



Team Leaders Guide

World Para Swimming Championships



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1. WELCOME

Dear Team Leaders,

On behalf of World Para Powerlifting and World Para Swimming, welcome to the Mexico City 2017 Para Sport Festival.

This is the first time in Para sport history that two World Championships have been held together, and with more than 800 athletes set to compete, I am sure this will be a fantastic event. We gather here in Mexico City just one year after the Rio 2016 Paralympic Games, an event that marked huge progress for Para sport in Latin America and the Americas as a whole. The development of both powerlifting and swimming that took place in the build-up and since has been impressive and I am sure there is still a lot more to come.

For the rest of the world, Rio 2016 was also another step forward and as we begin the cycle for Tokyo 2020 I am confident we can make huge strides forward in other regions over the coming years. The growth we have enjoyed in both sports is partly down to National Paralympic Committees, National Federations, coaching and support staff, and I would like to thank you all for your continued support. The standard of competition is improving all the time and at every edition of the Paralympic Games and world and regional Championships it becomes harder to win a medal. This is testament to you getting the best out of your athletes and empowering them to shine.

Here in Mexico City I expect both powerlifters and swimmers to impress as they embark on the next phase of their careers. They are following in the footsteps of some of the world's greatest athletes; both these venues here in Mexico City were used for the 1968 Olympic Games. Whether they are established athletes or are making their World Championships debut, we are hoping to increase the amount of exposure athletes enjoy from fans and the media by holding the two World Championships together.

I hope that you enjoy this pioneering approach which is made possible by the Local Organising Committee, formed of a partnership between the Mexico City Government and Mexican National Paralympic Committee. I would like to thank them, and their partners, for their efforts in bringing us all here.

I am sure Mexico City 2017 will be a memorable occasion that kick starts the road to Tokyo 2020 in the best possible way.

Good luck for the Championships.

Sir Philip Craven
President, International Paralympic Committee



Dear Team Leaders,

Welcome to the 2017 World Para Swimming Championships in Mexico City.

We gather here just over one year after Rio 2016, as we aim to capitalise on the successes of Latin America's first Paralympic Games.

It is fitting that we return to the Americas for the next major competition, and the first on the road to the Tokyo 2020 Paralympics.

Around 550 athletes from 60 countries are expected to compete in this event. We expect the level of competition to be taken up a notch this year as many of the world's best swimmers have already been in action against each other this year competing in the inaugural World Para Swimming World Series.

The progress the sport is making is a result of many hours of hard work by you - the coaches and support staff alongside your National Paralympic Committees and Federations.

When this is combined with the hard work of the Local Organising Committee I am sure that Mexico City 2017 will be a memorable Championships.

Finally, you are part of history participating in this event. The Mexico City 2017 Para Sport Festival marks the first time two Para sport World Championships have been held together and I am sure you will also enjoy the World Para Powerlifting Championships.

Good luck for the Championships.

Xavier Gonzalez
Chief Executive Officer, International Paralympic Committee



On behalf of the Mexico City 2017 World Para Powerlifting & World Para Swimming Championships Local Organizing Committee, I am delighted to extend an invitation for your participation in this historic event. This being the first time joint Para Sports World Championships are taking place in the same city at the same time, we welcome you with a warm heart and open arms. Our city hosts millions of visitors every year who come to experience the city's unique folklore, cuisine, art, music, architecture and history. Our rich traditions have created a progressive society that looks to the future, especially to the future of sports within our country.

Mexico City has witnessed first-hand the power of sports through the exceptional sports events that take place here every year. As a country achieving successful results in Para sports, Mexico City takes great pride in the opportunity to host the Mexico City 2017 World Para Powerlifting & World Para Swimming Championships. In doing so, we will not only provide unique moments in sports that inspire Mexico and the rest of the world, but we are creating unforgettable experiences for the athletes who make the event possible.

We look forward to welcoming you and we are ready to share the power of Para sport with the world.

Best regards,
Horacio de la Vega Flores
General Director | Sports Institute
Mexico City Government



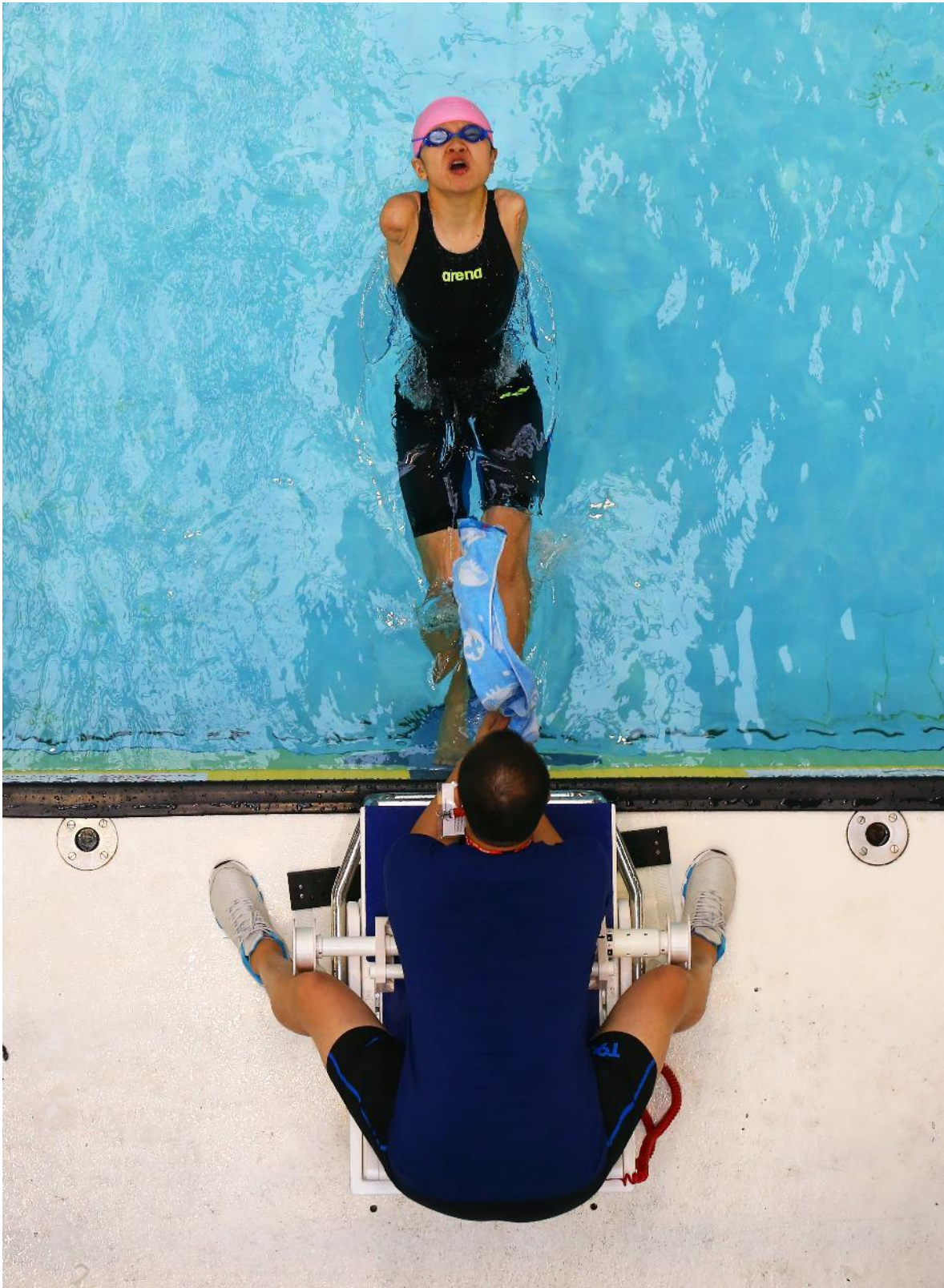
On behalf of the Mexican Paralympic Committee, it is with great pleasure I welcome you to the Mexico City 2017 World Para Powerlifting & World Para Swimming Championships. During your time in our beautiful city, we hope you will have the opportunity to enjoy and visit all of our great monuments, museums, and many other cultural attractions.

Mexico City has a proud history of hosting great sporting events. This opportunity to host the first ever joint World Para Championships only furthers our commitment to excellence in sport, and gives us another opportunity to open our country and culture for all to experience and enjoy. The Francisco Marquez Olympic Swimming Pool and the Juan de la Barrera Olympic Gymnasium, which also hosted the Olympic Games of 1968, are two venues that have a distinguished history of welcoming athletes from all nations, and we are excited to welcome you again.

With great honor and respect from all of us at Mexican Para Sports, we are looking forward to welcoming you at this great event. Until then, I send you warm greetings and hope to see you later this year.

Best regards.

Liliana Suárez Carreón
President
NPC Mexico

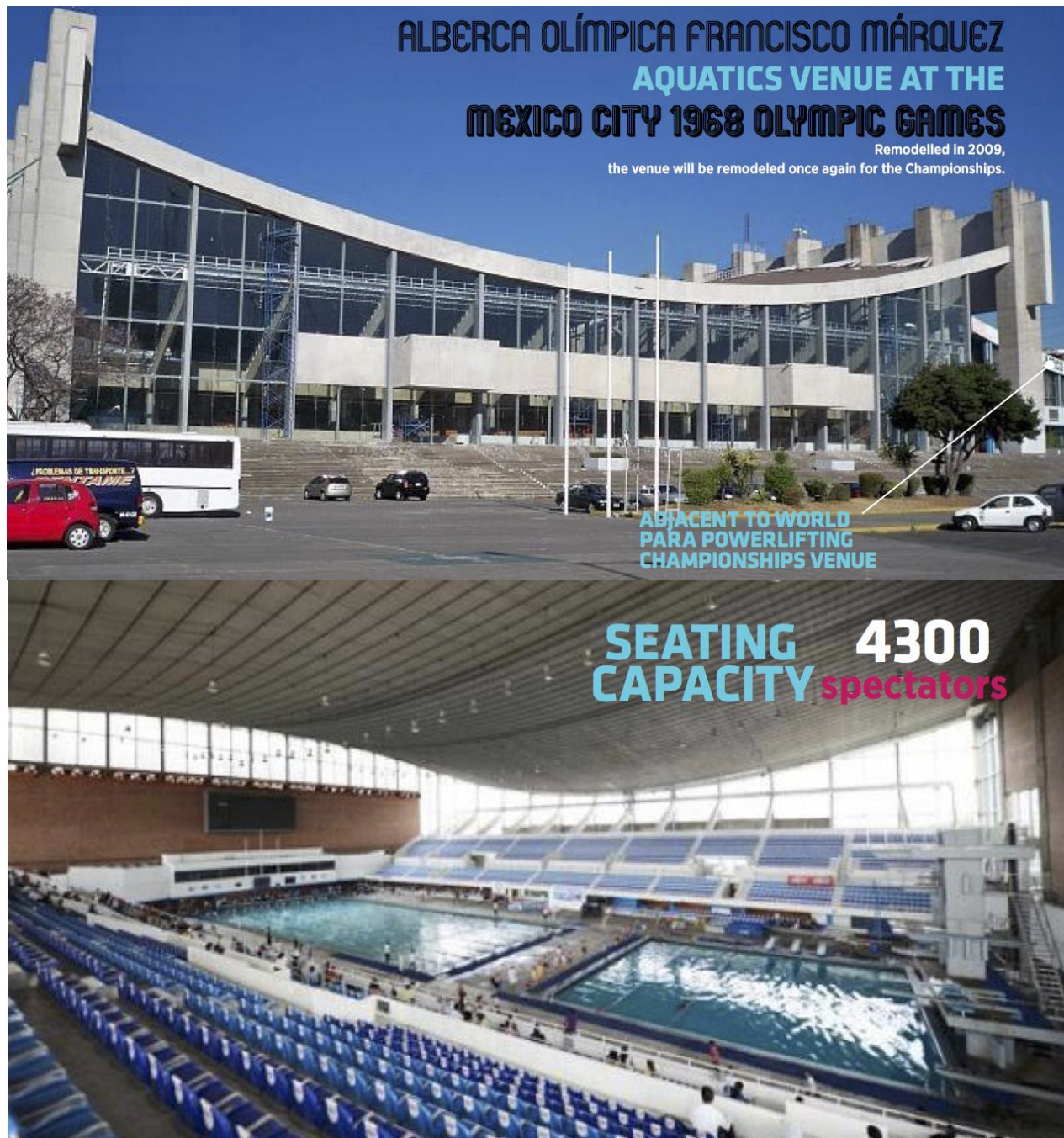


2. GENERAL INFORMATION

2.1. Dates



2.2. Venue Overview



2.3. Mexico City at a Glance

Host City

MEXICO CITY



POPULATION

Mexico City has a population of more than 9 million people making it the largest city in the nation. The metropolitan area, however, is much larger with a population of 21.2 million people, making Mexico City the most populated metropolitan area in the Western Hemisphere.



LOCATION

Mexico City is situated in central-south Mexico and it is surrounded by the state of Mexico on the west, north and east, and by the state of Morelos on the south. The city covers an area of around 1.5 km² and is located in the Valley of Mexico.



1.5 KM²

21.2 MILLION PEOPLE



CLIMATE

Located in the tropical zone, Mexico City is relatively cool with a mean annual temperature of 14 °C but temperatures vary seasonally. The difference between summer and winter mean temperatures is approximately 6 to 8 °C.

ALTITUDE

Mexico City has an altitude of 2,250 m above sea level. Although the city is located at a high elevation, it is not considered "high risk". However, it is recommended that athletes arrive with sufficient time to acclimatize to the high elevation.



METRO



Mexico City is served by a 225.9 km metro system, being the largest in Latin America. The metro is one of the busiest in the world transporting approximately 4.5 million people every day and it has some of the lowest fares in the world, each trip costing \$0.30 USD.

TOURISM

More than 4 million tourists visit the city every year without incident and the number continues to grow.

SPANISH OFFICIAL LANGUAGE



**UTC
-06:00**

2.4. Traveling to Mexico City

Mexico City International Airport, officially Aeropuerto Internacional Benito Juárez (Airport codes: IATA-MEX and ICAO- MMMX), is the largest airport in Mexico and the 2nd largest in Latin America. The airport is served by 30 domestic and international passenger airlines. The airport has partnerships with Star Alliance, Sky Team airlines, One World as well as Interjet, Volaris, and other regional carriers..

2.5. Visas

Please refer to the Visa Information Document provided by the LOC. All persons under the age of 18 both requiring and not requiring a visa are required to bring signed parental consent to enter Mexico, see below link for further information:

<https://www.paralympic.org/mexico-city-2017/team-info/para-swimming>

2.6. Arrivals & Departures

Every NPC is responsible for submitting their team's Arrival and Departures details no later than August 24 via the IPC Accreditation System. NPCs may submit their arrival and departure information at any time from June 1 through August 24 within the IPC Accreditation system. Changes to your team's arrival and departure details will only be permitted after August 24 in extreme circumstances

All Arrivals and Departures will occur between Mexico City International Airport and official championships hotels. The LOC will only schedule transport from the airport to the hotels according to these arrival details.

At the airport, volunteers will be present to escort arriving NPCs to the provided transportation and for any other needs. Volunteers will be holding the banners below.

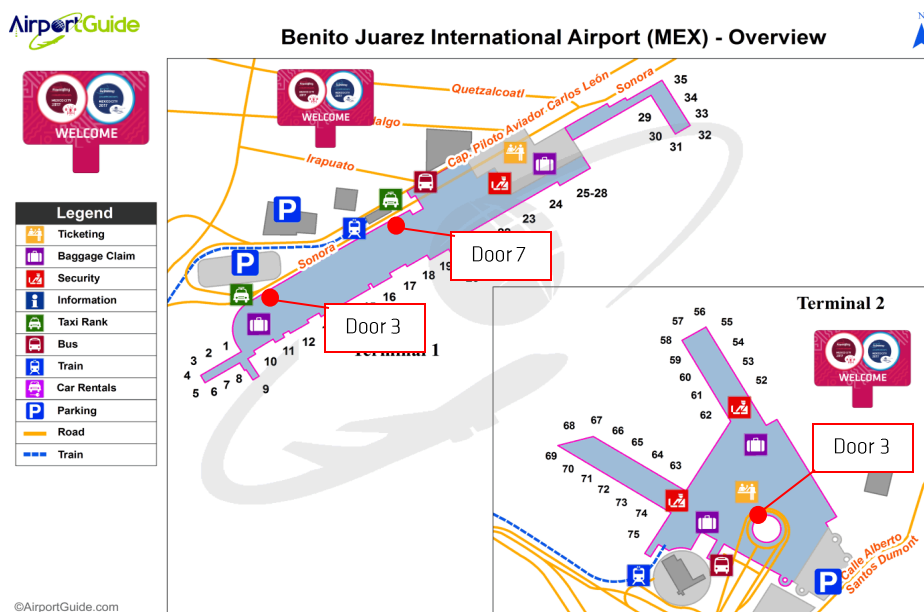
In terminal 1:

For international arrivals - meeting point after exiting baggage collection area, by Door 7 (Puerta 7)

For national arrivals - meeting point after exiting baggage collection area, by Door 3 (Puerta 3)

In terminal 2:

For all arrivals - meeting point after exiting baggage collection area, by Door 3 (Puerta 3).



©AirportGuide.com

2.7. Accommodation

Please refer to the Accommodation Guide document published in November 2016.

1. Holiday Inn Coyoacán
Address: Calzada de Tlalpan 1507, Insurgentes, Mexico City.
2. Fiesta Inn Insurgentes Sur
Address: Mercaderes No. 20, Insurgentes, Mexico City.
3. Royal Pedregal
Address: Periferico Sur 4363, Jardines de la Montaña, Mexico City.

If you have other questions, please contact Clarisa Pelayo and Fátima Alatorre, at accommodation.2017wch@gmail.com.

2.8. Clenbuterol Information

World Para swimming would like to warn athletes traveling to Mexico City about the dangers of eating contaminated meat.

Clenbuterol is a powerful drug sometimes used for performance-enhancement by athletes to increase lean muscle mass and reduce body fat. Clenbuterol is on the World Anti-Doping Agency (WADA) Prohibited List and is classified under the category of other Anabolic Agents.

There have been reports of clenbuterol use to promote growth in livestock, including cattle, lamb, poultry and swine. Consistent with numerous prior reported cases globally, the issue of illicit administration of clenbuterol to animals destined for food production can result in, under specific conditions, a positive sample from an athlete. WADA has issued specific warnings about this problem in China and Mexico (see references below). Unfortunately, anti-doping authorities have no control over agricultural and food safety practices in these countries, and inadvertent ingestion remains an ongoing issue for athletes.

Both the hotels and the venues where the athletes will be staying will not serve meat (beef or pork). However, fish and other low risk options (e.g. chicken) will be available. Athletes must use the utmost care and caution if eating meat while traveling abroad, and should be aware of the potential for contamination.

To reduce the risk of unintentionally ingesting clenbuterol through contaminated meat:

- Choose foods from a reputable food source.
- Avoid eating liver or liver derived products while overseas.
- Avoid eating unusual or exotic meat products.

Athletes are encouraged to keep a detailed dietary journal while travelling to Mexico and China which may be helpful in recalling the details of specific meat ingestion should it be required to assist in results management.

Under the World Anti-Doping Code, Clenbuterol is a non-threshold non-specified substance, meaning that any amount of Clenbuterol detected in an athlete urine sample is reported as a positive test. Thus,

it's important to note that strict liability dictates an athlete has ultimate responsibility for what is in his/her system, regardless of its origin.

World Para powerlifting and World Para swimming will continue to keep the teams aware of new developments regarding this issue should they develop prior to the Championships.

References

[WADA statement on Clenbuterol](#), June 15, 2011.

[WADA statement on Clenbuterol](#), "*Athletes must show caution due to contaminated meat.*" November 23, 2011.



3. BEFORE THE COMPETITION

3.1. Sport Entries & Competition Criteria

The Online Entry forms are through the IPC Online Entry System (EBS): <https://db.ipc-services.org/sdms/entries/default/login>. Please refer to online manual.

Online Entry: System registration process & general timelines. The registration process for the competition is as follows:

31 May 2017	<p>Closing of Online Entry System for Entry by Number per Event.</p> <p>The accurate Entry by Number data is very important so that accurate planning for Championships services and programme can be made. (NPCs will be invoiced based on the number provided in this entry, no withdrawal is possible after this entry deadline)</p> <p>Deadline for booking requests and reservation guarantee payment (50% of total fee) to the LOC</p>
1 June 2017	<p>Opening of Online Entry System for Entry by Name per Event (final entry). There can be an increase compared to Entry by Number. A second invoice for added NPC team members will be sent to the NPC*</p> <p>Opening of online accreditation system for NPC staff</p> <p>Start of the period to submit Visa Request Form and copy of passports to the LOC</p>

Recent important dates:

23 June 2017	The LOC will return full payment made with no cancellation fee
14 July 2017	Deadline for NPCs to submit Visa Request Form
By 11 August 2017	The LOC will charge a 50% cancellation fee on all cancelled accommodation
After 12 August 2017	The LOC will charge a 100% cancellation fee on all cancelled accommodation
14 August 2017	End of the period for athletes to achieve MQS performances
17 August 2017	<p>Close of Online Entry System for Final Entry by Name per event.</p> <p>No changes in the entries will be accepted after this date</p> <p>Deadline for Competition Fee Payment</p>
24 August 2017	Deadline to accredit NPC staff via online accreditation system
25 August 2017	Deadline to submit Detailed Accommodation Form - Rooming List to the LOC
1 September 2017	<p>*Deadline for payment of additional NPC team members</p> <p>Deadline to submit arrivals and departures information</p> <p>Deadline to pay for or guarantee payment for full accommodation booking to the LOC</p>

3.2. Swimmers Eligibility

To be eligible for selection by an NPC for the 2017 World Para Swimming Championships swimmers must:

- Hold an active World Para Swimming license for the 2017 Season.
- Have achieved a Minimum Qualification Standard (MQS) at a World Para Swimming recognized 50m Competition for an event on the program between 01 January 2016 and 14 August 2017 (times are only recognized if the athlete was already licensed at the time of the achievement or has a recognized split time World/Regional record in the same length & stroke, that is included in the rankings).
- Be classified with a “Review” (R) or “Confirmed” (C) sport class status.
- One relay specific athlete (without MQS) can be added to the NPC Team (no participation in other events is allowed in this case) – please contact the World Para Swimming office for such addition by 30 June 2017. There can be a different relay-specific athlete entered for the different relays on the Final Program.

The qualification rankings for the 2017 World Para Swimming Championships with a list of all qualified athletes are included in the [World Para Swimming Rankings](#).

For relay events, there are no MQS times, the teams can be entered without previous achievements (they will be seeded with 'no time'). NPCs that have a time for those events from the qualification period can enter this result in the final entries.

3.3. Competition Format

The 2017 World Para Swimming Championships will be conducted by the Single Class competition format. Only events that meet the Event Viability Criteria outlined below after the entry by name will be included in the Final Event Program.

Sport classes without a viable event will be able to “swim up” to the nearest single class event included in the Program. These sport classes will be considered Eligible Classes for the respective single class event, and medals will be not allocated separately for these Eligible Classes.

The athletes will compete in qualifying preliminaries in the morning (8 lanes will be used) with finals being conducted in the evening (8 lanes will be used). For all S11 only events heats will use 8 lanes only. The eight swimmers with the fastest times of all heats of one event will compete in the finals. Depending on the number of entries, events with eight or less entries will be conducted as direct finals. Medal ceremonies will still take place during the evening session.

3.4. Event Viability Criteria

Individual events will be considered viable if they have a minimum of six (6) eligible swimmers from three (3) NPCs entered through the Entry by Name. For classes S1-2 five (5) eligible athletes from two (2) NPCs through Entry by Name is required. Relay events will be considered viable if they have a minimum of five (5) eligible NPCs entered through the Entry by Name.

3.5. Maximum Entry per NPC

NPCs can enter a maximum of three (3) eligible swimmers per medal event if all have met the MQS. If there is more than one eligible class in the single sport class event, a maximum of five (5) swimmers per event can be entered per each NPC. However, only a maximum of three (3) swimmers per each eligible sport class can be entered if all met the MQS. NPCs can enter their athletes that have met at least one (1) MQS in an unlimited number of events providing they meet the Minimum Entry Time (MET) for the additional events.

3.6. Rules & Regulations

For the Mexico City 2017 World Para Swimming Championships the current World Para Swimming Rules and Regulations apply. They can be found on the World Para Swimming website (see [Swimming – Rules & Regulations – Rules](#)).



4. COMPETITION INFORMATION

4.1. Competition Venue

Venue Address:

Av. División del Norte 2333, Delegación Benito Juárez, Col. General Anaya, 03340 Ciudad de México, CDMX

The Francisco Marquez Olympic Swimming Pool and the Juan de la Barrera Olympic Gymnasium, which were the venues for the aquatics and indoor volleyball competitions for the Olympic Games Mexico 1968, are two venues that have a distinguished history of welcoming athletes from all nations and have supported sport development in the surrounding community for nearly 50 years. The venues are connected, enabling the hosting of these joint championships in one large sporting venue.

4.2. Upon Arrival

All delegates who have entered their travel details in the ADS will be provided with transport from the airport. Team leaders will be taken to the venue to conduct the DRM if they arrive during daytime hours. The rest of the team will be taken to their hotel. If NPCs arrive during the evening all delegates will go to the hotel and the DRM will take place the next morning at the venue.

Only Team Leaders will go to the Main Accreditation Centre (MAC), which is located at the venue, for the DRM and to collect the teams' accreditation cards. The MAC will open on the 25th of September, teams arriving before this date will not be able to conduct their DRM or pick up accreditation cards until this date.

All financial obligations must be met before receiving accreditation for athletes and team officials, this includes accommodation and competition fee. NPCs will not have access to hotel services until accommodation has been paid. Not paying accommodation will result in NPCs paying the hotel out-of-pocket upon arrival.

4.3. Delegation Registration Meeting (DRM)

A Delegation Registration Meeting will be scheduled at the MAC with each participating NPC taking into consideration their arrival time to Mexico City and a meeting point and a detailed schedule for the DRM will be developed in consultation with each NPC following the provision of arrival information.

During the DRM the following key information will be confirmed with each Team Leader individually:

- Accreditation
- National anthem and national flag sign off confirmation
- Transport information
- Training information
- NPCs will give a main point of contact
- Other information (about opening ceremonies, classification schedule, etc.)

4.4. Accreditation

The IPC will offer on-line accreditation for all NPCs via the IPC Accreditation System website. NPCs must register all members of their Delegation within the accreditation system (athletes, coaches, team officials, physiotherapists, doctors, etc.). All NPCs will be informed further on the accreditation procedure by e-mail when the system is opened on June 1. The accreditation will close on 24 August. All team accreditation profiles must be completed by this date. The accreditation cards will be provided to the Team Leader once the Delegation Registration Meeting (DRM) is completed.

As the access to all Championships Zones will be controlled, everyone is requested to wear their accreditation cards visibly at all times, during both the training and competition period. The accreditation card is a personal belonging, transferring it to another person is prohibited. All athletes and approved support staff have to present their accreditation card when checking into the Call Room prior to their event.

Lost accreditation cards must be reported immediately to the LOC in the MAC at the venue. For a replacement card, the athlete and the Team Leader must report it to the MAC in the competition venue and present a valid passport or identity card of the athlete. There is a fee of \$360.00 MXN (\$18.00 MXN = \$1.00 USD, \$20.00 MXN = \$1.00 EUR) for a replacement accreditation card. Only Mexican Pesos will be accepted.

4.5. Classification

Classification will be conducted in accordance with the World Para Swimming Classification Rules and Regulations from the 26th – 27th of September for athletes with physical, visual and intellectual impairment. No athletes with classification status New can enter the Championships.

Classification for swimmers with physical and intellectual impairment will be conducted at the competition venue, while the venue for visual impairment classification will be confirmed shortly; however, the LOC will ensure transportation to the designated venue.

The classification schedules will be circulated to the NPCs after the final entries are closed and athletes who are required to be classified should schedule their travel in order to be present on the first day of classification. **The NPC must upload the Medical Information in the classification section of SDMS six (6) weeks before the competition.**

NPCs can check their athletes' classification information on-line at [Swimming - Rules and Regulations - Classification – Masterlist](#).

The classification schedules will be posted on the World Para Swimming website at [Swimming - Rules and Regulation - Classification - Classification Opportunities](#).

If a competitor does not attend classification and/or a classification protest when requested he/she may be disqualified from the competition or competing further.

4.6. Training

There are two training venues:

NPC Mexico (CEPAMEX) – 25 meter pool

Avenida Río Churubusco Esq. Añil S/NCol. Magdalena Mixhuca 08010 Mexico City, Mexico.

Conade – 50 meter pool

Conade is Mexico's National Commission for Physical Culture and Sport, located at: Camino a Santa Teresa 482, Miguel Hidalgo, Villa Olímpica, 14060 Ciudad de México, CDMX.

For training bookings at these 2 pools prior to the 26th September please contact Eduardo Candelario Rivera from the Mexican Paralympic Committee at eduardo.femedepc@yahoo.com.mx.

Training will also take place in the competition pool and the 25m warm-up pool at the venue. During the training period, NPC training times and lanes will be allocated for each team.

There are training sessions scheduled daily. For each team 1.5 hours training time is reserved. The training schedule will be published two weeks prior to the beginning of the Championships.

4.7. Technical Meeting

The Technical Meeting will be held on the 28th of September at 4:00 PM local time. Only two (2) representatives of each NPC can attend the Technical Meeting. The meeting will be conducted in English. If an additional interpreter is required, please inform World Para Swimming beforehand in writing (by 27th September, 1:00 PM).

Two weeks prior to the Technical Meeting, World Para Swimming will send the Technical Meeting Presentation to the NPCs/Team Leaders. Please read through it carefully and familiarize yourself with the content, as the presentation will not be presented at the meeting.

It is the Team Leaders' responsibility to consider the information supplied in the presentation and if they have subsequent questions or wish to seek clarity on a topic/item, to submit their question to World Para Swimming.

Team Leaders will have until 1:00 PM local time on the 27th of September to submit any questions in writing to the World Para Swimming Office or via e-mail to annasophie.hippke@paralympic.org. With submitted questions please make sure to indicate with NPC the question(s) is coming from.

At the Technical Meeting the TD will only answer the questions or request for clarity submitted by teams, no other questions will be accepted.

The list of team questions and TD answers will be provided to the NPCs at the Technical Meeting. No print copies of the Technical Meeting will be provided to teams on the 28th of September.

4.8. Swimsuit Check & Equipment Approval (Athlete Uniform)

NPCs are requested to present the starting and tapping devices for approval to World Para Swimming representatives after the Technical Meeting.

World Para Swimming International Technical Officials will be available in the morning of Friday the 30th of September at the competition venue to check swimsuits/and equipment.

Athlete Uniform:

All Team Uniforms and personal equipment must follow the World Para Swimming Rules and Regulations.

4.9. Warm-up & Swim-down

The competition pool and warm-up pool will be available for warm-up for a minimum of 1.5 hours prior to each session:

Before the heats 07:15 – 08:45

Before the finals 16:15 – 17:45

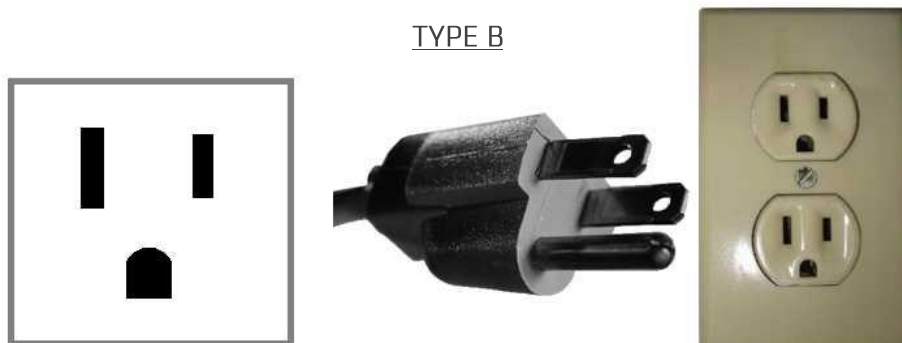
For the safety of all swimmers please make sure everyone follows the guidelines for the lanes and the instructions of the safety marshals.

The 25m warm-up pool will be available for warm-up/swim-down during and after the sessions, until 30 minutes after the competition ends daily.

4.10. Ice Baths

NPCs can bring their own ice baths to be placed adjacent to the warm-up pool. For space please apply to the LOC at contact.2017wch@gmail.com by September 1st, 2017, very limited spaces are available. If the Ice baths require power please make sure to bring the correct adapters or converters for Mexican outlets.

The standard voltage is 110 - 127 V and the standard frequency is 60 Hz. If the standard voltage in your country is in the range of 220 - 240 V (as is in the UK, Europe, Asia, Africa and Australia), you need a voltage converter in Mexico.



4.11. Massage Tables

There will be a limited number of massage tables available so we advise teams to bring their own. The ones that are available will be allocated on a first come first serve basis.

4.12. Changing Rooms

Changing rooms are available for athletes at the venue. Please respect the separation of changing areas for male and female athletes. Showers and accessible toilets can be found in the changing area.

4.13. Call Rooms & Competition

There are two (2) call rooms:

1- 100m Call Room located near the Diving pool

2- 50m and 150m Call Room located near the Warm-Up pool

It is the responsibility of the athlete to report to the Call Room no later than 15 minutes prior to the scheduled start of their event.

Athletes will be escorted from the Call Room onto the pool deck.

Swimwear (caps, goggles, and swimsuit) will also be checked in accordance with the World Para Swimming Rules and Regulations. Athletes will be escorted from the Call Room onto the pool deck. Upon exiting the pool deck after their event, athletes are to pick up their accreditation passes from the Collection Area.

4.14. Mixed Zone

All athletes must go through the mixed zone following their event(s).

4.15. Lactate Measurement

Lactate testing will be possible in accordance with the World Para Swimming Rules and Regulations (see also [Swimming – Downloads & Forms](#)). Only NPCs approved by IPC in advance will be eligible to conduct lactate testing. Completed forms are to be submitted to worldparaswimming@paralympic.org by the 15th of August 2017.

Testing will be possible only within the designated area. The TD will show the designated area to the approved NPC. Medical waste bins and sharps containers will be provided by the LOC to dispose of used medical materials in the appropriate and prescribed manner.

4.16. Race Analysis/Video Recording

Race analysis will be possible in accordance with the World Para Swimming Rules and Regulations. Only NPCs approved in advance by World Para Swimming will be eligible to conduct race analysis. Filming will be possible only from the designated area. There will be two accreditation cards provided for each approved team to access the designated area. The application for approval will be circulated in advance. Completed forms are to be submitted to worldparaswimming@paralympic.org by 15 August 2017.

4.17. Sport Information Desk (SID)

A Sport Information Desk will operate at the competition venue on the days of competition, as well as during any scheduled training sessions. It is the primary and only point of distribution for all Championships related information including the following:

- Distribution of start lists for the NPCs;
- Official communication with teams;
- Official forms distribution (Relay Entry form, Protest form, Medical withdrawal form);
- Liaison between teams and LOC / World Para Swimming.

Up to two members of each delegation (for example, Team Leader and Coach) will have access to the Sport Information Desk in order to collect official information and mailings.

The hours of operation for the SID are from 7:00am until 10:30pm.

4.18. Athletes & Team Officials Seating

A specified number of seats for accredited NPC team members will be made available on the pool deck. Please see the venue plans for location, or Appendix 3.

We kindly ask the teams to respect the need of a clear pool deck during the competition times by ensuring that only competing athletes and their support staff are on the pool deck.



5. CEREMONIES

5.1. Opening Ceremony

The Opening Ceremony will be held on the 30th of September. Further information will be provided to teams during the DRM.

5.2. Victory Ceremonies

It is the Team Leader's responsibility to ensure the athlete is in the Protocol Room in a timely manner to attend the victory ceremony. Athletes will be briefed about the Victory Ceremony procedures in the Victory Ceremony Call Room. All athletes and support staff are requested to wear their full Team Uniform when participating in Victory Ceremonies. Long pants and closed shoes are required (no shorts, flip-flops, clogs, etc. are allowed). No flags or other national symbols (other than the team uniform) are allowed on the medal podium. The ceremonies will take place during the afternoon sessions.

5.2.1. Medals

Medals will be awarded to the first three (3) athletes finishing the event (regardless of the sport class). In the exceptional case an event is completed by only three (3) or fewer swimmers, medals will be awarded following the "minus one rule". In relay events, medals shall be awarded to all swimmers who swum in the heats or the final. Medals for team members competing in the heat only will be delivered to the NPC's Team Leader.

Victory Diplomas will be distributed according to the below table.

Number of participants/teams	Number of diplomas distributed
9 or greater	8 diplomas (1st to 8th place)
8	7 diplomas (1st to 7th place)
7	6 diplomas (1st to 6th place)
6	5 diplomas (1st to 5th place)

6. MEDICAL & ANTI-DOPING INFORMATION

6.1. Anti-Doping

The Anti-Doping control / processes will be carried out in full accordance with the IPC Anti-Doping Code and the IPC Doping Control Agreement.

<https://www.paralympic.org/swimming/rules-and-regulations/anti-doping>

6.2. Medical Services at the Venue

The LOC will ensure the implementation of all necessary and appropriate on-site medical, emergency ambulance and first aid services during the Championships. Transportation will be provided to the official hospitals only in emergencies; which are Hospital General Xoco and Hospital San Angel Inn Chapultepec.

Lifeguards will be on duty during all competitions and training sessions.

6.3. Insurance

Each NPC must ensure that all members of their delegation are appropriately insured, including coverage for travel, liability, accidents and repatriation. All delegation members must have appropriate accident and health insurance accepted in order to compete at international IPC competitions. Organizers will provide only basic medical services in the official venues of the Championships.

No medical insurance will be provided to any of the participants. 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.

6.4. Medical Attention in Mexico

For all private hospitals, a credit card is required in the case of emergency. However, public hospitals do not require a credit card. If you do go to a hospital, everyone is advised to please take their passport with them, coaches, athletes, and all other team officials. **The emergency phone number in Mexico is 911.**

With regards to medications, individuals are advised to carry a copy of the prescription or doctor's letter, even medicines that are considered "over the counter" elsewhere may be a controlled substance in Mexico.

Consult the following website for lists of controlled substances in Mexico (in Spanish):
http://www.aduanas-mexico.com.mx/cgi-bin/ctarnet/notas_ex/listas_cap29.html

All NPCs are warned against drinking water out of the tap. All NPCs are warned against drinking water out of the tap. The LOC will provide water bottles at the competition venue in the catering and warm-up areas.

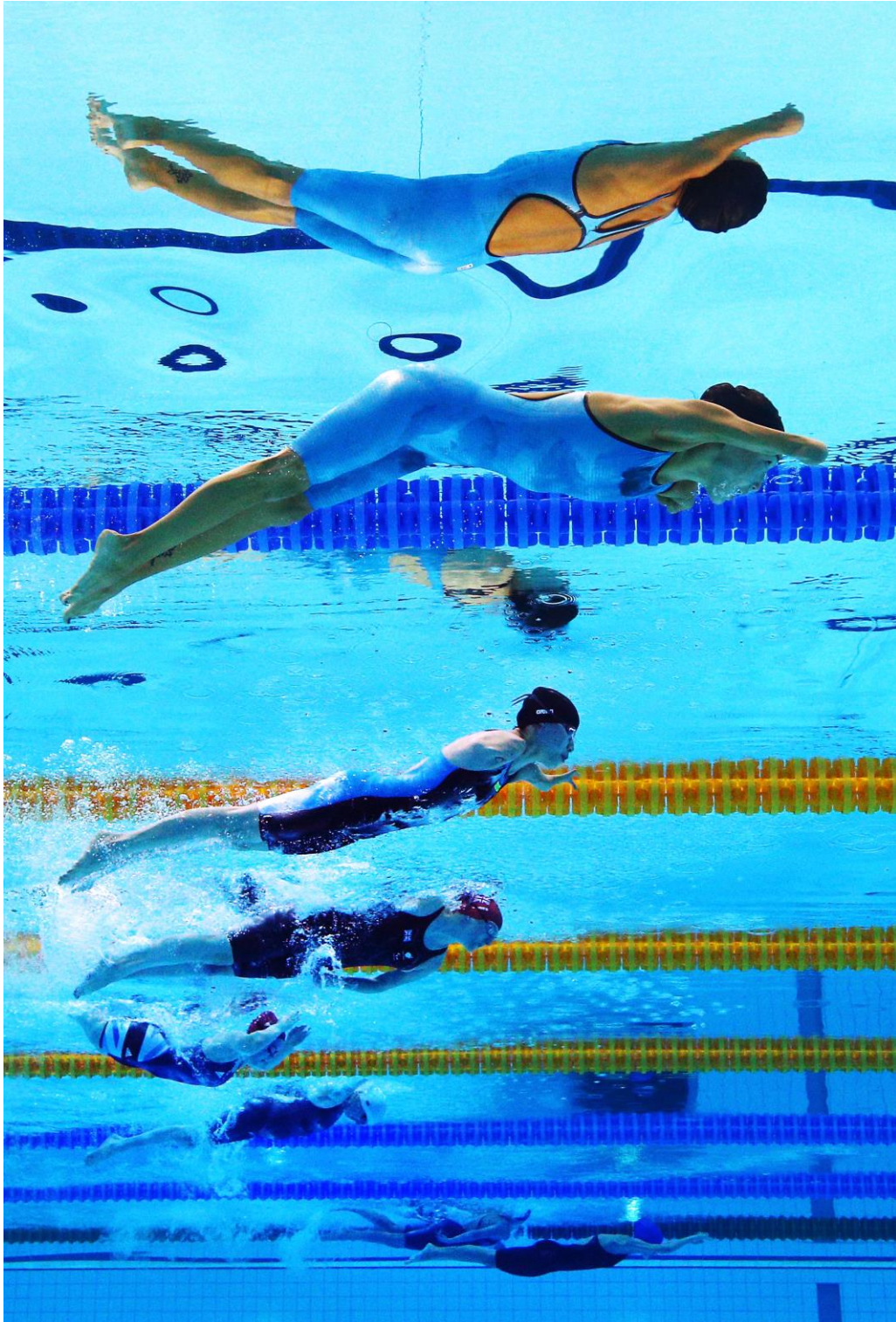
7. ORGANIZATION & CONTACTS

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Appendix 1: Competition Schedule

2017 World Para Swimming Championships DRAFT Programme

DAY 1		DAY 2		DAY 3	
1	Men's 100 m Breaststroke SB5	25	Men's 100 m Freestyle S9	47	Men's 400 m Freestyle S7
2	Women's 100 m Breaststroke SB5	26	Women's 100 m Freestyle S9	48	Women's 400 m Freestyle S7
3	Men's 100 m Freestyle S7	27	Men's 400 m Freestyle S11	49	Men's 100 m Breaststroke SB9
4	Women's 100 m Freestyle S7	28	Women's 400 m Freestyle S11	50	Women's 100 m Breaststroke SB9
5	Men's 50 m Backstroke S4	29	Men's 100 m Breaststroke SB6	51	Men's 200 m Freestyle S2
6	Women's 50 m Backstroke S4	30	Women's 100 m Breaststroke SB6	52	Men's 200 m Freestyle S5
7	Men's 50 m Freestyle S10	31	Men's 50 m Freestyle S8	53	Women's 200 m Freestyle S5
8	Women's 50 m Freestyle S10	32	Women's 50 m Freestyle S8	54	Men's 100 m Breaststroke SB8
9	Men's 200 m IM SM8	33	Men's 50 m Backstroke S5	55	Women's 100 m Breaststroke SB8
10	Women's 200 m IM SM8	34	Women's 50 m Backstroke S5	56	Men's 50 m Freestyle S13
11	Men's 100 m Freestyle S11	35	Men's 100 m Butterfly S13	57	Women's 50 m Freestyle S13
12	Women's 100 m Freestyle S11	36	Women's 100 m Butterfly S13	58	Men's 50 m Butterfly S6
13	Men's 100 m Backstroke S9	37	Men's 100 m Backstroke S7	59	Women's 50 m Butterfly S6
14	Women's 100 m Backstroke S9	38	Women's 100 m Backstroke S7	60	Men's 100 m Backstroke S11
15	Men's 400 m Freestyle S6	39	Men's 200 m IM SM10	61	Women's 100 m Backstroke S11
16	Women's 400 m Freestyle S6	40	Women's 200 m IM SM10	62	Men's 100 m Backstroke S12
17	Men's 100 m Freestyle S12	41	Men's 200 m Freestyle S14	63	Women's 100 m Backstroke S12
18	Women's 100 m Freestyle S12	42	Women's 200 m Freestyle S14	64	Men's 100 m Backstroke S14
19	Men's 100 m Butterfly S14	43	Men's 50 m Breaststroke SB2	65	Women's 100 m Backstroke S14
20	Women's 100 m Butterfly S14	44	Men's 50 m Breaststroke SB3	66	Men's 150 m IM SM3
21	Women's 100 m Freestyle S3	45	Women's 50 m Breaststroke SB3	67	Men's 150 m IM SM4
22	Men's 100 m Backstroke S13	46	Women's 4x100 m Freestyle Relay 34 points	68	Women's 150 m IM SM4
23	Women's 100 m Backstroke S13			69	Men's 4x100 m Medley Relay 34points
24	Men's 4x100 m Freestyle Relay 34points				

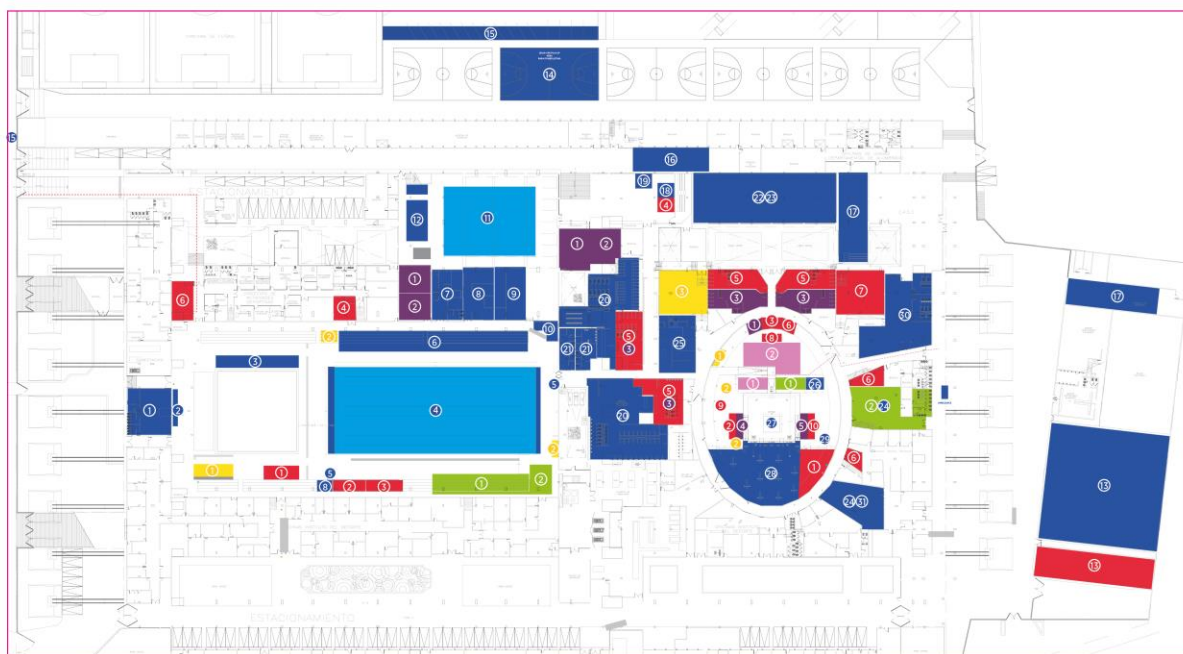
DAY 4		DAY 5		DAY 6		DAY 7	
70	Men's 100 m Freestyle S8	94	Men's 200 m Freestyle S3	117	Men's 200 m IM SM11	142	Men's 50 m Freestyle S4
71	Women's 100 m Freestyle S8	95	Women's 200 m IM SM5	118	Women's 200 m IM SM11	143	Women's 50 m Freestyle S4
72	Men's 100 m Backstroke S10	96	Men's 200 m IM SM6	119	Men's 200 m IM SM13	144	Men's 50 m Freestyle S7
73	Women's 100 m Backstroke S10	97	Women's 200 m IM SM6	120	Women's 200 m IM SM13	145	Women's 50 m Freestyle S7
74	Men's 200 m IM SM7	98	Men's 100 m Butterfly S9	121	Men's 100 m Backstroke S8	146	Men's 200 m IM SM9
75	Women's 200 m IM SM7	99	Women's 100 m Butterfly S9	122	Women's 100 m Backstroke S8	147	Women's 200 m IM SM9
76	Men's 50 m Freestyle S9	100	Men's 50 m Freestyle S11	123	Men's 50 m Freestyle S12	148	Men's 100 m Freestyle S5
77	Women's 50 m Freestyle S9	101	Women's 50 m Freestyle S11	124	Women's 50 m Freestyle S12	149	Women's 100 m Freestyle S5
78	Men's 50 m Butterfly S5	102	Men's 50 m Butterfly S7	125	Men's 400 m Freestyle S9	150	Men's 400 m Freestyle S10
79	Women's 50 m Butterfly S5	103	Women's 50 m Butterfly S7	126	Women's 400 m Freestyle S9	151	Women's 400 m Freestyle S10
80	Men's 400 m Freestyle S13	104	Men's 400 m Freestyle S8	127	Men's 100 m Breaststroke SB7	152	Men's 100 m Butterfly S8
81	Women's 400 m Freestyle S13	105	Women's 400m Freestyle S8	128	Women's 100 m Breaststroke SB7	153	Women's 100 m Butterfly S8
82	Men's 100 m Freestyle S4	106	Men's 100 m Butterfly S10	129	Men's 200 m IM SM14	154	Men's 100 m Breaststroke SB14
83	Women's 100 m Freestyle S4	107	Women's 100 m Butterfly S10	130	Women's 200 m IM SM14	155	Women's 100 m Breaststroke SB14
84	Men's 100 m Breaststroke SB11	108	Men's 100 m Breaststroke SB13	131	Men's 100 m Freestyle S10	156	Men's 100 m Freestyle S6
85	Women's 100 m Breaststroke SB11	109	Women's 100 m Breaststroke SB13	132	Women's 100 m Freestyle S10	157	Women's 100 m Freestyle S6
86	Men's 50 m Freestyle S6	110	Men's 200 m Freestyle S4	133	Men's 100 m Breaststroke SB4	158	Men's 100 m Butterfly S11
87	Women's 50 m Freestyle S6	111	Men's 100 m Backstroke S1	134	Women's 100 m Breaststroke SB4	159	Men's 100 m Butterfly S12
88	Men's 100 m Breaststroke SB12	112	Men's 100 m Backstroke S2	135	Men's 100 m Backstroke S6	160	Men's 100 m Freestyle S13
89	Women's 100 m Breaststroke SB12	113	Women's 100 m Backstroke S2	136	Women's 100 m Backstroke S6	161	Women's 100 m Freestyle S13
90	Men's 50 m Backstroke S1	114	Men's 50 m Freestyle S5	137	Men's 50 m Backstroke S2	162	Mixed 4x50 m Freestyle Relay 20 points
91	Men's 50 m Freestyle S3	115	Women's 50 m Freestyle S5	138	Women's 50 m Backstroke S2		
92	Women's 50 m Freestyle S3	116	Mixed 4x100 m Freestyle Relay S14	139	Men's 50 m Backstroke S3		
93	Women's 4x100 m Medley Relay 34 points			140	Women's 50 m Backstroke S3		
				141	Mixed 4x100 m Freestyle Relay 49 points		

Note: The events are single class events (with eligible classes in the brackets). The list of events may change due to final entries.

Appendix 2: Venue Layout

LAYOUT

MEXICO CITY 2017 PARA SPORT FESTIVAL WORLD PARA POWERLIFTING & WORLD PARA SWIMMING CHAMPIONSHIPS



MAP KEY

ATHLETES

Para Swimming

- 1 Classification Room
- 2 Lactate Testing
- 3 Call Room - 100m
- 4 Competition Pool
- 5 Lifeguard
- 6 Athlete Seating
- 7 Doping Control
- 8 Medical Services
- 9 Team Preparation Area
- 10 Call Room - 50m
- 11 Warm-up Pool
- 12 Ice Baths

Common Areas

- 13 Catering Area
- 14 Waiting Tent
- 15 Drop-off/Pick-up Area
- 16 Main Accreditation Center
- 17 Rest Areas
- 18 Transport Desk
- 19 Antidoping Booth
- 20 Locker Rooms
- 21 Restrooms - Wheelchair Users
- 22 Sports Forum

Para Powerlifting

- 23 Training Area
- 24 Raise the Bar!
- 25 Weigh-in / Kit Check
- 26 Athlete Seating
- 27 Field of Play
- 28 Warm-up Area
- 29 Medical Services
- 30 Doping Control
- 31 Warm-up waiting area

TECHNICAL OFFICIALS

- 1 Office
- 2 Rest Area
- 3 Restrooms
- 4 Technical Table
- 5 Jury
- 6 Technical Meetings

WORKFORCE

- 1 Victory Ceremony Call Room
- 2 OVR
- 3 IPC Room
- 4 SID
- 5 Restrooms
- 6 LOC Office/Storage

REST AREA

- 7 Rest Area
- 8 TV
- 9 DJ
- 10 Sport Production
- 11 Ceremonies Storage
- 12 Hydration
- 13 Meal preparation area

MEDIA

- 1 Mixed Zone
- 2 Photo position
- 3 Work Room

VIPs

- 1 Seating Area
- 2 Lounge

SPECTATORS

- 1 Accessible Seating
- 2 Friends and Family Seating

Appendix 3: Useful Expressions

Phrase in English	Phrase in Spanish
Hello	¡Hola!
How are you?	¿Cómo Estás?
I am good	Muy bien
Thank You	Gracias
Your Welcome	De nada
Good Morning	Buenos días
Good Bye	Adios
Please	Por favor
Yes, No	Sí, no
Where is the bathroom?	¿Dónde está el baño?
How much does this cost?	¿Cuánto cuesta?
I would like a taxi	Me gustaría un taxi



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