

國際龍舟聯合會
INTERNATIONAL DRAGON BOAT FEDERATION

**MANUFACTURERS’
LICENCING SCHEMES**
for
RACING DRAGON BOATS
and
RACING PADDLES

Attachment 3 to the IDBF Competition Regulations

Regulation 5.2 refers



IDBF COMPETITION REGULATIONS(4TH Edition)**ATTACHMENT 3****Contents**

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IDBF BOAT MANUFACTURERS' LICENSING SCHEME

D1. **Background.** Dragon Boat Racing originated in Southern China over 2000 years ago. However, it was not until the mid-1970s that the modern era of Dragon Boating, as a competitive sport, began with the Hong Kong International Races (HKIR). In the 1990's the International Dragon Boat Federation (IDBF) and the Continental Federations for Asia (ADBF) and Europe (EDBF) were formed and World Championships organised.

D2. Since then Continental Federations (CFs) have also been formed in Africa, Oceania and the Americas'. The IDBF and its CFs', are committed to preserving the traditional designs of the Chinese Dragon Boat. As the sport developed in the Western world there was pressure to change the boat hull shape with the object of improving performance. The inevitable result of such a process would be a boat unrecognisable as a traditional style of Dragon Boat. Therefore, for reasons of 'tradition' and to aid the sport's development, the policy of the IDBF is to keep design changes to the boats and their equipment to a minimum.

D3. **Present Situation.** In 1994 the IDBF Congress directed that a standard design of Dragon Boat, for the Sport, would be introduced, based on the design and measurements taken from the Hong Kong Wooden Dragon Boat used in the HKIR. The IDBF Council then approved a Boat Specification for an 'International Racing Dragon Boat' (IRDB). The IRDB consisted of two models of boat, the Standard IRDB, with a crew of 22 Racers (Model 1222) and the Small IRDB, with a crew of 12 Racers (Model 912). In 2012 the IDBF introduced an Elite Small IRDB, with minor differences to the design of the original Model 912 and re-designated the two Small Boats as the 912 Elite IRDB and the 912 Festival IRDB.

D4. The IRDB models are used for both Sport and Festival Racing world wide and in both World and Continental Championships. Within the specification for all models of the IRDB, allowances have been made for adjustments to the internal structure of the boat, its fixtures and fittings but NOT to the basic Hull shape, seat heights or the boats' external dimensions,.

D5. **The Scheme's Purpose.** The purpose of the IDBF Boat Manufacturers Licensing Scheme, is to ensure that manufacturers who build IDBF IRDBs' comply with IDBF building specifications; that all such boats are manufactured to quality and safety standards acceptable to the IDBF and its members, under terms and conditions laid down by the IDBF.

D6. **Operation of the Scheme.** All boats are subject to IDBF licensing and carry an IDBF Boat Manufacturer's Identification Plate, as proof that the boat has been built to the relevant manufacturing specifications and quality standards. These specifications lay down the design and safety criteria as well as the standards of boat construction and customer service expected by the IDBF and its Members from the Licensed Boat Manufacturer (LBM).

D7. **IDBF Undertakings.** The IDBF will only license manufacturer's to build IRDBs' under the terms and conditions shown in the IDBF Boat Manufacturers' Licensing Scheme. With prior notification and consultation, the IDBF will permit manufacturers' to make changes in the design of the internal structure, fixtures and fittings of a model of the IRDB but not the hull shape, seat heights and outside dimensions, All such variations must be approved by the IDBF Technical Equipment Secretariat (TES) and be recorded by the TES as 'an Approved IRDB Variation'. Approved Variations will be notified to all IDBF Licensed Manufacturer but may be restricted to specific continents, regions, countries or territories of the world.

D8. The IDBF will only permit IRDBs' to be used in IDBF World Championship Regattas and pledges that its Members will use their powers to prevent any unauthorised manufacturer of IDBF IRDBs'.

REGISTRATION AND LICENSING PROCEDURES

D10. **Manufacturers Registration Fee.** The IDBF Boat Manufacturer's Registration Fee is USD 1500 (or local equivalent, plus 5% to cover currency exchange). **For IDBF Members who wish to produce dragon boats solely for their Member Crews and development purposes only and not for commercial or export purposes, this fee may be waived or deferred, at the discretion of the IDBF Executive Committee.** The Registration Fee is payable to the IDBF, irrespective of the type and number of boats built and is due at the time that the Applicant confirms that production of the IRDB or the CTDB, will commence, **that is on application to the IDBF for a set of Technical Drawings for the IRDB concerned. A set of drawings will not be issued until the Registration Fee is received by the IDBF.**

D11. **Validity.** Manufacturer's Registration is valid for a minimum period of 5 years from the date of issue. It is renewable by the IDBF Technical Equipment Secretariat (TES). Registration renewal is subject to the Terms and Conditions of Licensing published by the IDBF from time to time. A fee, re-registration of 10% of the Full Fee, is payable on renewal of Registration. The factors that will be considered at renewal will be past compliance with the Terms and Conditions of Registration; business solvency; the Manufacturer's continued ability to produce boats of a standard acceptable to customers; customers views and or complaints, concerning the product quality and customer relationships.

D12. **Application.** A manufacturer wishing to Manufacturer any model of the IDBF IRDB should apply to the IDBF Technical Equipment Secretariat (TES) with a Deposit Fee of USD 150 (or local equivalent, plus 5% to cover currency exchange). The Applicant will be sent a copy of the IDBF Technical Manual from which to assess the viability of building the boat concerned (The Manual remains the property of the IDBF and is not to be copied or passed to a third party without the consent of the IDBF). The Applicant may call upon the IDBF TES for advice in assessing the viability of building the boat in question.

D13. In the event that the Applicant decides to build an IDBF Specification IRDB, then the Technical Manual may be retained and the balance of the Manufacturers' Registration Fee sent to the IDBF Treasurer.

D14. On receipt of the Registration Fee, by the IDBF Treasurer, the IDBF TES will forward a set of the relevant Boat Specification Technical Drawings to the applicant so that the manufacture of the plug for a GRP boat (or 100% wooden boat) can commence. In the event that the Applicant does not proceed, **then** on the return of the Technical Manual and relevant Boat Drawings and any copies made of either document, to the IDBF TES, **the Registration Fee, less USD 500, will be refunded** by the IDBF,

D15. **Examination.** During the construction of any plug and mould and the building of the first boat, the builder is required to allow one or more examinations of the manufacturing process by IDBF Examiners who must also inspect the first boat to ensure that it complies with the Technical Manual and boat drawings.

D16. The Applicant is to agree the number and the time scale for such examinations prior to the first inspection and is to cover the expenses and travel costs of the Examiners (normally two) who carry out the inspections.

D17. **Irrespective of the number of inspections carried out the Examiners will in all cases require to see any IRDB boat plugs and boat moulds involved in the building process and the Applicant will be required to prove the originality of each plug and mould to the satisfaction of the Examiners.** In the event that a plug or mould's originality cannot be proved, then the Manufacturers License will not be issued and any licences previously issued to the Applicant will be revoked.

D18. **Manufacturers Identification Plate.** Once the first IRDB produced has been approved by the Examiners, a Manufacturer's License Certificate will be issued to the Applicant by the IDBF TES, together with a Manufacturers Master Identification Plate (MIP). The Master Plate will record the name of the manufacturer; country of manufacturer; a unique Boat License Number and other information detailed in the IRDB Specification. The Master Plate is to be reproduced at the Manufacturer's expense and fixed into each boat made in accordance with the specification and any other specific instructions issued by the IDBF.

D19. **Record of Boat Production.** The Registered Manufacturer is required to notify the IDBF TES of the details of all IRDB Hulls produced. This shall be done quarterly or as required by the IDBF. The details that are required include the names and addresses of the purchasers, the boats' Identification Plate Numbers and the Licence Numbers of all boats sold

D20. **Record of Mould Production.** The Registered Manufacture is required to notify the IDBF TES of any IRDB plugs moulds or boats sold, loaned, hired or franchised to a third party for the purpose of building an IRDB (or derivative) at the time such a transaction occurs. The Manufacturer is further required not to permit the sale of any boat produced by a third party, until the third party has been registered with the IDBF as a Boat Manufacturer. **The IDBF reserves the right to examine all third party plugs or moulds at the expense of the Registered Manufacturer.**

D21. **Boat License Fee.** For each model and every IDBF IRDB Hull manufactured under this Licensing Scheme, the Manufacturer is required to pay a Boat License Fee to the IDBF, which shall be re-charged to the purchaser. The fee is currently USD 250, per boat hull. This fee may be reduced for IDBF Members making boats for development purposes - see paragraph D10 and for IDBF Partners (see IDBF Partners Scheme) providing IRDBs' for IDBF World Championships under contract arrangements made by the IDBF.

a. For IRDBs' Hulls manufactured or supplied under any lease; franchise or long term hire agreement, the payment of Boat License Fee remains the responsibility of the IDBF Licensed Boat Manufacturer, who shall be required to notify the IDBF of the name and details of any third party subject to such a lease, franchise etc.

IDBF BOAT MANUFACTURER'S LICENSE, TERMS & CONDITIONS

D22. The Licensing of a Boat Manufacturer, by the IDBF, for the purpose of making and selling any model of the IDBF IRDB, is subject to the following Terms and Conditions: (The words 'Applicant' 'Registered Manufacturer or Manufacturer means the 'IDBF Licensed Boat Manufacturer').

(1) The Applicant undertakes to build boats that comply in all respects with the Boat Specifications laid down by the IDBF. **The Specifications are subject to copyright and remain the property of the IDBF. They are not to be copied or transferred to a third party.**

(2) The Applicant agrees to one or more examinations of all Plugs, Moulds or Boats used in the manufacturing process of an IRDB. The examinations shall take place during the manufacturing process of the Boat.

(3) The Applicant also agrees not to use a IRDB or derivative as a 'Plug or 'Mould' to construct a Dragon Boat of the same or similar design, unless the boat concerned was previously built by the Applicant or supplied by another Registered Manufacturer under a written agreement expressly allowing the said boat to be used in the building of such a plug or mould.

(4) The Licensed Manufacturer agrees to pay to the IDBF a Boat License Fee, for each and every IRDB Boat Hull manufactured. This Licence Fee shall be included in the purchase price of the boat.

(5) The Licensed Manufacturer undertakes to notify the IDBF TES of the names and addresses of all boat plug and mould or boat hull or completed boat purchasers; the details of the plugs, moulds, hulls or boats so purchased and the Boat License details of the IRDBs'

(6) Before selling the first IRDB the Manufacturer will submit a boat of the same production standard for a type approval inspection by IDBF Examiners to demonstrate that it meets the relevant Specification.

(7) For an IRDB, other than one made in wood, the Manufacturer will be required to prove the originality of the boat's plug and the boat mould.

(8) The Examiners must be satisfied that the Boat Manufacturer has the manufacturing capability for the consistent production of boats.

(9) Any dragon boat manufactured by the Manufacturer which is not an IRDB must NOT be plated with an IDBF Boat Manufacturer's Identification Plate. Boat Licenses are only to be issued in respect of an IRDB.

(10) The Manufacturer recognises the IDBF and its Continental Federations as the only International Federations (IFs) for Dragon Boating and signs this Contract exclusively with the IDBF. The Manufacturer agrees to co-operate with the IDBF and its Members and agrees to act at all times to protect the integrity of the Identity Plate; the IDBF Registered Manufacturers and Boat Licensing Scheme' and the boat manufacturing process, especially with regard to the 'originality' of a IRDB 'Plug' or 'Mould' as referred to above. **Failure to comply with these paragraphs will result in a fixed IDBF penalty of USD 50.000 being levied on the Manufacturer.**

(11) The IDBF Boat Manufacturers License Certificate may be revoked immediately by the IDBF for a breach of any of the Terms and Conditions contained in this document or for non-compliance with the regulations of the IDBF and legal action may follow against the Manufacturer.

(12) On the termination of the Manufacturer's License for any reason, the Manufacturer will desist from making or selling the IRDB or its derivatives, unless the written agreement of the IDBF has been obtained. Failure to do so will result in an IDBF fixed penalty of USD 50,000 being levied on the Manufacturer.

This same condition shall also apply to any IRDB boat plug, mould, boat hull or complete boat or its derivatives, that have been submitted for IDBF Examination and found not to comply with the relevant Boat Specification.

MANUFACTURERS APPLICATION FOR IDBF REGISTRATION & LICENSING

The person whose name and signature appear below applies for Registration and Licensing as an IDBF Boat Manufacturers in the name of

.....

whose Registered Office Address is at

.....

Telephone Number Fax Number

Email address

In applying for Registration I confirm that I understand the Terms and Conditions of registration and licensing and that on behalf of the Company named above, I confirm that all such Terms and Conditions will be fully complied with. I accept that the Boat Specifications for the Model or Models of Dragon Boats issued by the IDBF, to the Company may only be used to manufacture such Dragon Boats as specified, for the Company’s use, or for hire, loan, lease, franchise or sale by the Company and that at all times the said specifications are subject to copyright; will not be used to write specifications for similar designs of boats and that the said Boat Specifications remain the property of the IDBF.

I enclose a Deposit Fee of USD 150 (or local equivalent + 5%) in respect of an IDBF Technical Manual, and Technical Building Drawings, which I undertake not to photocopy or otherwise reproduce or to give to a third party for their own use, without the written consent of the IDBF TES. I understand that a Deposit Fee will be returned to me in the event that I do not proceed with the manufacturer of the Model of Dragon Boat (s) in question, provided that I return the Technical Manual and Drawings issued to me and any copies made, to the IDBF TES and I undertake not to pass on the knowledge I have gained to a third party.

I confirm that when the decision to proceed with the production of a boat plug, mould, hull or boat is made, that the Company named will pay the balance of the Manufacturers Registration Fee as determined by the IDBF, less deposit, before the production of the first boat is completed.. I agree that the all drawings and manuals will be returned to the IDBF TES, in the event that boat production is not completed. In this case the IDBF will return the Licence Fee, less USD 500.

I agree to IDBF Examiners inspecting any boat plugs and moulds used in the production of the boat specified and agree to furnish proof of the originality of any such plug or mould. I accept that only on payment of the Manufacturers’ Registration Fee and following formal certification by appointed Examiners that the first boat meets the requirements of the Boat Specification concerned, will the IDBF issue a Boat Manufacturers License Certificate together with a Master Identification Plate, in confirmation that the Company has been accepted by the IDBF TES as a Registered Boat Manufacturer.

Signed..... Name.....

For and on behalf of the applicant named.

Witness for the applicant (Signed)

(Name) Dated

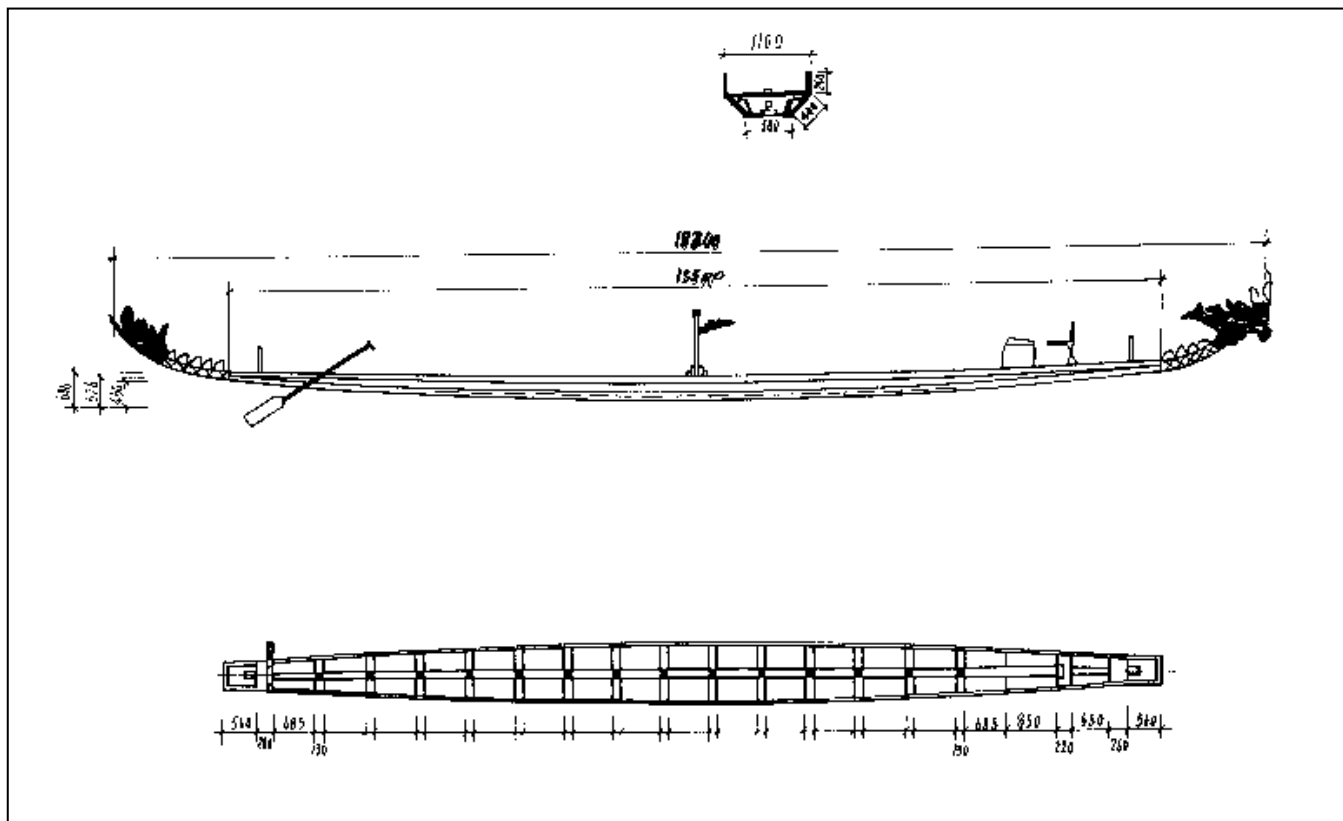
When completed return this Application for Registration to:

Alan Van Caubergh, Chairman IDBF TES,
Chet Bakerstraat 45, NL 1066 GH Amsterdam, Netherlands

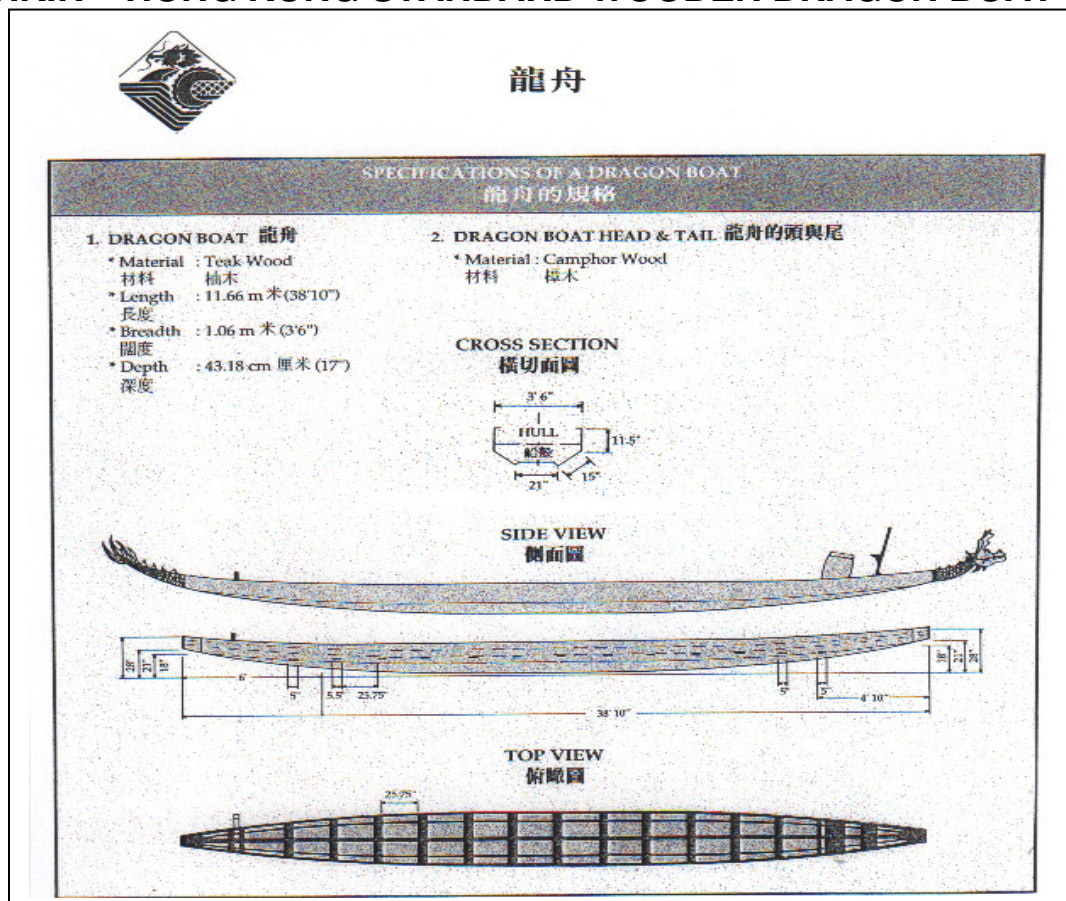
Email: ajvancaubergh@xs4all.nl

Tel: +31 (0) 20 6150 858. Fax: +31 (0) 20 6153 528

CDBA – CHINESE TRADITIONAL DRAGON BOAT.



HKIR – HONG KONG STANDARD WOODEN DRAGON BOAT



IDBF Competition Regulation - 5.2 Refers

INTERNATIONAL RACING DRAGON BOAT

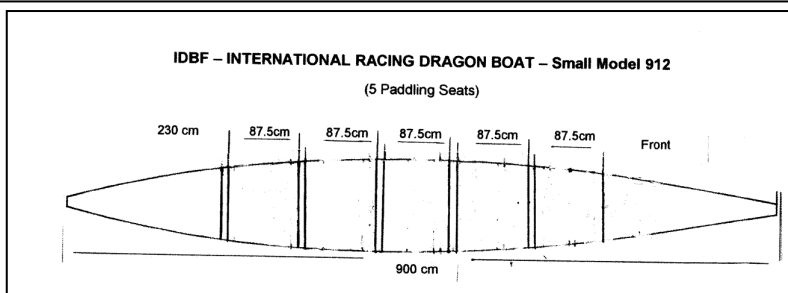
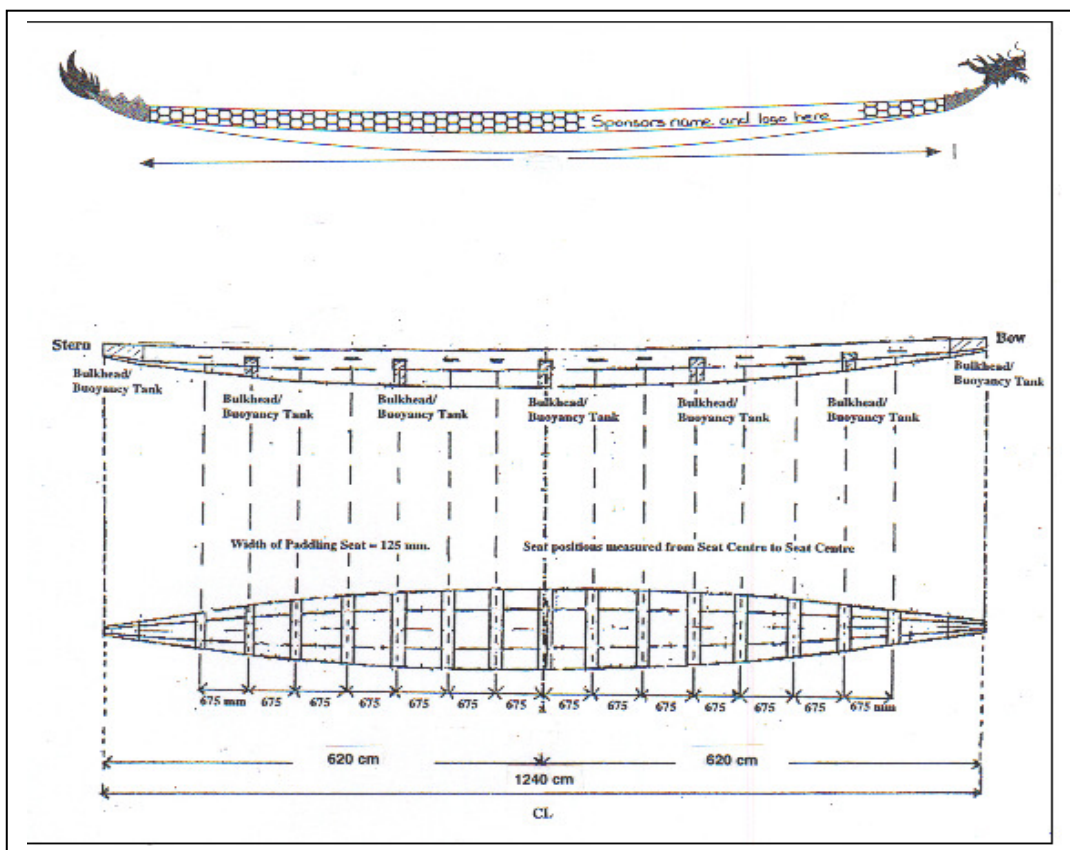
Outline Drawings

The outline drawings below are for the IDBF Standard International Racing Dragon Boat (IRDB), Model 122, IDBF Competition Regulation 5.2 refers. The Hull shape is common to the 22 person Wooden Dragon Boat raced in Hong Kong.

The IDBF Council recommends all models of the IRDB as the design of dragon boats for those new to dragon boating to adopt when developing the sport. Anyone who wishes to manufacture an IRDB Model (1222, Elite 912, Festival 912) or other designs approved by the IDBF, from time to time, must obtain the appropriate Specification, which consists of a Technical Manual and Building Drawings, from the IDBF. The issue of a Boat Specification for an IDBF IRDB is subject to the applicant complying with the IDBF Boat Manufacturer's Licensing Scheme

THE DRAWINGS BELOW ARE NOT BE USED AS THE BASIS FROM WHICH TO BUILD THE IRDB. This Annex and any Building Specifications or Licensing Schemes, for IDBF Spec Dragon Boats published by the IDBF, form part of IDBF Competition Regulation 5.2. (May 2002)

IDBF INTERNATIONAL RACING DRAGON BOAT – Standard Model 1222



IDBF Competition Regulation - 5.2 Refers

THE IDBF SPORT RACING PADDLE**Outline Drawing**

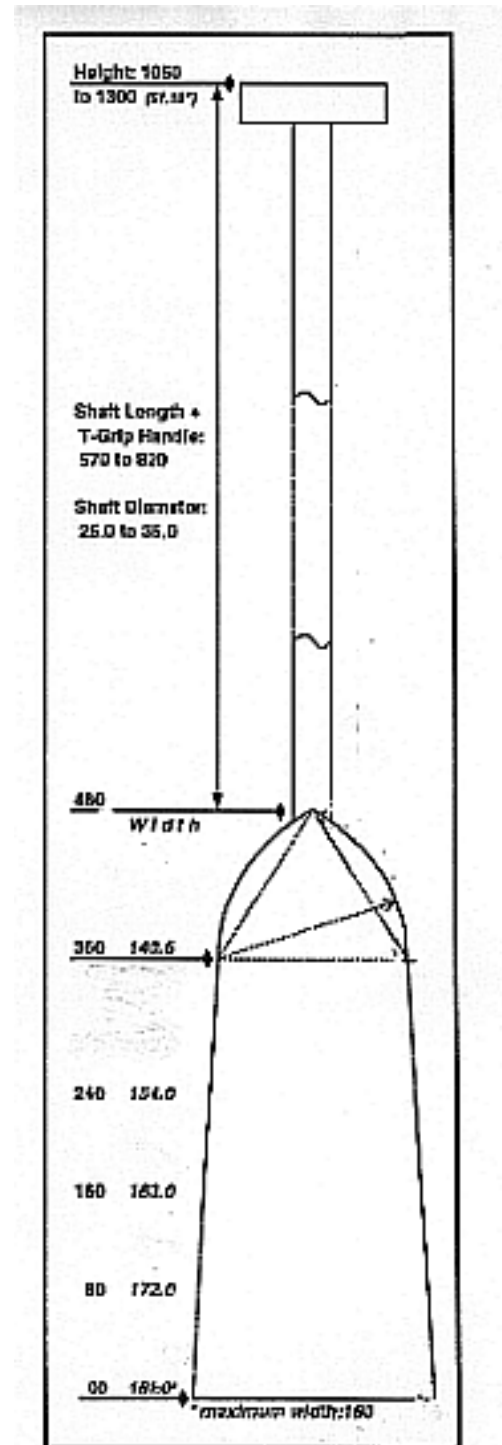
The outline drawing shown gives a basic description of the design of the Racing Dragon Boat Paddle for use *in races organised or sanctioned by the IDBF and EDBF*. The basic measurements shown are not exact and are based on the maximum dimensions used in the full *Paddle Specification 202a*.

The Outline drawing should not be used by anyone to manufacture paddles for formal Competitive use.

The Paddle Specification 202a allows for building tolerances which may be below the maximum dimensions shown here. Therefore, undersized paddles may well be approved by the IDBF/EDBF for formal competitive use. Persons wishing to manufacture Racing Paddles must first obtain a full Paddle Specification 202a from the IDBF Technical Commissioner, and comply with its Licensing Terms & Conditions.

General Description:- The Racing Paddle can be made from any materials but there are specific design features that the IDBF wishes to retain in order to preserve the traditional form of the wooden Dragon Boat Paddle. The paddle may be divided into three sections, namely the Blade, Shaft and Handle. The Shaft shall not be 'cranked' or bent in any way and the surface of the Blade must be smooth. Any paddles that exhibit a 'dimpled' effect will be excluded as will paddles which have a *rough* or concave surface.

The front and back views of the paddle shall be identical as shall the view from either side of the paddle. Its minimum length shall be 105cm and its maximum length 130cm. The Blade width shall be 18cm. The Shaft shall have a maximum width and shall generally be circular. The Handle may be of any shape which will fit within an imaginary box of the dimensions 100mm x 50mm x 40mm as shown in the Outline Drawing. **This Annex and any associated licensing schemes form part of IDBF Competition Regulation 5.2.**



國際龍舟聯合會
INTERNATIONAL DRAGON BOAT FEDERATION

MEMBERS

RACING PADDLE SCHEME

PADDLE SPEC 202a - 2003





INTERNATIONAL DRAGON BOAT FEDERATION

MEMBERS' RACING PADDLE SCHEME



Introduction:

The intent of the IDBF, its Continental and Regional Federations and their Members, is that Dragon Boat Races should be won by the training and efforts of the crew in the race, and not because of the technical superiority of the equipment they use. This principle is the rationale for the development of specifications for the dragon boats and paddles used in competitions sanctioned by the IDBF. The purpose of these specifications is to standardize the design of the equipment used in IDBF events and those of its Members, in order to provide fair competition for crews, at all levels within the sport.

1. The IDBF has therefore introduced an approval system for dragon boat paddles made to the IDBF Racing Paddle specification. The system is known as the 'IDBF Members' Racing Paddle Scheme'. It is designed to identify to the purchasers of dragon boat paddles those paddles made to IDBF specification and thus approved for use in competitions held under the Regulations and the Racing Rules of the IDBF and its Members, who support the scheme.
2. The Racing Paddle Scheme was first introduced in 1994 by the European Dragon Boat Federation (EDBF) to encourage paddle manufacturer's to make dragon boat paddles to a standard specification and thus provide a common 'Racing Paddle' for the use of Sport Racing competitors in Europe. The IDBF adopted the EDBF scheme in 1997, for world- wide use by its Members' and now classifies all paddles made to specification as 'International Standard Racing Paddles' (ISRP). The *Spec 202a* paddle, is the latest version of the Standard Racing Paddle first adopted by the EDBF and **is the current Spec for the ISRP.**
3. In summary, the IDBF Racing Paddle Scheme is a type approval scheme, which requires the registered manufacturers' to include, in their paddle marks either an IDBF Licence Number, on all their *Spec 202a Sport Paddles* or IDBF Approval Letters on their Festival Paddles. IDBF Manufacturers have the continuing responsibility to maintain the compliance **of their products to IDBF requirements for all their Racing Paddles – Sport or Festival.** If an IDBF spot check identifies a production paddle as being outside the relevant standard, then this may lead to the manufacturer's registration being withdrawn
4. It is the hope of the IDBF and those of its Members' in the Racing Paddle Scheme that all paddle manufacturers will make dragon boat paddles to IDBF Specification; submit them for examination and licensing or if they are not making the *Spec 202a* model, to submit their own designs for IDBF Approval as a paddle that meets the basic requirements of the IDBF for a dragon boat 'Racing Paddle' and thus qualify to become a Registered Manufacturer in the IDBF Racing Paddle Scheme

PROCEDURE

Applying for Approval:

5. Manufacturers wishing to apply for approval for their dragon boat paddles should in the first instance write to the IDBF Technical Commissioner, as shown below, who will send the applicant a current specification for the IDBF Racing Dragon Boat Paddle.

**Alan van Caubergh,
IDBF Technical Equipment Secretariat
Chet Bakerstraat 45, NL 1066 GH Amsterdam,
The Netherlands**

**Email: ajvancaubergh@xs4all.nl
Fax: +31 (0)20 61 53 528 Tel: +31 (0)20 61 50**

Submission:

6. The manufacturer or their agent will deliver the following items, carriage paid, to the Chief Examiner at the address shown below and to another nominated Examiner, as notified by the IDBF Technical Equipment Secretariat.

- (a) Two identical production model samples (in appearance, function and weight) of the paddle for which Licensing (*Spec 202a*) or Approval (all other designs) is required. These production models must be fully in keeping with the stock production paddles that will be subsequently made and sold.
- (b) The unique name, description, model or catalogue number of the production paddle.
- (c) A brief description of the materials, construction and finish used.
- (d) A drawing /description of the manufacturer's chosen distinctive paddle identification mark, words, colour scheme or other means of recognition, that will be used only on that model of paddle. This Mark must include a space for the IDBF Licence Number or the IDBF Approval Letters for the model of paddle concerned.
- (e) A drawing or description defining the proposed position of the Manufacturers Paddle Mark on the paddle. (*The preferred location is on the neck of the paddle blade and not on the paddle shaft, as the Blade is the controlling design feature*)
- (f) A copy of the paddle's manufacturing drawing showing the dimensions that will be maintained in respect of the measurements shown in the Paddle Specification.
- (g) For *Spec 202a* submissions, a copy of the manufacturer's own measurements of the dimensions, using the Examiner's Report, at Annex D to the Tech Manual
- (h) A brief outline of the maker's quality control arrangements. (The scheme relies on manufacturers certifying that their paddles will comply with the production model submitted. IDBF acceptance for Licensing or Approval will not be given to paddle manufacturers who cannot show that they have effective quality control methods.
- (i) Name and address of the person to whom notice of the decision should be sent.
- (j) A Paddle Registration Fee of USD 200 (or local equivalent + 5%) payable to the 'IDBF' and sent to the IDBF TES. *In the event of the non-acceptance of a paddle USD 100.00 will be refunded.*

7. Guidance on what constitutes an acceptable submission is available from the TES. Commercial confidentiality will be maintained at all times by the IDBF.

8. Each pattern of paddle will require separate acceptance and a separate submission. Production Models and supporting documentation (one set each) should be delivered to the Chief Examiner at the addresses shown below and if requested to another IDBF nominated Examiner.

<p>Mike THOMAS 298 West Ferry Road London E14 3AG, England, UK. Email: thomas.mike@virgin.net</p>

Examination

9. The Examiners will inspect the submitted production paddles for compliance with either paddle *Spec 202a* or the current criteria for IDBF Approve Paddles. The Examiners' will then review the supporting documentation and each will prepare an Examiner's Report.

10. The Examiners' will counter-sign each other's report, to demonstrate their agreement. If the Examiners' are not in complete agreement, one paddle will be sent to a third Examiner for a further assessment. All reports will be sent to the Chairman of TES, for final compilation. One paddle will be retained by the TES, as the Reference Model, Sport or Festival, as the case may be – see paras 11 (a) and 11 (b) below) and the other will be returned to the manufacturer for confirmed use as the Production Model Template (Sport or Festival) – see also paragraph 16.

11. The examination will generally have one of four outcomes:

- (a) The submitted paddle is found to fully comply with *Spec 202a*; the paddle is considered satisfactory for all levels of competition. The paddle is accepted by the TES as meeting the requirements of *Spec 202a* and Licensed as a Sport Paddle.
- (b) The submitted paddle is found to meet the criteria for IDBF Approval *but is not to IDBF Spec 202a*. The paddle is considered satisfactory for informal competition and general use. The paddle is approved by the TES as being to IDBF 'Festival Paddle' dimensions.
- (c) The submitted paddle is found not to comply with IDBF requirements or the documents in support are considered unsatisfactory. The paddle is not accepted by the TES. The grounds for this decision will be detailed to the manufacturer. The manufacturer may choose to submit a revised production paddle for full compliance with *Spec 202a*, as shown in paragraph 19 or for IDBF Approval purely as a Festival Paddle.
- (d) The submission has raised issues that the Chief Examiner wishes to refer to the TES (Technical Equipment Secretariat) or a body of similar standing. The decision will be deferred and the manufacturer informed of the deferment.

12. The examination process will generally be completed within 14 to 28 days of receipt of the submission. On completion, the TES will notify the manufacturer of the result and retain the copies of the examination reports and all supporting documents.

Confirmation of Acceptance:

13. The Chairman of the TES will confirm in writing to the manufacturer that the submitted paddle has been accepted for Licensing as a Sport Paddle or Approval as a Festival Paddle has been recommended or that the paddle has been rejected or deferred. This will generally be done within 14 days of receiving all the Examiners' reports. The formal letter of Licensing or Approval, sent to the manufacturer by the IDBF will include a master copy of the Manufacturers Paddle Mark incorporating the IDBF Logo, the manufacturer's name and country and a unique License Number or Approval Code Letters, applicable only to the type of Racing Paddle in question.

14. **Notification to Governing or Controlling Associations:** The IDBF TES will then enter the Racing Paddle concerned (Sport or Festival) and the manufacturer's name on the IDBF Register of Racing Paddles and Manufacturers and will notify all Scheme Members of the status of paddle (Sport or Festival Paddle) and details of the Licensed Manufacturer.

15. A list of all currently registered Racing Paddles and their manufacturers' will be maintained by the Chairman of the TES, on behalf of the IDBF Competition & Technical Commission.

Retention and Return of Paddles.

16. The Reference Paddle retained by the IDBF TES, will be used as the model against which production paddles may be checked, by the Chief Official, at any IDBF sanctioned competition. The second submitted paddle, once returned as the Production Model Template (Sport or Festival) must be retained, by the manufacturer, as a check against future production paddles. Rejected paddles will only be returned at the request and expense of the manufacturer.

Re-Submission and Appeals

17. In the event of the rejection of a paddle (Sport or Festival) the manufacturer may after taking corrective action, chose to resubmit a paddle to the TES for re-examination. A re-examination fee of USD 50 (or local equivalent + 5%) is payable to the IDBF, on resubmission.

18. **In the case of a *Spec 202a* paddle submission, the manufacturer may appeal** against the Examiners' decision by writing to the Chairman of TES who will review the case and make a further decision. In the event that this decision is not acceptable, a further appeal may be made to the IDBF Secretary General who will refer the matter to the next meeting of the IDBF C&TC or Executive Committee or an appropriate alternative body approved by the IDBF, whose decision shall be final.

Claiming Licensing:

19. Following the confirmation of Licensing or Approval, the manufacturer shall at his own expense mark all paddles with the Paddle Type and Model that has been Licensed by the IDBF. The manufacturer may also state that the paddle complies with the IDBF *Spec 202a* (Sport Paddle) or is IDBF Approved (Festival Paddle) in sales material concerning the paddle.

20. No such claims or use of a Registered Manufacturers Paddle Mark may be made before the letter of acceptance is received from the TES, nor in **respect of patterns of paddles that have not been licensed or approved.**

Licensed Manufacturers Paddle Mark (MPM), Annual Return and Fee.

21. All paddles of the type that has been licensed or approved shall be marked with the Manufacturers Paddle Mark, which must include the IDBF Licence Number or Approval Code **and the Country of Manufacture.** (*Dec 08*)

The mark shall be fixed permanently to the paddle and in particular shall be waterproof. It shall not be possible to remove the mark without causing damage to it. The method of marking shall be chosen by the manufacturer. Methods include a decal; branding; stencil, silk-screen etc.

22. Ongoing Checks.

Checks will be carried out from time to time on paddles sold as complying with the *Spec 202a* or the approval criteria. If a Racing Paddle is found not to comply with the appropriate reference paddle, then Licensing or Approval may be withdrawn. In this event the manufacturer will be notified and given the opportunity to apply for re-instatement.

23. Annual Return & Fee.

Manufacturers will be required to submit an Annual Return to the IDBF TES detailing the total number of Racing Paddles produced in each calendar year and the countries to which they have been sold. An Annual Production Fee based on the type of paddle (Sport or Festival) and the total number of paddles produced will be payable to the IDBF.

24. Changes to the Paddle:

In the event that following acceptance the Manufacturer makes changes in the materials used, or in the manufacturing process, that does not affect the dimensions or features as defined in *Spec202* (or the criteria used for Approving a Festival Paddle) then the Manufacturer should notify the IDBF TES in writing.

This information will be copied to the Chief Examiners and held on file. A further submission may be required and the IDBF reserves the right of re-assessment.

Changes that affect the dimensions or features defined in the *Spec 202a* or the Approval criteria WILL require a new submission by the Manufacturer concerned and payment of a re-assessment fee.

