

## **SECTION 1: BASKETBALL SPORT SPECIFICATION**

### **1. Rules of Competition**

The INAS Basketball events will be governed by the rules of FIBA with approved variations by INAS.

### **2. INAS Sport Rules**

World Championships will be 5v5 format. Regional and open events can be either 5v5 or 3v3 format.

INAS 3x3 Rules have the following variations to the FIBA 3x3 rules.

- Warm up to be 10 minutes.
- Coaches are allowed to sit courtside.
- Coaches can call a time out - one minute duration.
- Size of basketball – size 6
- Number of referees – 1 or 2.
- Shot clock is 12 seconds per possession.

### **3. Rankings**

The rules of Basketball pertaining to rankings will be those of INAS Basketball.

**SECTION 2: INAS CHAMPIONSHIP EVENT SPECIFICATION**

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# SECTION 7: SPORT & CHAMPIONSHIP SPECIFICATIONS

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## **1 Event Specification**

### **1.1 Event Title**

The title of the event is the “[Number or Year] INAS [World/Regional] [Sport] Championships”, for example “5th INAS World Basketball Championships” or “2013 INAS European Basketball Championships”.

### **1.2 Event Date**

INAS Basketball World and Regional Championships will be held every four years in line with the below programme.

<b>2016</b>	Open / Development events (5v5)
<b>2017</b>	World Championships
<b>2018</b>	Regional Championships
<b>2019</b>	Global Games

The specific event date should be determined in consultation with the Sport Director and should allow for competition cycles, climate, other major events, venue and accommodation availability.

### **1.3 Rules**

INAS Basketball events are organised in accordance with the FIBA rules with appropriate amendments as set out in the Sport Specifications above. Local Organisers are not permitted to amend these rules.

World Championships will be 5v5 format. Regional and open events can be either 5v5 or 3v3 format.

### **1.4 Inspection Visit**

The LOC will be supported by the INAS Sport Director who will give advice and guidance throughout the planning and delivery processes. Further support will be given by the INAS Sports Manager, Technical Officer and other Committees as required.

The Sport Director will undertake a one or two-day inspection visit 6 months prior to the event which will include a visit to the competition and training venue(s), accommodation and time will also be available for competition related discussions.

The LOC will be responsible for all costs relating to the visit including travel, accommodation and catering costs.

### **1.5 Event Timetable**

#### **1.5.1 INAS World Championships**

INAS World Championships will be played over no more than 8 days.

Additional days may be added prior to opening games and following the final to allow for training, acclimatisation and travel arrangements.

The LOC should liaise with the INAS Sport Director regarding the schedule and programme.

### 1.5.2 Regional Championships

The length of Regional Championships will be arranged according to the number of teams entering the event.

## **2 Competition Information**

### **2.1 Qualification Criteria**

#### 2.1.1 World Championships

World Championships will comprise a maximum of 24 Teams (12 men's/12 women's) including the Host Nation, the Reigning World Champions and 10 teams to qualify as a result of Regional Qualifying events held in the preceding two years.

Where a qualified team from a Regional Championships does not wish to enter the World Championships, the next ranked team in the Regional Championships will be offered their place.

The number of slots available per region will be dependent on the number of teams competing in each regional competition. Where a region does not organise a regional competition the INAS Sport Director and Committee may permit entry of a limited number of nation(s) from that region.

#### 2.1.2 Regional Championships

Where possible regions should support an open entry system up to 12 teams per gender.

### **2.2 Competition Format**

All INAS Championships will consist of two stages of competition – group followed by knockout.

Matches will be scheduled so that teams have rest periods between games in accordance with FIBA rules and regulations.

#### 2.2.1 Group Stage

Placing in each group will be decided by the following procedure;

- Teams shall be classified according to their win-loss record, namely 2 points for each game won, 1 point for each game lost (including lost by default) and 0 points for a game lost by forfeit.
- If 2 or more teams have the same win-loss record of all games in the group, the game (s) between these 2 or more teams shall decide the classification. If the 2 or more teams have the same win-loss record of the games between them, further criteria will be applied in the following order:
  - Higher goal difference of the games between them
  - Higher number of goals scored in the games between them
  - Higher goal difference of all games in the group

- Higher number of goals scored in all games in the group

If these criteria still cannot decide, a draw shall decide on the classification.

If at any level of these criteria one or more team(s) can be classified, the procedure shall be repeated from the beginning for all the remaining teams not classified yet.

#### 2.2.2 Knockout Stages

Knockout competition should be provided for all teams to decide rankings across all placings.

Should the match be drawn at the end of the game then an extra 5 minutes if played to determine a winner (as per FIBA rules).

#### 2.2.3 8 Team Competition Format

##### Group Stage

Teams will be divided into 2 pools of 4 teams each. Teams will play a round robin within their pool (3 games).

##### Knockout Stage

##### Quarter finals

- Team finishing 1<sup>st</sup> in Pool A play 4<sup>th</sup> in Pool B
- Team finishing 1<sup>st</sup> in Pool B play 4<sup>th</sup> in Pool A
- Team finishing 2<sup>nd</sup> in Pool A play 3<sup>rd</sup> in Pool B
- Team finishing 2<sup>nd</sup> in Pool B play 2<sup>nd</sup> in Pool A

##### Semi finals

- Winner of each quarter final play in the semi finals
- Loser of each quarter final play in the semi finals for positions 5 - 8

##### Finals

- Winner of each semi final play for positions 1 - 2
- Losers of each semi final play for positions 3 - 4
- Winners of semi finals (5 - 8) play for positions 5 - 6
- Losers of semi finals (5 - 8) play for positions 7 - 8

#### 2.2.4 10 Team Competition Format

##### Group Stage

Teams will be divided into 2 pools of 5 teams each. Teams will play a round robin within their pool (4 games).

##### Knockout Stage

##### Semi finals

- Team finishing 1<sup>st</sup> in Pool A play 2<sup>nd</sup> in Pool B

- Team finishing 1<sup>st</sup> in Pool B play 2<sup>nd</sup> in Pool A
- Team finishing 3<sup>rd</sup> in Pool A play 4<sup>th</sup> in Pool B
- Team finishing 3<sup>rd</sup> in Pool B play 4<sup>th</sup> in Pool A
- Team finishing 5<sup>th</sup> in Pool A play 5<sup>th</sup> in Pool B

#### Finals

- Winner of semi final play for positions 1 - 2
- Losers of semi final play for positions 3 - 4
- Winners of semi final (5 - 8) play for positions 5 - 6
- Losers of semi final (5 - 8) play for positions 7 - 8

#### 2.2.5 12 Team Competition Format

##### Group Stage

Teams will be divided into 4 pools of 3 teams. Teams will play a round robin within their pool (2 games each team).

##### Knockout Stage

The winners of each group will proceed to knock out semi finals/3<sup>rd</sup>/4<sup>th</sup> play-off, and final as appropriate.

- SF1: 1<sup>st</sup> in Pool A plays 1<sup>st</sup> in Pool B
- SF2: 1<sup>st</sup> in Pool C plays 1<sup>st</sup> in Pool D
- 3<sup>rd</sup>/4<sup>th</sup> Playoff: Losers of semi finals
- Final: Winners of semi finals

Runners-up in each group, will form a new group and play a round robin to determine 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> place.

3<sup>rd</sup> place in initial groups, will form new group to play round robin to determine 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> place.

## **2.3 Competition Schedule**

The LOC should liaise with the INAS Sport Director regarding the detailed competition schedule.

## **2.4 Entry Quotas**

Member nations can only enter one team into World and Regional Championships.

For 3v3 events there would be an exception to provide for more teams in the competition.

## **2.5 Event Viability Criteria**

A minimum of 4 teams are required for a World or Regional Championship.

Where less teams participate in a regional competition this can still act as a qualifier for the World Championships but will be titled a Regional Cup or Open as opposed to a Regional Championship.

## **2.6 Medals**

Medals will be awarded to all participating players and team staff.

## **2.7 Entry Process**

Preliminary entry information should be available 12 months before the date of the Opening Ceremony and final entry information 9 months before, giving full details and costs associated with the event.

For World Championships entry will be managed via the INAS Sports Management system. The LOC will be given access to the system to manage entries and information.

For other events the INAS Sports Management System can be used. Alternatively an LOC managed entry should be via an online entry system that is user-friendly and if possible, available in multiple languages. This should be supported by a paper-entry system for nations who have difficulty accessing the internet.

A full list of entrants should be available in excel format for key partner agencies within 2 weeks of the final entry deadline.

## **2.8 Entry fees**

Fees to participants may be charged, however it should be remembered that many athletes will find it difficult to raise funds and therefore the cost of the event should be considered carefully.

Sponsorship may be raised, in accordance with the guidelines set out in the INAS Handbook.

A capitation fee (level to be determined by INAS) must be added to the cost of the event and may not be used to cover the cost of the event.

INAS will charge a small online entry fee to cover administration costs of the INAS Sports Management System which will be agreed with the LOC and included in the entry fee.

Entry fees will normally be made in 3 separate payments:

- 25% at first entry deadline, payable to LOC and may be held as a deposit organisers in accordance with the schedule below.
- 25% at final entry deadline, payable directly to INAS.
- 50% at final entry deadline, payable to the LOC.

INAS advises all LOC's to establish a clear cancellation policy and to publish this within the entry pack.

## **2.9 Seeding**

The seeding of teams and the draw will be undertaken in accordance with FIBA rules.



### **2.10 Competition Draw**

The competition draw will be made prior to the event in conjunction with the INAS Sport Director.

### **2.11 Technical Meeting**

The Technical Meeting will take place the day prior to competition to discuss all important details concerning the competition and organisation. It is compulsory for each participating nation to attend. Each nation can send up to two persons to the meeting.

### **2.12 Team Composition & Delegations**

Each team can comprise a maximum of 12 athletes.

Each competing nation may in addition bring 4 team officials:

- Team Manager
- 2 Coaches
- 1 Medic/physio

And as per the Technical Officials guidelines each team should supply 1 Referee.

### **2.13 Athlete Sport Equipment & Clothing Regulations**

Sport equipment and clothing must abide by FIBA regulations.

### **2.14 Communication**

A Team Handbook must be developed and published approximately 3 months before the event containing all key event information.

During competition, an effective communication system should be installed to ensure teams receive accurate and timely information.

All information relating to the event (including printed and electronic formats) must be presented in English. Where possible, information should be available in additional languages.

### **2.15 Results**

An efficient and accurate results management service is essential throughout the event. Organisers should ensure that results of events are published 'live' to the event website.

By the close of the event, a full results list should be available.

A full copy of results should be sent to the INAS Head office (in pdf format) immediately upon conclusion of the event.

### **3 Eligibility & Classification**

#### **3.1 Eligibility**

All national teams shall be eligible to participate, provided that their Member Organisation is in good standing with INAS, and the entry is sanctioned by the National Member Organisation.

INAS will manage the primary eligibility process and will regularly update the INAS Master List. All athletes entering the event must appear as 'Active' on the INAS Master List no later than the final entry deadline. Applications for new athletes must be submitted to INAS as soon as possible.

Athletes who do not meet the qualifying criteria or do not appear on the INAS Master List as 'Active' are not eligible for this event.

There is no 'guest' entry.

The LOC will be responsible for ensuring all athletes are eligible to compete. This includes:

- Appearance on the INAS Master List no later than the final entry deadline (all athletes)
- All sports rules and regulations regarding minimum age, nationality etc (all athletes)

### **4 Venue**

#### **4.1 Facilities**

4.1.1 For INAS World Basketball Championships 2 competition courts are required. Courts should be approved by the National Governing Body of Basketball, and be indoor with space to seat teams and spectators.

4.1.2 The organisers must supply the following equipment/facilities for use in competition. Please note the below equipment list includes requirements for training courts:

<b>Item</b>	<b>Description</b>	<b>Quantity</b>
Backstop units & backboard	Each court requires 2 backstop units with backboards. Backboards shall be made of a suitable transparent material (safety glass), have a protective framework around the backboard support structure. Rings need to have nets made of white cord with 12 loops to attach it to the ring.	4
Basketballs	Leather basketballs - approved by FIBA. Preference is Molten. Size 7 for men and size 6 for women	20

**SECTION 7: SPORT & CHAMPIONSHIP SPECIFICATIONS**  
**7.3 SPORT & INAS CHAMPIONSHIP SPECIFICATIONS - BASKETBALL**



Game Clock	Digital countdown clock with an automatic signal sounding for the end of the period. If the clock is above the court as part of the scoreboard then there needs to be a game clock at each end. Normally part of the 24 second shot clock attached to the backboard	1
Scoreboard	The game clock is part of the scoreboard. If the scoreboard is hung over the court, then there needs to be a scoreboard at each of the court.	1
24 shot clock	Mounted on each backboard support. Shot clock also includes the game clock	2
Player foul markers	five player foul markers provided for the scorer of white colour with numbers a minimum 2090m in length and 100 mm in width numbered from 1 to 5	5
Team foul markers	Two team foul markers provided on the scorebench showing the number of team fouls up to five to show that the team has reached the team foul situation.	2
Alternating possession arrow	These are arrows are placed on the scoreboard – minimum length of 100mm and height 100mm.	1
Playing floor	The floor shall be made of wooden flooring - minimum length of 32m and minimum width of 19m.	1
Floor mops	Floor mops to clean the court at the end of each game	2
floor mops	Two mops for each court to mop up any wet surfaces on the court	4
Scorebench	Minimum of 6m in length and 0.8m in height	1
Statisticians	Can be a part of the scorebench - need minimum 3 spaces	1
Lighting	1400 lux - needs to be suitable for TV	-
Internet connection	Internet connection for statisticians to enable on line statistics	-
Statistic software	Statistic software needs to be able to collate results to be distributed to the web and social media	-
Microphone	To be used to announce players for each game	1
Music	Music required for warm up	1
Ice	Ice needs to be available for injuries	-

Towels	towels for bench - these could be sourced through the hotel. Need 10 per game per team	-
Whiteboards	Need whiteboards in each change room	4
Team info	Need to be able to provide teams with information in an organised manner - these could be team boxes/pigeon holes	12

4.1.3 The following spaces should be provided for athletes and team officials

- 4 team changing rooms
- Athlete Lounge / rest area
- Reserved seating area

4.1.4 The following spaces should be provided for officials

- 3 changing rooms
- Room for Game Commissioner / Referee Evaluator
- Lounge/rest area
- Reserved seating area

4.1.5 The following spaces should be provided to run the competition

- Competition management office including space for Sport Director and Head of Referees to work (with internet connection)

## **4.2 Training Facilities**

4.2.1 Training facilities providing 2 courts must be available prior to and during championships.

4.2.2 In addition each team must be allocated 1 hour familiarisation training on the competition court prior to their first match.

## **5 Officials, Staffing & Volunteers**

### **5.1 Technical Delegate**

The INAS Sport Director will take on the role of Technical Delegate for the event. The Technical Delegate is the highest authority with regards to technical matters within each sport.

### **5.2 INAS Sport Director**

The INAS Sport Director will attend the event and be the lead on all technical matters and where no IF Technical Delegate is appointed, will act as the highest authority with regards to technical decisions.

The LOC is responsible for meeting the cost of travel (ie. flights), accommodation, transport and per diem expenses of INAS Sport Director or their nominated representative.

### 5.3 INAS Official Representative

INAS will normally appoint an Official Representative - a member of the Governing Board - to the event.

The LOC is responsible for meeting the cost of travel (ie. flights), accommodation, transport and per diem expenses of the Official Representative.

The Official Representative will take final decisions on all matters except those that are of a sports technical nature (and in so far not put before the Accreditation Committee) as much as possible in consultation with the technical delegate, the organising committee and team leaders. They shall also chair the Accreditation Committee and take a prime role in all protocol matters.

### 5.4 INAS Sports Manager

The INAS Sports Manager will normally attend World Championship events.

The LOC is responsible for meeting the cost of travel (ie. flights), accommodation, transport and per diem expenses of the INAS Sports Manager or their nominated representative.

The Sports Manager will be present at the event to support the Technical Director, Sport Director, Officials Representative and LOC where required and liaise with the teams and officials to support growth and development of the sport.

### 5.5 Technical Officials

The following International and National Technical Officials must be appointed to the event:

	<b>Number</b>	<b>Qualification</b>	<b>Appointed By</b>
Officials Coordinator	1	Experienced Referee	National Federation
Referees	Dependant on number of teams/matches	Ideally FIBA, minimum National	Teams should provide 1 referee and additional pool of referees to be provided by the National Federation
Table Officials	Dependant on number of teams/matches	Ideally FIBA, minimum National	National Federation

The Officials Coordinator must arrive two days prior to competition to inspect the facilities and work with the Organisers and Sport Director to finalise the competition schedule and Referee schedule.

All other officials must arrive at least the day prior to competition to be briefed by the Sport Director and Officials Coordinator and familiarise themselves with the facilities.

The LOC is responsible for meeting the cost of travel (ie. flights), accommodation, transport and per diem expenses.

## **5.6 Sport Specific Volunteers**

The LOC should make arrangements for the following sport specific volunteers

- Team Liaisons (one per team)

## **6 Medical & Anti Doping**

### **6.1 Medical**

First aid and physiotherapy services must be made available for training and competition by the Organisers.

In addition an ambulance should be onsite during competition.

### **6.2 Doping Control**

The INAS Championships are subject to doping control testing. Appropriate facilities must be provided by the LOC in accordance with INAS Anti-Doping Policy.

Any athlete requiring a Therapeutic Use Exemption (TUE) has to send an TUE applications to the INAS Anti-Doping Committee NO LESS THAN 30 DAYS BEFORE COMPETITION to [tue@INAS.org](mailto:tue@INAS.org).

## **7 Event Operations**

### **7.1 Accreditation**

An accreditation system should be developed for all athletes, team staff, event staff, volunteers, officials, guests, media and other persons involved in the event. This should carry the persons photograph and details of their level of access.

An efficient system of presenting accreditation on arrival should be arranged.

### **7.2 Visas**

Each competing nation is responsible for arranging for the necessary visas for their delegation. Where required the LOC will issue a letter of invitation to participating nations.

The LOC is responsible for applying and paying for the necessary visas for all appointed technical officials. They must ensure that applications are submitted by any deadline set by the diplomatic/consular authorities of the country to be visited.

### **7.3 Transportation**

7.3.1 Athletes/Team Officials – All competing nations are responsible for the booking and cost of travel to the designated port of entry for the event. The LOC must provide transport to and from the designated port of entry and the accommodation, training and competition venues.

Teams can travel in shared transport to and from training but for competition must be provided with their own bus. A bus schedule should be provided allowing teams to travel to and from matches in plenty of time. In addition flexibility should be planned to allow for teams not competing to spectate.

7.3.2 Technical Officials – The Referee Coordinator will be on site for the duration of competition. The officials transport schedule must guarantee that all other officials arrive on venue a minimum 1 hour before the start of their respective match(es).

#### **7.4 Accommodation**

It is normal for different standards of accommodation to be offered, however all accommodation should be of an appropriate standard and due care should be given to athlete welfare and protection issues. Accommodation for athletes, officials, volunteers and guests should be in the same general area but any media guests should be accommodated separately.

Accommodation should be located close to the arrival airport (ideally no more than 90 minutes in average traffic conditions) and include a number of accessible rooms.

Accommodation should be close to competition venues (no more than 30 minutes at peak traffic times) and include a number of accessible rooms.

#### **7.5 Catering & refreshments**

LOC's should provide all meals throughout the event including breakfast, lunch and evening meals ensuring religious/ethnic requirements and the nutritional requirements of athletes are observed.

Sufficient bottled water should be available at all training and competition venues throughout the event.

#### **7.6 Security**

The LOC are responsible for ensuring security measures to guarantee the safe and peaceful delivery of the event. The LOC should undertake a risk assessment in consultation with the relevant national and local authorities.

### **8 Ceremonies, Guests & Social Programme**

#### **8.1 Ceremonies and Receptions**

Ceremonies are an opportunity to welcome delegations and guests, to showcase national culture and to launch or close the event in a positive spirit and atmosphere. It is mandatory to include an opportunity to raise/lower the INAS flag and a welcome speech from the INAS President.

Careful consideration should be given to athlete welfare regarding the timing, location and length of the ceremony. It should be close to the accommodation venue.

Additional Receptions may be considered for key guests, VIP's and sponsors.

#### **8.2 Guests**

Organisers are required to provide a VIP Guest hospitality programme. Organisers are required to ensure an appropriate accommodation venue is available for

guests, and if possible, access to transport, competition venues and any social programme.

The guest list should be developed in consultation with the Sport Director.

Guests will normally attend at their own expense.

### **8.3 Social programme**

A social programme may also be offered to participants. However it is important that the programme is sympathetic to the demands on elite athletes.

## **9 Branding, PR and Media**

### **9.1 Branding and PR**

The organisers are responsible for promoting the event in accordance with the branding guidelines set out in the INAS Handbook.

All venues should be fully branded with the INAS logo, and all printed materials, website and other marketing materials should ensure the INAS logo is prominent.

### **9.2 Event Website**

The organisers must create and maintain an event website, containing key information about the event. An event photographer must be arranged together with video footage of competition.

### **9.3 Media**

Press releases should create a positive message regarding the spirit of the event maintain an athlete-centred approach. Copies of all press releases, news items, features, photos, videos and other media should be made available to INAS upon completion of the event.

LOC's should take advantage of social media opportunities, including Twitter and Facebook to promote the event, INAS, and sport for athletes with an intellectual disability.

## **10 Spectators & Ticketing**

Event hosts should give careful consideration to how the event will be marketed to spectators, including arrangements for ticketing (whether paid or free tickets), and how spectator safety and enjoyment is carefully managed.

Tickets sales may be managed by the organisers or in conjunction with INAS. Free tickets might ensure a larger crowd, adding to the atmosphere at events, whilst levying a charge will generate income towards the delivery of the event. In all cases, a ticket-management procedure should be put in place (this can be managed through the INAS website).

Careful consideration should be given to how spectators will be managed within the venue including crowd safety, seating arrangements, commentary and public



announcements, programme sales, access to refreshments and bathroom facilities, insurance, accreditation/access control, emergency planning.

## **11 Insurance, Finance & Contingency Planning**

### **11.1 Event Hosting Fee**

For World Championships an event hosting fee is payable to INAS within 1 month of the completion of the event. The amount will be confirmed annually by INAS.

### **11.2 Liability**

The cost of hosting the event will entirely be met by the LOC and losses will not be underwritten by INAS.

### **11.3 Insurance**

All Team Members are obliged to have their own travel and medical insurance for the duration of the Championships.

The LOC must provide public liability insurance and professional indemnity insurance for the event, and should consider cancellation insurance. INAS advises all LOC's to establish a clear cancellation policy and to publish this within the entry pack. Please contact INAS for advice regarding the minimum levels of cover needed.

### **11.4 Event Proceeds**

Any financial surplus resulting from the hosting of the Championships will be distributed 50% to the LOC and 50% to INAS.

### **11.5 Emergency Planning**

LOC's should develop clear emergency procedures in the event of a major accident or emergency at all accommodation and training venues. This includes protocols for managing the immediate situation, ensuring the support of emergency services, for liaison and coordination with INAS staff, and for management of media.

The plan should be developed in consultation with INAS and made available to key staff within the LOC.

### **11.6 Contingency Planning**

Despite the very best planning, there will often be unforeseen circumstances that arise during the planning and delivery of a major event. It is important therefore that LOC's give consideration to contingency and backup plans in respect of essential event areas to ensure successful delivery.

Examples might include:

- Problems regarding venue and facility availability,
- Loss of a key sponsor or income source
- A power failure or loss of internet impeding communication
- Accommodation availability problems
- A key member of staff or volunteer falling ill

## **12 Post Event**

### **12.1 Post Event Report**

On completion of the event, the Organisers will provide a short report detailing an overview of the event and a full statement of income and expenditure.

### **12.2 Final Results**

The Organisers will be responsible for providing the Secretariat with an electronic copy of the event results. This should be done on a daily basis, with a full copy of results on completion of the event.