



VANCOUVER 2010 Paralympic Classification Guide

September 2009

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This guide is distributed to the National Paralympic Committees (NPCs) and International Paralympic Sport Federations (IPSFs)

by

The Vancouver Organizing Committee for the 2010 Olympic and Paralympic Winter Games (VANOC)

on behalf of the

International Paralympic Committee (IPC)

1. Introduction

1.1. Purpose of the Guide

The purpose of the *Vancouver 2010 Paralympic Winter Games Classification Guide* is to provide National Paralympic Committees (NPCs) and International Paralympic Sport Federations (IPSFs) with information about classification policies and procedures to be implemented during the Vancouver 2010 Paralympic Winter Games.

An electronic version of this guide will be available on the CD included in the September 2009 registration package.

While it is acknowledged that each sport has its own policies and procedures, there are certain elements that are common to all sports for the Paralympic Winter Games. This guide details those policies and procedures that are common to all sports and also identifies those that are sport-specific, notably:

- Paralympic Games sport class status
- classification activities (pre-Games and Games time)
- classification protest policies and procedures
- classification appeals
- sport-specific classification information

The policies and procedures outlined in this guide are valid for the Vancouver 2010 Paralympic Winter Games only.

1.2. General Information

Classification provides a structure for competition to ensure that an athlete's impairment is relevant to sport performance, and to ensure that the athlete competes equitably with other athletes. Classification is a process by which athletes are determined eligible to compete and systematically grouped into sport classes, according to their physical or sensorial function in a given sport.

The goal of the IPC and VANOC is to ensure that classification services at the Vancouver 2010 Paralympic Winter Games are of the highest quality and are sport- and athlete-focused. The IPC and VANOC's key objectives are to:

- Enable athletes to focus on preparation for competition.
- Provide the best possible working environment to ensure expedient and accurate classification of athletes required to be present for classification during the Vancouver 2010 Paralympic Winter Games.
- Develop transparent policies and procedures for sport class, sport class status allocation and classification-related protests, in co-operation with the IPSFs, while maintaining the integrity of sport-specific classification systems.

To reduce the number of athletes that will have to be present for classification upon arrival at the Vancouver 2010 Paralympic Winter Games to an absolute minimum, both the IPC and World Curling Federation (WCF) have agreed to provide increased pre-Games classification opportunities.

1.3. Underlying Principles

This guide is based on the following principles:

- The IPC is the supreme authority of the Paralympic Games.
- The Vancouver 2010 Paralympic Winter Games is governed by the *IPC Handbook* which can be found under the Handbook section of <u>paralympic.org</u>.
- The planning and implementation process of the Vancouver 2010 Paralympic Winter Games is a joint responsibility of the IPC and VANOC.
- The relevant governing body of each sport is responsible for the allocation and verification of athlete sport classes and sport class status.
- Only athletes who have an international sport class and sport class status R or C (see section 4, Paralympic Games Sport Class Status) are eligible for qualification to the Vancouver 2010 Paralympic Winter Games, except in exceptional circumstances (see section 7.3, Exceptional Circumstances).
- This guide serves as the classification rulebook for the Vancouver 2010 Paralympic Winter Games. Updates to this guide will be forwarded to all NPCs, as required.
- The IPC and VANOC are committed to providing classification services that represent the highest standards of honesty, integrity and dignity, in compliance with the IPC Code of Ethics. The IPC Code of Ethics is part of the *IPC Handbook* which can be found under the Handbook section of <u>paralympic.org</u>, section 2, chapter 1.1.



2. Classification Timeline

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3. NPC Responsibilities

It is the collective responsibility of the NPC and athletes (through the NPC chefs de mission and the relevant NPC team officials) to be informed about and comply with all IPSF classification policies and procedures as well as those in the guide. It is also their responsibility to ensure that international classification is obtained in the period preceding the final entry date for the Vancouver 2010 Paralympic Winter Games: February 26, 2010.

Authorized classification representative must be identified by October 1, 2009.

NPCs must determine who will be responsible for classification procedures during the Vancouver 2010 Paralympic Winter Games by identifying him/her as the classification authorized representative. Please review Form A below. This NPC Classification Authorized Representative Form can be found in a writable PDF on the CD provided. Please complete and submit it electronically to VANOC by October 1, 2009.

Form A: Example of Authorized Classification Representatives Form

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4. Paralympic Games Sport Class Status

The sport class status of an athlete is assigned by an international classification panel overseen by the athlete's respective IPSF.

The designation of a Vancouver 2010 Paralympic Winter Games sport class status (hereafter sport class status) to an athlete identifies both athletes whose sport class is consistent over time, as well as those athletes who have a sport class that may change over time.

In the context of the Paralympic Games, the sport class status informs NPCs of whether an athlete will be required to attend classification evaluation upon arrival to the Vancouver 2010 Paralympic Winter Games. An athlete's sport class status also outlines what protest opportunities may be available.

The following table defines sport class statuses as they will be used during the Vancouver 2010 Paralympic Winter Games:

SPORT CLASS STATUS	ACRONYM	DEFINITION
Confirmed	С	C is assigned to athletes who have been internationally classified according to the relevant sport rules and are not under review. C-status athletes will not be required to undergo evaluation at the Vancouver 2010 Paralympic Winter Games.
Review	R	R is assigned to athletes who have been internationally classified according to the relevant sport rules, but are subject to review. R-status athletes are required to undergo classification evaluation during the scheduled classification evaluation period and/or be observed during competition at the Vancouver 2010 Paralympic Winter Games according to the relevant sport rules. R-status athletes may have a changing or progressive condition that requires ongoing evaluation.

Table A. Sport Class Status

In the event that an athlete requires observation in competition to determine his/her final sport class (only applicable to LW-classes in alpine skiing, cross-country skiing and biathlon), a tracking code is assigned. Once the chief classifier of the respective IPSF has confirmed the final sport class, the sport class status will change to C for the Vancouver 2010 Paralympic Winter Games (see section 6.3, Sport Class Status Evolution).

The following tracking code will be used during the Vancouver 2010 Paralympic Winter Games:

Table B. Sport Class Status Tracking Code

TRACKING CODE	ACRONYM	DEFINITION
Competition review status	CRS	CRS is assigned to athletes who entered with R status, and have been classified according to the relevant sport rules during the classification evaluation period at the Vancouver 2010 Paralympic Winter Games, but are subject to review during competition at the Games. CRS is only a tracking code and identifies those athletes who have yet to fully complete the classification process.

5. Pre-Games Classification Activities

5.1. Classification Master List

The purpose of the Classification Master List is to ensure that accurate classification information is provided to both the VANOC Sport Entries and Classification departments by February 26, 2010, the date of final entry.

The Classification Master List includes all available information on the sport class and sport class status of each athlete seeking entry in the Vancouver 2010 Paralympic Winter Games. The Classification Master List will be distributed to NPCs by the IPC in October 2009. Classification Master List updates will be released at regular intervals through the respective IPSF websites. See Table F Sport Specific Classification details.

Note: in the sport disciplines of alpine skiing, biathlon, cross-country skiing and ice sledge hockey, only athletes with a valid IPC sport athlete license will be included in the final Classification Master List.

If necessary, NPCs are able to verify the sport class data of their athletes through the verification process until January 31, 2010. Changes to the Classification Master List may be considered in the following instances:

- The Classification Master List contains incorrect athlete data (such as name, sport class, sport class status) and/or
- An athlete is not included on the Classification Master List.

In the event that an athlete's impairment has changed since the distribution of the Classification Master List, and a change in sport class status is suspected, respective IPSF classification rules apply.

All requests to confirm or change athlete classification data must be submitted to the IPC using the IPC's Athlete Classification Verification Form, available from the IPC. The final date for submission of all Athlete Classification Verification Forms is January 31, 2010.

Upon receipt of an Athlete Classification Verification Form, the IPC will facilitate a resolution of the change requests in cooperation with the relevant IPSF.

The deadline for final sport entry inscription is February 26, 2010. After this date, all changes to athlete sport class data will be handled during the classification evaluation period, in accordance with the policies and procedures detailed in this guide and the *Vancouver 2010 NPC Accreditation and Sport Entries Manual*.

The final Vancouver 2010 Paralympic Winter Games Classification Master List will be released on March 1, 2010. This list will only include those athletes who are duly qualified and entered by their NPC for the Vancouver 2010 Paralympic Winter Games.

5.2. Classification Evaluation Schedule

The classification evaluation schedule will be distributed to NPCs by e-mail and published on SNOW — VANOC's extranet for NPCs — on January 15, 2010. Changes to the classification evaluation schedule may occur due to some athletes' attendance in pre-Games IPSF-sanctioned classification opportunities between the January 15, 2010 distribution date and these IPSF opportunities. An updated classification evaluation schedule will be distributed to NPCs on March 1, 2010 by e-mail and published on SNOW.

All athletes listed in the classification evaluation schedule must present themselves for classification on the specified date, location and time. Appropriate classification equipment, attire and documentation are required by each athlete. Failure to present for classification in a timely manner, or without required equipment and attire, will be viewed as a failure to comply with the classification code and an athlete may be deemed ineligible to compete.

6. Games-Time Classification Activities

6.1. Classification Evaluation Period (March 7 to 10, 2010)

All athletes with R status are required to arrive at the Vancouver 2010 Paralympic Winter Games in time to be available for the classification evaluation period of March 7 to 10, 2010. Specific IPSF-designated classification assessment times are pre-scheduled through VANOC and published in the classification evaluation schedule. It is the responsibility of each NPC (through its chef de mission) to ensure that athletes on the classification evaluation schedule are available and present at the designated time and location.

Athlete classification, with the exception of classification for athletes with a visual impairment, will take place at the respective competition venues. Athletes with a visual impairment who must present themselves for classification will report to the Whistler Paralympic Village Polyclinic. See Table C, Specific Classification Evaluation and Information Locations per Sport.

SPORT	CLASSIFICATION EVALUATION LOCATIONS	CLASSIFICATION INFORMATION LOCATIONS
Alpine skiing (LW only)	Whistler Creekside	Whistler Creekside — race office
Alpine skiing (B1-3 only)	Whistler Paralympic Village Polyclinic	Whistler Paralympic Village — sport information desk
Biathlon and cross- country skiing (LW only)	Whistler Paralympic Park	Whistler Paralympic Park — race office
Biathlon and cross- country skiing (B1-3 only)	Whistler Paralympic Village Polyclinic	Whistler Paralympic Village — sport information desk
Ice sledge hockey	UBC Thunderbird Arena	UBC Thunderbird Arena — sport information desk
Wheelchair curling	Vancouver Paralympic Centre	Vancouver Paralympic Centre — sport information desk

Table C. Classification Evaluation and Information Locations per Sport

Classification evaluation results and overview sheets will be available at both sport information desks in the Paralympic Villages in Vancouver and Whistler from March 7 to March 21, 2010.

Classification evaluation will be conducted in daily sessions at specified locations. NPCs are advised to allow approximately 30 to 60 minutes for the classification evaluation per athlete.

With the exception of an interpreter, no more than one (1) representative authorized by the respective NPC chef de mission shall be allowed to accompany an athlete to any evaluation or, if applicable, re-evaluation session.

Athlete classification, with the exception of classification for athletes with a visual impairment, will take place at the respective competition venues.

Daily classification results will be distributed by VANOC to NPCs through the sport information desks (SID) at the Paralympic Villages, within the following deadlines:

Table D. Classification Evaluation Period Scheduled Postings

DATE	SESSION	TIME	CLASSIFICATION EVALUATION RESULTS
March 7 to 10, 2010	Evaluation session I	08:30–12:30	14:30
	Evaluation session II	14:30–18:30	20:30

March 10, 2010 is the final day for resolution of protests related to the classification evaluation period (see section 7, Classification Protests).

All NPCs will be provided with a detailed overview of the classification evaluations list on March 11, 2010 by 09:00 through the SID in the Paralympic Villages.

6.2. Classification Competition Period (March 13 to 21, 2010)

In sports where athletes with R status are subject to observation in competition, the classification panel (chief classifier and classifiers) will observe the athlete during first appearance (see section 6.4, First Appearance).

Following the completion of the event in which the athlete makes their first appearance, the chief classifier of the relevant IPSF will be required to confirm the athlete sport class within 15 minutes.

6.3. Sport Class Status Evolution

The sport class status evolution is the process of tracking an athlete's classification status through all stages of the classification process while at the Vancouver 2010 Paralympic Winter Games. The following rules apply for the Vancouver 2010 Paralympic Winter Games:

- The sport class status of C-status athletes will not change for the Vancouver 2010 Paralympic Winter Games, except as a result of a protest under exceptional circumstances (see section 7.3, Exceptional Circumstances).
- Athletes with a sport class status R, and participating in sports where observation in competition is not part of the sport's classification rules, will be allocated a sport class status of C after classification evaluation. The C-status will apply for the Vancouver 2010 Paralympic Winter Games and beyond, if so decided by the IPSF.
- Athletes with a sport class status R, and participating in sports where observation in competition is part of the sport's classification rules, will be assigned a sport class status of CRS for tracking

purposes. This status will be assigned from the period after their classification evaluation until the classification panel has allocated their final sport class, following the athlete's first appearance (see section 6.4, First Appearance). Once the chief classifier has confirmed the athlete's final sport class, the sport class status will change to C for the duration of the Vancouver 2010 Paralympic Winter Games and beyond, if so decided by the IPSF.

6.4. First Appearance

For athletes with a physical impairment competing in alpine skiing, cross-country skiing and biathlon (LW classes), observation in competition is part of the sport's classification rules. The classification panel observes the athlete performing sport-specific skills in a competitive environment.

First appearance applies only to athletes with a CRS status.

First appearance during the Vancouver 2010 Paralympic Winter Games is defined in the *IPC Classification Code and International Standard* as "the conclusion of the first time an athlete competes in a medal event that requires a specific sport class," and applies only to athletes with a CRS status.

The final sport class will be allocated after the classification panel has completed its classification evaluation following the athlete's first appearance. The chief classifier of the relevant IPSF will be required to confirm the athlete sport class no later than 15 minutes following the completion of the event in which the first appearance occurred.

6.5. Re-Entry after Changes in Athlete Sport Class

If an athlete's sport class changes during the classification evaluation period and/or the competition evaluation period, the athlete must be re-inscribed subject to the re-entry conditions for the specific sport, as outlined in the *Vancouver 2010 Paralympic Winter Games NPC Accreditation and Sport Entries Manual*.

7. Classification Protests

7.1. General Principles

Only athletes with a sport class status of R may be subject to protest, and only if the sport rules and regulations allow for such a protest. An athlete with sport class status C may only be subject to protest under exceptional circumstances by the chief classifier of the relevant IPSF.

All protests must be lodged in accordance with the policies and procedures as detailed in this guide in order to be considered.

An athlete may only be subject to one classification protest during the Vancouver 2010 Paralympic Winter Games.

Protests may be lodged as outlined in the table below and only in accordance with the timeframes established for the classification evaluation period and the classification competition period.

Table E. Overview of the Classification Protest Opportunities

CLASSIFICATION EVALUATION PERIOD PROTESTS

Sport class at final entry	Protest by own NPC	Protest by other NPC	Protest by chief classifier
Review	Yes	No	Yes
Confirmed	No	No	Yes*

CLASSIFICATION COMPETITION PERIOD PROTESTS**

Tracking status at entry of the competition period	Protest by own NPC	Protest by other NPC	Protest by chief classifier
Confirmed review status	Yes	No	Yes

* Only under exceptional circumstances (see section 7.3, Exceptional circumstances)

** Only eligible for sports with first appearances (see section 6.4, First Appearance)

All protests must be submitted on the official Classification Protest Form and submitted as stated in section 9, Sport Classification Information. These forms will be available at the sports information desk in the Paralympic Village Whistler and at the competition venue sport information desk or race offices. See Table C for a list of locations providing classification information posting per sport.

In order for a protest to be considered by the IPSF chief classifier, all sections of the Classification Protest Form must be completed in their entirety, in English and without error. The Classification Protest Forms must be signed by the NPC chef de mission or his/her authorized representative.

Protests must be submitted at the venue sport information desk/race office within the designated timeframes. Protests during the classification competition period can only be lodged in events where a first appearance applies to a given athlete.

A protest submitted by an NPC is subject to a fee of 150 Euros or the Canadian dollar equivalent, paid in cash and submitted with a fully completed Classification Protest Form. An exchange rate will be identified on March 1, 2010. This rate will be used for the duration of the Vancouver 2010 Paralympic Winter Games. In the case that a protest is upheld, the amount paid will be refunded to the respective NPC. A fee is not required if a protest is submitted by the chief classifier of an IPSF.

The final protest decision will be documented on the official Classification Protest Form. The original form will be kept by the IPSF chief classifier and copies will be distributed to the IPC, VANOC and the respective NPC of the athlete concerned. It is the responsibility of the athlete's chef de mission to inform the athlete of the final decision of a protest. This form will also act as a receipt for the classification protest.

If an athlete does not appear for classification re-evaluation, the athlete will be deemed ineligible to compete further in the Vancouver 2010 Paralympic Winter Games and the relevant NPC chef de mission will be appropriately notified in writing by the respective chief classifier.

7.2. Protest Deadlines

Protests may be submitted by an NPC, through the NPC chef de mission or his/her authorized representative, or by the respective IPSF, through the IPSF chief classifier, as follows:

Table F. Overview of the Classification Protest Deadline

CLASSIFICATION EVALUATION PERIOD PROTEST DEADLINES

Date	Classification evaluation session	Protest deadline window
March 7 to 10, 2010	08:30 to 12:30	14:30 to 17:30 same day as evaluation
March 7 to 10, 2010	14:30 to 18:30	20:30 (same day) to 08:30 (next day)

CLASSIFICATION COMPETITION PERIOD PROTEST DEADLINES

March 13 to 21, 2010	In order for a protest of an athlete with CRS sport class status to be considered by an IPSF chief classifier, the protest must be lodged within 15 minutes of the publication of the athlete's confirmed final sport class and sport class status following the completion of the
	event, at the competition venue sport information desk/race office.

The NPC will be notified verbally and in writing of any classification protest against one of its athletes and will be provided with a time and date for any subsequent re-evaluation, if required. This notification will be done by the IPSF chief classifier to the NPC chef de mission as soon as possible following the acceptance of a protest.

It is the responsibility of the IPSF chief classifier, with full cooperation from the NPC concerned, to resolve the protest as soon as possible following notification of a protest, in order to minimize impact on the competition.

7.3. Exceptional Circumstances

Protests under exceptional circumstances may be lodged by the respective IPSF chief classifier anytime during the competition period. Such protest submission must be approved by the IPC Medical & Scientific Director.

An exceptional circumstance is defined in the *IPC Classification Code and International Standard* as, "when an athlete, including those with a C sport class status, intentionally or unintentionally performs with significantly less or greater functional ability that does not reflect their current sport class profile during the competition."

7.4. Classification Appeals

The term "classification appeal" refers to the procedure by which a formal objection to the manner in which an athlete's classification evaluation and/or classification procedures have been conducted.

The IPC board of appeal of classification (BAC) is the final appeal body available to NPCs and IPSFs in the resolution of classification issues.

The bylaws of the IPC BAC are part of the *IPC Handbook* which can be found under the Handbook section of <u>paralympic.org</u>, section 1, chapter 2.8.

8. Athletes with a Sport Class Status N

Sport class status N (new) is assigned to athletes who have not been internationally classified according to the relevant sport rules. N-status athletes are not eligible to be entered in the Vancouver 2010 Paralympic Winter Games, except under the provisions set forth in the *IPC Classification Code, International Standard for Athlete Evaluation, section 13.2.* Exceptions will be dealt with on a case-by-case basis by the IPC governing board.

In the unlikely event that an athlete wishes to enter and compete with a sport class status N, he/she will be dealt with under similar conditions as athletes with sport class status R, with the sole exception that other NPCs will be able to lodge a protest under the same timeframes and deadlines as per section 7.2 Protest Deadlines.

9. Sport Classification Information

SPORT	IPSF	APPLICABLE CLASSIFICATION RULES	IPSF CHIEF CLASSIFIER	ELIGIBLE SPORT CLASSES	ELIGIBLE SPORT CLASS STATUS	FIRST APPEAR- ANCE
Alpine skiing	IPC	paralympic.org	Nick Cutcliffe	B1-3, LW1-12	R, C	only LW classes
Cross- country skiing and biathlon	IPC	paralympic.org	Anne Lannem	B1-3, LW2-12	R, C	only LW classes
lce sledge hockey	IPC	paralympic.org	Michael Petterson	Minimal eligibility	R, C	n/a
Wheelchair curling	WCF	worldcurling.org	Andrew Burt	Minimal eligibility	R, C	n/a

Table G. Sport-Specific Classification Details

10. Contact Information

The person in charge of the provisions of the *Vancouver 2010 Paralympic Winter Games Classification Guide* is the IPC Medical & Scientific Director.

Dr. Peter Van de Vliet, IPC Medical & Scientific Director Adenauerallee 212-214, D-53113 Bonn, Germany Tel.: +49-228-2097-290 Fax: +49-228-2097-209 E-mail: <u>peter.vandevliet@paralympic.org</u>

The person in charge of the operations of the Vancouver 2010 Paralympic Winter Games classification program is the VANOC classification manager.

Ms. Elisabeth Walker-Young, VANOC classification manager Tel: +1-604-403-1578 Fax: +1-778-328-6305 E-mail: Elisabeth Walker-Young@vancouver2010.com

The governing body for wheelchair curling:

World Curling Federation 74 Tay Street PH2 8NP, Perth Scotland Tel: +44 1738 451 630 Fax: +44 1738 451 641 E-mail: wcf@dial.pipex.com Web: worldcurling.org

The governing body for alpine skiing, cross-country skiing and biathlon: International Paralympic Committee Adenauerallee 212-214 53113 Bonn, Germany Tel: +49 228 2097 160 Fax: +49 228 2097 209 E-mail: info@paralympic.org Web: paralympic.org

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