



International Wheelchair Rugby Federation

Athlete Replacement Policy

1 January 2018

This document details the policy regarding the replacement of athletes during IWRF sanctioned competitions.

General Provisions

An IWRF member nation may replace an athlete after the close of entries until completion of competition, as determined by the Technical Delegate. Replacement athletes must have met all eligibility criteria for the sport to compete.

Replacements may only be made for athletes who withdraw due to injury, illness, or other special circumstances. All replacement applications are subject to review and approval by the IWRF. Nations must complete an official replacement application form (attached to this policy) and provide appropriate rationale as stipulated in this policy.

Accreditation Application - Long List deadline

The Long List is the list of athletes from a country who may be selected by that country to participate in a specific IWRF sanctioned event. Each event Organizing Committee (LOC) will set a deadline for submission of the Long List of athletes for accreditation and entry purposes. The detail required with the Long List will be supplied by the LOC in advance. No more than twenty-four (24) athletes can appear on a country's Long List for an event.

Only players who are on the Long List submitted by the agreed deadline will be eligible to compete at that IWRF Sanctioned Event. Inclusion on the Long List does not automatically mean a player is eligible for a sanctioned tournament.

Athletes are not required to have an IWRF sport class for inclusion on the Long List. However, nations should note the criteria and restrictions for replacement athletes after the close of entries (Short List). - (see Replacement section).

No additional athletes can be added to the Long List after the agreed deadline.

Close of entries - Short List deadline

The Short List is the list of athletes who have been selected by a country to participate in a specific IWRF sanctioned event. The LOC will set a deadline for nations to submit their Short List of athletes attending. The maximum number of athletes allowed on the Short List is twelve (12).

Once the Short List has been submitted by nations, IWRF will confirm all athletes' sport class and status against the Classification Master List (CML). The CML is taken from the IWRF classification database and is the definitive source of information regarding an athlete's classification status.

If classification is taking place at the event, a classification schedule will be developed and provided to the LOC and nations attending. The classification of

athletes will take place in accordance with the scheduling procedures established by the IWRF Classification Committee.

If a nation does not confirm its Short List by the agreed deadline, the first athletes recorded on the Long List, up to the maximum Short List number of twelve, will be designated as the confirmed Short List.

Replacements will be allowed after the Short List deadline only under certain circumstances. (see Replacement section)

Technical Meeting

The Technical Meeting will be scheduled by the Technical Delegate and attended by national representatives, who will confirm and sign off their Short List which will determine the team roster for the event.

Replacements will be allowed after the technical meeting only under certain circumstances. (see Replacement section)

Replacements

Replacements may only be made for athletes who withdraw due to injury, illness, or other special circumstances. Any evidence regarding the matter may be requested by the IWRF Technical Delegate for consideration.

Any additional logistic costs relating to a replacement such as flights, transport, or accommodation are the replacement nation's responsibility. Any additional event costs that may be incurred due to the replacement will be at the replacement nation's expense. The LOC will endeavour to reduce these costs wherever possible.

Note - the LOC will not charge an additional registration fee for the replacement athlete.

- The replacement athlete must be an athlete submitted on the Long List.
- The replacement athlete does not need to be the same sports class or status as the withdrawn athlete.
- The replacement athlete must have a classification status of I1, I2 or Permanent.
- An athlete with a Review sport class status **cannot** be a replacement athlete, even if they are on the long list.
- The replacement must have been approved no later than 90 minutes prior to the start of a game for the athlete to be eligible to compete and for their name to appear on the scoresheet.

All decisions regarding replacements will be made by the Technical Delegate and provided to all attending nations. Following the decision, the athlete who has been withdrawn will be removed from the team roster and cannot be reinstated.

The replacement nation is responsible for the withdrawn athlete thereafter. The individual will not be considered part of the event and any associated accreditation may be reviewed or removed. This may impact on transport, accommodation, and food privileges.

Replacement Application Form and evidence required

All requests for replacement must be provided using the attached application form. A letter confirming the circumstances must be provided by the IWRP National Member Organisation. This must be signed by a senior Director of the organisation i.e. Chief Executive, Chairman, President or equivalent status.

An administration fee of USD \$150 needs to be submitted to the IWRP along with the application form. All information will be treated in confidence within the IWRP.

Injury or illness

The form and letter must provide definitive statements confirming that the athlete concerned has sustained an injury or illness such that they are unfit to compete. By providing this statement they are taking responsibility and confirming that medical advice has been obtained in respect to the athlete. Medical evidence should not be submitted with the application form but the IWRP reserve the right to request copies if required.

Special circumstances

A clear statement outlining the circumstances must be provided detailing why the athlete is unable to compete. The IWRP appreciate that these circumstances may be varied and of a personal or confidential nature. The IWRP reserve the right to seek further evidence should it be considered necessary.

Appeals

Any decision by the Technical Delegate under this policy may only be appealed in accordance with the IWRP Appeals Policy. Due to the time sensitive nature of replacement requests, IWRP will make every effort to expedite the appeal process.

Any decision in an appeal of a replacement request will not affect the results of games or tournaments that occurred between the original decision and the decision on the appeal.

IWRF Athlete Replacement Application Form

Nation: _____

IWRF Member Organization: _____

A letter confirming the circumstances must be provided by the Member Organization and accompany this form. It must be signed by a senior Director of the organization.

Organization contact: _____

Position / Role: _____

Telephone number: _____ Email: _____

Withdrawn athlete: _____ Sport class and status: _____

Replacement athlete: _____ Sport class and status: _____

*The replacement athlete must have a sport class status of I1, I2 or P.
An athlete with a Review status cannot be a replacement athlete.*

Administration Fee received: YES / NO

Reason for replacement: Injury Illness Special circumstances

Details:

Technical Delegate /
IWRF representative: _____

Replacement approved YES / NO Date: Time:

Additional comments: