



## **Northern Ireland Fencing Ltd.**

### **Hosting Competitions & Personnel Requirements 2017-18**

As part of the current Sport NI funding programme; “Sporting Clubs”, NI Fencing is formalising the processes and requirements concerning how clubs host competitive events within Northern Ireland. These criteria may change as time goes on, in line with the fencing population in NI, but for the duration of 2017/18, will act as a minimum set of requirements all clubs and personnel must meet in order to host a competition.

#### **Events**

A competitive event is any individual competition (for any age category) that carries national (e.g., British Fencing, Fencing Ireland) or event-specific ranking points (e.g., junior rankings). The competitive events currently hosted in Northern Ireland are as follows:

- Belfast Open *(usual host: Belfast Fencing Club)*
- Derry Open *(usual host: Foyle Fencing Club)*
- Northern Ireland Open *(usual host: Grosvenor Fencing Club)*
- North West Open *(usual host: University of Ulster Fencing Club)*
  
- NI Junior Foil Series (6 events + BYC qualifier) *(rotating host club)*
- Senior 5 Nations *(Team competition; rotating host nation)*



## Club Requirements for Hosting Competitions

Clubs wishing to host a competition in NI must meet the following requirements:

- A club must be an NI affiliated fencing club at least 2 months in advance of hosting
- A club must be in good financial standing with NI Fencing Ltd for at least 2 months in advance of hosting
- A club must provide one member of the Directoire Technique (DT) responsible for the computer/software management of the competition (Every club must possess at least one club member to take on this responsibility. The number of affiliated clubs must equal the number of DT individuals in NI).
- A club should normally provide a second member of the DT responsible for the collecting of all entry fees (including late penalties)
- Other officials (e.g., referees) can be recruited at the discretion of the host club

In advance of any competition taking place, a club must contact NI Fencing Ltd and provide the following information as soon as possible.

- A formal request to host a specific competition
- A competition date and venue (to be added to the NI Fencing calendar)
- The name of their club DT computer manager. If a club is unable to provide this individual, they will be subject to a penalty of monies collected for their event. NI Fencing will provide DT training in advance of all competitions taking place.
- Confirmation of whether a club or DT can provide their own computer/printer equipment (These can be rented from NI Fencing if needed). NI Fencing will provide a software licence for the use of Fencing Time (Windows Operating System only).

Following all competitions, a club must:

- Provide NI Fencing with a complete final results ranking document (in .xls or .csv format) within 1 week of the competition ending
- Deliver a full entry list and all entry fees collected to NI Fencing Ltd within 2 weeks of the competition ending

## **Personnel & Equipment**

All individual personnel taking part in a competition (i.e., DT, referee, etc.) must meet the following requirements

- Good financial standing with NI Fencing Ltd. at least 1 month in advance of the competition taking place.

Additional, all competition personnel should ideally:

- Possess an appropriate qualification (e.g., referee qualification) relevant to their role in the competition. This is subject to the availability of courses and individuals' existing skill (e.g., previous DT experience).