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7.0.0 Purpose

To assist Meet Directors in complying with all the standard requirements to be sanctioned by the Ontario Powerlifting Association (OPA). Also following requirements set forth by the Canadian Powerlifting Union and or International Powerlifting Federations' rules, regulations, constitutions and by-laws. To ensure that consistency and proper standards will be adhered to, so the lifter knows what to expect at each and every meet and allow concentration on his / her performance

7.0.1 Scheduling a Meet

It is important to follow a timetable in staging a Powerlifting Competition. The following check list is recommended:

1. Determine when you wish to hold a competition and at what level, e.g. Novice, Intermediate, Open, Masters, Parapowerlifting, Disabled, Blinds, Special Olympians or a combination of these. Keep in mind dates of other competitions in the area. It is not in the sports or your best interest to conflict on dates as this could result in a shortage of lifters, volunteers and spectators. Once you have decided on the type of meet to hold, you are restricted in who may participate
2. The Meet Director must belong to an affiliated Club and hold a valid, full membership OPA/CPU card
3. The Meet Director must submit a signed application for a sanction with the applicable sanction fee to the Registrar Chairperson. OPA rules state that this must be done at least 12 weeks; 3 months; prior to the event. Sanction Entry Form must be approved by the OPA and an OPA Sanctioned Certificate must be received by a Meet Director prior to any advertising of the competition
4. The OPA Sanction Certificate shall be posted, in clear view, near the announcer table
5. The OPA registrar will notify the Referee Chairperson once the sanction has been granted and the Referee Chairperson will arrange for the proper referees
6. The Registrar will send all contest details to the Newsletter/Website Editor for publication. Contest will then be published by the OPA. Let as many people as possible know about the meet, e.g. Media, other lifters, interested parties
7. At the time of sanction, a venue location must be already secured. (Refer to Section entitled "Venue Requirements")
8. Ensure that there is required equipment to stage the event. A complete list of requirements can be found under the heading "EQUIPMENT". Remember, tolerances are demanding and precise for a reason
9. Line up all volunteers; make sure they are reliable, capable and experienced. 4 volunteer names must be provided for the sanction to ensure on the day of the event that there is enough spotters and loaders. They are essential for your competition to run smoothly.
NOTE: Ensure that enough male / female volunteers are available for weigh-in/drug testing etc



7.0.2 Venue Requirements

The Venue MUST meet all building fire codes as well as public maximum capacity and access codes. In obtaining a competition location, several points must be taken into consideration. Proximity to hotel or accommodation for lifters and spectators should be considered. The venue must also have sufficient room to allow for spectators. Although crowd size is not always predictable, space for 50 – 100 for local competitions may be sufficient, while space for 1,000 may be necessary for a World level competition

Proactive risk prevention requires the competition to have space for the lifting platform, referees, jury, administration table, scoring system and lights is required. The Competition platform must have a minimum of 4 feet perimeter from the edge of the platform, this is a restricted area from the public and media. At no time should individuals be able to pass in front of the score table or referees. For safety, the perimeter borders must be maintained by the referees

The warm up area must be able to accommodate a 14 minimum of lifters, 14 coaches and 2 platforms with weights. The facility must meet building fire codes for occupancy. The IPF recommends three platforms, preferably four

The venue should include four (4) separate rooms/areas for the following meet functions:

1. Weigh-in Room – A secure, lockable room in which the weigh-in can be carried out. Include a table for the referees
2. Equipment Check Area – An area close to the weigh-in room. This area should have sufficient space for an equipment check table, chairs for Referees and ample room for lifters to line up with their equipment
3. Change room(s) – A large room with tables and chairs in which competitors can change their clothes. Shower facilities and lockers are a plus but not a necessity
4. Doping Control Room – A separate secure, lockable room, complete with washroom facility is required. This is not a public washroom



7.0.3 Equipment

There is a tremendous amount of equipment required to properly host a competition. The requirements for each piece of equipment can be found in the IPF Rule Book e.g., specific tolerances for accuracy

1. Scales for weigh – ins must be certified, and certificates must be current
2. Platform measuring between 2.5 meters x 2.5 meters, not in excess of 10 centimeters above the surrounding stage or floor. The surface may be carpet that has been glued or stapled. (No loose rubber mats). The lifting platform must be sturdy and free from flex
3. Tools for the installation of the platform; drills, screws, bolts, duct tape, drivers, extension cords, etc
4. Mop or vacuum to clean up powder
5. 30% Bleach / 70% Water solution or Alcohol to clean blood off of the bar and a mop or cloth to clean the bar and the floor
6. Brush and cloth for cleaning the bar
7. Chalk container with an adequate supply of chalk
8. Chairs for referees. (3)
9. Head table and chairs; two people minimum, you will need manpower to accept attempts, Announcer, Score keeper and Timer
10. Some means of displaying the ongoing competition results should be provided, e.g. A scoreboard, overhead projector, etc. capable of holding all competitors' names and results.
11. Light system for referees with three white and three red lights. Back-up red and white flags must be available
12. Table to display awards
13. Table and chairs for jury



7.0.4 Competition Equipment

1. Bar: IPF legal bar; 81 centimeters between rings, straight well knurled and clean, weighing 20 kgs., and tolerances as detailed below
2. Collars: IPF approved collars
3. Disc Plates – OPA / IPF Legal: Note 0.25% tolerance means that a 50kg plate can only be off by 125 grams; a 1.25kg plate should not be off more than 3.13 grams. ($1.25\text{kg} = 1250\text{g}$. $\times 0.025 = 3.13\text{g}$.) These must be measured in weight and marked in kilograms. Olympic 45-pound plates are not acceptable on the platform. Suggested minimum plate requirement:
4. Senior's Meet – minimum *375 kgs with record plates
5. Novice Meet – minimum *300kgs
6. Canadian Meet – minimum *400kgs with record plates
 - a. Note – these minimum requirements will change periodically as lifters results go up; this is only a guideline
7. Squat Racks: Make sure they are sturdy and their markings for rack height are accurate as per IPF specifications. A spare set of racks should be available in case of equipment failure
8. Disc Racks: These help to keep the platform neat and avoid injuries
9. Blocks: Blocks measuring no more than 30 centimeters in height, if possible stackable in 10-centimeter increments. The base must not exceed 45 x 45 centimeters. 50kg plates can also be used as a substitute
10. Tolerance of Weights, Bar and Collars Per IPF. Rule Book

7.0.5 Warm Up Area

A minimum of one chair per athlete should be allocated to the warm-up area. More chairs are typically needed for lifters and coaches and arranged in such a way to avoid congestion at the entry point to the contest platform. A minimum of 10 chairs in the holding area for athletes. A minimum of 2 platforms with 259kgs with bars and collars per warmup platform, includes 2 combo racks that meet IPF measurements. Garbage cans should be placed in this room to aid in clean up

7.0.6 Public Address System

A public address system is required for the announcer and the lifters should be able to hear the announcer in the warmup area. A separate speaker for the warmup area is warrant



7.0.7 Volunteers

The meet director or organizer is responsible for providing various officials. Special care should be taken to obtain the very best people you can get. These people can unquestionably make or break the success of the competition

1. **Speaker/Announcer:** This person runs your competition. The Announcer acts as Master of Ceremonies and arranges the attempts chosen by the lifter in the lifting order dictated by weight and / or lot number. The Announcer announces the weight required for the next attempt and the name of the lifter. When the bar is loaded, and the platform cleared, the Head Referee will indicate that fact to the speaker, who in turn announces that “the bar is loaded” and calls the lifter by name to the platform. This is a great deal of work and the meet director should, if possible, provide an assistant to the speaker
2. **Time Keeper:** The Time Keeper is responsible for accurately recording the time lapses between the call to the bar and the commencement of the attempt. He is also responsible for all other time allowances (e.g. 30 seconds for the lifter to leave the platform, one minute to submit next attempt weight). This person is not required if the DRL light system with a built in timer is used
3. **Scorer:** Responsible for accurately recording the progress of the competition and on completion ensuring that the three referees sign the official score sheets, record certificate(s) or any other documents requiring signatures
4. **Score Board Keeper:** Someone must accurately record the progress of the meets electronic scoreboard so that it may be viewed without obstruction by coaches and spectators
5. **Spotters / Loaders:** Responsible for loading and unloading the bar, adjusting squat racks and benches, cleaning the bar and platform and ensuring that the platform is well maintained. You will need at least three strong and competent people, preferably with a lot of experience to keep your meet moving at a proper pace. You must provide at least three and no more than five spotters / loaders on the platform at all times
6. **The platform manager** will ensure that the weight called is the weight loaded on the bar. A load chart will be provided to the platform manager. These people must be constantly vigilant during actual attempts to avoid injury to the lifter, but also allow the lifter every attempt to complete their lift. At no time during the attempt shall a spotter touch the lifter with the exception of being told by the Head Referee to “Replace” or “Rack”. The spotters then assist the lifter in returning the bar back to the rack
- 7.



8. Applicable Meet Forms: These forms play a vital role in a competition. The following is a list of requirements:
 - a. Competition Sanction
 - b. Entry Form / Waiver
 - c. Announcer Cards
 - d. Equipment Check Sheets
 - e. Lot Sheet and Lots
 - f. Score Sheets
 - g. Attempt Cards
 - h. Kilo conversion charts
 - i. Loading Charts
 - j. Current IPF Rule Book
 - k. Results MUST be sent within five business days to the CPU Website Editor, OPA President and OPA Website Editor and the OPA Records Chairperson.

Note - Questions concerning these forms and obtaining same can be directed to the OPA Registrar



7.0.8 Doping Control / Drug Testing Protocol

1. It is important that Powerlifting maintains a level playing field for all participants. To the best of our abilities and within funds available, drug testing is carried out in the Ontario Powerlifting Association. The Ontario Powerlifting Association reserves the right to test at any competition and out of competitions
2. It is required that entry forms and advertising state that drug testing may be carried out at any sanctioned meet. The Meet Director is responsible for providing male / female drug marshals, drug testing facilities and an adequate supply of sealed bottled water for the lifters. Upon completion of a lifters final lift, the lifter that has been chosen for a drug test is to be immediately informed by the CCES Official and will be assigned a Marshal. The chosen lifters will be advised. Only the Marshals can provide the lifter with a drink. A male and female marshals are required to be available when needed. The CCES Doping Control Officer will supervise this procedure
3. The testing area MUST be a separate area that can be locked and securable. The testing area, must also have washroom facilities to enable a sample to be taken. This can NOT be a public washroom that other athletes have access to

Effective Jan 1 2023

OPA meet directors will have a \$10.00 fee to be paid out from lifter fees. This fee is to offset the cost of supplying referees for events and ensuring meets run at the high standard we are all accustomed to.

Please note this is in addition to the current anti doping fees of \$15.00 per registrant.

It should be noted that the Meet Director MUST send in a \$15.00 Drug Testing Fee to the OPA Treasurer for each lifter that competed at the contest. This must be done within five business days

7.0.9 Miscellaneous

1. There is a great deal to consider when taking on the task of staging a contest
2. You must either pay for or arrange for sponsorship to pay for awards/trophies
3. The Meet Director must provide refreshments for Referees and Volunteers. The Meet Director is required to have one full meal per Referee per session. If the weigh in starts before 8:00am, breakfast will also be required to be provided
4. The electronic score boards are a requirement, but the Meet Director must ensure that a Hard Copy of the score sheet is filled out as the competition progresses and then signed by the Referees at the conclusion of the contest
5. A First Aid Kit must be available. If possible, personnel with a current First Aid / CPR certificate or Ambulance attendant(s) are at the venue
6. Lighting has to be adequate and is the head referee's decision. Sound system and lighting system wires are to be taped down

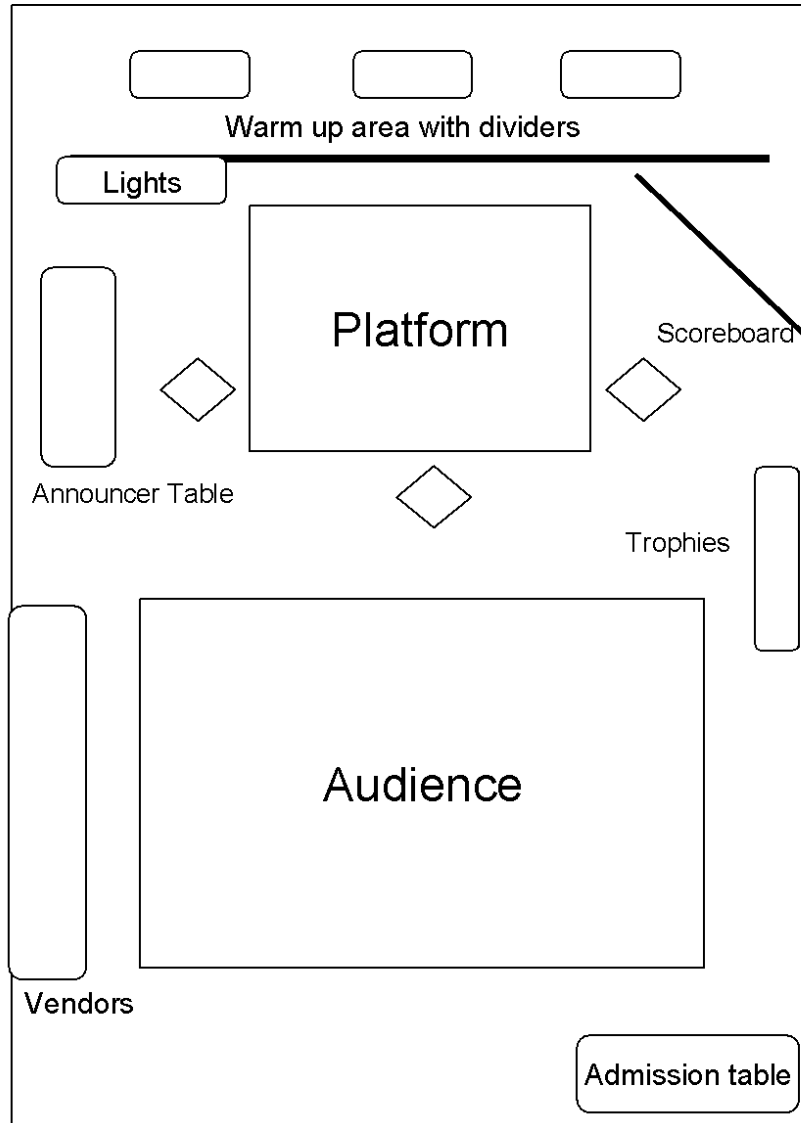


7. ***Music may be played but the volume must be turned down during the commands. Zero tolerance for profanity and racists music. Any of the officials will have the final decision on volume and appropriateness of the music***
8. The Meet Director must contact the Registrar to advise of the competition and seek further clarification or direction



7.0.10 Sample Drawings / Layouts

Drawing / Layout of a competition site stage and warm up area



Note - This is just an example of a floor plan. Each venue will have to be adjusted accordingly



7.0.11 Master Check Off Sheet

1. Warm Up Room
 - a. Plywood or some kind of protection for floor
 - b. Minimum of 259kgs per warm up platform in weights, these can be in pounds or kilos unless hosting a World Championship.
 - c. Collars for the number of bars in warm up room
 - d. Weight trees or racks
 - e. Chalk container
 - f. Minimum two squat racks, two bench presses or Bench/Squat Combo Racks
 - g. Minimum two bars.
 - h. Minimum required Chairs based on the number of lifters
 - i. Garbage cans to assist in clean up
2. Contest Platform
 - a. Platform with non slip carpet
 - b. Squat Rack and Bench Press Rack or Bench/Squat Combo
 - c. Weight Trees or Racks
 - d. IPF approved Kilo weight set of 300kgs
 - e. IPF approved Collars
 - f. IPF approved Contest Bar
 - g. Kilo Loading Charts
 - h. Spotters/Loaders (minimum of 3)
 - i. Deadlift jack
 - j. 30% Bleach 70% Water solution to clean bar.
 - k. Broom and or Mop
 - l. Wire Brush
 - m. Chalk Container and Chalk
 - n. 5cm, 10cm, 20cm Bench Foot blocks
3. Head Table/Scoreboard
 - a. Announcer
 - b. Minimum three people to run head table
 - c. If Electronic scoreboard is used, then a projector
 - d. Laptop
 - e. Four – Five Chairs
4. Weigh In Room
 - a. Certified, Calibrated kg scale to a minimum of 1 decimal place
 - b. Table and chairs for OPA Officials
5. Drug Testing Facilities
 - a. A lockable room with washroom facilities and space for a small table and chairs.
 - b. Drug Marshals for Male and Female lifters
 - c. Case of water
6. Equipment Check In Area
 - a. Table and Chairs for Referees



7.0.12 Necessary forms/spreadsheets

1. Hard Copies of Score sheets
2. Announcer Cards
3. Attempt Cards
4. Equipment Check In Sheets
5. Lot Number Sheets for WEIGH IN
6. Rack Height Sheets



7.0.13 Sanctioned OPA Competition Evaluation feedback checklist

Competition Name: _____ Date: ___ / ___ / ___

Location: _____

- | 1. Location: | Below standard | Meets standard | Exceeds |
|---|----------------------------|----------------------------|--|
| a. Parking within 500m | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 |
| b. Safe, well-lit area | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 |
| c. Within 5 km of a hotel | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 2. Facility: | | | |
| a. Fire Marshall occupancy permit | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 |
| b. Air Conditioning / Heating | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 |
| c. Ample spectator seating, 2 feet min. from referees | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 |
| d. Male and female washrooms <i>quality</i> | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 |
| e. More than 1 stall per washroom | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| f. Changerooms (separate from washrooms) | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| g. Doping Control designated area | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| h. Food for purchase for athletes within 1km | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| i. First Aid kit at Head table | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 3. Competition platform | | | |
| a. Cleanliness | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 |
| b. Safe, separated seating area for Refs | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 |
| c. Visible score screen(s) | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 |
| d. SQFT space to be safe for athletes, ref & spectators | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| e. Screened staging area for ammonia caps/coaching | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| f. IPF Approved Plates, collars & Bars: 359kgs | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| g. Combo Rack to meet IPF measurements | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| h. Chalk/bar brush/towels/broom/disinfectant | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| i. 5, 10, 20cm foot blocks | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| j. Deadlift jack | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| k. Jury Table (if requested) | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |



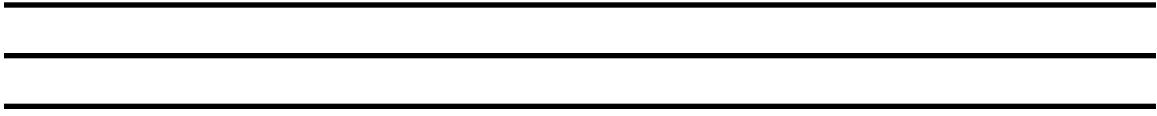
4. Warm Up area 1 platform for a max of 7 lifters in a session, more than seven 2 platforms are required.

- a. Clean, sufficient trash/recycling containers 1 2 3 4 5
- b. 250kgs / platform YES NO
- c. 20kg Powerlifting Bar / platform YES NO
- d. 2.5kg working collar set / platform YES NO
- e. 28 chairs (**14 athletes and 14 coaches) YES NO
- f. Chalk for the entire length of the comp. YES NO
- g. Weight Trees / racks YES NO
- h. Deadlift jack (1 for every 2platforms) YES NO
- i. Adequate space/uncluttered/safe/restricted YES NO
(i.e. only coaches, athletes and officials)

5. Meet Director

- a. Food and beverages supplied 1 2 3 4 5
- b. Weigh in and Competition paperwork prepared YES NO
- c. Calibrated KG scale YES NO
- d. Competition started on time YES NO
 - i. Sufficient volunteers Platform Min 3 YES NO
 - ii. Head table Min 2 YES NO
- e. Competent with the scoring spreadsheet software YES NO
- f. 1-minute attempt clock visible YES NO
- g. Host club designated Ref in attendance YES NO
- h. Does not owe money to the OPA or CPU YES NO
- i. OPA Rental Equipment YES NO
 - i. Equipment state before comp 1 2 3 4 5
 - ii. after comp 1 2 3 4 5

Additional Comments/Suggestions:





7.0.14 OPA Prov. Championships Bid Requirements Checklist

Requirements to submit a Bid Proposal

1. Date
2. Location
3. Athlete Registration fee
4. Secured required equipment to run a competition of this size
5. Proof of experience: 5 local comps of over 40 lifters
6. Designated National referee
7. Designated Technical Chair, to oversee and be responsible for the flights, sessions and have the expertise to run the computer score sheet software