

# Technical Checklist

to be completed by

host Federations of International Championships and sub-Regional cups.

The following checklist of venue requirements to be provided by the organiser must be completed and returned to the [General Secretary](#) with a copy to the [Technical Chairman](#) before the invitation to the championships is issued.

These requirements are generally regarded as the minimum to be provided. If you experience any difficulty in meeting these requirements, please inform the [General Secretary](#) as soon as possible and before the invitation to the championships is issued. This way, any problems can be solved and participants informed of any outstanding matters, which may affect their entry to the competition.

## **Competition area.**

Specifications	To be completed by the organiser.  (Yes/No or comments)
<p><i>Competition area.</i></p> <p>The competition area must be of sufficient size to accommodate the anticipated number of spectators and leave sufficient space for the stage upon which will be the platform, referees, loaders, jury, administration table and lights. If the stage is limited in area, then the jury and administration table may be located off the stage but in suitable positions.</p> <p>The scoreboard is best situated to the side rather than immediately behind the platform thereby allowing scoreboard personnel to continue working without need to stop when lifts are being performed.</p> <p><i>Platform equipment</i> must be IPF approved and should include (a – r):</p>	
a) Bar ,collars and discs. State the name of manufacturer	a)
<p>b) Discs - 14 x 25 kg , 2 x 20 kg, 2 x 15 kg, 2 x 10 kg, 2 x 5 kg, 2 x 2,5 kg, 2 x 1,25 kg.</p> <p>Note: 50-kg discs may be used instead of some of the 25 kg discs. (However, at least 2 x 25 kg must be provided).</p> <p>Rubber covered discs are permitted provided they conform to the rule requirement.</p>	b) (list the discs)

Record discs: 2 x 1 kg, 2 x 0,5 kg and 2 x 0,25 kg. These discs should be kept at the Jury table throughout the competition.	
c) Squat stands, bench, disc racks and foot blocks for benching.  Note: The blocks shall be in the range of 5 cm, 10 cm, 20 cm and 30 cm.	c)
d) Podium to accommodate 1 <sup>st</sup> ., 2 <sup>nd</sup> . and 3 <sup>rd</sup> . place winners	d)
e) Chalk box with adequate supply of chalk	e)
f) Broom, mop and bucket, scrubbing brush, vacuum cleaner and towel.  Note: the scrubbing brush must not be of the steal type damaging the bar's knurling.	f)
g) A 10% Clorex solution or similar as suggested by the doctor for use on bar if any bleeding occurs. This is a necessary precaution to stop the spread of contagious disease of AIDS.	g)
h) 3 seats for the use of the referees	h)
i) Seats at rear of platform for use of loaders.	i)
j) Seats and tables on or off the platform for the announcer, announcer's assistant, scorers, time keeper, computer operator and marshal plus all their equipment.	j)
k) Seats and table on or off the platform for the three man jury.	k)
l) A scoreboard, preferably one capable of taking at least 14 names.  A double-sided board capable of pivoting is often the most useful and permits personnel to work on the reverse side during the lifting thus speeding up the competition.  An overhead projector may replace the scoreboard if the projector has a light brilliance of high quality and projected on a large screen.	l)
m) Steps or mobile tower for use of the scoreboard personnel (when a manual scoreboard will be operated)	m)
n) Table and seats for scoreboard personnel plus an adequate supply of cards, stencils etc. (when a manual scoreboard will be operated)	n)
o) Reliable lighting system in which the lights relate to the relevant position of the three referees	o)
p) Table for display of trophies etc. (not on the platform)	p)
q) An individual lift attempt board showing the actual weight on the bar	q)
r) A clock visible to the lifters, coaches and audience showing the unexpired time in which the lift must be commenced.	r)

### ***Warm up area.***

The warm up area should preferably be at least 30m x 10 m in	(state the size)
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size	
Warm up area equipment should include (a – e):	
a) A minimum of four platforms, preferably five. (State the numbers of platforms)	a)
b) Each platform equipped with a bar and collars plus:  10 x 25 kg, 2 x 20 kg, 2 x 15 kg, 2 x 10 kg, 2 x 5 kg, 2 x 2,5 kg,  2 x 1,25 kg discs. (state name of bar manufacturer and kg/no. of discs.)	b)
c) Each platform should have squat stands, bench, (preferably similar with those used in the competition platform)chalk box etc.	c)
d) Loudspeaker link with the competition area, TV monitor showing the  lifting order , TV monitor showing the score sheet and TV monitor  viewing the lifting platform.  (state which of the above facilities will be provided)	d)
e) Free soft drinks / fresh water if possible	e)

### ***Weigh in room (lockable).***

Equipment should include (a – c):	
a) Certified digital scales. The scales certificate must be current	a)
b) Table and chairs for referees.	b)
c) The technical secretary will supply the chief referee for each bodyweight category with an envelope containing scoresheets, equipment check sheets, rack height sheets, order of weigh in sheets, speaker's competition cards and lifter's attempt slips.  If possible all these documents should be completed by the technical secretary by entering the names of all nominated lifters after the precompetition technical meeting. Spare blank cards etc. should be provided for any additional lifters joining a category by reason of changed bodyweight.  Refer to IPF technical rule book ( <i>Order of competition – Responsibilities of officials (b) The Technical Secretary</i> ).	c)

### ***Equipment check room (lockable).***

This room should be adjacent to the weigh in room.	
Equipment should include:	
a) Table and chairs for referees. Equipment check sheets will be contained in the envelope	a)

given to the chief referee for the bodyweight category.	
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### **Changing rooms.**

a) All normal facilities. (State no. of rooms)	a)
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### **Doctors treatment room.**

a) Consult with the doctor concerning the facilities	a)
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### **Physiotherapy room.**

a) Consult with the physiotherapist concerning the facilities	a)
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### **Doping control room.**

This room must have communicating toilets.	
Equipment should include (a – c):	
a) Supply of drinking water and soft drinks. Drinks should be canned or otherwise sealed.	a)
b) Table and chairs for sampling officers.	b)
c) Chairs for athletes awaiting tests.	c)

### **Championship office.**

Equipment should include (a – e):	
a) Photocopier. This is essential as it will be in constant use throughout the competition	a)
b) PC with printers / typewriter.	b)
c) Adequate supply of paper for the above machines.	c)
d) Adequate supply of spare documents as may be required by the technical secretary throughout the competition	d)
e) It is recommended to provide internet-connection and fax facilities.	e)

### **Officials.**

The organiser is responsible for appointing all officials and in sufficient numbers to ensure the efficient running of the competition.	
The essential officials are listed in the IPF Technical Rule book ( <i>Order of Competition – the organiser will appoint the following officials</i> )	
Briefly they are ( a – g):	
a) Speaker / Announcer. (It is essential that he has mastery of the English language).	a)
b) Technical Secretary (An IPF international referee)	b)
c). Time Keeper. (Preferably a qualified referee)	c)

d) Marshal Expeditors	d)
e) Scorers. (Record the progress of the competition by both computer and manual methods)	e)
f) Spotters / Loaders. ( A minimum of two complete and interchangeable teams).	f)
g) Doping control assistants. 2-3 persons are needed to be guardians for lifters who are drawn to doping tests and wait for their turn to take the test.  Additional officials such as doctors, paramedics, therapists etc. may be appointed as necessary.	g)

I agree that the venue requirements as listed above can be provided by me at the  
..... Championship.

Sign. of Organiser:..... Date: .....

Address:..... Tel: .....

..... Fax: .....

..... E-mail: .....

Remarks if any: