



2023 KEN DEMCHUK INTERNATIONAL INVITATIONAL December 1-3, 2023

This Long Course competition is open to Swimming Canada registered swimmers, US Paralympic Committee recognized swimmers, and WPS or World Aquatics registered foreign swimmers with an impairment who meet the classification eligibility requirements of WPS and who also meet the qualifying standards for the competition. This event is governed by the current WPS technical rules. Competition Rules or procedures contained in this Meet Information package supersede those found within the WPS.

Sanction/Approval - Sanction is provided by Swimming Canada and approved by WPS with all current Swimming Canada and WPS Technical rules applying.

Competition Hosts - Swimming Canada and Surrey Knights Swim Club

Venue

Guildford Recreation Centre
15105 105 Ave, Surrey, BC V3R 7G8

8-lane 50m Competition Pool

KEY DATES

WPS Classification Deadline	Monday, October 16, 2023, by 23:59 PST through the SDMS system (those requesting classification must also submit their competition entries through the SDMS system.)		
Final Entry Deadline	Friday, November 3, 2023, by 23:59 PST		
Dates of WPS Classification	November 28, 29, 30, 2023 – All swimmers will be advised of their appointment time & date prior to this date		
Registration	Tuesday, November 28, 2023	Wednesday, November 29, 2023	Thursday, November 30, 2023
	7:30am – 9:30am 12:30pm – 2:30pm	7:30am – 9:30am 12:30pm – 2:30pm	7:30am – 9:30am 12:30pm – 2:30pm
	Club representatives and coaches are required to register their club at the registration desk to receive accreditation. All coaches and support staff must register themselves in person.		
Pre-Event Training	Tuesday, November 28, 2023	Wednesday, November 29, 2023	Thursday, November 30, 2023
	8:00am – 10:00am 1:00pm – 3:00pm	8:00am – 10:00am 1:00pm – 3:00pm	8:00am – 10:00am 1:00pm – 3:00pm
Technical Meeting	Thursday, November 30, 2023, at 3:00pm at Guildford Recreation Centre – Room TBC		
Competition Times	Heats: 8:00am warm-up / 9:30am start Finals: 3:30pm warm-up / 5:00pm start		

If clubs/NPCs are interested in additional pre-meet training times outside of those listed above, they should contact Rebecca Cheverton (rcheverton@swimming.ca).

ORGANIZING COMMITTEE

Swimming Canada Events Manager	Rebecca Cheverton	rcheverton@swimming.ca
National Meet Director	Lyne Laprade	lynelaprade@gmail.com
National Meet Referee	Sheila Guenther	guenther@sasktel.net
Meet Entry Coordinator	Rob Traynor	rtraynor@swimming.ca
Chair- Local Organizing Committee	Yusula Choe	
Swimming Canada Classification Lead	Janet Dunn	jdunn@swimming.ca
WPS Classification Contact	Saloni Gupta	saloni.gupta@worldparaswimming.org



SAFE SPORT

Swimming Canada believes that athletes, coaches, officials, support staff and volunteers have the right to participate in a safe and inclusive sport environment that is free of abuse, harassment, and discrimination.

Swimming Canada is dedicated to providing a safe and inclusive environment, which involves promoting Open and Observable Environments. This means making meaningful and concerted efforts to avoid situations where a coach/official/staff member, etc. might be alone with an athlete. All interactions between an athlete and an individual who is in a position of trust should normally, and wherever possible, be in an environment or space that is both 'open' and 'observable' to others.

All participants in this event are reminded that they are bound by Swimming Canada's Policies and Procedures and understand that the Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS), and the Complaint Management Process administered by the Office of the Sport Integrity Commissioner (OSIC) shall apply to their participation at, and to any activities related to, any of the following Swimming Canada National Events:

- 2023 Ken Demchuk International Invitational
- 2024 Speedo Canadian Eastern Championships
- 2024 Speedo Canadian Western Championships
- 2024 Canadian Swimming Open
- 2024 Olympic and Paralympic Trials, Presented by Bell
- 2024 Speedo Canadian Masters Championships
- 2024 Speedo Canadian Swimming Championships

Swimming Canada would like to remind coaches and their athletes that deck changing is strongly discouraged. Athletes are asked to please use the facility's change rooms, or on-deck changing tents if available. Coaches are asked to also discourage deck changing and help keep the sport safe for everyone involved.

QUALIFYING STANDARDS

[Ken Demchuk International Invitational Qualification Standards](#)

Swimmers must have at least one Ken Demchuk International Invitational Minimum Qualifying Standard (MQS) in their sport class.

Qualification Period

Times performed Long Course or Short Course Metres since **September 1, 2022**, are eligible for all event entries.

Once a swimmer has qualified with one or more MQS time in their sport class, they may enter any event on the event program as long as they have equaled or bettered either the MQS or the MET.

Foreign entries must be submitted in the course swum (LCM or SCM). Meet Management will convert times for seeding purposes.

Classification Status for Entry

Canadian competitors must have a minimum of a level 2 classification status.

Foreign swimmers, regardless of nation, must also appear on the World Para Swimming Master List or submit a letter signed by the Executive Officer of their National Paralympic Committee confirming their National Sport Class. Foreign swimmers must be WPS licensed and provide sport class and codes of



exception (for each swimmer not listed or indicated as NEW on the WPS Classification Master list) via email to the Meet Entry Coordinator. (rtraynor@swimming.ca)

Eligible events

50 FR [S1-S14], 100 FR [S1-S14], 200 FR [S1-S5, S14], 400 FR [S6-S13]
50 BK [S1-S5], 100 BK [S1, S2, S6-S14]
50 BR [SB1-SB3], 100 BR [SB4-SB9, SB11-SB14]
50 FL [S1-S7], 100 FL [S8-S14]
150 IM [SM1-SM4], 200 IM [SM5-SM14]

Available Time Trial events (Separate Gender events) – See Time Trial Section

Open 200m breaststroke
Open 200m backstroke
Open 200m butterfly

If an event is not offered for a specific Sport Class, an athlete may enter the event and be eligible for finals in the higher sport class, within the same impairment group (1-10, 11-13), provided that the athlete has attained the MET for the event in the higher sport class. For example, an SM4 swimmer wishing to swim the 200 IM, may do so provided they have the MET in the 200 IM in the SM5 sport class.

Athletes with sport class NE SB9 NE are eligible to enter up to a maximum of 2 events in the S/SM10 sport class events provided they meet the S/SM10 MET in each event. These swims will be exhibition only and will be swum in the preliminary session.

Proof of Times

All entries will be proven via the on-line entry system. Any non-validated times in your meet entry submission report must be proven by the meet entry deadline. For times not available on swimming.ca, swimrankings.org or paralympic.org, please e-mail the proof of time details to the Meet Entry Coordinator (rtraynor@swimming.ca).

It is the responsibility of the club to prove any entry times. Unproven entry times will result with swimmer's removal from the event.

ENTRY FEES & INFORMATION

Entry Fee - \$125 CAD per Swimmer

Entry Fee after the Entry Deadline** - \$175 CAD

Change Fee - \$100 CAD per change or correction

Foreign Coaches/Support Staff - \$100 CAD

Late Support Staff or Coach Entry Fee - \$50 CAD

**New qualifiers between the entry deadline and Technical meeting are only charged the entry fee.

Following the meet entry deadline, all participating Canadian clubs, Unattached Canadian swimmers, USA clubs and foreign teams will receive an email invoice for all fees owing. Invoices must be paid upon receipt and no later than **November 27, 2023**, in order for entries to be considered final. Please note: The team that enters the swimmer is responsible for paying that swimmer's fees.



ENTRY PROCESS

Classification

If an athlete is entering for classification purposes:

- All swimming event entries (at least one S and one SB event, length depends on class) must be entered through SDMS Online Entry system [2023 Ken Demchuk International \(ipc-services.org\)](https://www.ipc-services.org) before October 16th 23:59 PST.
- **Swimmers are permitted to enter a maximum of 7 individual events** (excluding time trials.)
- Any entries for classification with NE or CNC, please fill out the [manual entry request](#) and share it directly with Franziska Zenk franziska.zenk@worldparaswimming.org
- Only NPC/NF representatives with access to the IPC SDMS can process the entries.
- In order to license the athlete, please make sure to upload a photo, Athlete Eligibility Agreement (version 3) and WPS MDF on the SDMS.
- **Entries made after the classification entry deadline will not be considered for a classification slot, and incorrect entries may be rejected.**
- Athletes entering for classification purposes can enter without MQS/MET.
- Athletes wishing to enter relays, please see the entry process below.

Canadian swimmers attending classification will be submitted by Swimming Canada. Canadians with classification related inquiries must contact the National Classification Lead, Janet Dunn directly (JDunn@swimming.ca)

Swimmers who do not receive a classification spot but wish to still enter the competition can do so with the entry process below.

Non-Classification Entries:

Athletes not entering for classification purposes must use the process below and enter before November 3rd 23:59 PST.

All competition entries including relays must be submitted via the Swimming Canada online entry system – <https://www.swimming.ca/en/meet/39856/>. **Swimmers are permitted to enter a maximum of 7 individual events** (excluding time trials.)

All Canadian and USA club coaches attending the event must be included in the club entry submission to receive accreditation. Foreign coaches, please see section on Coach Accreditation below to ensure you are registered.

All foreign clubs and teams (including Unattached Canadian swimmers) may go to the entry page and select either “Out of Country” or “UNCAN” as their Province. This will allow them to enter coaches, support staff and upload an entry file. An invoice for all entries, and foreign coaches and support staff will be emailed after the entry deadline.

Late Entries, Changes and Corrections – for Non-Classification Entries

Changes and corrections may be made up to the meet entry deadline without penalty.

Late entries for athletes not entered by the meet entry deadline will be accepted up until the start of the technical meeting at the cost noted in the Entry Fee section above. Once late entries have been accepted, any changes or corrections will be charged \$100 per change or correction fee.

Athletes that achieve their first qualifying swim after the entry deadline (November 4-30, 2023) may be added without penalty (only the base entry fee will be charged.) New qualifying swims that are performed



after the entry deadline, achieved between November 4-30, 2023, are exempt from the \$100 change fee and may be added without penalty.

ADMINISTRATIVE INFORMATION

Psych Sheets

Psych sheets will be posted on Swimming Canada's website following the meet entry deadline.

Scratches

Emailed scratches will be accepted prior to the Technical Meeting on Thursday, November 30, 2023, at 3:00pm to the Meet Entry Coordinator (rtraynor@swimming.ca).

Following the start of the Technical Meeting, email scratches WILL NOT be accepted, and the [online scratch form](#) is required.

Scratch deadlines

Preliminary & Timed Final events

Friday Preliminaries and timed finals events: 30 minutes following the conclusion of the Technical Meeting
Saturday and Sunday Preliminaries and timed final events: Scratch deadline will be 5:30pm, Friday and Saturday, during Finals the previous evening.

Finals

30 minutes following the completion of the Preliminary events (excluding timed final events).

Penalty

All penalties must be paid in accordance to Swimming Canada rule SNC 3.4.

COMPETITION INFORMATION

Warm-up Safety Procedures

Please note that Swimming Canada Competition Warm-Up Safety Procedures will be in place. The full document can be viewed [here](#).

Backstroke ledges will be available during warm-up in sprint lanes.

Starts

Starts will be conducted as per WPS Appendix 2, rule 1.2.3.1 and WPS 11.1.

Backstroke Ledges

Backstroke ledges will be available for use. Swimmers, or their approved support staff, shall be responsible for setting the device.

Preliminaries & Timed-Finals

Preliminary and timed-final heats will be swum in 6 or 8 lanes, senior seeded. The final decision will be made after the entry deadline.

Seeding

Preliminary and timed-final events for each gender shall be seeded by time, regardless of Sport Class. There will be no circled seeding; it will be straight seeded heats slowest to fastest.

Finals

All Finals heats will be swum in 8 lanes.

Athletes must achieve top 8 in their sport class, during preliminaries, to advance to finals. Finals will be seeded by sport classification, or as defined in the seeding and running of the A final. WPS rule 10.9.1.2.1 will not be applied during this competition.



Swimming Canada reserves the right to combine sport classes in the Finals session, with a single lane between sport classes. (To be confirmed at the Technical Meeting)

Swim-offs

All swim-offs are to be run by the end of the session in which the tie occurred at a time mutually agreed upon by coaches and officials.

Time Trials

Time trials eligible events are the 200m Breaststroke, 200m Backstroke and 200m Butterfly; these events are open to all swimmers regardless of sport class. First come, first serve.

A maximum one-hour session will be held following the preliminary session each day. (Entry process TBC at technical meeting).

Proof of time and/or time validation will not be in place for the time trials. Time Trials do not count towards the 7 individual event maximum.

No requests for official splits will be accepted during Time Trials.

Entries close at the start of the preliminary session each morning. After entries close, any swimmer that no-shows for their Time Trials event will be fined \$50.00. Fines must be paid before the swimmer competes in any other events.

Swimming Canada reserves the right to cancel or adjust Time Trials event based on session length.

Relays

All relays will be swum at the end of finals. Sign-up sheets will be available at registration. Relay teams may be comprised of swimmers from the same country, and swim as exhibition. Events offered will be:

Mixed 20pt 4 x 50m Freestyle, S1-S10	Mixed 49pt 4 x 100m Medley, S11-S13, SB11-SB13
Mixed 20pt 4 x 50m Medley, S1-S10, SB1-SB9	
Mixed 34pt 4 x 100m Freestyle, S1-S10	Mixed S14, 4 x 100m Freestyle
Mixed 34pt 4 x 100m Medley, S1-S10, SB1-SB9	Mixed S/SB14, 4 x 100m Medley
Mixed 49pt 4 x 100m Freestyle, S11-S13	

Relay Initiative: Swimming Canada Staff will facilitate forming exhibition relays for Canadians unable to field their own club and/or provincial relays. Coaches interested in having their swimmer(s) entered in the pool for exhibition relays should notify Michael Edey preferably before the Domestic Entry Deadline and no later than the Technical Meeting.

AWARD & SCORING INFORMATION

A medal will be presented to the first-place finisher in each sport class per event in the Finals session.

Female and Male Swimmer of the Day awards based on the top individual scoring swim, for finals events only, using Canadian Paralympic Points Chart, will be awarded at the start of finals the following day, and after the Finals session on Sunday.

One Female and one Male Top Swim of the Meet Award will be awarded from results throughout the meet and will be based on 2024 Paralympic Games events, using Canadian Paralympic Points Charts. This will be presented at the conclusion of the meet.

There will not be awards for Relays.



ACCREDITATION INFORMATION

Club accreditations (inclusive of coaches, team manager and support staff) will be assigned based on submitted coaches and support staff, into the Online Entry System, during the entry process.

The Deck Accreditation Card is non-transferable and remains the property of Swimming Canada and can be withdrawn at Swimming Canada's sole discretion. By using this Card, individuals agree to adhere to the Code of Conduct, to be filmed, televised, photographed, and otherwise recorded during the Competition for purposes relating to the promotion of Swimming Canada and the development of the sport of swimming, as per the Swimming Canada Privacy Policy.

Lost accreditation will be replaced at a cost of \$60.00 per accreditation.

Swimmers Accreditation

Swimmers will be provided an accreditation card for deck access. This card must be always displayed. Access to the pool will be through the locker rooms and past the main security checkpoint.

Coach Accreditation

Canadian coaches must be registered with the CSCA and Swimming Canada as an "A1" or "B" member. To receive accreditation, Swimming Canada will be enforcing coaching compliance related to the minimum NCCP certification requirements specific to your registration type/category.

As per Appendix A in the Swimming Canada [National Registration Procedures and Rules Manual](#), in the case of extraordinary circumstances, a coach that does not meet any of the requirements may appeal to Swimming Canada for temporary access to a Swimming Canada National Event. The exemption form is available [here](#).

All coaches are responsible for checking in and collecting their own accreditation at the competition.

All Canadian club & varsity coaches attending the meet **must** have their name and information submitted in the club's entry submission. If a varsity coach will **not** be submitting entries for their athletes but will be attending the meet, please contact rcheverton@swimming.ca to be added to the accreditation list. As well, varsity coaches attending without submitting entries must fill out [this form](#) to identify the swimmers they will be coaching at the competition.

Any coaches who will have swimmers attending and reporting to an alternate coach are required to advise Swimming Canada using [this form](#).

Support Staff Accreditation

Clubs requiring Support Staff (assistance for Para swimmers, massage therapist, physiologist, doctor, mental performance coach or team manager only) are required to add them into the Registration Tracking and Results System (RTR). The Club Registrar is responsible for adding Support Staff to the RTR for the purpose of being able to **be permitted on deck at Swimming Canada National Events only**. **Support Staff who are not registered in the RTR will not be permitted on deck at Swimming Canada National Events. Support Staff who are not registered with event entry upload will not be permitted on deck or penalized a \$50.00 fee for late entry.**

Foreign Coach & Support Staff Accreditation

Any foreign coaches attending will be required to submit their coaching registration information during the submission of their team's entries. All coaches and support staff (other than those members of USA Swimming) are asked to have their National Federation to provide a letter to rcheverton@swimming.ca confirming they are a coach or support staff, currently registered and in good standing, in that country.



DOPING CONTROL

Participants registered for this event must be aware that doping control may be conducted by the Canadian Centre for Ethics in Sport (CCES) in accordance with the Canadian Anti-Doping Program.

To avoid a positive test and the consequences of an anti-doping rule violation, athletes are encouraged to take the following steps:

- **Check your medications:** Use the Global DRO (<http://www.globaldro.com/>) to determine if any prescription or over-the-counter medications or treatments you are using are banned by the WADA Prohibited List.
- **Review your medical exemption requirements:** If you require the use of a banned medication for a legitimate medical reason visit (<http://cces.ca/medical-exemptions>) to obtain information and instructions about how to apply for a medical exemption.
- **Learn about the doping risks associated with supplements:** Do not use supplements or take significant precautions prior to doing so. Supplement products cannot be verified by the CCES or in the Global DRO. A lack of industry and government regulation makes it impossible to confirm their ingredients. Find out more at <http://cces.ca/supplements>.
- **Review the sample collection procedures:** This short video will take you step-by-step through doping control (<http://cces.ca/sample-collection-procedures>).
- **Contact the CCES with any questions:**
 - Email: info@cces.ca
 - Call toll-free: 1-800-672-7775
 - Online: www.cces.ca/athletezone

SITE INFORMATION

Hospitality – Officials & Coaches - A hospitality room will be available for officials and coaches.

Parking - Parking is available at no charge at the facility and offers 20 accessible parking spaces.

Lockers - Day Use Lockers are available for \$0.25 depending on the size of the locker.

Other Competition Information - The location for lactate testing, ice baths and massage therapy will be outlined during the Technical Meeting.

TRAVEL INFORMATION

Hotel Accommodations – <https://www.swimming.ca/en/resources/miscellaneous/hotels/>

Sandman Suites Surrey – Guildford - 10608 151a St, Surrey, BC V3R 1J8 (2 min drive/2 min walk)

Sheraton Vancouver Guildford Hotel - 15269 104 Ave, Surrey, BC V3R 1N5 (2 min drive/6 min walk)

Swimming Canada Rental Car Partner - AVIS Rent a Car - for bookings visit

<https://www.swimming.ca/en/resources/miscellaneous/travel-tools/>



**2023 KEN DEMCHUK INTERNATIONAL INVITATIONAL
Program of Events**

PRELIMINARIES WARM UP 8:00-9:15 AM START 9:30 AM				FINALS WARM UP 3:30-4:45 PM START 5:00 PM			
DAY 1 (FRIDAY)							
1	200m Freestyle (S1-S5, S14)	2	1	200m Freestyle (S1-S5, 14)	2		
3	400m Freestyle (S6-S13)	4	3	400m Freestyle (S6-13)	4		
5	50m Butterfly (S1-S7)	6	5	50m Butterfly (S1-S7)	6		
7	100m Backstroke (S1-S2, S6-S14)	8	7	100m Backstroke (S1-S2, S6-S14)	8		
101	200m Breaststroke (Time Trial)	102	9	Mixed 20pt 4x50m Free Relay (S1-S10)			
			10	Mixed 34pt 4x100m Free Relay (S1-S10)			
			11	Mixed 49pt 4x100m Free Relay (S11-S13)			
DAY 2 (SATURDAY)							
12	50m Backstroke (S1-S5)	13	12	50m Backstroke (S1-S5)	13		
14	100m Breaststroke (SB4-SB9, SB11-SB14)	15	14	100m Breaststroke (SB4-SB9, SB11-SB14)	15		
16	150m Medley (SM1-SM4)	17	16	150m Medley (SM1-SM4)	17		
18	100m Freestyle (S1-S14)	19	18	100m Freestyle (S1-14)	19		
103	200m Butterfly (Time Trial)	104	20	Mixed 34pt 4x100m Medley Relay (S1-S10 & SB1-SB9)			
			21	Mixed 49pt 4x 100m Medley Relay (S11-S13 & SB11-SB13)			
			22	Mixed S14, 4x100m Free Relay			
DAY 3 (SUNDAY)							
23	50m Breaststroke (SB1-SB3)	24	23	50m Breaststroke (SB1-SB3)	24		
25	200m Medley (SM5-SM14)	26	25	200m Medley (SM5-SM14)	26		
27	50m Freestyle (S1-S14)	28	27	50m Freestyle (S1-S14)	28		
29	100m Butterfly (S8-S14)	30	29	100m Butterfly (S8-S14)	30		
105	200m Backstroke (Time Trial)	106	31	Mixed 20pt 4x50m Medley Relay (S1-S10 & SB1-SB9)			
			32	Mixed S/SB14, 4x100m Medley Relay			

This document has been prepared in English and translated to French. Where there is a discrepancy between the two versions, the English version shall be applied.