



CHAMPIONSHIP HANDBOOK

20th ASIAN TEAM CHAMPIONSHIPS 2020

25 - 29 March 2020

**Venue:
National Squash Centre, Bukit Jalil, Kuala Lumpur,
Malaysia**

**Organised by
Squash Racquets Association of Malaysia**

CHAMPIONSHIP ORGANISATION

Chairman Organising Committee:

Major (R) S. Maniam

Championship Director:

Al Ardy Ally

Championship Referee:

Leslie Ponnampalam

ASF Technical Delegate:

Mohd Bin Abdullah Arrffan (Singapore)

ASF Appointed Referees:

- Fayyaz Mohammad (Hong Kong, China)
- Srikanth K. Seshadri (India)
- Kellvintra B. Selvaraj (Malaysia)

ASF Championship Adjudicating Panel (CAP)

- Mohamad Bin Abdullah Arrffan (Singapore), ASF Technical Delegate (Chairman of the Panel);
- Al Ardy Ally, Championship Director (Member);
- TBA (Member);
- TBA (Member);
- TBA (Member)

LOCATIONS AND ADDITIONAL INFORMATION

Championship Venue

Matches will be played at the National Squash Centre. The Centre has 10 air-conditioned glass-back courts and 1 all-glass court.

Championship Office

The main Championship Office will be located at the National Squash Centre. There will also be an office at the Championship Hotel. The office will be open from 0900 – 1900hrs from 24 to 30 March 2020.

Championship Hotel

The Boulevard

Address: Mid Valley City, Lingkaran Syed Putra, 59200 Kuala Lumpur, Malaysia.

Tel: 603-2295 8000

email: dos.blv@StGiles-Hotels.com

Web Site: <http://www.stgileshotels.com/>

Press Office

The Press Office will be located at the **Championship Venue** and will be open and available to the press during championship office hours. There will be access to phone and internet.

ENTRY FEE

The **entry fee of USD2,000.00 for EACH men's and EACH women's team** respectively covers 3 rooms for 6 nights (check in on Tuesday 24 March and check out on Monday, 30 March 2020) with breakfast on **twin sharing basis**. Each team is entitled to a maximum of 4 players and 2 officials.

Provision of single rooms are subject to prior request to the organisers and availability.

For **additional rooms**, a special rate of **RM400.00 per room (twin sharing) and RM350 per room (single)** per night with breakfast will be offered. Booking **MUST** be made through the Organisers and is subject to room availability. This special rate is also available for officials or supporters of the participating MNAs.

Entry fees must be paid by no later than 21 February, 2020.

All entry fees in the form of Bank telegraphic transfer must be made payable to:-

Name of Account : Persatuan Squash Malaysia
Account Number : 8600134016
Name of Bank : CIMB Bank Bhd
**Address of Bank : No 28, Jalan Radin Tengah, 57000 Bandar Baru Seri Petaling,
Kuala Lumpur, Malaysia**
SWIFT Code : CIBBMYKL

All bank charges at both ends (remitting and receiving banks) of the telegraphic transfer are to be borne by the participating MNAs.

All players and officials are responsible for all extra cost incurred at the Hotel and the Venue, other than the breakfasts provided by the Hotel on specified dates. All players and officials must settle the bill for all their extra personal expenses to hotel reception before departure.

SEEDING OF TEAMS AND DRAW

The ASF Seeding Committee will produce the FINAL team seeding by no later than 18 March 2020. The decision of the ASF Seeding Committee shall be final.

The draws for the Championships will be published no later than 18 March 2020.

AIRLINE INFORMATION

MALAYSIAN AIRLINES [HTTPS://WWW.MALAYSIAAIRLINES.COM](https://www.malaysiaairlines.com)

AIR ASIA [HTTPS://WWW.AIRASIA.COM/](https://www.airasia.com/)

SINGAPORE AIRLINES [HTTPS://WWW.SINGAPOREAIR.COM/](https://www.singaporeair.com/)

CATHY PACIFIC [HTTPS://WWW.CATHAYPACIFIC.COM/](https://www.cathaypacific.com/)

CHAMPIONSHIP REGULATIONS

The Championships will be run in accordance with the ASF Championship Regulations.

CLOTHING REGULATIONS

Regulation L of the ASF Championship Regulations shall apply.

DOPE TESTING

Dope testing may be carried out in accordance with the WADA Code.

All players are required to complete and sign the Doping Declaration (see attached) acknowledging the WSF's Anti-Doping Rules and Regulations and the Doping rules set out in Regulations E12 - E15 of the ASF Championship Regulations prior to competing in the Championships as part of the accreditation process.

Any players refusing to undergo a doping control and any player found guilty of a doping infraction proven by a positive laboratory test result will be dealt with by the ASF, which shall take disciplinary actions and penalties in accordance with its regulations.

ELIGIBILITY – **IMPORTANT!**

All players and team officials must be WSF registered (SPIN) and their registration must be in good standing at the time of entry and then at the time of actual participation. Players are required to provide their **WSF SPIN Number** on the Biography Form (Form B) and **valid passport copy** which should be submitted on **21 February 2020**.

All managers are required to present the passports of their players to the Technical Delegate – to confirm eligibility before being permitted to compete. This has to be done by 24 March 2020 at the main Championship Office at the Venue.

EYEWEAR

In accordance with Regulation G5 of the ASF Championship Regulations, all junior players (under 19 years of age) are required to wear protective eyewear (manufactured to an approved national safety standard) properly over the eyes at all times during practice and match play throughout the Championships.

All junior players are required to sign the Eyewear Declaration (see attached) acknowledging acceptance and compliance with this requirement prior to competing in the Championships.

FORMAT OF THE CHAMPIONSHIPS

The Championships will be played in accordance with Regulation Q of the ASF Championship Regulations.

Teams are seeded by the ASF Seeding Committee and are grouped into Pools. The final order of merit in each pool is decided based on all the results in that pool as follows:

- first by greater number of Ties won
- if two teams still equal, then by the result between the teams
- if three or more teams have won the same number of Ties, then by the greater number of matches won
- if two teams still equal, then by the result between the two teams
- if three or more teams still equal, then by greater positive difference between games won and lost
- if two teams still equal, then by the result between the two teams
- if three or more teams still equal, then by greater positive difference between points won and lost
- if two teams still equal, then by the result between the two teams
- finally, if more than two teams still equal, then by lottery.

All teams will be required to play-off to produce a final order, except that there will not be playoffs for 3/4 places.

Team Orders

The Championship Director will ensure that all Ties commence at the advertised time. All team members must be present at the allocated court for the Tie and the first player must be ready to play at the scheduled start time for the Tie. If one player is not in attendance, all other players must move up the order and that (or those) match(es) will be forfeited. A minimum of two players must be in attendance in order for the tie to start. Players arriving after the scheduled start time for the Tie cannot be reinstated in a team. The Team Manager has the right to appeal to the ASF Technical Delegate in the event of force majeure.

FOREIGN CURRENCY EXCHANGE

Several banks and money changers close to the hotel offer currency exchange. The currency of Malaysia is Malaysian Ringgit and the approximate prevailing rate is USD1.00 = RM4.20

FUNCTIONS

Welcome / Opening Ceremony

A Welcome Dinner will be held at the Championship Hotel on 24 March. Formal Team attire is to be worn by all players and officials. Attendance is a mandatory for all.

Medal Award Ceremony

The official medal award ceremonies will take place on court following the completion of the finals of the team event on **29 March 2020**. Medal winners are expected to be available at the venue wearing team tracksuits.

Closing Ceremony

Details of the Closing Ceremony to be announced later.

INDEMNITY & INSURANCE

All participating associations and its delegated competitors / officials SHOULD agree to indemnity and hold Squash Racquets Association of Malaysia and Asian Squash Federation free and unaccountable for and against any claims for personal injury, death or property damage, arising out of or in any way resulting from the participation in the said tournament.

MAIL, FAX, E-MAIL, INTERNET & TELEPHONE SERVICE

Incoming faxes and other appropriate correspondence received before or during the Championships will be placed in the relevant country's mail box at the Championship Office at the *Championship Venue*.

Telephones

Players and officials **will not be permitted** to use telephones installed in the administration offices. All calls must be made at your own expense from rooms or public telephones at the hotel or elsewhere.

Messages

If telephone calls are received and the person cannot be quickly located, a message will be placed on the Information Board. The Organisers do not take any responsibility for messages that are not collected by participants.

MEDICAL

There will be a physiotherapist, doctor and an ambulance on site. Each physiotherapy session will be charged at RM100 per session (half an hour).

NEWS & COMMUNICATION

Information Boards

Information Boards will be located at the Championship hotel and venue. Participants should consult the Information Boards on a regular basis for updated news.

Team's Mail Boxes

Team's mailboxes are situated in the Championship Office. For the smooth running of the Championships, we request Team Managers to visit the office regularly to collect their team's information sheets and daily results.

Electronic Communications

For rapid communication and information dissemination between the Championships Director and the Team Managers, electronic communications such as email or Whatsapp will be used. Please provide your Team Manager's email address and mobile contact number in Form C.

OFFICIAL BALL

The Dunlop Revelation Pro XX (double yellow dot) ball will be used for the championships. For matches played at the glass court, Dunlop white ball will be used.

PERSONAL BELONGINGS

It is the players' responsibility to keep their own belongings safe and close by while in the Venue. Please DO NOT leave any personal belongings include the squash bags unattended at any time. The Organisers will not be liable or responsible for any loss, theft or damage to your personal belongings.

PLAYERS ON COURT

It is the responsibility of each player to be ready to play at the advertised start time of match.

PRACTICE COURTS

Practice courts (free of charge) will be available for all players from 24th Mar 2019.

For reservation of practice courts prior to the start date of the Championships, please contact Al Ardy at info@malaysia-squash.org. Practice courts on 25 – 29 March 2020 can be booked at the Championship Office – Championship Venue.

RACKET-STRINGING SERVICES

Racket-stringing services will be provided at the Championship Venue. Stringing charge will be RM30.00 (string provided by the customer) and **RM60.00 (Technifiber 305 Green if customer with no string)**.

RESULTS BOOKLET

At the end of the championships a complete set of results will be sent by e-mail to all managers and participating MNFs. Please provide relevant email addresses to the Championships Director.

TEAM MANAGER'S MEETINGS

There will be a team managers meeting on 24 March **at 1730hrs at the Championship Hotel**. If further meetings are required, a notice will be placed on the Information Board and in all Team Mail Boxes.

TEAM MANAGEMENT

Upon arrival at the Championship, the Team Manager will be the official and sole representative of his/her players in all matters including receiving and giving instructions, except when an individual match has started, when the Rules of the Game shall apply.

TEAM PHOTOGRAPHS

Teams may have their photograph taken by the official photographer at the Championship Hotel during the welcome dinner.

TELEVISION COVERAGE

Television coverage to be confirmed.

TIN HEIGHT

In accordance with WSF and ASF practice for World and Asian Championships, the tin height for both Men's and Women's Championship shall be 17 inches.

TRANSPORT

During the championships **from 25 to 29 March 2020** there will be regular transport provided between the hotel and the venue.

- The first shuttle will leave the Hotel at 0900 hrs and subsequently every 60 minutes.
- The last shuttle will leave the hotel 90 minutes before the start of the last scheduled match.
- The first shuttle will leave the Venue one hour after the start of the first scheduled match and subsequently every half-hour.
- The last shuttle will leave the venue one hour after the last match is played.

VISA INFORMATION AND APPLICATION - **IMPORTANT!!**

It is recommended that visas are applied for well in advance as it takes up to **2 months** to obtain visas in some cases.

FORMS SUBMISSION DATES

Please complete and return the following forms:

FORM A **Wish to participate in the 20th Asian Team Championships 2020**
*(to be returned **by 1st February 2020**)*

FORM B **Player/Manager/Coach Biography Forms** along with an individual passport size photograph & valid passport copy *(to be returned **by 21st February 2020**)*

FORM C **Players Submission Form** *(to be returned **by 21st February 2020**)*

FORM D **Travel Details** *(to be returned **by 21st February 2020**)*

FORM E **Visa Support Form** *(to be returned **by 1st February 2020**)*

DOPING DECLARATION - *to be returned **by 24th March 2020***

EYEWEAR DECLARATION - *to be returned **by 24th March 2020***

TO BE COMPLETED BY MEMBER COUNTRIES OF THE ASF WISHING TO PARTICIPATE IN THE 20TH ASIAN TEAM CHAMPIONSHIPS 2020 (25 – 29 MARCH 2020)

NAME OF COUNTRY: _____

(PLEASE TAKE THE APPROPRIATE BOX.)

WHETHER YOUR COUNTRY WILL TAKE PART IN THE 20TH ASIAN TEAM CHAMPIONSHIPS 2020 TO BE HELD IN KUALA LUMPUR, MALAYSIA?

YES NO

WHETHER YOUR COUNTRY WILL TAKE PART IN THE MEN’S TEAM EVENT?

YES NO

WHETHER YOUR COUNTRY WILL TAKE PART IN THE WOMEN’S TEAM EVENT?

YES NO

TOTAL NO. OF ROOMS REQUIRED FOR THE CHAMIPONSHIPS: _____

BREAKDOWN OF THE ROOMS REQUIRED:

_____ room(s) X _____ nights on _____
 _____ room(s) X _____ nights on _____
 _____ room(s) X _____ nights on _____

(Each team is entitled to 3 rooms for 6 nights checking in on 24th March and checking out on 30 March 2020.)

This Form should be completed and sent to the ASF Secretariat email (info@asiansquash.org) and copy to Squash Racquets Association of Malaysia (Email: info@malaysia-squash.org) no later than 1st February 2020.

TEAM MEMBERS SUBMISSION FORM

COUNTRY: _____

MEMBER NATION
ASSOCIATION'S E-MAIL: _____

COACH'S MOBILE
(WHATSAPP): _____

TEAM MANAGER'S
MOBILE (WHATSAPP): _____

COACH'S EMAIL: _____

TEAM MANAGER'S
EMAIL: _____

On behalf of our National Squash Association, I hereby submit for seeding purposes the following players as members of our National Team to compete in the **20th Asian Team Championships 2020**.

Players must be listed in descending order of strength and each team must have at least three players

MEN'S TEAM

- 1 _____
- 2 _____
- 3 _____
- 4 _____

WOMEN'S TEAM

- 1 _____
- 2 _____
- 3 _____
- 4 _____

Name: _____ Signature: _____

Position: _____ Date: _____

*This Form should be completed and sent to the ASF Secretariat email (info@asiansquash.org) and copy to Squash Racquets Association of Malaysia (Email: info@malaysia-squash.org) **no later than 21st February 2020**.*

DOPING DECLARATION

TO BE COMPLETED BY ALL PARTICIPANTS

COUNTRY: _____

I, the undersigned, hereby declare that I am aware of the Doing Regulations and procedures as set out in Section E of the ASF Championship Regulations. I accept that I may be dope tested under these regulations at any stage of the 20th Asian Team Championships 2020 and subject to the penalties set out by the WSF and ASF regulations if the test(s) prove positive.

PLAYER: _____ **SIGNATURE:** _____

PLAYER: _____ **SIGNATURE:** _____

PLAYER: _____ **SIGNATURE:** _____

PLAYER: _____ **SIGNATURE:** _____

PLAYER: _____ **SIGNATURE:** _____

PLAYER: _____ **SIGNATURE:** _____

PLAYER: _____ **SIGNATURE:** _____

PLAYER: _____ **SIGNATURE:** _____

MANAGER: _____ **SIGNATURE:** _____

DATE: _____

Complete and sign this form and present it at the Championship Office at the Championship Venue *no later than 24th March 2020*. Any player who fails to sign this declaration will not be allowed to compete in the Championships.

TO BE COMPLETED BY ALL PARTICIPANTS

COUNTRY: _____

I, the undersigned, hereby declare that I am aware of Eyeguard regulations as set out in Section G5 of the ASF Championship Regulations. I ensure that all our players wear protective eye guards (manufactured to an approved national safety standard) properly over the eyes at all times during practice and match play during the 20th Asian Team Championships 2020.

PLAYER: _____ **SIGNATURE:** _____

BRAND & MODEL OF EYEGUARD: _____

PLAYER: _____ **SIGNATURE:** _____

BRAND & MODEL OF EYEGUARD: _____

PLAYER: _____ **SIGNATURE:** _____

BRAND & MODEL OF EYEGUARD: _____

PLAYER: _____ **SIGNATURE:** _____

BRAND & MODEL OF EYEGUARD: _____

PLAYER: _____ **SIGNATURE:** _____

BRAND & MODEL OF EYEGUARD: _____

MANAGER: _____ **SIGNATURE:** _____

DATE: _____

Complete and sign this form and present it at the Championship Office at the Championship Venue *no later than 24th March 2020*. Any player who fails to sign this declaration will not be allowed to compete in the Championships.