HOSTING A SANCTIONED CLUB COMP

Thank you for wanting to host a sanctioned WNZ Club comp. The following is a guide to the process. Please follow the steps below and use the Checklists supplied, but please reach out if anything is unclear or if you have any questions.

Your Responsibilities

- **Read** the Club comp information
- **Complete** the online Club comp application form
    - https://forms.office.com/r/FWfYdTZrja?origin=lprLink
- Select **Submit**.

Weightlifting New Zealand's (WNZ) responsibilities

- **Review** the online application form
- **Contact** you if there are any questions
- **Email** you with approval to hold the CLUB comp
- **Load** your Stripe account into the WNZ system to allow athletes to enter
- **Assist** you to set up Stripe if you don't already have it set up
- **Add** your event to the WNZ calendar on the WNZ website

Timing of this process

From receipt of the online application form, the event will be added to the calendar within 3 days, provided there are no queries which impact approval.

HOLDING A WNZ SANCTIONED CLUB COMP - RULES

WNZ's aim is to grow the sport of weightlifting in a safe and fair way by;

Putting people at the core of our sport by providing a safe, inclusive environment, enabling them to be their best.

Our Vision Kiwis choose Weightlifting.
Our Mission To lead, strength, support, and promote Weightlifting in New Zealand
Our Values Integrity, Leadership, Excellence, Resilience, Relationships

Hosting Clubs
are required to follow the below competition rules, use this document as a guide and checklist, and if you have any queries please contact info@weightlifting.nz.

Timing

- ☐ Check the existing calendar for any potential clashes with other events
- ☐ Complete an application request at **least 30 days** before the date of the proposed competition.

Club Eligibility

- ☐ Host club must be a current affiliated club with WNZ.
- ☐ Host club to consider the space required for competition, spectators and area for warm up platforms.
- ☐ Clubs do not need to provide a competition platform (refer to Competition Set Up)

Athlete Eligibility

- ☐ Only current WNZ members can enter and compete.
- ☐ Using the WNZ website for entries makes this easy as the system only recognises the details of current members
- ☐ Current WNZ members cannot enter a competition 'on the day' i.e. not use the official WNZ entry system.
- ☐ If a club allows WNZ members to compete without using the entry system, the results from the event will be recognised except for those athletes who did not officially enter.
- ☐ Non-members cannot compete in a WNZ sanctioned event.
- ☐ If a club does allow non-members to compete, the results from the whole comp will not be recognised by WNZ and future applications to hold an event (of any level) may not be approved.
- ☐ If an athlete from an overseas weightlifting federation wishes to enter, they must contact info@weightlifting.nz for permission as the system will not recognise them.

- ☐ Permission to compete will also be communicated to the hosting club.

Technical Officials (TO):

- ☐ Technical Officials must be current WNZ members.
- ☐ There must be at least one National level Ref in one of the 3 chairs.
- ☐ Names of TOs must be sent to Barbara Grieve (barb.timeout@xtra.co.nz) for approval **BEFORE** the comp.
- ☐ **Other roles:** Technical Controller and Marshall are not required.
- ☐ TO weighs in athletes. Although same gender ie TO and athlete is preferable, if needed eg in a mixed session, this is flexible.
- ☐ TO uniforms are not required.

Loaders

- ☐ Must wear closed toe shoes for safety
- ☐ Please have available disposal gloves for cleaning of any body fluids (including blood)
- ☐ Bar must be wiped after eachlift

Health & Safety

- ☐ Consider the Health & Safety scenarios and solutions that are normally applicable to your facility and communicate these to athletes and spectators on the day.

EVENT STRUCTURE & PROCESS

Entry Fee

- ☐ The hosting club sets the entry fee.
- ☐ The fee is payable by the athlete at the same time as they enter the comp - via the WNZ website

Preliminary Entries

- ☐ Hosting club to set the close of entries date approx. 1 week before the competition.
- ☐ At close of entries, you will receive a list of Preliminary Entries from WNZ.
- ☐ Create a Schedule and Start List and post to your social media and/or notify the athletes who have entered.

Verification of Final Entries (VFE)

Also written as VOE, is done through the website entry system.

- ☐ Set the VFE date approx. 3 days before the competition (eg Wednesday if the comp is on a Saturday).

Final Entries

- ☐ After VFE, you will receive an updated list of **Final** entries from WNZ
- ☐ Update your Schedule (if needed) and notify the athletes who have entered if there has been a change to the schedule.

Additional Information

There is some flexibility in timing of a club comp, although this is dependent on the number of entries.

- ☐ Weigh in can be ½ hour instead of an hour
- ☐ Club can allow a 30/90 second lifting time frame rather than the official 60/120 sec
- ☐ The club can set a limit on the number of entries it will accept if, for example, there is an issue of space. To avoid disappointment, this must be clearly communicated to athletes.
- ☐ Mixed sessions are allowed – women snatch first followed by men, 5-10 min break, women C&J first followed by men.
- ☐ Athletes can start at below the IWF official minimum starting weights of 21kg (female) and 26kg (male).

THE COMPETITION

Referee System, Flags, Attempt Cards, Athlete Numbers, Certificates, Results, Qualifications

- ☐ The competition can use a referee system (hand-held units for the Ref to push a button to signal 'good lift' or 'no lift') **OR**
- ☐ Flags can be used – you will need 3 individual white flags and 3 individual red flags available.
- ☐ Attempt Cards are not necessary – changes can be given verbally to the person running the computer software
- ☐ Athlete numbers are not necessary
- ☐ Certificates and awarding placings are not necessary
- ☐ NZ Records cannot be set
- ☐ Results are added to the WNZ Ranking List and Grading List
- ☐ Athletes can qualify for Nationals
- ☐ Athletes cannot qualify for international events

Lifting Suits, IWF Regulations, Weigh in

- ☐ Communicate expectations on Athlete clothing to athletes before the event:
- ☐ Shorts/tights and t-shirts can be worn provided the t-shirt is tucked into the waistband for every lift (the TOs need to see the athlete's hips)
- ☐ IWF Regulations for belts, bandages and strapping apply
- ☐ If you're not sure about these regulations refer to: IWF Rules & Regulations IWF-TCRR-2023.pdf
- ☐ Weigh in must follow IWF Rules with athletes in lifting suits
- ☐ The athlete must be weighed in by a TO

COMPETITION MANAGEMENT SOFTWARE (CMS)

This is where all athlete information is entered, attempts, successful and unsuccessful lifts are recorded ie the person on the laptop runs the competition.

- Can be obtained from WNZ and loaded onto a PC (not a Mac).
- This system uses Excel
- You need to enable macros in your PC Settings
- This is referred to as the Michael Noonan System
- Clubs who use this system should always check with WNZ to ensure they're using the latest version.
- Load this into your PC well ahead of time and contact info@weightlifting.nz to troubleshoot any problems
- Alternatively, a web-based system is available
- Download onto PC or Mac from:https://jflamy.github.io/owlcms4/#/
- This is a free system which can also be used directly from the Cloud if you are certain of your internet connection and wifi capability.
- The link also provides clear instructions on the set up and how to use the system for a competition.
- Regardless of which option you choose, a manual tabulation of the event is mandatory during the event so that, if necessary, there is a hard copy of the session available. Manual Tabulation Sheet Template.xlsx
- This can be used to run the competition if the laptop running the CMS fails
- It can also be used to reconstruct the event for results purposes in the event of a CMS failure.

Additional Screens

- ☐ Position one screen in the warmup area to show Athletes/Coaches the Scoreboard
- ☐ Position another screen on or close to the platform so that the Refs and athlete can see attempt and time per lift – called Attempt Clock

Results

- ☐ Email results to info@weightlifting.nz within 3 days post event
- ☐ Clubs must accurately record Ref's names against each session
- ☐ Both forms of CMS mentioned above make sending results easy

COMPETITION EQUIPMENT

Platform

- ☐ The Competition platform can be as simple as a normal sized wooden training platform with rubber surrounds so that it measures as close to 4 x 4 metres that your facility will allow.
- ☐ A wooden lifting deck to reduce possibility of injury on rubber and provide the feel of a competition platform is also suitable.

Competition Barbells

- 1 x Mens 20kg
- 1 x Womens 15kg
- International Weightlifting Specification if possible

Barbell Collars

- Either International Weightlifting Specification: 1 x 2.5kg set **OR**
- Plastic collars can also be used

Competition Weights:

- Weight increments of 0.5kg, 1.0kg, 1.5kg, 2.0kg, 2.5kg, 5kg, 10kg, 15kg, 20kg, 25kg to fit up to 190kg on the men's barbell.
- International Weightlifting Specification if possible

Chalk Box:

- Place in a position so athletes can use on their way to competition platform.
- Use a resin tray for shoes only if you have one available.

Barbell Cleaning Kit

- Wire brush, broom, cleaning disinfectant, gloves, paper towels
- Make sure your standard gym cleaning kit is checked and restocked prior to the competition and placed by the platform for loaders to use

Warm Up Platforms

- Can be 3 x 2.5m or smaller depending on your facility.
- The number of these is dependent on how much space you have
- Platforms should be well spaced and closed off from general admittance for safety reasons. OBJ

Warm Up Barbells

- 1 x Men's 20kg
- 1 x Women's 15kg
- for each warmup platform

Warm up Weights

- Weight increments of 0.5kg / 1kg / 1.5kg / 2.0kg / 2.5kg / 5kg / 10kg / 15kg / 20kg / 25kg
- To be at each platform OR in an area that all competitors in the warmup room have equal access to