noted the report that:

- 9.1 tournament information on the website:
  - application forms for factor 10 to 40 tournaments which should be signed and submitted by the relevant NPC;
  - the IPC bank account details for the payment of sanction and capitation fees;
  - the results forms;
  - information on hosting events, open and closed events and a pro forma first and second entry form for factor 10 to 30 would be developed soon;
  - database of TDs from Europe;
  - database of TDs from the Americas and FESPIC would be available soon.
- 9.2 TD handbook and education: this was in process;
- 9.3 transfer of the ITTC notebook computer: this had still not happened;
- 9.4 recommendation to IPC on host for the 2006 World Championships: a site visit to Montreux had taken place but the bid documents from Bilbao had not yet been submitted as the Spanish

Paralympic Committee still had to get permission from the national sports authorities to submit the bid;

9.5 progress on regional championships in 2003: all was in process and the application form from Jordan to host the African-Middle East Championships and the signed form from FESPIC were outstanding;

9.6 World Singles Cup in France: all was going well, the capitation fees would be paid either by the organisers or by the participants and Nico would do the selections with four men and four women alternates;

9.7 inclusion of doubles in regional tournaments: this would be discussed by the Tournament Committee;

9.8 the application form for the World Wheelchair Games had to be submitted for factor 20 with a site visit to take place before 25 February 2003 although the form had already been submitted to Øivind in Taipei, Stephen Lee should discuss the venue with the organisers and ISMWSF had suggested to the IPC that blanket sanction be approved by the IPC with no answer.

The SAEC resolved to:

- a) release the Chairperson as TD for the Paralympic Games to play the role of chairperson and enhance the visibility of the ITTC;
- b) appoint Øivind Eriksen as TD, Nico Verspeelt and Leandro Olvech as deputy TDs;
- c) amend the tournament regulations such that for:
  - i) the Paralympic Games and World Championships, the SAEC would appoint one TD and two deputy TDs;
  - ii) regional championships to appoint one TD and one deputy TD for less than 300 players and one TD and two deputy TDs for more than 300 players;
- d) advertise on the website for TD candidates, particularly women;
- e) recommend to the IPC that the bid deadline for the 2006 world championships not be extended;
- f) recommend to the IPC that it negotiate with the Montreux bid committee about having eight days of competition, hosting a test event in 2005, ensuring that there were no parking fees, about getting sponsorship to reduce the entry fees of US\$80,00 per person per day and specifying the spectator capacity for each competition hall;
- g) amend the tournament regulations to correlate the bid deadlines for a world championship with that of the IPC Handbook that bids should be submitted at least four years before the world championships with the IPC making a final decision within six months of receiving the bid.

The SAEC asked:

- i) Alison to communicate the recommended appointments as TD and deputy TDs to the IPC;
- ii) Christian to make Aksel Beckmann to bring the laptop to Paris to give to the Czech team for Jiri;
- iii) all to comment on the draft sports technical cooperative agreement to Alison before the end of the meeting;
- iv) Jiri to follow up on the application form for the African-Middle East Championships and the signed application form for the FESPIC Championships;
- v) Jiri to amend the application forms to require the NPC to sign;
- vi) Jiri to send the application form to ISMWSF again;
- vii) Jiri to consider the offer of competition management software from Israel.

## **10. TECHNICAL OFFICER'S REPORT:** the SAEC noted the report that:

- 10.1 updated handbook: Delano Lai Fatt had agreed to coordinate this so that the final draft would be circulated by 15 February 2003 for comment and the rules would be on the website by 1 March 2003. They would include a classification section;
- 10.2 translation of the handbook: this would be done once the final version was available into Russian, Chinese, Spanish and Arabic but the English version would take precedence. The translated versions could be downloaded from the website as only the English version would be printed and distributed;
- 10.3 database for referees and umpires: this would be put on the website by 1 April 2003 and sent to Alison for onward transmission to the IPC;
- 10.4 ITTC approved equipment for the website: a statement to the effect that all ITTF approved equipment was approved by the ITTC would be put on the website;
- 10.5 education seminars, format and teaching resources (including videos): a short section on classification would be included in future in umpires' seminars;
- 10.6 composition of committee to include an ITTF representative, handbook coordinator: Raúl would investigate an appointed ITTF representative with the ITTF in May 2003. The regional representatives should nominate a representative to this committee;
- 10.7 coaches' handbook, certification: this should fall under the development committee with a request that resources be developed and liaison take place with the ITTF;
- 10.8 database for coaches: this should fall under the development committee;
- 10.9 referee education: this should be investigated with the ITTF.

The SAEC asked:

- a) Alison to coordinate the printing and distribution of the rules and regulations with the IPC;
- b) Alison to put a statement about ITTF and ITTC approved equipment on the website;
- c) Nico and Aart to develop a one-hour presentation on "an introduction to classification" for umpires along the lines of the TD presentation;
- d) Raúl and Øivind to discuss with the ITTF the inclusion of the "introduction to classification" in ITTF umpires' seminars;
- e) Raúl to contact Steven Lee about referees seminars and to present a plan at the next meeting;
- f) Raúl to contact the ITTF about a nominee to serve on the technical committee.

The SAEC also noted that educational resources should be developed (presentations and materials for the participants) for TDs, referees, umpires, coaches and classifiers and, in time, these should be at local, national and international levels.

## **11. MEDICAL OFFICER'S REPORT:** the SAEC noted the report that:

- 11.1 committee structure to include an athlete representative nominated by Vincent and a person with experience in doping control: Vincent still had to nominate and athlete and Aart would follow up a nominee from Portugal for doping control;
- 11.2 classification cards (new format, indication of limits on serve): this was in process;
- 11.3 classification handbook: this was in process;
- 11.4 proposal to change the system for sitting players: this was in process and discussions would take place through meetings at the regional championships;
- 11.5 proposed minimum eligibility definitions, standing players to play in standing classes: this would be discussed through meetings at the regional championships;
- 11.6 database for classifiers: this would be updated and put on the website and sent to the IPC;

11.7 INAS-FID classification: documents had been received from the INAS-FID President and Aart would attend the INAS congress in Paris on 11 and 12 April 2003 as well as the events in Japan and Mexico;

11.8 classification seminars: a 50% discount for those with a valid student card would be given;

11.9 committee membership: Aart would confirm the membership of the committee.

The SAEC agreed:

- a) that the composition of its subcommittees would be changed when necessary within the four-year term of the Executive member;
- b) to allocate up to US\$3 500,00 to the Medical Officer to purchase a laptop, laminator, camera and printer for classification;
- c) to allocate, in principle, funding to purchase laptops for the Chairperson, Tournament Officer and Americas representative and to ask Leandro and Linda to investigate such purchases.

**12. SELECTION OFFICER'S REPORT:** the SAEC deferred the issue of team points for the World and Regional Team Cup to the next meeting.

**13. REPORT ON THE 2004 PARALYMPIC GAMES:** the SAEC noted the report that:

13.1 selections:

- the gold medallists from each class in each regional championship would be automatically selected;
- should there be an excess of gold medallists, some wild cards would be used;
- should some medallists decline selection, the slot would then be allocated to the silver medallist, then bronze and the ranking list;
- the maximum number of players in the men's classes would be 24 and minimum 12 and in the women's classes 24 and seven;
- the selections would be done from gold medallists from the regional championships, then from the ranking lists, team, team target players and wild cards;
- the number of alternates selected would be the number of wild card plus two;
- the number of teams would be confirmed by 15 February 2003 after the decision on the participation of INAS athletes;

13.2 TD report:

- there had been much discussion about the selection process and the final allocation of slots would be sent to ATHOC by 15 February 2003;
- an agreement on the venue had been reached;
- no formal meeting with ATHOC had taken place after Taipei;
- the competition manager had drawn up a draft schedule based on 16 tables;
- communication with ATHOC would still be through Christian until the change in TD had been approved by the IPC;

13.3 appointment of referee and deputies: there were no qualified Greek ITTF referees;

13.4 appointment of umpires: 56 for 12 tables or 48 for 10 tables would be needed;

13.5 classification: a panel of classifiers would be needed but if a player's classification was changed, it would only take effect after the Paralympic Games and the player would be informed when he or she had finished their matches;

13.6 communications: need for walkie-talkies and mobile phones;

13.7 SAEC members at the Games: only Jiri would not be there in either a team or Games capacity.

The SAEC approved:

- a) the selection policy as presented and amended as well as with and without TT11;
- b) that Øivind should be the contact person on the IPC selection documentation;
- c) the advisors' committee of an athlete representative, the TD, an IPC representative, regional advisors and selection officer;
- d) the protest committee of the selection officer, Chairperson, ITTC and IPC representative should there be a need;
- e) the proposal to appoint Patrick Ringel as referee and Cindy Schiltz-Leung, Aly Salam and two Greek nominees as deputy referees.

The SAEC asked:

- a) Nico to investigate a possible selection system for the world championships in 2006 and the Paralympic Games in 2008 using gold medallists from the team events at the regional championships;
- b) Nico to inform the advisors' committee of the selection process;
- c) Nico to send to the SAEC the team slots at the end of January 2003 for information;
- d) Raúl to begin the process of appointing umpires from outside Greece;
- e) Raúl to contact the Greek Table Tennis Association, noting the concern about a lack of ITTC qualified umpires, to suggest a separate seminar or umpires to be sent to the European Championships as the number of Greek umpires would determine the number of umpires needed from outside of Greece;
- f) Christian to contact ATHOC for walkie-talkies for the TD and deputies, the referee and deputies;
- g) Christian to contact ATHOC for mobile phones for the Chairperson, TD, chief classifier and two SAEC members;
- h) Alison to discuss with the IPC accommodation and accreditation for up to two SAEC members.

#### **14. REGIONAL REPORTS:** the SAEC noted the reports that:

- 14.1 FESPIC: elections had been held for the committee during the FESPIC Games which was not appropriate due to the processes of nomination through the IPC Headquarters, among other things, not being followed;
- 14.2 Americas: there existed a good link to the APC, contact through the IPC Headquarters had been useful to establish regional contacts as had contact with Disabled People International ([www.dpi.org](http://www.dpi.org));
- 14.3 Europe: 15 tournaments would be organised in 2003, a regional committee may be established, there was a good link to the EPC as the regional representative was the EPC's table tennis coordinator;
- 14.4 African-Middle East: the 8<sup>th</sup> All Africa Games, including table tennis, would be held in Abuja, Nigeria from 4 to 18 October 2003, a seminar had been held in Cairo in September 2002 which included table tennis issues and another would be held at the end of January 2003, the regional championships would be held in Jordan in July 2003 provided that no war had broken out at that stage and relations with ASCOD were good.

The SAEC resolved to:

- a) declare the FESPIC elections null and void;
- b) ask Lee to appoint a new committee and report back at the next meeting;
- c) suspend the allocation of US\$400,00 for FESPIC meetings until the next meeting;
- d) remove the ranking points for TT11 allocated as a result of the FESPIC Games from the ranking list;
- e) ask Alison to issue the list of NPCs not in good standing;
- f) ask Alison to raise the issue of an application form for factor 20 being submitted by the AAG organisers with ASCOD.

The SAEC agreed that for all seminars and courses offered under its auspices, statistics on the number of women and disabled participants should be kept.

**15. GENERAL:** the SAEC noted that:

- 15.1 ranking and rating system: no information was currently available;
- 15.2 10 versus 11 Executive members:
  - according to the Sydney Assembly minutes, the Treasurer and Tournament Officer were not Executive members in their own right;
  - the Tournament Officer and Treasurer would be Executive members until the Assembly and elections in September 2004 as the portfolio of Treasurer was attached to a “member at large” and Tournament Officer to the European representative respectively;
  - ITTF relations was also attached to a “member at large”;
  - therefore, in September 2003, the positions of “members at large” would not be up for election;
  - only the Chairperson, athletes’ representative and medical officer would be up for election in 2004;
  - the regional representatives would be elected in 2005 during the regional championships;
  - the vice-chairperson, selection and technical officers would be elected in 2006 at the world championships;
  - from the 2004 elections, the SAEC would comprise 10 elected members and one appointed;
- 15.3 increasing the participation of women in the sport as players and in the management of table tennis, mixed gender events: Raúl would investigate mixed gender events and the SAEC would encourage the participation of women at seminars;
- 15.4 volunteers: as several people had volunteered to assist the SAEC, Gaël would be asked to develop a volunteer form for the website which would be returned to Alison to send to the SAEC member concerned and, if no opportunity was available, to the relevant region and then NPC to follow up;
- 15.5 IPC logo included in the ITTC logo: this would be deferred to the next meeting;
- 15.6 changing the name of ITTC to IPTTC: this would be deferred to the next meeting pending a decision from the IPC Legal Commission;
- 15.7 INAS-FID:
  - the TT11 event at the Tango Cup would be exhibition and no ranking points would be generated;
  - sanction for the INAS event in Japan and the world championships would be withheld until the decision on the participation of INAS athletes at the end of January 2003;

- if the decision at the end of January 2003 was negative, no sanction would be given for the event in Japan and the world championships and no ranking points generated but if the decision was positive, sanction would be given and ranking points generated in the normal way;

- if the decision at the end of January 2003 was negative, no events would be included in the regional championships and no ranking points generated but if the decision was positive, TT11 events would be included and ranking points generated in the normal way;

15.8 Pakistan: an application for funding had been received and would be sent on to the NPC for Pakistan;

15.9 next meeting: the SAEC agreed to meet during the European Championships in Zagreb, Croatia on 29 and 30 June 2003 (arrivals on 28 June and departures on 1 July 2003) and asked Jiri to contact the organisers about the accommodation and meeting facilities.

There being no further business, the meeting ended at 19h40.

**READ AND CONFIRMED AT THE MEETING**

**HELD ON .....**

**CHAIRPERSON .....**

AMB/ 19 January 2003