



Team Information Package

**Chiba 2024 Para Dance Sport Asia Pan Pacific
Championships**

(World Para Dance Sport Regional Championships)

22-24 November 2024

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1 General information

1.1 World AbilitySport/ World Para Dance Sport (WPDS)

Head of Para Dance Sport	Camila Rodrigues
Chief of Development	Craig Carscadden
Chief of Operations	Charmaine Hooper

1.2 Local Organising Committee (LOC)

Project Lead	Name: Japan Para Dance Sport Association Phone: 0081(0)80-7199-8777 E-mail: info@jpdsa-h.org Contact person: Kazuko Masuda Address: 3-15-13-503 Kita-Aoyama, Minato-ku, Tokyo, JAPAN Postal code: 107-0061	
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1.3 Information about Host Country and City

Chiba-shi (千葉市) is the capital city of Chiba Prefecture, Japan. Please see more information in [here](#).

Location	Chiba, Japan
Local Time	Japan Standard Time (JST) (UTC + 9)
Official Language	Japanese
Climate	Japan has four seasons. See weather information in Ref below Ref: JUNTO https://www.japan.travel/en/weather/
Currency	Yen ¥
Drinking water	All tap water has drinking quality in Japan.
Driving	Left-hand side drive International Driving Permit required
Electricity	Japan operates on a 100V supply voltage and 50 or 60Hz. See electrical plugs and other information in Ref. Ref: https://www.japan-guide.com/e/e2225.html
Shopping	Supermarkets and retail shops are normally open on Sundays.
Useful telephone numbers	All the utilities numbers: Ambulance, Fire answer on 119 Police answer on 110 Doctors' Emergency Call Centre: Chiba University (Medical School) : 043-222-7171 (代) Yohas Office: 043-253-8050

1.4 General programme (provisional)

Date	Time	Activity	Location
20-21 November	All day	Team Arrivals	Narita International Airport
21 November	As per schedule	Classification	The Cube Hotel Chiba
21 November		Team Leaders Meeting	The Cube Hotel Chiba
22 November		Training Place is available	Yohas Arena
22 November		1 st Day of Competition	Yohas Arena
22 November		Official Opening of the Championships	Yohas Arena
22 November		Victory Ceremonies Session	Yohas Arena
23 November		2 nd Day of Competition	Yohas Arena
23 November		Victory Ceremonies Session	Yohas Arena
24 November		3 rd Day of Competition	Yohas Arena
24 November		Victory Ceremonies Session	Yohas Arena
24 November		Official Closing of the Championships	Yohas Arena
24 November		Post-event celebration for teams	The Cube Hotel Chiba
25 November	TBA	Asia Pacific meeting (plan)	The Cube Hotel Chiba
25 November	All day	Team Departures	The Cube Hotel Chiba

2 Travel to Chiba

2.1 Arrivals

The official airport of entry and departure for the Chiba 2024 Para Dance Sport Regional Championship is the Narita International Airport (成田国際空港). The LOC will provide transportation from the Narita airport (成田国際空港) to the official hotel, as your request bases. Each team will be provided with individual arrival and departure information per email, as well as an invoice. **The deadline of the request is 25th October.** fee: 15,000yen per person per way.

If you come by Train, the nearest train station is Chiba Station (JR Line). The LOC will provide to support transportation from Chiba Station (JR Line) to Official Hotel Chiba. This service will be available also request basis as same as above. fee: 1000yen per person per way.

All teams are reminded to read the instructions provided carefully and distribute it to team members not in a group.

Any changes to your travel schedule must be communicated to the LOC's secretariat at paradance@jpdsa-h.org

2.2 Visa

In case your delegation needs to get Visa, please contact the LOC's secretariat at paradance@jpdsa-h.org

When applying for an Italian visa, please ensure that the passport is valid for at least 6 more months (as soon as possible).

2.3 Insurances

All delegation members must have appropriate accident and health insurance accepted in order to compete. No medical insurance will be provided to any of the participants. The LOC will provide only basic medical services in the venue. All participants are responsible for obtaining their own medical insurance (including Repatriation Coverage) and will be responsible for any medical expenses resulting from participation in the event.

3 Accreditation

3.1 Accreditation access

Team members are always required to wear their Accreditation Badge to enter the official Championships Venue. They should wear it in a manner that it is clearly visible to venue staff. An Accreditation Badge is not transferable and only permits entry to the individual for whom it is issued. Misuse of an Accreditation Badge may result in the cancellation of accreditation.

3.2 Loss of Accreditation Badge

In case of loss or theft of an Accreditation Badge, please report it immediately to Ms. Kazuko Masuda. In order to obtain a new accreditation badge, the team member must report to the LOC Office, accompanied by their Team Leader, carrying an appropriate identification document. A lost or damaged Accreditation Badge will be cancelled in the accreditation system, and a lost Accreditation Badge, later found, should be returned to the LOC Office for secure disposal.

4 Accommodation

4.1 Accommodation programme

The LOC has arranged special accommodation rates for participants of the Chiba 2024 Para Dance Sport Regional Championship. Accommodation booking forms were required to be returned to LOC's secretariat at paradance@jpdsa-h.org

- from 23 September to 9 October

Room configuration requests will be allocated to the teams on a first-come, first-served basis. All rates can be provided full board services, if chosen and paid for it.

Official check in time at all hotels is 15:00 and check out time is 11:00. The LOC will endeavor to assist teams with any early arrival/late checkout requirements.

Please note, **Teams must settle any additional costs (telephone, laundry, minibar, meeting room bookings, damages, etc.) directly with the hotel reception desk prior to departure – the LOC will not be responsible for any additional charges.**

4.2 Official Hotel

The official hotel for the Teams, Sport Technical Officials and LOC workforce is:

Accommodation	Address
The Cube Hotel Chiba	Chiba Port Square 1-45, Tonyacho, Chuo, Chiba, 260-0025 Tel: 81-43-246-188

Accommodation	Single	Double or triple
<p>With full board <u>(Breakfast, Lunch and Dinner)</u> <u>Dinner from on arrival day to</u> <u>Breakfast on departure day</u></p> <p><u>Dinner (16:00~20:00) planned</u></p>	<p>32,000 yen per person per day</p>	<p>27,000 yen per person per day</p>

Cancellation policy

There will be no refunds (not partial, not total).

Meeting Rooms

Delegations requiring use of a meeting room will need to make their own arrangements with their accommodation provider for any associated cost and availability.

5 Transport from the official hotel to the venue

Transportation from the hotel to the competition venue will be guaranteed (it takes 15 minutes by bus from the hotel to the venue). Please note that there will be no direct public transport between the venue and the official hotel.

6 Competition Venue

[Yohas Arena](#)

Chyuo-ku Benten 4-1-2, Chiba-City

Postcode: 260-0045

6.1 Access from the nearest main station

15 minutes' walk from JR "Chiba Station".

6.2 Personal belongings

Participants are advised to leave valuable items in the hotel. There will be no safety box or individual lockers in the venue, but there are in the rooms, so please, in case of needs, we suggest using it.

6.3 Shoes' rules at the venue

Outdoor shoes are strictly prohibited, and heel protectors must be used at the venue.

7 Meals

Meals as part of the Accommodation Fee

Only those who are registered for the Regional Championship and paid the accommodation fees (athletes and team officials) will have access to the meal arrangements as described on this session. Your accreditation will identify your entitlement to access catering and will be checked with the catering staff before serving food.

Should team members be seen to be transferring accreditation cards to non-accredited or other personnel who should not have access to catering, your accreditation may be removed, and you may be excluded from the competition.

Lunch and Dinner will be served in the venue

8 Sport

a. Entry regulations

i. Eligibility

Dance couples must consist of a male and a female partner. All wheelchair users must fulfil minimum disability criteria. Couples' entries must be submitted by their Member Organisation.

7.1.2 Final sport entries

All athletes must be entered by their respective Member Organisation via the SDMS. WPDS will check if athletes entered in the Freestyle events fulfil the minimum requirements.

For World Para Dance Sport Championships, each country can nominate a maximum number of 3 couples/ athletes per class per event. For the freestyle events there is a minimum number of points required.

7.1.3 Entries deadlines

1. Intention form to be sent to the LOC by 15 August 2024
2. Entries by number from 2 September to 10 October
3. Entries by Name form and Accommodation Form: from 7 to 25 October
4. 27 October full payment of Accommodation Fee, Competition Fee and Transportation Fee

Competition fee to the LOC: 200 EUR per participant.

Bank Name	MIZUHO BANK, LTD.
SWIFT Code	MHCBJPJT
BIC Code	MHCBJPJTXXX
Branch Name	Aoyama
Branch Number	211
Beneficiary's Account No.	3085641
Beneficiary Name	Japan Para Dance Sport Association

Accommodation Fee payment to the LOC: will be invoiced

Bank Name	MIZUHO BANK, LTD.
SWIFT Code	MHCBJPJT
BIC Code	MHCBJPJTXXX
Branch Name	Aoyama
Branch Number	211
Beneficiary's Account No.	3085641
Beneficiary Name	Japan Para Dance Sport Association

Capitation fee to World Abilitysport: 40 EUR per participant (an invoice will be generated by the SMS system after the online registration).

b. Competition procedure

i. Judging system and results

The “old” judging system will be used for the conventional events.

Only athletes who have been licensed by WPDS (including partners) will be eligible for receiving points for the World Rankings.

<https://www.paralympic.org/dance-sport/downloads>

ii. Ranking

The minimum number of participating countries per event must be 3.

In case of not reaching the minimum quota of 3 countries in the event, there are two options:

- a) The event is cancelled with no competition at all or
- b) The couple/athlete can compete in a higher class.

No medals will be rewarded for the original event. However, in case the athletes reach the podium in the higher class, medals shall be normally awarded. The placement points will be carried to their specific ranking class.

iii. Music

Music for Freestyle events must be submitted via email to the LOC in mp3 format until **30 October 2024** Team leaders are advised to bring a copy by USB Stick. The title of the email must contain the country and the athletes' name.

iv. Mixed Zone

The Mixed Zone (MZ) is where the interviews with the broadcast and press media occurs. The athletes may refuse the interview request from the media, but they must pass through the MZ after leaving the Field of Play. Refusal to pass through the MZ is not permitted.

After the dance round is over, the athletes will exit the dance floor section of the Field of Play (FOP), and must pass through the Mixed Zone (MZ) on the side of the Athlete side (i.e. FOP zone, which is indicated as Blue Zone on the accreditation card).

The MZ is comprised of two (2) main areas in the following order:

1. Broadcast MZ
2. Press MZ

If the athletes agree to the interview requests, they must do the interview with the Rights-Holding Broadcasters (RHBs) first.

The Press Manager and/or Mixed Zone Manager may escort the athlete to a specific media that have requested assistance.

v. Live Broadcast Production

For the Chiba 2024 Para Dance Sport Regional Championships, there will be a live broadcast production of all sessions. All delegations and the LOC must coordinate with the Broadcast Services FA (I.e. BRS) and the Host Broadcaster (HB) to allow smooth operations for all parties.

All stakeholders must be aware of the camera positions and must not block the camera shots, in principle. For operational reasons, there may be exceptions, but all parties must agree and notified beforehand.

Due to the live broadcast production the team seating areas, especially the tables at the FOP always need to be maintained tidy.

vi. Victory Ceremonies

Victory Ceremonies will be conducted at the end of each competition day.

After each final of an event, results will be announced, and the respective medalists must report to the Victory Ceremonies staff (located in the warmup area) 20 min prior to their respective Victory Ceremony. The LOC is NOT in the position to postpone any Victory Ceremony if the medalist(s) does/do not arrive in time.

Medalists should either wear their national team uniform or their competition uniform. No flags or cameras etc are allowed to be brought to the podium.

The athlete(s) will be presented with the medal(s), which will be hung around the neck. When the presentation is finished, the national anthem of the gold medalist(s) will be played. After the conclusion of the anthem, medalists are asked to get together in the middle for a photo. Then the whole Victory Ceremony party moves off the podium.

9 Classification

Classification will be conducted according to the 2018 World Para Dance Sport Classification rules and regulations.

It will take place at the official hotel on **21 November**. Exact time and room to be confirmed.

Athletes are requested to bring to classification only their competition wheelchair, straps if any and their medical information.

If an athlete does not attend Classification, he/she will be disqualified from the competition. The Classification schedule will be shared with the team leaders and Member Organisations.

Protests can be placed within one hour after the result has been announced.

10 Doping Control

a. Doping Control Programme

The Doping Control Programme, which shall include the collection of doping control samples, shall be under the authority of World Para Dance Sport. The collection and testing of samples shall be done in accordance with the applicable provisions of the IPC Anti-Doping Code (“Code”) and the World Anti-Doping Code International Standard for Testing and Investigations. The samples will be analysed at the World Anti-Doping Agency accredited Laboratory in Japan.

b. Therapeutic use exemption (TUE)

It is an athlete’s responsibility to ensure that any medication or method they take to treat an illness or medical condition is not prohibited according to the World Anti-Doping Agency (WADA) Prohibited List.

Athletes may have to take a medication that is on the WADA Prohibited List to treat an acute or chronic illness or medical condition. Before doing so, they must apply for a TUE and be given an approval for the particular medication and/or method. Athletes should consult with their NPC team physician to guide them through this process. All TUEs will be managed as per the WADA International Standard for TUEs (ISTUE) and entered into ADAMS (a secure online database).

Member Organisations are encouraged to:

- Be proactive in assisting their athletes in verifying the status of their medications.
- Identify, along with the athlete’s physician, therapeutic use alternatives to prohibited medications or methods, if appropriate.
- Submit legible and complete TUE application forms in a timely manner.

The most common reason a TUE is denied is because of lack of proper medical documentation. Athletes and Member Organisations medical staff are encouraged to ensure documentation related to all medical treatment such as proper diagnoses and treatment plans are included.

For more information about Anti-doping and TUE, please check: <https://worldabilitysport.org/anti-doping/>