

**Wisconsin Division
of the
United States Fencing Association**

Tournament Sanction Policies and Procedures

Ratified by the Wisconsin Division Executive Committee 10/9/2009

Amended at the Wisconsin Division AGM on 7/16/2011

Amended at the Wisconsin Division AGM on 7/21/2012

Amended by Executive Committee vote on 10/23/2017

This manual was written to help you run a great tournament. Our motivation in creating this manual is to improve the safety and quality of Wisconsin tournaments.

Tournament Recommendations

Advertising

The best way to advertise your event is with a posting on AskFred (www.askfred.net). Peet Sasaki has given the fencing world a wonderful tool and we're silly if we don't use it. AskFred allows you to post the date and time of your events, weapons fenced, age restrictions, format used, a link to a Google Map of your location and nearly any other information a fencer would need. Also, AskFred allows for pre-registration and pre-payment. At a minimum, use AskFred for all your tournaments, clinics and events.

Medical Assistance

You'll see, under the Safety Requirements, that a First Aid kit is necessary for all sanctioned events. However, if you can obtain the services of a medical professional, that's even better. Ask around at your club. You may be surprised to find a few nurses, doctors, paramedics, or someone with First Aid and CPR certification. These folks might be fencers, parents, neighbors, friends or family members. Ask them if they would come to your event and be on hand "just in case."

Division-specific rules

It is our intention that the Wisconsin Division sanctioning rules should not be stricter than what the USFA requires. We would never, for example, require masks to pass a 100 kg punch test while the USFA rules require a 12 kg punch test. However, some Division-specific rules are well within the purview of the Executive Committee even though they are not found in the USFA Operations Manual.

FAQ

1. **Why request sanction at all? What's the benefit?**
 - a. Sanctioning by the Division gives your event two valuable benefits: fencers can only improve their classifications at sanctioned events and the USFA liability insurance only functions at sanctioned events.
2. **Who can run a sanctioned meet?**
 - a. Any Wisconsin Division fencing club, that is a USFA member club (per the USFA Operations Manual Section 3.2.1) and in good standing with the Division is eligible to hold a sanctioned tournament. Clubs that have outstanding debts or unresolved problems with the Division are **not** eligible to hold sanctioned events.
3. **Who decides if our event will be sanctioned?**
 - a. The Executive Committee will vote on your request, with a majority deciding. The Executive Committee currently consists of twelve members, plus five Officers, from clubs all across the state.
4. **Can we use Division equipment at our tournament?**
 - a. If your event is sanctioned by the Executive Committee, then yes. The Division's armory exists for just this reason. It is the responsibility of the tournament organizers to pick up and return Division equipment in good order.
5. **Must all fencers be members of the USFA?**
 - a. Yes, all fencers must be members of the USFA. Forms for joining the USFA must be available at every sanctioned event and anyone joining at a meet must pay the USFA membership fee before competing.
6. **Do I need to hire rated referees to obtain sanctioning?**
 - a. Yes. Beginning at the start of the 2017-2018 season all Sanctioned tournaments must have at least one rated referee
7. **Does the host of a sanctioned tournament need to assign a Head Referee?**
 - a. Yes, the tournament host must assign a Head Referee from the referee cadre of the tournament. The Head Referee, whose rulings will be final, will handle questions from the tournament referees and any complaints or issues related to fencing that may arise.
8. **How do classification changes get updated to the USFA?**
 - a. All classification change forms must be signed by the Bout Committee Chair of the tournament or a Division Officer and sent to the USFA national office no later than one week after the tournament.
9. **What's an official Division tournament?**
 - a. The Wisconsin Division is required to hold a Div. 2/3 Qualifier and a Junior Olympic Qualifier. Those two events, and only those two events, are official Division tournaments. All other tournaments merely take place within the Division.
10. **Can I run a sanctioned event on the same weekend that some other club is running an event?**
 - a. It depends. Your event must not coincide with another sanctioned event **of the same type** on the same weekend. So, for example, if Club A has approval to hold an Open Tournament on Saturday the 15th, Club B would not get approval for another Open on that weekend. However, Club B could hold a Youth event, a Veterans event, a Youth/Team event or an unsanctioned event that weekend.
11. **Can I run an unsanctioned event?**
 - a. Of course. Running an unsanctioned event is a good way to learn about tournament organization, directing, venue requirements, and the ever-present electrical gremlins that live in foils and epees. If you need equipment for an unsanctioned event, ask other clubs if you can borrow their gear for a day. You may not use Division equipment for unsanctioned events; your fencers will not earn a classification; nor is the event covered by the USFA insurance program. Also, when running an unsanctioned event you must **CLEARLY ADVERTISE** it as an unsanctioned event!

12. Does it cost anything to run a sanctioned event?

- a. Yes. The Division charges \$1.00 per entrant for all sanctioned events. This fee applies to entrants, not individuals, so if a fencer competes in Mixed Epee and Men's Epee that counts as two entrants and therefore \$2.00. The tournament organizers must submit a hard copy of the tournament results attached to a check that covers the \$1.00 per entrant fee to the Division Treasurer within one week of the tournament's conclusion.

Sanction request process

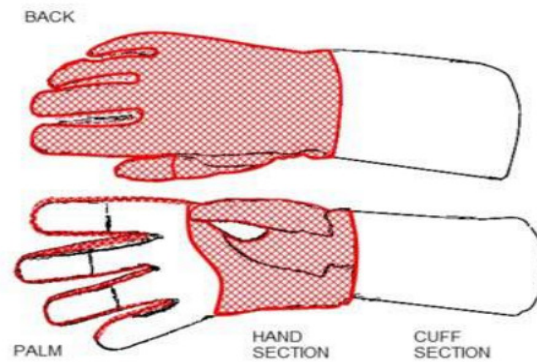
1. Tournament organizer requests sanction from the Executive Committee. This request must be made by e-mail or hard copy and should be sent directly to the Division Chair.
2. The minimum lead-time for a sanctioning request is 2 weeks.
3. The EC will have no more than one week to decide and will notify the requesting party within that time.
4. The Chair will have the authority, with approval from the tournament organizer, to change the date of a sanctioned tournament.

Minimum technical requirements

1. Equipment must be set up and used in a manner that is safe for fencers, spectators and the equipment itself.
2. A sanctioned tournament or competition must meet the USFA Rules of Competition, including the layout of strips in the facility. Minimum requirements for such strip configuration are determined by the level at which the competitions are held (Operations Manual Appendix N).
 - a. Local: Fencing strips need to be at least 1 meter wide and 12 meters long, with adequate run-off. They need not be grounded. Scoring apparatus should be located at a reasonable position along the strip to insure clear visibility for the referee's line of sight to the fencing; optimally it should be placed at the center of the strip. The final two meters of the strip must be clearly marked. In regards to the run off, if the facility does not have the means for exact compliance, accommodations must be made in how the strip usage is handled. In no way do these considerations allow for unsafe strip set up. For example, you would not be allowed to place a strip so that it butts up to a wall. Likewise you cannot place a strip directly adjacent to another strip, doorway, hallway or obstruction.
 - b. Regional/Qualifier: Fencing strips need to be at least 1.2 meters wide and 14 meters long, with adequate run-off. When possible, finals strips should be grounded. Scoring apparatus must be clearly visible from either end of the strip with placement at the center of the strip optimal for the referee. The final two meters of the strip must be clearly marked.
 - c. National: Fencing strips must conform to the FIE rules regarding length, width and placement of the scoring machines at the center point of the fencing strip. All strips at national USFA tournaments are required to start the tournament with FIE standard scoring machines equipped with visible bout timing and scoring (BOD, Sept. 2006).
 - d. Foil and sabre competitions must be run with scoring machines that meet the FIE T2005 timing standards.

Minimum Safety Requirements

1. Tournament Organizers must pledge to enforce all safety requirements.
2. The material of the sabre glove must have a level of protection of 800 N on the areas shown in the diagram below, the seams a minimum of 200 N, and cuff a level of protection of 350 N. The conductive material, which can be removable or fixed, must cover all of the gauntlet of the glove down to below the external cubital styloid (small prominent bone of the wrist), both when the fencer is in the on-guard position and when the sword arm is straight. Inside the glove there must be fixed the FIE quality label, granted after the homologation procedure, with the year of manufacture and stating 800 N. This diagram is for guidance purposes only. In case of any doubt, the wording of the appropriate text takes precedence.



3. Masks must be examined and punch-tested at all sanctioned meets.
 - a. Masks that do not pass the 12-kg punch-test will be re-tested by a second competent individual. Upon failing the second test the mask will be given a highly visible mark to signify that the mask is “**not approved for use**” to prevent it from being used in training or competition without the awareness of the participants [BOD, July 2001].
 - b. Masks bibs must be sewn in or affixed in a manner approved by the FIE and USFA [BOD, ~1993].
 - c. The mask must include a functioning safety strap at the rear [Update of USFA Rules, 2006, which were approved by BOD, Sept. 2006].
4. A first aid kit with ointments for infection control must be present.
5. Referees must inspect fencer’s uniforms and required protections, as fencers will not be allowed to fence without a full USFA-mandated kit. To enforce these rules, referees must be familiar with USFA Fencing Rules, Book 3, Material Rules, Chapter 2, Equipment and Clothing.