

Definition and Function

The Technical Delegate (TD) is a representative of, and appointed by the Boccia International Sports Federation (BISFed). BISFed will appoint one TD for each competition which it sanctions. Sanctioned competitions will include the Regionals, World Championships, Paralympic Games and **other competitions to be identified soon in the BISFed Competition calendar.**

The TD is the guarantor for BISFed that the sanctioned boccia competition is conducted in accordance with the current BISFed Sport Technical Manual and the Contract signed between BISFed and the Host Organizing Committee (HOC).

By virtue of experience, knowledge and training the TD is also an advisor and assistant to the HOC during the competition program.

Duties

In addition to the following instructions the TD shall act in accordance with the guidelines as established by BISFed:

As early as possible before the competition the TD:

- Shall be responsible for a site inspection to ensure that all facilities, competition venue, competition equipment, etc. conform to the rules of the Sport and the competition agreement
- Provides a report to from the site inspection to BISFed
- Shall be responsible for all other technical preparations necessary for the holding of the competition program
- Shall observe the entries and have the right to propose rejection of an entry (any proposals for rejection must be referred to BISFed for a final decision)
- Shall liaise with the HOC to ensure an appropriate timetable of events
- Must liaise with BISFed members to ensure that information is provided and to confirm any actions taken after site visits/meetings
- Provides technical information to HOC and to the members as requested.

During the period of the event, the TD shall:

- Attend (either in person or by telephone) all meetings regarding the competition held before and during the competition period
- Advise and assist the HOC on matters concerning the competition

- In conjunction with the HOC, (which will provide all necessary assistance), be responsible for ensuring that all the technical arrangements are in complete conformity with BISFed's Rules and the Hosting contract signed by BISFed and the HOC
- Approve the composition of and Chair the Appeals Jury, (if necessary)
- Approve the officials appointed by the Competition and Classification Committees
- Be present at the competition draws and approve the competition program

After the competition the TD shall:

- Submit a report within thirty (30) days of the event including a full set of results and any recommendations for future consideration of BISFed

Appointment of TD

- All TD's who represent BISFed shall be certified and appointed by BISFed
- For all BISFed sanctioned ranking competitions, **when possible**, the TD should be from a nation other than the Host country.
- For non-ranking/developmental sanctioned competitions a TD from the same nation may be appointed

Expenditures

- The travel, board and lodging costs and additional expenditures relating to the duties of the TD (e.g.: telephone, postage, etc.) shall be covered by the HOC upon presentation of accounting documents fiscally accepted. Flights will be economy class, and may be booked by agreement either by the TD or the HOC, depending on which is the more economical

Technical Delegate Report

The TD's report, to be sent to the Competition Committee Chair, should include information and comments on the following:

Competition Venue:

1. FIELD OF PLAY (FOP)
2. CALL ROOM
3. WARM UP AREA
4. CLASSIFICATION
5. SPORTS EQUIPMENT CHECK
6. SPORTS EQUIPMENT STORAGE

7. QUIET ZONE
8. MIXED ZONE
9. WORKING AREAS
 - Competition Management Office
 - TD office,
 - Head Referee office, Protest/Appeal meeting room.
 - International referees area, on the 1st floor, on the open room.
 - Classifiers Room
 - Doping control room
 - Volunteer room
 - Registration and information desk
 - Sports information desk
10. TOILETS
11. SHOWERS
12. LOCKERS
13. SPECTATORS

**Organization of the event, including the HOC
HOC communication with the TD, HR and CC**

Competition program:

- Update on entries
- Scheduling

Competition Management:

- Overall management
- Referees – officials – classifiers
- Team liaison

Accommodation and Meals

1. Accommodation
2. Meals

Transportation

Classification

Officials

Doping Control

Medical services

Maintenance of archives

General impressions and comments

Miscellaneous

Support required by the HOC, e.g.: equipment, player biographies, database requests, etc.

All the above items should include final RECOMMENDATIONS.

Sports equipment

A detailed list of mandatory sports equipment is attached to this report.

The List of Sport Equipment for the 2011 Boccia World Cup Competition

Equipment Name	Quantity	Special Specification
Sets of Balls		
Referee's Indicators (table tennis paddle)		
Calipers		
Yellow/red cards		Double sided
Penalty balls cards		Add Velcro and see Picture 1
Boxes (dead ball container)		Check what material
Measures (metal tape at least 15m length)		With a special tip to help measurement
Measures (metal tape 3m length)		
Measures (metal tape 5m length)		
Tape 5cm		
Tape 2cm		
Court Numbers		
Call Room Numbers		
Clipboards		Refs + Classifiers+Comp. management
Comp. numbers		1 at the front, 1 on the back for the BC3 assistants, 1 extra
Safety pins for the bibs		
Officials Clocks		FOP, call room, front desk
Tables		Competition courts, +3 call room+1 warm up+3 secretariat+1 TD+1 HR+ 6 comp. management (+/- 1.60m*0.80m)
Chairs		Competition courts, call room, warm up, secretariat, 1 TD, HR, Classifiers, Referees, volunteers, competition management, mixed zone
Digital scoreboards		Double sided (preference)
Manual scoreboards		To replace possible damages on the digital scoreboards
Manual stopwatches		For the time out in each court
Mops		4 FOP + 2 warm up
Measurement Sticks		(for wheelchair and head pointers measurement)
Templates (2 sizes)		According with CPISRA specifications
High Precision Scales		Minimum 0,1gr accuracy
Storage Area Signs and tape on the floor		
Fillers gauges		See picture 2

Partition for Courts		Colored, without glistening
Call room partitions		
General Information board		MIXED ZONE
Results board		ENTRANCE, REST AREA, MIXED ZONE
Pigeon Holes		MIXED ZONE, at the front desk
Stickers		Red and blue for the score sheets
Plinth for classification		Medical plinth
Patella Hammer		
Goniometer		
Desktops or Laptops		HR, CC, general competition management
Desktops with monitor ≥21"		TD, software operator
Copy machine		Competition Secretariat
Printers		Competition Secretariat, CC, HR, TD,
Scanner		Competition Secretariat
Walkie-talkies		TD, CM, HR, AHR, CC (2), Volunteers, Call Room, Software op., Warm up, ...(LOC)
Signage		
Other Stationeries		