

NPCs widely practising Para swimming

Via Email

Bonn, 5 February 2020

World Para Swimming Head of Classification Appointment

Dear NPC Representatives,

The purpose of this letter is to inform you about the changes in the appointment of World Para Swimming (WPS) Head of Classification.

In 2009, the WPS Head of Classification position became vacant. Instead of appointing an individual as the Head of Classification, the IPC, with the agreement of the Sport Technical Committee (STC), decided to appoint a Classification Advisory Group (CAG) to take shared responsibility on all classification matters that fall under the mandate of the Head of Classification. The four-member group was formed in 2010 and had additionally included the STC chairperson and IPC management staff.

Over time, the IPC Medical and Scientific Director was appointed as the Acting Head of Classification, while the Classification Advisory Group continued acting as the advisory group and had grown to six members. With the organisational restructure and the formation of the IPC Classification Department, in January 2020, WPS decided to introduce an interim solution for the 2020 Season.

We hereby inform you that WPS appointed the existing Classification Advisory Group as the Acting Head of Classification, effective January 2020 (articles 3.2 and 3.3, WPS Classification Rules and Regulations).

Members of the Classification Advisory Group are:

Ruth McLaren (NZL)

Margaretha Maria Francisca Henrica Merk (NED)

Craig Nicholson (GBR)



Ingrid Ravnan (NOR)
Eva Ruiz Martinez (ESP)
Spyridon Stavrou (GRE)

All official communication in relation to the Head of Classification role will be carried out via the WPS management team. The roles and responsibilities of the Head of Classification, as identified in the WPS Classification Rules and Regulations are attached to this letter.

In the course of 2020, WPS will re-assess the process and appointment of the Head of Classification.

Please do not hesitate to contact WPS if you have any further questions.

Kind regards,

A handwritten signature in black ink, appearing to read "Tracy Glassford", with a stylized flourish at the end.

Tracy Glassford
World Para Swimming Senior Manager
International Paralympic Committee

Attachment: Relevant articles regarding the roles and responsibilities of the Head of Classification (WPS Classification Rules and Regulations, January 2018):

- 3.2 *World Para Swimming must appoint a Head of Classification. The Head of Classification is a person responsible for the direction, administration, co-ordination and implementation of Classification matters for World Para Swimming.*
- 3.3 *If a Head of Classification cannot be appointed, World Para Swimming may appoint another person, or group of persons collectively (provided such person or group of persons agrees to comply with the Classifier Code of Conduct), to act as the Head of Classification.*
- 3.4 *The Head of Classification is not required to be a certified Classifier.*
- 3.5 *The Head of Classification may delegate specific responsibilities and/or the transfer specific tasks to designated Classifiers, or other persons authorised by World Para Swimming.*
- 3.6 *Nothing in these Classification Rules prevents the Head of Classification (if certified as a Classifier) from also being appointed as a Classifier and/or Chief Classifier.*
- 7.8 *The process by which an Eligibility Assessment Committee is formed and considers Diagnostic Information.*
- 13.4.3 *The Classification Panel may at any stage seek medical, technical or scientific opinion(s), with the agreement of the Head of Classification and/or a Chief Classifier, if the Classification Panel feels that such opinion(s) is necessary in order to allocate a Sport Class.*
- 24.1 *If World Para Swimming decides to make a Protest, the Head of Classification must advise the relevant National Body or National Paralympic Committee of the Protest at the earliest possible opportunity.*
- 24.2 *The Head of Classification must provide the relevant National Body or National Paralympic Committee with a written explanation as to why the Protest has been made and the basis on which the Head of Classification considers it is justified.*
- 25.1 *A Chief Classifier may fulfil one or more of the Head of Classification's obligations in this Article if authorised to do so by the Head of Classification.*
- 25.2 *A Protest Panel must be appointed by the Head of Classification in a manner consistent with the provisions for appointing a Classification Panel in these Classification Rules.*

- 25.4 *The Head of Classification must notify all relevant parties of the time and date for the Evaluation Session that must be conducted by the Protest Panel.*
- 30.3 *If an Evaluation Session is suspended by a Classification Panel, the Classification Panel may designate the Athlete as Classification Not Completed (CNC) in accordance with Article 10 of these Classification Rules. If there is any doubt as to whether Sport Class Status Review (R) or Classification Not Completed (CNC) should be designated, the Classification Panel may consult the Head of Classification and/or World Para Swimming for assistance.*
- 31.5 *The Head of Classification must decide whether or not the Medical Review Request is upheld as soon as is practicable following receipt of the Medical Review Request.*