



COMPETITION GUIDE

Greetings from the President of Norwegian Multisport Assosiation

Welcome to Norway and Hamar, and welcome to this first event of this size in Norway.

I am very proud welcoming you all to this event in Hamar.

The Norwegian Multisport organization is a very young organization founded in 2007. We take great pride in being able to organize a good event for you all.

Hamar is a small but nice city and the hotel, Scandic is known as one of the best hotels for disabled in Norway, so we hope that you all will have some nice days here.

Boccia in Norway is open for everybody; old, young, disabled or non disabled can take part. The last 4 years we have worked hard with recruiting players with severe disabilities. Boccia in Norway is one of the few sports where players with server disabilities can play and compete. We are therefore happy that we now can show Boccia at this level in Norway.

Have a nice weekend and a good competition.

Greetings from

Hedi Anne Birkeland
President
Norwegian Multisport Assosiation

Welcome

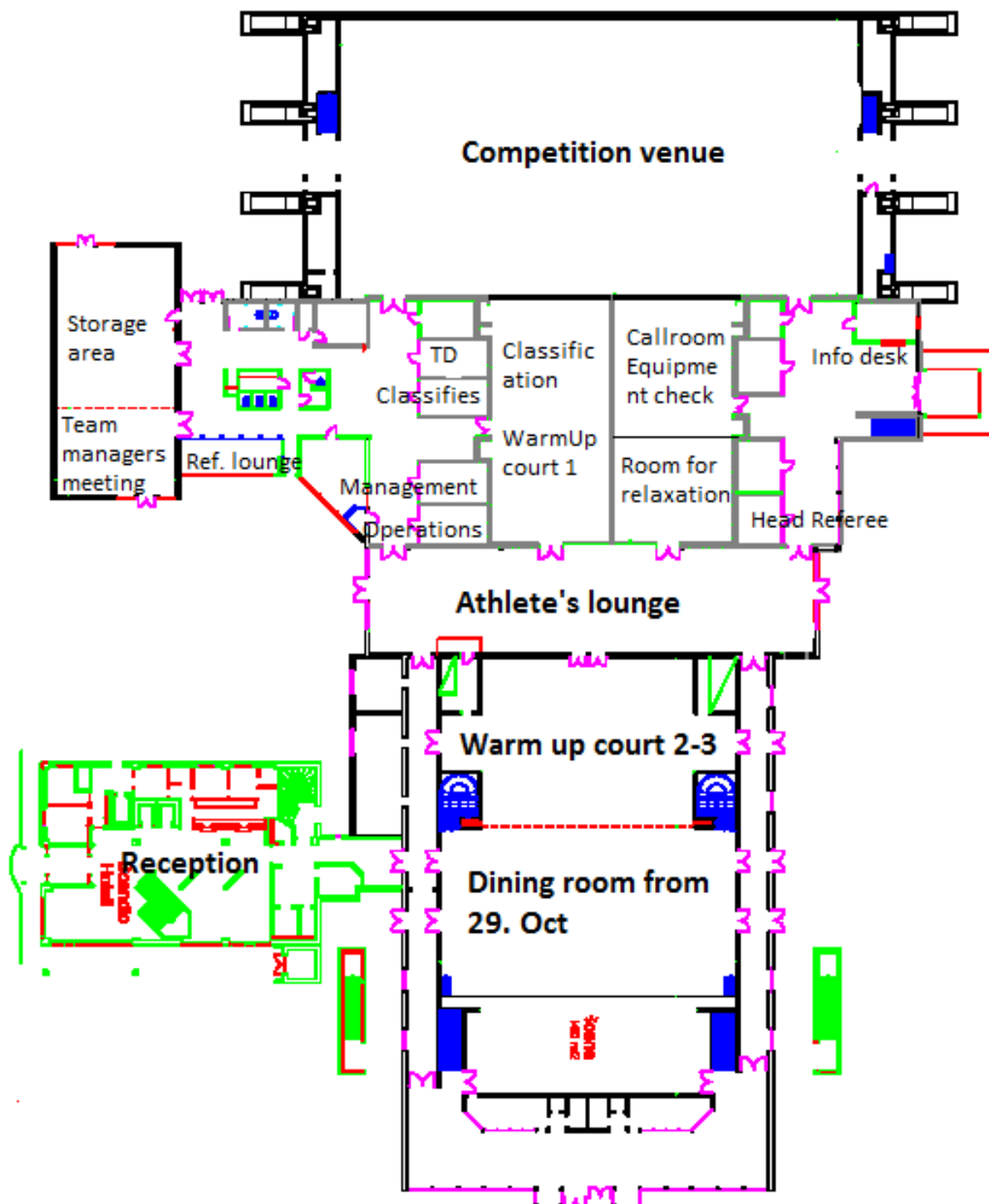
Welcome to the 2011 CPISRA Boccia European Individual Cup 2011

We are looking forward to welcoming 17 Nations and their 59 competitors to Hamar.

Belgium	2	Great Britain	7	Portugal	7
Croatia	2	Greece	5	Russia	5
Denmark	2	Hungary	2	Slovakia	6
Faroe Islands	1	Ireland	4	Spain	1
Finland	2	Netherlands	3	Sweden	3
Germany	2	Norway	5		

Wireless free hotspots are available at the hotel and competition venue. You will get your access in the hotel reception. There will also be computers available.

Venue Specific Information



Facilities & Services

Hotel

The hotel has 16 good adapted rooms and the rooms will be distributed as best as possible. The other rooms are also good for disabled guests.

Meals will on the 27th and 28 be served in the restaurant. **On the 29th Oct. to 1. Nov** the meals will be served in Scandic Arena.

Accessible showers

There are two accessible showers by the fitness area that can be used by the athletes. There is also a sauna there.

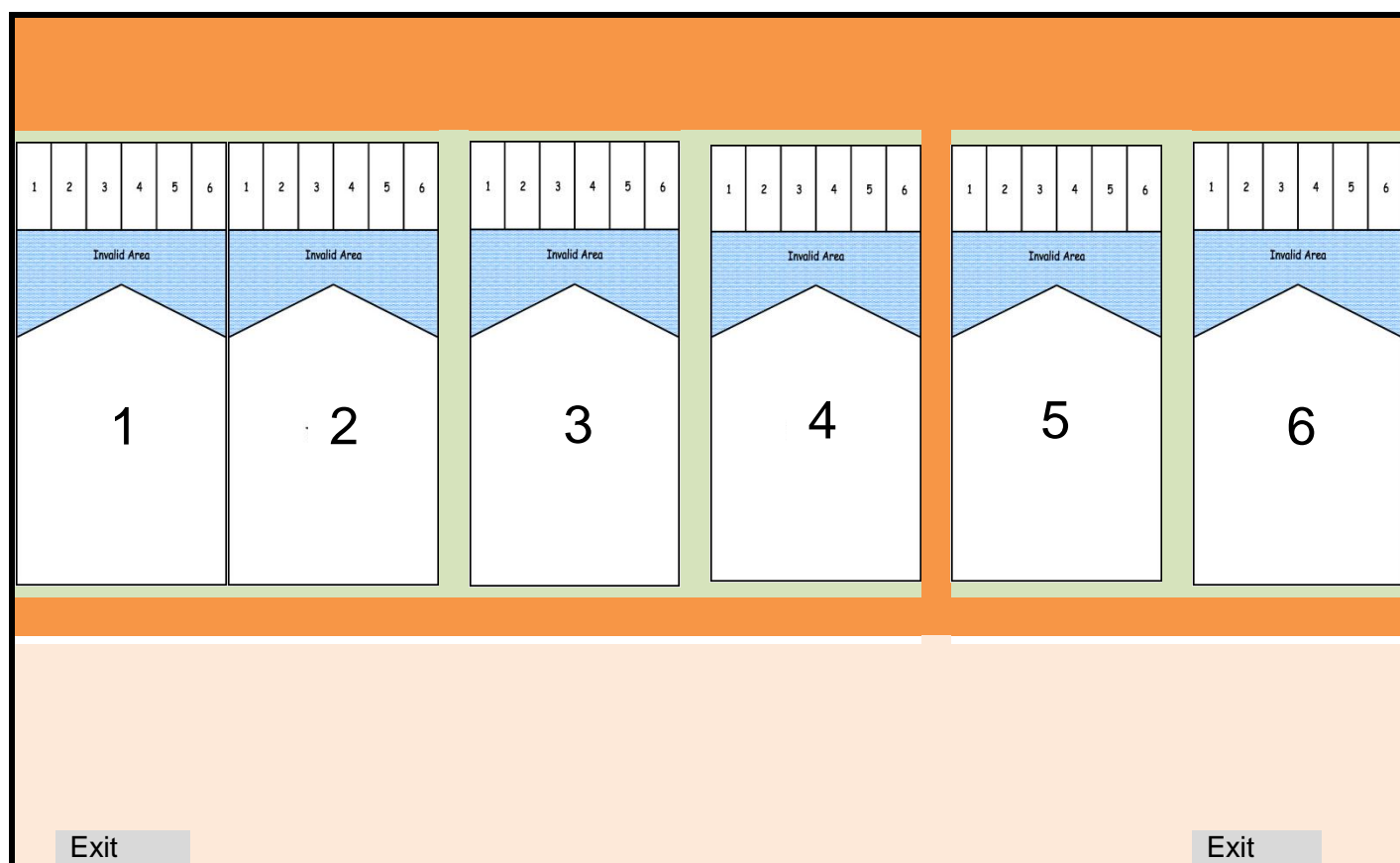
Shopping

There is a shopping center 2 minutes walk from the hotel with supermarket and cash machine.

Tourism

The city center with shopping and restaurants is a 10 minutes walk from the hotel. The famous long track speed skating arena “Olympic Hall” the Viking is 1,5 km from the hotel.

Competition Venue



Hamarhallen

GENERAL OUTLINE OF THE COMPETITION

All Events of the CPISRA Boccia European Cup 2011 will run in accordance with the 10th Edition CPISRA International Boccia Rules and the 10th Edition Cerebral Palsy International Sports and Recreation Association Manual. In case of doubt or disagreement in the interpretation of the rules, the English version shall prevail. An up-to-date copy of these rules can be found on the CPISRA website and at the Sports Desk.

Any case not included in this document shall be solved in accordance with the Technical Delegate for the competition.

It is the responsibility of each National Organization participating in the CPISRA Boccia European Cup 2011 to ensure that all competitors and technical personnel are familiarised with the 10th Edition CPISRA International Boccia Rules.

KEY PERSONNEL

Local Host Committee:

Event Manager

Arnstein Nasset

Event Management Team

Tor Erling Johnsen

- General and sport Information
- Information desk
- Webmaster
- Transport

Vigdis Mordre

- Call room Coordinator
- Media
- Volunteers

Competition Manager

Ragnhild Mizda

Competition Manager:

- General control of the competition;
- Assists the Technical Delegate, the Chief Classifier and the Head Referee on any relevant matter, so the competition be run in accordance with the CBC rules and regulations;
- Attend meetings prior to and during the competition;

Event Management Team:

All logistics of the competition at the venue including set up and take down

- Assigning hotels
- Assigning meeting space
- Transports
- Meals
- Other

CPISRA Officials

Technical Delegate	Joaquim Viegas
Chief Classifier	Elsa Matthee
Software Operator	Gustavo Alvarim
Head Referee	Rudy Rodriguez

International Classifiers

Elsa Matthee, Chief Classifier	South Africa
Jose Sirera Luis	Spain
David Alonso Del Palacio	Spain

International Referees

Maite Beltran Manero	Spain
Martina Kincsova	Slovakia
Marie-Claire Parent	Belgium
Goran Dernej	Zagreb
Angel Tomás Prats Polo	Spain
Stephen Furber	England
Pedro Fernandes	Portugal
Henrik Woffinden	Danmark
Christopher Fitzgerald	England
Eleni Liloglou	Greece
Ana Louseiro	Portugal
NÓRA GAJDÓCSI	Hungary
Rudy Rodriguez	Norway
Steinar Drange	Norway

Technical Delegate: Joaquim Viegas

- Supervise the organization of the competition so that it runs in accordance with all agreements made in prior meetings and CBC rules.
- Attend meetings prior to and during the competition
- Verify that all facilities for training and competition meet the CBC regulations
- Approve all material to be used during the event
- Preside over the Appeals Committee
- Witness and approve all draws, as well as competition systems/ programmes.
- Supervise the results
- Assist the head referee(s) with all technical questions

Classification Coordinator: Elsa Matthee

- Classification schedule
- Receives classification protests
- Assigning of classification observations

Head Referee: Rudy Rodriguez

- Attend meetings called prior to and during the competition
- Ensure courts and all equipment, including but not limited to balls, chairs, assistive devices including equipment such as head pointers, meet CBC regulations
- Schedule referees
- Work with the volunteer coordinator to schedule minor officials
- Supervise the call room and random ball checks
- Participate in and select referees for protest committees
- Check, verify and sign all score sheets

COMPETITION SCHEDULE

Please consult the website: **www.bocciatc.no** for the Competition Schedule of Events. Paper copies will be available at the Information Desk 2 hours after the Draw meeting.

ACCREDITATION

All teams will receive accreditation upon arrival. For security purposes, there are different levels of accreditation

- CPISRA officials, competition management personnel: **Red**

Access allowed to accommodation and meals, officials lounge, meeting rooms, field of play and call room.

- Event Management: **Grey**

Controlled access to the field of play, call room, warm up area, training courts and sports equipment room on competition time.

- Competitors and staff: **White**

Access allowed to accommodation and meals, field of play during competition only, call room, warm up area, training courts and sports equipment storage room.

- Volunteers: **Green**

Access allowed to the areas they are allocated.

- Media: **Pink**

Controlled access to the field of play and mixed zone

CLASSIFICATION

All Athletes with N (NEW) or R (REVIEW) status must bring to classification prior to the championships their **passport** and **CPISRA Classification Identity cards**. If the athlete does not have a current card and or picture they will have a new card issued after the championship.

In addition, the athletes must sign the **CPISRA Classification Informed Consent** and witness their signature with the Team Managers signature. Please ensure that the athletes understand the document, provide translation if necessary and bring the form with to classification.

Hamar – Norway October 28th to November 1st

Athletes must bring a **list of all medications** and any **pertinent health information written in English** with them.

The athlete must come to classification with **Boccia equipment used in play** and be **dressed appropriately**. If they are not properly attired they will not be classified.

Classification Protests

Will be available at the Sports Information Desk

Classification Schedule

27 October 2011		
TIME	COUNTRY	Players for Classification
16:00 – 16:30	Norway	1
16:30- 19:00	Russia	5
28 October 2011		
TIME	COUNTRY	Players for Classification
08:30 - 09:30	Slovakia	2
09:30 - 10:00	Portugal	1
10:00 - 10:30	Denmark	1
10:30 - 11:30	Germany	2
11:30 – 12:00	Great Britain	1

SPORTS EQUIPMENT & SPORTS EQUIPMENT CHECK

Athletes may use their own Sports Equipment. Sports Equipment includes:

- Balls
- Chairs
- Assistive devices
- Head pointers

Prior to the competition commencing, all Sports Equipment will be checked and certified by selected referees supervised by the Head Referee.

The Equipment Schedule will be done in the room **Harven 28th**, according to the approved schedule as below. Equipment that does not meet the criteria as outlined in the 10th Edition CPISRA International Boccia Rules, will not be certified and will be returned to the athlete.

At any time, except during a match, the referee may confirm the eligibility of any piece of equipment. Any equipment that fails eligibility during competition shall be confiscated for the remainder of the competition; details of this offence will be published at the Sports Information Desk.

SPORTS EQUIPMENT CHECK SCHEDULE

COUNTRY	28 th October	Athletes
Finland	09:00	2
Belgium	09:20	2
Faroe Islands	09:40	1
Netherlands	09:50	3
Spain	10:20	1
Portugal	10:30	7
Ireland	11:15	4
Greece	11:45	5
Slovakia	12:15	6
Germany	09:00	2
Hungary	09:20	2
Sweden	09:40	3
Croatia	10:15	2
Great Britain	10:30	7
Norway	11:45	5
Russia	12:15	5
Denmark	12:45	2

THE COMPETITION

The countries eligible to compete in the Boccia European Cup 2011 are those who have paid all entry fees in full, submitted all required registration information and are current paid members of CPISRA.

A full list of participating athletes will be provided to Team Managers at the end of the Team Managers Technical Meeting on the 28th October.

Entrants

Competitors must be 15 years of age or older by the first day of the year 2011.

Division of Play

Individual BC1, BC2, BC3, BC4.

Entries per Event

The maximum number of athletes per country in any event (BC1, BC2, BC3, BC4) is two (2).

Competition Schedule and Team Manager Meeting

The final competition schedule will be made available 3 hours after the Official Draw at the Team Managers Meeting on the **28th of October at 17h00, Plogen** and will be ready for collection by Team Managers or designated persons after the opening Ceremony at the Sports Desk.

Countries are allowed two representatives at the meetings, one of whom must be the Team Manager.

Competitor Numbers

Upon confirmation of classification, each athlete shall be given two (2) pieces of competitor number bibs. Only one must be worn at all times during the hours of competition. The competitor number must be affixed on the front of the shirt or the trouser leg. The second competitor number is a reserve copy. **Exception for class BC3**, in this case the assistant must also have the second competitor number on his/her back.

If an athlete forgets, loses or chooses not to wear their competitor number, they will not be permitted to enter the Call Room or the field of play. A side that is not present for the start of the match forfeits the match (ref. 10.4.8). Exceptions may be considered by the Head Referee and/or the Technical Delegate.

Competition Format

According to rules of CBC, competitions are to be organized on a two-part basis: a preliminary stage of pool rounds, followed by Finals Stage of Single Elimination Round where Sides progress or are eliminated (knock-out).

Choice of Pool Number and Pool Size

The elimination ratio of 40% to 70% is observed. In view of the time constraints, the maximum number of pools (based on the criterion of no less than 4 sides in each pool) would be chosen.

Choice of number of pools and KO entry are listed in the following table with reference to the number of entries for each division of play.

There are just 11 entries on class BC4. The 12 entry combination will be followed.

Combinations of entry-pool-KO									
Total Entry	Total Pool	Maximum pool size	Direct KO per pool	Total Direct KO	Point Qualifier	Total KO entry	Eliminate Ratio	Pool match	Total match
12	3	4	1	3	1	4	66.67%	18	22
13	3	5	1	3	1	4	69.23%	22	26
14	3	5	2	6	2	8	42.86%	26	34
15	3	5	2	6	2	8	46.67%	30	38
16	4	4	2	8	0	8	50.00%	24	32
17	4	5	2	8	0	8	52.94%	28	36
18	4	5	2	8	0	8	55.56%	32	40
19	4	5	2	8	0	8	57.89%	36	44
20	5	4	1	5	3	8	60.00%	30	38

The number of final entries for each division of play for the BEC 2011, are as follows:

Division	Number of Entries
Individual BC1	14
Individual BC2	16
Individual BC3	18
Individual BC4	11

Pool Constitution

The constitution of pools is based on the Boccia Official World Ranking List 2011 published on the CPISRA, website dated 2011/8/26: <http://www.cpisra.org/bocrank/2011-09-13/index.htm>

Sides will be seeded according to World Ranking. Every Side with a current World Ranking shall be seeded and put in pools accordingly. Sides not on the world rankings will be placed in pools randomly through the Official Competition Draw at the Team Managers Meeting.

Determining the Final Position of sides within a Pool

The following criteria should be used to determine the position of sides in a pool once all the matches have been completed. If any sides are in an equal position after one criterion has been applied then the next criteria should be used until the sides have been separated into positions.

1st - Matches won (the number of matches won by each side, in descending order).

2nd - Point difference (the total number of points scored, minus the total number of points conceded, in descending order).

3rd - Point for (the total number of points scored in descending order).

4th - Tie-break end (the winner of an additional tie-break end).

The Team Managers will be informed of match start time for the tie-break end.

Progression From Pool Rounds to Elimination Rounds

Apart from the 1 or 2 direct advancers, there would be point-qualifiers from some of the pools progressing into elimination rounds, as elaborated above.

The following criteria are applied to determine the point-qualifiers. If any sides are in an equal position after one criterion has been applied then the next criteria should be used until the sides have been separated into positions.

1st - Average point difference (the total number of points scored, minus the total number of points conceded, divided by the number of matches played, in descending order; points obtained in tie-breaks will not be counted).

2nd - Average point for (the total number of points scored, divided by the number of matches played, in descending order; points obtained in tie-breaks will not be counted).

3rd - Tie-break end (the winner of the extra end). The Team Managers will be informed of match start time.

The winning Sides of Elimination matches progress to the next Elimination round, and losing Sides are eliminated from the competition. Those Sides that lose at the semi-final stage shall play for the Bronze Medal.

Final Positioning Criteria 1 (for sides lost in one of the Elimination Rounds)

The following criteria should be used to determine the final positions of sides which lost in one of the Elimination Rounds. Only the result of the respective finals match should be used when applying the criteria. For example, if the criteria are being used to determine the positions of the losing quarter finalists, only the results of the quarter finals should be used when applying the criteria. Any previous Elimination Round results and Pool results should be ignored. If any sides are in an equal position after Criterion One has been applied then the Criterion Two should be used, and if there is a tie, then Criterion Three should be used. If there is still a tie, then the sides should be ranked equally.

Criterion One (points difference)... The number of points scored, minus the total number of points conceded, and placed in descending order

Criterion Two (points for)..... The total number of points scored, and placed in descending order

Criterion Three (previous round)... If it is the ¼ final, then criterion 1 and 2 should be applied to the 1/8 final, or results of pool in case the sides only played one elimination round (follow the “Final Positioning Criteria 2” in the next section).

Final Positioning Criteria 2 (for sides not progressed beyond pools)

The following criteria should be used to determine the final positions of sides which failed to progress to the Elimination Rounds. If any sides are in an equal position after one criterion has been applied then the second criterion should be used. If there is still a tie after Criterion Four is applied, then the sides should be ranked equally¹.

Criterion One (position)	Final position of sides within a pool in descending order	(pool
Criterion Two (won)	The number of matches won by each side, in descending order	(matches
Criterion Three (average points difference)	The total number of points scored, minus the total number of points conceded, divided by the number of matches played, in descending order.	
Criterion Four (average points for)	The total number of points scored, divided by the number of matches played, in descending order.	

¹ The same ranking points will be allocated. For example, for the 2 players both ranked 11 place in case with 16 entries, both will be allocated 3 points according to the point system of the Boccia World Ranking System 2010.

PRACTICE PRIOR TO COMPETITION

TRAINING SCHEDULE

28th October

TIME	COURT 1	COURT 2	COURT 3	COURT 4	COURT 5	COURT 6
9h00	POR 2	POR 2	POR 3	GBR 2	GBR 2	GBR 3
10h30	IRL 2	IRL 2	NOR 2	NOR 3	RUS 2	RUS 3
12h00	SVK 2	SVK 2	SVK 2	GRE 2	GRE 3	DEN 2
13h30	GER 2	HUN 2	SWE 3	BEL 2	CRO 2	NED 3
15h00	ESP 1	FRO 1	FIN 2			

Courts 1 to 6: Competition courts Main Hall.

3 courts	6 to 7 competitors
2 courts	4 to 5 competitors
1 court	1 to 3 competitors

TRAINING ON THE COMPETITION COURTS

The teams must be at the entrance of the competition area at least 5 minutes before the scheduled time.

Five minutes before the finish time must stop training and prepare all the equipment to get out at the scheduled time.

Access to the entrance of the Training Areas will be allowed only to accredited staff or athletes who are scheduled for training.



WARM-UP AREA PROCEDURES

The Boccia warm-up courts will be operated in the following way:

1. The Warm Up area is to be used exclusively by LOC for each scheduled match.
2. The warm-up courts will open 90 minutes before the first match of the day. 15' before the starting time of the last matches up to the finish of the last match it will be open for free use.
3. **WARM UP ON COMPETITION COURTS**
From 90 minutes to 30 minutes before start of the first matches in the morning, the competition courts could be used for warm up exclusively for competitors that are going to play in the first matches.
4. When you arrive at the warm-up courts, you need to be told that you can go on to the courts.
5. Each player will be allowed to enter the warm-up courts only when all of the players from the previous round of games have left them.
6. Players will be expected to use their competition courts and to share courts with others as necessary.
7. Players may be accompanied into the warm-up area by a maximum number of people as follows:
 - BC1 1 coach, 1 assistant
 - BC2 1 coach
 - BC3 1 coach, 1 assistant
 - BC4 1 coach

Warm up Court 1: **Fogderiet**

Warm up Court 2: **Lille sal**

Warm up Court 3: **Lille sal**

CALL ROOM PROCEDURES

1. A time clock will be situated outside the Call Room and will be clearly identified.
2. Prior to entering the Call Room, each player **must** ensure that their **competitor numbers** and their **accreditation tag** are clearly visible. Coaches and Sport Assistants **must** also ensure that their accreditation tags are clearly visible. Failure to do so will result in refused entry to the call room.
3. Registration is done at the Call Room Desk. All players, sport assistants and coaches must be registered between thirty (30) and fifteen (15) minutes before the scheduled start time of any Individual match.
4. A Coach may only register an individual athlete if that athlete is within the confines of the Call Room area. All sides must be in the Call Room area and waiting in the designated Court area for their match.
5. Rule 6.1 will not apply if a delay is caused by the Local Organization. If for any reason matches are delayed, all Team Managers will be notified in writing as soon as possible.
6. At the appointed time the doors of the call room will be closed and no other person or equipment may enter after registration. (Exceptions may be considered by the Head Referee and/or the Technical Delegate).
7. Translators may only enter the call room if asked to do so by the Referee.
8. Players may be accompanied into the call room by a maximum number of people as follows:
 - BC1 : 1 coach, 1 assistant
 - BC2 : 1 coach
 - BC3 : 1 coach, 1 assistant
 - BC4 : 1 coach
9. Referees will enter the Call Room to prepare for the match 15 minutes before the scheduled start time.
10. Athletes may be asked to show their competitor numbers and their accreditation tag to the referee so that they can confirm the athletes information.
11. Once registered and inside the Call Room, athletes, coaches and sports assistants must not leave the Call Room. Should they do so, they will not gain re-admittance and will take no further part in the match. (Exceptions may be considered by the Head Ref and/or the Tec Delegate).

12. The examination of all Sports Equipment and the coin toss (Ref. 6.3.) will be conducted in the Call Room.

12.1 Random Checking:

-Balls that fail the criteria will be confiscated until the end of the last day of competition. The players will be allowed to replace the ball/s with competition ball/s at this time, since they are within the confines of the Call Room. After the match, these competition balls shall be returned to the Referee.

-Where a ball/s fails random checking, the side will be issued with a warning under rule 10.4.1.

-If an athlete's ball/s fails the criteria on a second occasion, that athlete will be disqualified under rule 10.4.2.

-Players and Coaches may watch the random check. If something fails, the referee must call the Head Referee to repeat the evaluation.

13. Number of balls allowed entering in the call room:

- In individuals each player may bring into the call room 6 red balls, 6 blue balls and 1 Jack ball. (Ref. 5.1.);

- Each member of the Pair (including substitutes) may bring into the call room 3 red balls, 3 blue balls and 1 Jack ball per Pairs team (Ref. 5.2.1.);

- Each member of the team (including substitutes) may bring into the call room 2 red balls, 2 blue balls and 1 Jack ball per team (Ref. 5.3.1.).

14. Competition balls may only be used by players that do not bring their own balls to the call room, or by players whose balls do not meet the criteria in a random check.

BOCCIA BALLS

The Organizing Committee provides 6 sets of Competition Balls available for both training and competition.

Athletes personal sets of Boccia Balls will be checked as Sports Equipment in the manner set out above.

Immediately outside the entrance to the Call Room will be an electronic set of weighing scales and measuring template for Sides to check the eligibility of their balls before entry.

During competition, random ball checks will take place in the Call Room prior to each round of matches with one or two courts being selected for inspection. Balls that fail the criteria will be confiscated until the end of competition (as above).

The player will be allowed to replace the ball/s with competition ball/s at this time. After the match, these competition balls shall be returned to the Referee.

PROTEST PROCEDURES

Protest procedures will be as documented in the 10th edition CPISRA International Boccia Rules.

Protest Forms will be available from and returned to the Sports Information Desk. The decision of all Protests shall be available at this desk.

IMPORTANT LOCATIONS

Access to Restricted Areas

Access to restricted areas shall be limited to authorised personnel only and in accordance with the CPISRA International Boccia Rules. Authorised personnel shall only be granted access if they are wearing their appropriate Accreditation Card in a visible place. Full details of restricted areas shall be explained at the Technical Meeting.

Information Desk

Access to the General Information Desk is free. It will be located at the right exit side of Hamarhallen (the venue). This desk shall hold the following information:

- Time and Location of Social Events
- Map of Venue illustrating the location of specific areas
- Venue Facilities
- Transport

Access to the Sports Information is restricted to the Team Manager or designated person. It is the same place as the Information Desk.

- Schedules of Play
- Results
- Protest Forms
- Classification Notices
- Time and Location of Meetings

Results will be published on the website **www.bocciatc.no** on a regular basis. One hard copy will be distributed at the end of each day. As to the schedule of play, it will also be published and a hard copy will be delivered to each Team Manager at the TM meeting to be held on the 28th October.

Competition Office

Access to the Competition Secretariat Office is restricted to members of the Local Organizing Committee and 2011 CPISRA Boccia World Cup staff only. **All enquires should be directed in the first instance to the Sports Desk.**

MEETING

There is one Team Managers Meetings. It will take place on the 28th of October, at 17h00 – 18h00 in PLOGEN side by side of the referees lounge.

ANTI-DOPING CONTROL

The list of prohibited substances can be found on the **WADA 2011 Prohibited List**, this list, along with the CPISRA Anti-Doping Code document can be found on the CPISRA website. All doping processes will be in accordance to the procedures of the WADA.

The doping control tests will be conducted by the Norwegian Doping Control Agency, which is a WADA member.

CEREMONIES

OPENING CEREMONY:

Friday 28th of October from 19.00 to 19.30

CLOSING CEREMONY AND MEDAL CEREMONY:

Monday 31st of October from to 17.30 at Scandic Scene

FAREWELL DINNER:

After the Closing Ceremony, a farewell dinner will take place at **Scandic Arena 19.30**