



Singapore Canoe Federation

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National Squad Handbook  
(Canoe Polo)

A Guide For National Team Selection

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## National Squad Canoe Polo Handbook

### Purpose

This handbook is to provide the guidelines, rules and regulations governing the selection, training, administration and management, and welfare of the players in the NSCP. In addition, the profile of all the National Squad Canoe Polo members will be administered by the National Squad Committee.

With this NSCP Handbook, the National Squad Committee aims to:

- lay down the ground rules in the selection of players into the Squad and into the National Team,
- standardization of procedures, It is necessary to spelt out the standard operating procedures and code of conduct for the management and administration of players in the Squad,
- set basic rules and guidelines, It is imperative to establish the broad guidelines, basic rules and TOR for the players to abide with,
- explain and clarify on the players' responsibilities, discipline and overall conduct in the Squad,
- reduce uncertainties surrounding the selection of members into the National Canoe Polo Training Squad and the Singapore National Team for Canoe Polo (to represent the nation in international events, if any)

This handbook serves as an important document for all NSCP members. It may be reviewed annually and amended whenever necessary by the Canoe polo Committee in its discretion in order to achieve its strategic objectives.

## CANOE POLO SELECTION COMMITTEE

### Introduction

The Canoe Polo Selection Committee (CPSC) is formed under the National Squad Committee to oversee the overall development of the Canoe Polo National Training Squad.

### Objective

The role of the CPSC is to provide a framework in the development of sports excellence in canoe polo. It will identify athletes and provide them with a conducive and suitable environment to build a successful elite national team in order to bring glory to the nation.

### **Composition of Committee**

The CPSC consists of five members, including the Chairman, Singapore Canoe Federation's Honorary Secretary, National Coach and 2 other members.

The members of CPSC shall be elected or nominated by SCF Management annually.

The number of Committee members may vary and will be determined by the SCF Management Committee.

### Terms of Reference for Canoe Polo Selection Committee

- To implement the Canoe Polo National Training Squad (CPNTS) selection policy approved by SCF Management Committee.
- To endorse the training plans and programmes designed and developed by the National Coach
- To provide leadership to CPNTS and oversee the welfare of the athletes.
- To identify, nominate and recommend potential National Training Squad members for the sports grant under the athletes' development programme.
- To regulate, control and enforce the guidelines stipulated in this handbook for the National Squad (Canoe Polo)

### **1. Objectives of National Training Squad**

- 1.1 To identify potential athletes to join the National Squad. This will enable the National Team to have a pool of talented athletes to choose from. Ultimately, the National Team's goal is to win medals at Regional/International competitions.
- 1.2 To identify and develop the athletes for high-level performance
- 1.3 To provide equal opportunities for committed athletes to achieve high standards of performance.

## 2. National Training Squad Selection Considerations

- 2.1 Athletes wishing to be considered for selection must meet the following minimum requirements:
  - 2.1.1 must be a Singaporean and at least 16 years of age;
  - 2.1.2 must have competed in one national championship (eg. National Championships or Singapore River Raft Championships) in the open category.
  - 2.1.3 must have experience in organizing Canoe Polo Championships at the National Level (preferably those who have volunteered and served as organizing committee members in the National Canoe Polo Championship);
- 2.2 CPSC may, at its discretion, invite athletes to the selection if in the opinion of CPSC that the athlete's recent performances indicate that he/she has the potential to be selected as a National athlete.
- 2.3 A total of 18 male and 18 female athletes are to be selected to form the training squad, in accordance with the selection process and criteria stipulated in the Section 3 of this handbook.
- 2.4 If the number of athletes for the selection is below the target number, CPSC will decide based on their performance during the assessment, the number of athletes to form the national training squad.
- 2.5 The National Coach in consultation with CPSC will determine the minimum performance level required from the athletes in order to enhance the overall standard of the training squad.
- 2.6 The training squad selection will take place once a year to replace the athletes who do not meet the minimum performance level as determined in Paragraph 2.5. The selection will usually be conducted during the National Canoe Polo Championships or any competitions at a national level as recognized by SCF.
- 2.7 The specific date of each selection will be notified to all affiliates at least 1 month before the selection date either by email, letter or both. Information will be posted on the website also.

### 3. National Training Squad Selection Process and Criteria

- 3.1 All athletes wishing to be considered for selection must complete the National Squad Selection Application Form (see Appendix A), and return it to the Chairman, CPSC Committee before the stipulated closing date.
  - 3.1.1 Application form will be sent out to all affiliated clubs
  - 3.1.2 Application form can be downloaded from the SCF website at URL: [www.scf.org.sg](http://www.scf.org.sg)
- 3.2 The selection will be carried out in two phases - Phase I Game Play and Phase II Fitness Test - as indicated in the selection dates and events.
- 3.3 At any official selection at least 2 selection officials must be present to conduct the selection.
- 3.4 All athletes are encouraged to use their own equipment during the Phase I & II selection. The athlete is responsible to transport his/her own boat to the selection site.
- 3.5 The equipment's specifications must conform to the ICF requirements and standards. All athletes are to use the same type of kayak during the Phase II selection.
- 3.6 CPSC will provide for those who do not have the equipment. No excuses will be entertained for this clause if the athletes failed to be selected.
- 3.7 CPSC reserves the right to select a pool of equipment for the athletes randomly selected during the selection assessment.
- 3.8 In any decision that requires voting, members of CPSC are entitled to 1 vote each.
- 3.9 An athlete who is unable to be present during the selection assessment must submit a selection appeal with valid reason(s) and supporting documents to the Chairman, CPSC.
- 3.10 All national training squad members are required to sign an Agreement (Declaration of Commitment, see Appendix B).
- 3.11 All national training squad members must uphold the Code of Conduct (Appendix C)

- 3.12 An athlete may face disciplinary action due to any of the following violations:
- 3.12.1 breaches or fails to observe National Training Squad Code of Conduct and Declaration of Commitment Terms of Agreement,
  - 3.12.2 by reason of illness or injury is unable to perform to the required standard in the opinion of CPSC (after having received treatment from the Singapore Sports Council).
  - 3.12.3 has failed to sustain his or her performance to a satisfactory level; provided that the National Coach must first have discussed with the athlete the performance levels required of him or her and have given the athlete an opportunity to attain those performance levels.

The recalcitrant athlete will be given a fair hearing to show cause on why he/she should not be sanctioned/suspended or removed by the disciplinary committee.

#### **4. National Team Selection Process & Criteria**

- 4.1. No automatic entry into the National Team. Athletes must qualify and selected for the National Team.
- 4.2. A National Team of players will be selected and formed from the National Training Squad prior to each international Canoe Polo Championship.
- 4.3. CPSC will conduct official National Canoe Polo Team selection, based on the criteria stipulated in Paragraph 4.8, to:
  - 4.3.1. Gauge the performance of the National Training Squad members and
  - 4.3.2. Select the best 8-10 athletes each (male and female team) to represent the nation for selected international competitions.
- 4.4. All members of the National Team must:
  - 4.4.1. uphold the code of conduct
  - 4.4.2. compete in national championships as decided by CPSC
  - 4.4.3. attend team training camps
  - 4.4.4. attend sports testing and evaluation
  - 4.4.5. attend Medical examination

- 4.5. CPSC, in consultation with the National Coach, will determine the number of categories of competitions the Team Singapore will be taking part in.
- 4.6. At the discretion of CPSC, one or more male and one or more female athletes from the training squad may be added as reserves.
- 4.7. An athlete may face disciplinary action due to any of the following violations:
  - 4.7.1. breaches or fails to observe National Training Squad Code of Conduct and Declaration of Commitment Terms of Agreement;
  - 4.7.2. by reason of illness or injury is unable to perform to the required standard in the opinion of CPSC (after having received treatment from the Singapore Sports Council).
  - 4.7.3. where the athlete has failed to sustain his or her performance to a satisfactory level, provided that the National Coach must first have discussed with the athlete the performance levels required of him or her and have given the athlete an opportunity to attain those performance levels
  - 4.7.4. fail Medical Examination
  - 4.7.5. miss or/and late for sports testing and evaluation.

The recalcitrant athlete will be given a fair hearing to show cause on why he/she should not be sanctioned/suspended or removed by the disciplinary committee.
- 4.8. Selection of the National Team will be based on (but not limited to) the respective percentages assigned to the various factors of assessment:
  - 4.8.1. Training Assessment – 35%
  - 4.8.2. Attendance – 30%
  - 4.8.3. Attitude – 20%
  - 4.8.4. National Coach Evaluation – 10%
  - 4.8.5. Contribution –5%

(Refer to Appendix D for the specific information on scoring for each category)

- 4.9. If one of the following conditions occur, the National Training Squad member will not qualify for the National Team selection assessment:
- 4.9.1. achieve 20% or less for Training Assessment,
  - 4.9.2. achieve 15% or less for Attendance,
  - 4.9.3. achieve 10% or less for Attitude,
  - 4.9.4. achieve below 70% or less for the Total percentage
- 4.10. The Canoe Polo Selection Committee in consultation with the National Coach reserves the right to determine the final selected National Team [Team Singapore] members.
- 4.11. The maximum number of members to form the National Team will be:
- 4.11.1. Men-10 athletes
  - 4.11.2. Ladies-10 athletes

The CPSC, including the National Coach, reserves the right to make adjustment to the number of members as they see fit without providing any explanation for the decision made.

## 5. Priority On Representation

- 5.1 In the event of more than one competitions taking place concurrently, the athletes are to follow, compulsorily, the order of priority on representation as indicated below.
- 5.1.1 International/Regional Games - refer to World Cup/Championship, Asian Cup/Championship Games. Members in the National Team must be a Singaporean or must satisfy citizenship requirement as required by the organizer.
  - 5.1.2 International/Regional Canoe Polo (Invitations) Championships – Teams/members participating in these championships must get sanction from the Singapore Canoe Federation Canoe Polo Committee in order to participate. With certain constraints, the Committee might decide to extend invitation to other affiliates to participate.

- 5.1.3 National Championship – Members in the National Training Squad are allowed to represent their club only if they are not required to compete under the National Team or instructed by the National Coach in preparation prior to another championship.
- 5.1.4 Inter-clubs Championship - Members in the National Training Squad are allowed to represent their club only if it does not affect National Training Squad commitments.

## 6. Selection Appeal

- 6.1 An appeal must be duly filled on the selection appeal form (Appendix E) and submitted together with a fee of \$50, made payable to Singapore Canoe Federation. The fee will be refunded if the appeal is upheld.
- 6.2 An appeal against any selection results must be addressed to the Chairman, Canoe Polo Committee and submitted within one week as of the date of selection trial.
- 6.3 An appeal must be duly filled for athlete's absence on the day of the selection assessment. The appellant must submit the completed appeal form with supporting documents together with the fee of \$50, made payable to SCF, addressed to Chairman, CPSC, by the stated application deadline.

## 7. Overriding/Others Factors

- 7.1 National Service
  - 7.1.1 Athletes unable to compete at selection assessment on the stipulated selection date will need to submit the application and appeal forms to CPSC before the closing date. Only one alternate date will be scheduled to provide an opportunity for the athletes to make-up the selection assessment. If the athletes missed the re-scheduled date, the National Coach or/and CPSC reserves the right to provide or to reject a second alternate for selection make-up.
  - 7.1.2 Selected athletes who are on National Service obligations will be recommended by SCF for 'Leave of Absence' from the related Authority.

## 7.2 Illness/Misadventure/Extenuating Circumstances

7.2.1 CPSC may, in their discretion give weight to extenuating factors and with careful consideration, allow for a second chance.

- in the case of illness or injury,
- in the case of bereavement, or other extenuating circumstances.

7.2.2 CPSC will make decision on an individual basis.

7.3 CPSC in consultation with the National Coach may, in its absolute discretion, add athletes to the National Training Squad at any stage subject to those athletes satisfying the relevant selection criteria in order to maintain a sufficient pool of athletes in the Squad.

## 8. National Training Squad / National Team Benefits

### 8.1 Benefits for Members

The National Training Squad / National Team benefits are as stipulated below. The SCF Management Committee reserves the right to modify the benefits at any time without consent of the athletes.

#### 8.1.1 National Team Benefits

Member of the National Team, have the privileges and benefits of:

- representing Singapore at international games under the umbrella of Singapore National Olympic Council
- access to Singapore Sports Council facilities and medical team.
- applying for sports grant
- waiving of storage fee for one personal kayak subject to the availability of space
- use of SCF facilities and equipment at discount rates
- receiving attire for training and competitions
- getting transport claim
- attending training camps
- attending training courses with the financial grant from the SCF, upon approval by the Coaching Committee.
- receiving claims for expenses incurred during overseas championship

### 8.1.2 National Training Squad Benefits

Member of the National Training Squad, have the privileges and benefits of:

- access to Singapore Sports Council facilities and medical team.
- applying for sports grant
- waiving 50 % off the rate of affiliate storage fee for one personal kayak subject to the availability of space and Management Committee approval
- use of SCF facilities and equipment at discount rates
- getting attire for training
- attending training camps
- attending training courses with the financial grant from the SCF, upon approval by the Coaching Committee.

8.2 When the status of National Training Squad or National Team expires, the athlete is only entitled to one month extension of storage facilities. Thereafter, the athlete will have to remove their personal equipments or pay for storage fees at the prevailing rate.

## 9. Validity as Member of National Training Squad/Team

- 9.1 Every selected member of the National Training Squad or National Team will be provided with a picture Identification Card.
- 9.2 Identification card must be carried at all times to access all SCF and SSC facilities. The identification card is not transferable.
- 9.3 The valid period of the Identification Card will be for 1 year from the date of the National Training Squad or National Team selection.

## Appendix A National Training Squad Application Form

### **Part I Particulars of Applicant**

Name : \_\_\_\_\_ NRIC No : \_\_\_\_\_  
 Gender : \_\_\_\_\_ Date of Birth : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 \_\_\_\_\_ Postal Code : \_\_\_\_\_  
 Telephone : \_\_\_\_\_ (H) \_\_\_\_\_ (O) Weight : \_\_\_\_\_  
 E-Mail : \_\_\_\_\_ Height : \_\_\_\_\_

### **Part II Selection Required Information**

I) *Category*: Please indicate **ONE** type of selection category with a ( ✓ ).

(    ) Junior Men (Under 21)                      (    ) Junior Women (Under 21)  
 (    ) Men    (    ) Women

II) *Equipment*: Please indicate whether you are bringing own equipment: \* ( Yes / No )

III) *Canoe Polo Experience*: Please indicate the type of competition you have participated by ticking ( ✓ ), indicate the year (last participated), category and the results (position)

(    ) National Canoe Polo Championship    Year: \_\_\_\_\_ Category: \_\_\_\_\_ Result: \_\_\_\_\_  
 (    ) SRRR Canoe Polo Championship    Year: \_\_\_\_\_ Category: \_\_\_\_\_ Result: \_\_\_\_\_  
 (    ) Selection organized by SCF            Year: \_\_\_\_\_ Category: \_\_\_\_\_ Result: \_\_\_\_\_  
 (    ) Others (Please state)                    Year: \_\_\_\_\_ Category: \_\_\_\_\_ Result: \_\_\_\_\_

Remarks: \_\_\_\_\_

\*(delete accordingly)

### **Part III - Medical Declaration**

Please use the space below to declare any pre and/or current medical condition.

**Part IV Declaration**

I hereby declare that I have read and understood the selection process, selection criteria and I agree to abide by them. I have joined the National Selection Assessment on my own free accord and hold myself solely responsible for any mishap or injury that may occur during, or as a result of my participation in the stated event.

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Signature of Applicant

---

Date

---

---

**Part V Parental Consent for Participants under Age 18**

I, Mr/Mrs/Miss/Mdm \_\_\_\_\_, NRIC No. \_\_\_\_\_, allow my child / ward to participate in the stated event

---

Signature of Parent/Guardian

---

Date

**Appendix B Declaration of Commitment**

Year:

**NATIONAL TRAINING SQUAD**

I \_\_\_\_\_ having been selected a member of the training squad for the year of: \_\_\_\_\_ team hereby agree that:

- a) I shall abide by all the Rules and Regulations stipulated by the Singapore Canoe Federation (SCF);
- b) I shall refer to SCF only (and not any person, organization, society, board or any third party) for all matters pertaining to the training of squad;
- c) I shall train conscientiously to achieve my best result in the spirit of the sport and for the glory of Singapore
- d) I shall adhere to the Code of Conduct stipulated by the Singapore Canoe Federation (SCF);
- e) I hereby declare that I have read and fully understood on terms and conditions and the expectations of SCF from me as a National Athlete.

---

Athlete's signature: \_\_\_\_\_ Date: \_\_\_\_\_

I/C No: \_\_\_\_\_

Witness By: (Name) : \_\_\_\_\_

Designation : \_\_\_\_\_

Signature : \_\_\_\_\_

## Appendix C Code of Conduct

1. Purpose
  - 1.1 The purpose of this Code of Conduct (Code) is to state the types of behaviour expected by the Federation from the members of the National Squad/Team.
2. All members of the National Squad/Team are bound by the following codes of behaviour:
  - 2.1 Singapore Sports Council Code of Conduct
  - 2.2 Singapore National Olympic Council(SNOC)Code of Conduct
  - 2.3 Respect all personnel involved with canoeing and have proper regard for their rights and obligations
  - 2.4 Use the loaned property with care
  - 2.5 Demonstrate a positive commitment to the rules and programs
  - 2.6 Respect the law and customs of countries of visit
  - 2.7 Respect the confidentiality of information from the Federation or relevant authorities, which may come to them in the course of their duties.
  - 2.8 Highlighted to the National Coach, Team Manager, SCF Management Committee in this sequence of order as the Chain of Command in both verbal and written communication on any communication made with parties other than SCF
3. Unsuitable Behaviour and Gross Misconduct
 

This list describes some examples of unsuitable behaviours, or behaviour that is not in the best interests of the sport.

  - 3.1 Denigrates and/or intimidate other athlete, officials or event organizers.
  - 3.2 Statements which are deemed to denigrate the group that an individual is representing
  - 3.3 "Go-slow" or instigation of a "go-slow" or stop training
  - 3.4 Lying or false declaration of information.
  - 3.5 Distributing or exhibiting handbills pamphlets, posters or whatever graphical writing within the facilities of the Federation or Singapore Sports Council without approval of the Management Committee
  - 3.6 Use of offensive, vile or obscene language with the imputations against the Federation, employees or Management Committee
  - 3.7 Willful damage to another person property during the conduct of a regatta or championships
  - 3.8 Violation of safety rule(s) which endangers the life or safety of any person
  - 3.9 Vandalism or willful damage to any goods or property belonging to the Federation or Singapore Sports Council
  - 3.10 Insubordination towards National Coach, Team Manager, Asst. Coach, Management Committee or relevant authority
  - 3.11 Immoral behavior
  - 3.12 Theft
  - 3.13 Fight
  - 3.14 Any form of assault

## Appendix D Selection Criteria's Scoring Information

### **Objective:**

The purpose of the scoring information sheet is to provide a guide to better inform all relevant parties how each factor of assessment is scored.

S/N	Criteria	Percentage Score	Description
1	Training Assessment	35%	<ul style="list-style-type: none"> <li>The athlete is assessed by the National Coach during the national squad training, based on a set of pre-defined criteria which consists of skill and fitness evaluations.</li> </ul>
2	Attendance	30%	<ul style="list-style-type: none"> <li>30% will be achieved when the athlete achieves full 100% attendance</li> <li>Each session missed from training will be deducted accordingly.</li> <li>The percentage deducted will be prorated based on calculation from the total number of training sessions conducted throughout prior to the final selection.</li> </ul>
3	Attitude	20%	<ul style="list-style-type: none"> <li>The Attitude category will be based on feedback and evaluation by: CPSC Chairman, National Coach and 2 SCF MC Members, for a total of 4 Feedback Committee members.</li> <li>The total score is divided by 4 to determine the final score. Then this score is applied against 20% to calculate the total percentage achieved.</li> <li>e.g. 20% will be achieved when all feedbacks are positive for the athlete.</li> </ul>
4	National Coach Evaluation	10%	<ul style="list-style-type: none"> <li>The National Coach will evaluate each athlete with a percentage up to 10%.</li> <li>The National Coach will determine his/her own evaluation criteria other than the above.</li> </ul>
5	Contribution	5%	<ul style="list-style-type: none"> <li>This will be based on feedback and evaluation (score 1-5) by the Canoe Polo Committee and SCF Management Committee members on the athlete's contribution to the development of the sport.</li> <li>Other contributions can include voluntary services for conducting courses and organizing National Championship.</li> <li>The following formula applies. Total score x 5% / (5 x no. of members)</li> </ul>

## Appendix E Selection Appeal Form

### **Part I Particulars of Applicant**

Name	:		NRIC No	:	
Address	:				
			Postal Code	:	
Telephone	:		(H)		(O)
					E-mail
					:

### **Part II Appeal Details** { Please indicate with a ( ) }

( <input type="checkbox"/> )	Against a decision	( <input type="checkbox"/> )	Athlete's unavailability	( <input type="checkbox"/> )	Others
( <input type="checkbox"/> )	Junior Men	( <input type="checkbox"/> )	Men	( <input type="checkbox"/> )	Junior Women
				( <input type="checkbox"/> )	Women

### **Part III Grounds of Appeal** { Please attach pages if space is insufficient }

\_\_\_\_\_  
Signature of Applicant

### **Part IV Committee's Decision**

#### **For Official Use**

Appeal Fee: S\$50.00

Received by:

Cash/Cheque No: \_\_\_\_\_ Amount: S\$ \_\_\_\_\_ Receipt No: \_\_\_\_\_

### Appendix F Phase I Selection Assessment Form

#### National Canoe Polo Training Squad Selection- Game Play

Name:  
Candidate No:  
Game No:

Date:

Criteria	Count	Remark
<b>1. Specific "+"</b>		
a) Successfully blocked a goal (by paddle or hand tackle) in 1-on-1 situation		
b) Successfully intercept a pass		
c) Good pass attributed to winning a goal		
d) Good tackle attributed to winning a goal		
e) Anticipation (attack-fast break, forcing a bad pass. Defense-intercept opponent's fast break, change over.		
f) Shooting (one point for each goal)		
<b>2. Specific "-"</b>		
a) Failure to win a goal in an 1-on-1 or open situation		
b) Bad pass attributed to losing a goal or missing an opportunity to win a goal		
c) Poor defense attributed to losing a goal		
d) Bad pass when not under pressure		
<b>Total specific points (i)</b>		
<b>3. General (1-5)</b>		
a) General Kayak skill (bow/stern draw, stern turn/dip, bow turn/dip, overall kayak control)		
b) General Ball skill (passing, hand/paddle catching, versatility, shooting, paddle-ball control)		
c) General Fitness (explosive power, endurance)		
d) Team Work		
e) Communication		
f) Attitude / sportsmanship		
<b>Total general points (ii)</b>		
<b>Total Score [(i) x 70% + (ii) x 30%]</b>		
Overall comments / recommendation		Assessor's name and Signature
		_____

### Appendix G Phase II Selection Assessment Form

#### National Canoe Polo Training Squad Selection-Beep test

Name:

Candidate no:

	Time Set (secs)	1st Attempt	2nd Attempt	3rd Attempt	4th Attempt
<b>For men</b>					
Stage 1	13	pass/fail	pass/fail	pass/fail	pass/fail
Stage 2	12	pass/fail	pass/fail	pass/fail	pass/fail
Stage 3	11	pass/fail	pass/fail	pass/fail	pass/fail
Stage 4	10	pass/fail	pass/fail	pass/fail	pass/fail
Stage 5	9	pass/fail	pass/fail	pass/fail	pass/fail
Stage 6	8	pass/fail	pass/fail	pass/fail	pass/fail
Stage 7	7	pass/fail	pass/fail	pass/fail	pass/fail
Stage 8	6	pass/fail	pass/fail	pass/fail	pass/fail
Stage 9	5	pass/fail	pass/fail	pass/fail	pass/fail

	Time Set (secs)	1st Attempt	2nd Attempt	3rd Attempt	4th Attempt
<b>For Ladies</b>					
Stage 1	15	pass/fail	pass/fail	pass/fail	pass/fail
Stage 2	14	pass/fail	pass/fail	pass/fail	pass/fail
Stage 3	13	pass/fail	pass/fail	pass/fail	pass/fail
Stage 4	12	pass/fail	pass/fail	pass/fail	pass/fail
Stage 5	11	pass/fail	pass/fail	pass/fail	pass/fail
Stage 6	10	pass/fail	pass/fail	pass/fail	pass/fail
Stage 7	9	pass/fail	pass/fail	pass/fail	pass/fail
Stage 8	8	pass/fail	pass/fail	pass/fail	pass/fail
Stage 9	7	pass/fail	pass/fail	pass/fail	pass/fail

Overall Grading For Beep Test:

Grade 1/ 2/ 3/ 4/ 5/ 6/ 7/ 8/ 9

Graded by:

Name and Signature:

---

**Appendix H      Check List**

The following is the check list for athletes and official to go through. Use a "X" to indicate item completed.

Application Submitted		Identification Card Issued	
Declaration of Commitment document signed		Training Attire Issued	

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