

# ITTF MANUAL FOR INCLUSION OF THIRD-PARTY EVENTS

## ITTF TABLE TENNIS WORLD RANKING

Latest update: 11th January 2023

The inclusion of events not organized by ITTF/WTT in the ITTF Table Tennis World Ranking is subject to fulfilling the requirements and procedures described in this document.

**ITTF reserves the right to deny the inclusion of events which do not follow the present manual.**

### **Scope**

The following third-party events are automatically sanctioned in the ITTF Table Tennis World Ranking, as listed in point 2.1 of the ITTF Table Tennis World Ranking Regulations, and therefore eligible to be included in the rankings:

- Olympic Games
- ITTF World Table Tennis Championships Continental and Regional Qualifiers
- Continental Championships
- Continental Cups
- Continental Games: African Games, Asian Games, European Games, Pan-American Games
- Multi-Sport Games: Pacific Games, Commonwealth Games
- U21 Continental Championships / Games

Organizers of any other Multi-Sport Games willing to be included in the rankings may send an email to [rankings@ittf.com](mailto:rankings@ittf.com) expressing their interest, and more information will be required with steps to follow in case the Event can be included in the rankings.

### **Requirements**

#### **> Before the event**

##### **1. Communication of the event information**

As soon as the event is planned, it must be included in the ITTF Calendar, by filling out [this form](#).

In the case of not having any of the requested information (provisional dates and/or location, prospectus not published, etc.), it is preferred that basic information is provided as soon as available, and the rest of it provided later.

Event information must be provided no later than three (3) months before the event starting date.

##### **2. Signup up in the Entries System**

Entries must be submitted to the ITTF Entries System before the beginning of the event. If the organizer prefers to or must use an alternative entry system, it is their responsibility to replicate the entries in the ITTF Entries System.

In order to add the event to the ITTF Entries System and have it configured in a suitable way, an email must be sent to [competitions@ittf.com](mailto:competitions@ittf.com) and [entries@worldtabletennis.com](mailto:entries@worldtabletennis.com), at least two (2) weeks before the opening of the entries, providing the following information:

- Event name
- Entry deadlines: opening, closing and cancellation dates
- Subevents (MS, WD, U19MS, U15MD, etc...)
- Entry restrictions

### 3. Registration of players

Entering players in the ITTF Entry System is only possible if they are registered in the ITTF players database. For this reason, it must be requested to the participant Member Associations to fulfil this step themselves by submitting any new players at least seven (7) days before the entry deadline. A player will be fully registered when having an ITTF player ID, which is a number with the format 1XXXXX or 2XXXXX. Examples: 142452 or 202345.

This step is critical in case of not using the ITTF Entries System, as otherwise the replication of the entries by the organizer will not be possible.

### 4. Registration of entries

Once the ITTF Entries System is open for entries, all participating players must be submitted before the beginning of the event. This step is the same as for any other ITTF/WTT event.

## **> During the event**

### 1. Playing format

Third-party events eligible to be included in the rankings are awarded points starting in the Round of 16. For this reason, it is mandatory that events have a knockout system with a Main Draw ending in a final and starting, at least, in the Round of 16.

Preliminary groups stage, consolation draws and/or position matches may be played, but will not be considered for the rankings. If the event happens to have less than sixteen (16) entries or any stage before a Main Draw which starts from Quarter-Finals or later, only positions in the Main Draw will be considered and players in other stages will not be awarded points.

### 2. Event running software

The event shall run with any software the organizer is required to or has available to use. However, the results must be available after the event in a specific format (see next section).

For this reason, the organizer may use the official ITTF software (known as OVR), which guarantees that the results will be compliant with the requirements. Please send an email one (1) month before the event starts to [competitions@ittf.com](mailto:competitions@ittf.com) if there is an intention to use the official software and further instructions will be provided. In this case, it is highly recommended to appoint in consultation with ITTF a Competition Manager/Event Supervisor familiar with the ITTF/OVR, or otherwise ITTF will provide one, if available, and the LOC will be responsible for covering airfares, hospitality, local transportation and a remuneration fee to be agreed upon with ITTF.

## > After the event

### 1. Results submission

No later than six (6) hours after the end of the event, the results must be submitted to [rankings@ittf.com](mailto:rankings@ittf.com), following the example file [here](#) and the details of all possible values that are described in Annex A.

We encourage the organizer to either prepare the results in advance while the event is running, or to use a software solution for it, so that there are no delays in the submission.

### 2. Inclusion in the ranking

Events will be included on the next Tuesday after the end of the event, as long as results are received before Monday 8am CET. Otherwise, they will be included in the next week.

If the organizer of the event fails to provide the results before the deadline established in point 1, but submits them afterwards, and ITTF accepts them exceptionally for any reason considered appropriate, the inclusion of the event will be delayed to the next week, but the expiration of the event will happen at the date it should if it had been included the week it was meant to.

## **ANNEX A: Results format**

*Applicable only in case the ITTF OVR is not used for the results.*

The results file must be a spreadsheet (excel, CSV) with one match per row and the following columns and possible values, for singles and doubles matches:

<b>Column name</b>	<b>Description</b>	<b>Possible values</b>
IDA	ITTF player ID of player A. Empty for BYE.	124234, 203234, 123452
ORGA	Member Association 3-letter code of player A. Use BYE when the match is a BYE.	CHN, KAZ, GER, FRA, NGR, BYE
IDB	ITTF player ID of player B (doubles pair of Player A). Empty for BYE.	124234, 203234, 123452
ORGB	Member Association 3-letter code of player B. Use BYE when the match is a BYE.	CHN, KAZ, GER, FRA, NGR, BYE
IDX	ITTF player ID of player X. Empty for BYE.	124234, 203234, 123452
ORGX	Member Association 3-letter code of player X. Use BYE when the match is a BYE.	CHN, KAZ, GER, FRA, NGR, BYE
IDY	ITTF player ID of player Y (doubles pair of Player Y). Empty for BYE.	124234, 203234, 123452
ORGY	Member Association 3-letter code of player Y. Use BYE when the match is a BYE.	CHN, KAZ, GER, FRA, NGR, BYE
EVENT	Subevent code, with format:  [Age category][Gender][Competition Type]  where: <ul style="list-style-type: none"> <li>• Age category: one of U21, U19, U17, U15, U13, U11</li> <li>• Gender: one of M (men), W (women), X (mixed)</li> <li>• Competition type: one of S (singles), D (doubles), T (teams)</li> </ul>	MS, WS, MD, WD, XD, MT, WT, U21MS, U21WS, U21MD, U21WD, U21XD, U19MS, U19WD, U19XD, U19MT, U19WT, U15MS, U15WS, etc.
STAGE	Competition stage	MAIN, PRELIMINARY, GROUPS, POSITIONS
GROUP	For GROUPS stage, the number of the group	1, 3, 7
ROUND	For MAIN, PRELIMINARY and POSITIONS stages, the draw round (2 for Final, 4 for Semi-Finals, 64 for Round of 64, etc.)	2, 4, 64
DESC	Human-friendly description of the match	U19 Men's Singles Semi-Final – Match 1

		<i>Women's Singles Round of 16 – Match 4</i>
GAMEA1	Points achieved in game 1 for player A or pair composed by player A and player B	<i>1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, etc...</i>
GAMEX1	Points achieved in game 1 for player X or pair composed by player X and player Y	<i>1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, etc...</i>
GAMEA2	Points achieved in game 2 for player A or pair composed by player A and player B	<i>1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, etc...</i>
GAMEX2	Points achieved in game 1 for player X or pair composed by player X and player Y	<i>1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, etc...</i>
... (up to GAMEA7 and GAMEX7)	Points achieved in all the maximum of 7 games for each of the participants. If best of 5, leave the other columns empty.	<i>1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, etc...</i>
RESA	Games won by player A or pair composed by player A and player B	<i>1, 2, 3, 4</i>
RESX	Games won by player X or pair composed by player X and player Y	<i>1, 2, 3, 4</i>
WINNER	Player ID of the winner: either IDA or IDX. For a double WO, leave empty.	<i>142345, 203452</i>
WINNER_DOUBLES	Player ID of the winner's pair in doubles matches: either IDB or IDY. For singles matches or a double WO, leave empty.	<i>142345, 203452</i>
IRM	Incident remark (walk-overs, injuries, disqualification or retirement). Leave empty for no incidents.	<i>WO, INJ, DSQ, RET</i>
KIND	Kind of match	<i>TEAM, SINGLES, DOUBLES</i>
YEAR	Year of the match date	<i>2022, 2024, 2026</i>
DATE	Date of the match in DD-MM-YYYY format	<i>31-12-2022, 04-01-2022, 25-07-2024</i>
TIME	Match time in format: HH:MM	<i>17:30, 09:00, 20:35</i>
TABLE	Table number	<i>T01, T03, T19</i>
GROUPRANKA	For GROUPS stage, the final position of player A in the group standings.	<i>1, 2, 3, 4, 5</i>
GROUPRANKX	For GROUPS stage, the final position of player X in the group standings.	<i>1, 2, 3, 4, 5</i>
FINALRANKA	Final position in the event for the player A. To be filled in every match of player A. <ul style="list-style-type: none"> <li>• Winner: 1</li> <li>• Finalist: 2</li> <li>• Semi-Finals: 3</li> </ul>	<i>1, 2, 5, 17, 33</i>

	<ul style="list-style-type: none"> <li>• Quarter-Finalist: 5</li> <li>• Loser in R16: 9</li> <li>• Loser in R32: 17</li> <li>• Loser in R64: 33</li> </ul>	
FINALRANKX	<p>Final position in the event for the player X. To be filled in every match of player X.</p> <ul style="list-style-type: none"> <li>• Winner: 1</li> <li>• Finalist: 2</li> <li>• Semi-Finals: 3</li> <li>• Quarter-Finalist: 5</li> <li>• Loser in R16: 9</li> <li>• Loser in R32: 17</li> <li>• Loser in R64: 33</li> </ul>	<i>1, 2, 5, 17, 33</i>

In case of team competitions, each team match should be composed of several rows:

- First row with the team match information, with the team match score and partial team scores. The player ids should be team ids in this case and they can be any number (1, 34, 4204, etc..) as long as the same number is used for each team in the whole file. The KIND column should be TEAM.
- Two to five rows containing all the individual matches belonging to the team match, with SINGLES or DOUBLES value in the KIND column and the rest of fields as in a regular singles or doubles match as described in the table above.

Please check the [provided file](#) for examples of team matches.