

2018 Tainan City International Dragon Boat Championships: Rules and Procedures

1. Objective: The competition combines traditional folk culture and athletics to promote public sporting events and enhance citizens' health and fitness.
2. Director: Sports Administration, R.O.C. Ministry of Education.
3. Organizer: Tainan City Government
4. Coordinator: Physical Education Office, Bureau of Education, Tainan City Government
5. Co-organizers:
Tainan City Sports Federation, Tainan City Sport Federation Rowing Committee, Luermen Tianhougong (Luermen Empress of Heaven Temple), Orthodox Luermen Sheng Mu (Mazu) Temple, Anping Empress of Heaven (Mazu) Temple, Anping Guanyin Pavilion, Tainan City Bureau of Transportation, Tainan City Police Department, Tainan City Water Resources Bureau, Tainan City Environmental Protection Bureau, Tainan City Health Bureau Tainan City Fire Department, Tainan City Public Works Bureau, Tainan City Culture Bureau, Tainan City Tourism Bureau, Tainan City Bureau of Civil Affairs, Tainan City Bureau of Social Affairs, Tainan City Labor Affairs Bureau, Tainan City Tax and Finance Bureau, Tainan City Department of Information and International Relations, Tainan City Market Administration Office, Anping District Office, Tainan Municipal Jiansing Junior High School, Tainan Municipal Anping District Junior High School, Tainan Municipal Anping District Anping Elementary School, Tainan Municipal Anping District Simen Elementary School, Tainan Municipal West Central District Siejin Elementary School, Tainan Municipal Annan District Haidian Elementary School
6. Sponsors:
7. Race dates: June 14, 2018 (Thursday) to June 18, 2018 (Monday), five days in total.
 - (1) Opening ceremony: 7:00 p.m., June 14, 2018. Teams participating in the ceremony should report to the site before 6:00 p.m., June 14, 2018.
 - (2) Closing ceremony: 8:30 p.m., June 18, 2018.
8. Registration procedures:
 - (1) Please register online at the "2018 Tainan City International Dragon Boat Championships" website: <http://120.116.22.225/dgb/>.
 - (2) Registration period: From 8:00 a.m., March 20, 2018 (Tuesday) to 5:00 p.m., April 13, 2018 (Friday). Late registrations will not be accepted.
 - (3) Please register within the specified period, filling in all relevant information (including English). Include telephone numbers of group or organization, individuals, and contact persons, and fill out personal consent forms. Participants under 20 years of age must attach a consent form signed by a

parent or legal guardian. To facilitate production of participant ID cards, please upload headshot photos of team members taken within the previous three months. After confirming registration data, stamp documents with the appropriate organizational seal and submit the data to the registration office prior to the registration period (as detailed in registration instructions). No additions or emendations to registration data will be accepted after the online forms have been submitted; failure to include all relevant information invalidates registration.

- (4) When registering online, teams must fill out all items pertaining to sponsoring organizations or groups and team teaching and administrative workers; furthermore, team representatives must log on to the official race website to register for practice times; the registration process is not complete until practice times have been reserved.
- (5) All teams must provide team profiles (team characteristics, performance records, description of sponsoring organizations, etc.) of three hundred words or less to be used for introductions at the competition.

9. Registration method:

- (1) Place of registration: Race officials
 1. Tainan Municipal Jiansing Junior High School Physical Education Team
 2. Location: No. 239, Fucian Rd., Section 1, West Central District, Tainan City 700.
- (2) Registration dates: Registration ends at 5:00 p.m. , April 16, 2018 (Monday). Registration materials postmarked later than that date and time will not be accepted.
- (3) After completing online registration, please print out two copies of the registration form, one to be kept by the registering team and one to be submitted to race coordinators. Affix official seal to documents (institutional seal for groups representing governmental organizations and corporate registration for those representing private companies) and submit to the registration office by registered mail. Team members who fail to meet the conditions set down in Article 13 of this document shall not be approved for participation.

10. Race location: Tainan City Anping District Canal (the section running from Anyi Bridge to Chengtian Bridge).

11. Race distance: 300 meters

12. Race divisions:

- (1) Large-scale dragon boats (Teams vie to be first to cross the finish line.)
 1. General Public (men and women)
 2. High School and Vocational School (men and women)

3. Junior High School (boys and girls)

4. Government Personnel

5. Teachers

6. Industrial and Commercial

7. College and University Organizations

8. District Council Members

9. International Friendship

10. Senior Citizens

11. Senior Officials

(2) Small-scale dragon boats (Teams vie to capture flags.)

1. General Public (men) 2. General Public (women)

13. Participant qualifications:

(1) General Public Division (men and women): Open to all R.O.C. citizens and domestic and international groups and organizations.

(2) Students Division (male and female): Open to all domestic and international high school, vocational school, and junior high school students. Participants must present valid identification (e.g., a student ID card) on registering. (A team may comprise students from more than one school.)

(3) Senior Officials Division: Open to R.O.C. government senior officials (section and department chiefs and above), elected representatives, elementary, junior high, and high school principals, and college and university presidents. (Participants may form their own teams.)

(4) Senior Citizens Division: All R.O.C. senior citizens are eligible. Men must be at least 60 years of age (born in or before 1958); women must be at least 55 years of age (born in or before 1963).

(5) Government Service Division (including military, police, firefighters, and school administrative personnel; not including those performing public service in lieu of military duty): Participants must present valid identification (e.g., ID badge or proof of employment) on registering. Moreover, teams taking part in the competition must include no fewer than six women.

(6) Teachers Division: All R.O.C. citizens employed as instructors in schools of every level (not including those teaching in lieu of military duty; substitute or temporary teachers must have served for no less than six months of the current academic year). Participants in this division may form teams with teachers from other schools; however, a single team may not include instructors from more than three institutions. Moreover, teams taking part in competition must include no fewer than six women.

(7) District Council Members Division: All Tainan City governmental personnel from every city district (including borough and neighborhood heads; not including those serving in district offices in lieu of military duties). Members of

a single team must all serve within the same administrative district.

(8) International Friendship Division

1. Rules and regulations for this division shall be handled in accordance with relevant provisions stipulated herein.
2. To encourage international participation, race coordinators shall provide a subsidy of NT\$10,000 to international teams completing in all scheduled phases of the competition, including those forced by extenuating circumstances to withdraw during the course of the competition.

(9) College and University Division: Domestic and international students studying at public or private colleges and universities may form teams with respective schoolmates. Participants must present valid identification (e.g., a student ID card) on registering.

(10) Industrial and Commercial Organizations: All legally registered private enterprises and officially registered community organizations may form teams within their respective organizations or enterprises. Teams shall register under the names of said organizations or enterprises, and team members must present valid identification (proof of Bureau of Labor or National Health Insurance) on registering. (Teams must register under the legal name of the commercial enterprise or community organization to which they belong.)

14. Number of people:

- (1) Large-scale dragon boats: Each team shall comprise 18 paddlers and one drummer, a total of 19; five persons may be listed as alternates, for a grand total of 24 (the number of teams in which helmspersons may take part is not limited; regulations pertaining to helmspersons and drummers are set out in Article 24).
- (2) Small-scale dragon boats: Each team shall comprise 12 paddlers and one drummer, a total of 13 persons; five persons may be listed as alternates, for a grand total of 18 (the number of teams in which helmspersons may take part is not limited; regulations pertaining to helmspersons and drummers are set out in Article 24).
- (3) Each team shall appoint a leader, an advisor, a manager, and a captain; if the leader, advisor, or manager take part in actual competition, said individuals must be listed on registration forms in order to participate in the race.
- (4) Team leaders, advisors, and managers may serve as drummers on junior high and high school teams.

15. Racing systems:

- (1) With the exception of the General Public Men's and Women's Division, and the Junior High and High School Boys' and Girls' Division, large-scale dragon-boat races shall follow a double-elimination system (with three or fewer teams competing in each race). All other divisions shall follow a single-elimination

system in which teams vie to be first to cross finish lines.

- (2) Small-scale dragon boat races shall follow a double-elimination system in which h contestants vie to capture a flag.
- (3) If less than three teams are slated to participate in a given division, race officials are authorized to combine divisions. In a division of three teams, there shall be only one prizewinner; four to six teams, two prizewinners; seven to ten teams, four prizewinners; 11-14 teams, five prizewinner; 15 teams or over, six prizewinners. Paddlers may be part of only a single team within a given division, but helmspersons are not subject to this limitation. Violations of this rule shall result in the disqualification of offending team members; there shall be no exceptions to this rule.
- (4) Should there be fewer than three teams in the High (Vocational) School Women's Division, said teams shall be combined with the General Public Women's Division. If fewer than three teams are slated to take part in the Junior High-School Girls Division, all events in said division shall be canceled; should there three or more teams, there shall be only one prizewinner.
- (5) If less than three teams are slated to participate in the Senior Citizen Division, events in said division shall be conducted as exhibitions rather than official races.
- (6) Race officials are authorized to adjust competition systems in accordance with the number of teams registered to participate.

16. Course of events and drawing date: (Races shall be scheduled after lots are drawn.)

- (1) First team-leader meeting:

Time: May 29, 2018 (Tuesday), 9:00 a.m.

Location: Tainan Municipal Physical Education Office (No. 10 Tiyu Rd., Southern District, Tainan City)

Drawings shall be held, the first team-leader meeting shall be convened, and practice schedules shall be distributed. Representatives from all participating teams are expected to attend the meeting. Race coordinators are authorized to draw lots for unrepresented teams; moreover, said teams forfeit the right to object to drawing results, race schedules, or other matters decided upon at the meeting.

Teams unrepresented at the meeting must send a representative to the Physical Education Office to pick up race schedules; race coordinators will not mail schedules to teams not represented at the meeting.

- (2) Second team-leader meeting shall be held at the Tainan Municipal Physical Education Office (No. 10 Tiyu Rd., Southern District, Tainan City) at 9:00 a.m., June 12, 2018 (Tuesday). Representatives from all participating teams must attend; no further notice shall be given.

17. Prizes:

1. Prizes: Winning teams shall be presented with trophy cups; in addition, team workers shall receive award certificates. With the exception of General Public Men’s Division large-scale dragon-boat teams, all winning teams shall receive equal shares of prize money. All cash prizes are subject to R.O.C. income-tax laws. Prizes shall be allocated as follows:
2. In accordance with National Taxation Bureau regulation, cash prizes awarded to international teams shall be taxed at a rate of 20%; when collecting prize money, please submit proper identification (including photocopies of passports or Alien Resident Certificates) and sign all requisite forms and receipts.

Cash prizes shall be awarded in New Taiwan Dollars

Number of Teams	Number of Placewinners	Cups	獎金					
			First Place	Second Place	Third Place	Fourth Place	Fifth Place	Sixth Place
3	1	1	3,000					
4-6	3	1	6,000	3,000				
7-10	5	1	10,000	5,000	3,000			
11-14	6	1	12,000	8,000	5,000	3,000		
15-17	6	1	20,000	12,000	8,000	5,000	3,000	
18	6	1	50,000	30,000	20,000	10,000	8,000	5,000
General public men’s and women’s teams, 14 or over	6	1	100,000	50,000	20,000	10,000		
In the General-public Men’s and women’s Division first-place prize-money shall be increased by NT\$20,000 with additional enrollment of each team over fifteen, second-place prize-money shall be increased by NT\$10,000 and third-place prize-money shall be increased by NT\$5,000; Additional bonus is up to NT\$300,000 (Participation shall be limited to 24 teams) .								

18. Prerace practice

- (1) All teams slated to participate in the races should conduct practice sessions prior to actual competition. Each team shall be allotted four prerace practice times. Practices shall take place at the Anping Canal, the practice period running from June 1,2018 (Friday) to June 10,2018 (Sunday), 8:00 a.m. to 5:30 p.m. each day (when registering online, please select four practice times; each time-slot accommodates eight large-scale and four small-scale dragon boats; practice times are allotted on a first-come-first-served basis until all slots are filled). Teams will

be notified of other related matters should such arise.

- (2) During practice, large-scale dragon boats must include 12 or more paddlers; small-scale dragon-boats, ten or more. Should there be an odd or insufficient number of paddlers, practice shall not be permitted; should a team drummer be unable to attend, practice may still be carried out.

19. Insurance:

Race organizers shall take out public liability insurance on participating athletes, NT\$5.0 million per person (details are set out in the insurer's contract).

Participants are advised not to exert themselves overly strenuously during prerace practice sessions, and to get sufficient sleep and take in adequate nutrition prior to competition. When entering into competition, athletes should assess their physical conditions; above all, they should refrain from exerting themselves beyond capacity. Emergency medical care shall be provided at the racing venue if necessary, but the insurance policy does not cover illnesses brought on by athletes' preexisting physiological maladies. The public liability insurance settles claims only on accidental injuries sustained in the course of competition. Should competitors require other types of insurance (e.g., travel insurance), they must bear the costs themselves.

Note: The scope of public liability coverage:

1. According to law, the insurer shall be liable for third-party injuries, deaths, or third-party property damage incurred by the insured during the period of coverage; the insurer shall be liable under the following circumstances:
 - (1) The insured party or his/her employee: The insurance policy explicitly states that the insurer is liable only for injuries resulting from accidents occurring within the course of the competition.
 - (2) Accidents involving buildings, thoroughfares, machinery or other objects in or on the racecourse.
2. Not insured:
 - (1) Sports injuries resulting from preexisting conditions.
 - (2) Shock, heart disease, heat exhaustion, heatstroke, altitude sickness, epilepsy, dehydration, or other maladies attributable to participants' preexisting physiological conditions.

20. Announcements pertaining to the competition or notifications of postponement due to weather conditions shall be posted at the Tainan City Sports Map Information Network: (<http://www.tnsport.tn.edu.tw/>). Please check for postings.

21. Any matters not covered herein shall be posted and implemented by race coordinators after this document has been amended.

Rules and Regulations for the 2018 Tainan City International Dragon Boat Races

1. Participants shall abide by all rules and regulations.
2. Competition dates: June 14, 2018 (Thursday) to June 18, 2018 (Monday). Unless race coordinators announce postponement due to special circumstances, the race schedule will not be affected by weather conditions (during rainstorms races shall take place as usual).
3. Course distance: 300 meters for both large- and small-scale dragon boats.
4. Team in the General Public Division may choose their own helmspersons; helmspersons for teams in all other divisions shall be appointed by race coordinators.
5. A roll-call area shall be set up onshore near the starting line to verify team-member identification; boat boarding shall take place at the canal bank near the starting line.
6. All participating teams shall report to the athletes' rest area 40 minutes prior to the start of the competition, submit team rosters and official participant IDs (limited to those who have preregistered), and await roll call and ID verification; those not reporting to the rest area shall be deemed to have forfeited the competition. With the exception of helmspersons, participants may not take part in more than one team in the same division but may register to participate in other divisions. Team members may not impersonate other participants or falsify names; violation of this rule shall result in team disqualification. Numbers of participants taking part in men and women's mixed divisions must be accurate; should inaccuracies be discovered at starting-line roll call and ID re-verification, the offending team shall be disqualified. Should any team question the qualifications of another participant, a written complaint must be filed 60 minutes prior to the start of competition; no objections

may be raised after competition has ended.

7. Team sporting apparel must be neat and uniform, and all participants must present ID badges issued by race coordinators for roll call and verification by race coordinators.
8. Participants may not leave the roll-call area after roll has been called; violations shall result in forfeiture.
9. A race does not begin until the starting pistol has sounded; should a team jump the gun, said team shall be charged with a penalty; a second incidence on the part of the same team shall result in disqualification.
10. After the starting pistol has sounded, the race shall not be halted for any reason.
11. In the course of competition, teams must paddle in race lanes assigned by race coordinators; after reaching the finish line, teams must follow the designated channel to the area specified for turning boats in. Obstruction of race proceedings shall result in penalties and disqualification from competition.
12. Teams must paddle the dragon boats to the starting line within the specified timeframe; delays caused by two incidences of five minutes' tardiness on the part of a single team shall result in said team's forfeiture.
13. Lanes for large-scale dragon boat races extend from the starting line to the finish line; for small-scale dragon boats, race lanes extend from the starting line to the point where the flags are set out.
14. During competition paddlers on large-scale dragon boats must remain seated at all times; violation of this rule shall result in team disqualification. Paddlers must sit facing the prow of the boat, feet drawn in toward buttocks, and buttocks must not leave the seat; rulings on seating-posture shall be made at the discretion of race officials; Paddlers on small-scale dragon boats are not subject to the above limitations.

15. Paddles shall not come into contact with the water surface until the starting pistol has sounded; both large- and small-scale dragon boats are subject to this rule; however, boats and rudders are not subject to this restriction. First-time violators shall be given a warning; a second violation shall result in team disqualification.
16. In large-scale dragon boat races, place winners shall be determined by the order in which boats' prows cross the finish line, from first to last. In small-scale dragon boat races, victory is achieved by capturing a flag; forcibly taking a flag from a team that has already captured said flag shall result in disqualification. (Note: (1) A flag is captured upon removal from flag-holder. (2) Should a team's flag-capturer fall into the water after capturing a flag, the flag shall still be deemed captured. (3) Should a team be first to reach a flag but fail to completely remove it from flag-holder and another team subsequently captures said flag, the latter team shall be declared the winner. (4) Should each of two competing teams fail to capture a flag, the winner shall be decided by drawing lots. (5) Should two competing teams capture flags within five seconds of each other, the winner shall be decided by drawing lots.)
17. During competition, after a dragon boat has reached the finish line, team members must decrease boat speed and return to the starting line. Teams requiring race coordinators' assistance in towing boats back to the starting line should remain in place upon finishing the race.
18. In all races, in addition to a drummer and a helmsperson, large-scale dragon boats must have at least 16 paddlers; small-scale dragon boats, 12 paddlers. Should a team have an odd number of paddlers, said team shall not be permitted to take part in competition.
19. Males may not serve as drummers on women's teams (junior and senior high-school divisions are exempt from this rule); however, women may serve as drummers on

men's teams. Helmspersons are not subject to gender restrictions.

20. All teams shall be required to use the dragon boats, paddles, drums, gongs and rudders provided by race coordinators; moreover, teams should check to ensure that all the equipment is in proper working order prior to the start of competition. Should equipment failure occur in the course of a particular race, said race shall be held again; there shall be no exceptions to this rule.
21. Should a member(s) of a team fall into the water after the starting pistol has sounded, said team shall be deemed to have lost the race (flag-capturers who fall into the water after capturing flags are exempted from this rule). Should dragon boats or rudders issued by race coordinators malfunction during a race, said race shall be held again. There shall be no exceptions to this rule.
22. Rule infractions occurring before, during, or after the competition shall be referred to an adjudicating committee. Should circumstances warrant, police may be summoned.
23. Should a team's dragon boat deviate from its prescribed lane and cross over into another boat's lane, said team shall be deemed to have lost the race; however, should a boat be forced to deviate from its lane by uncontrollable circumstances, and the violation is deemed unintentional by a race official and judged as such by a senior official, the race in which said incident occurred shall be held again; noncompliance shall result in forfeiture.
24. To boost team spirit and raise enthusiasm, teams may recruit cheerleading squads for support and encouragement; cheerleading may take any form, provided that it does not disrupt the general event or race proceedings.
25. All participating teams shall obey boarding-area staff members and lifeguards' water safety instructions. All race participants (including team drummers and flag-capturers) must wear lifejackets (from roll call until coming ashore at the end of

a race). Failure to comply shall result in team disqualification.

26. Displays of poor sportsmanship, noncompliance with official rulings, or improper protests affecting the orderly proceedings of the event shall result in team disqualification.
27. Registered participants must arrange and undergo physical examinations; only those passing the examinations shall be allowed to participate in the competition.
Representatives registering on behalf of each team shall be responsible for ensuring that all teams members comply with this rule.
28. Should damage be done to any equipment aboard the dragon boats, compensation must be commensurate with the cost of the equipment. There shall be no exceptions to this rule.
29. Should there be objections to referees' rulings, complainants must file appeals within 60 minutes of race's ending and post cash deposits of NT\$5,000.
30. All participating teams shall use gongs and drums provided by race coordinators; whistles, and electronic devices such as bullhorns and compact speakers are strictly prohibited; violations of this rule shall result in disqualification.
31. Any unfinished business of these rules shall be implemented by the general assembly after the announcement of the revision

2018 Tainan City International Dragon Boat Races Personal Information Consent Form

According to the provisions of the Personal Data Protection Act, the Tainan City Government (“this office” below) is required by law to inform you of the following conditions before you provide personal data:

1. To process your registration for the 2018 Tainan City Dragon Boat Races, the following data shall be collected: your name and contact information (including but not limited to telephone number, email, home and workplace addresses) or any other means of directly or indirectly identifying you.
2. This office shall collect, process, and utilize your personal data in compliance with the R.O.C. Personal Data Protection Act, Tainan City’s privacy-protection policies and other relevant statutes.
3. This office shall make reasonable use of your personal data during the period for which it has been collected.
4. Unless collection of your personal data involves international matters or activities, this office shall only utilize said data only within the territory of the Republic of China (Taiwan).
5. This office shall make reasonable use of your personal data for the specific purpose for which it has been collected.
6. In accordance with the provisions of the R.O.C. Personal Data Protection Act, Article 3, you have the following rights:
 - (1) You may: 1. Request to duplicate the data 2. Request to check and read the data. 3. Request to make additions or corrections to the data. 3. Request to halt data collection, management, or use. 5. Request that the data be deleted. This office is not liable for damages or compensation arising from your exercise of the above rights. Furthermore, in compliance with Article 14 of the Personal Data Protection Act, administrative fees may be set according to this office’s discretion.
7. If the information you have provided is inaccurate, this office will be unable to carry out duties relevant to processing your registration for the competition.
8. Should there be reason to share your personal data with other government agencies, this office assumes full responsibility for proper supervision of said data.
9. You understand that this consent form complies with the requirements of the R.O.C. Personal Data Protection Act and other relevant statutes, and agree to allow this office to retain the consent form for future use in checking and verifying data.

1. Individual Data Usage Consent Form:

I have been informed of and fully understand the aforementioned conditions set

down by the race coordinators.

2. I hereby agree to allow race coordinators to collect, manage, and use my personal data within the scope of the aforementioned conditions, and to provide said data by request to other official organs for purposes of administrative assistance.

Regards, Tainan City Government

Signee: _____ (Signee's signature)

Parent or legal guardian: _____ (Parent or legal guardian's signature)

Date: _____

2018 Tainan City International Dragon Boat Races Consent Form for Minors

I, (parent or legal guardian), consent to allow (minor's name and surname) to participate in the 2018 Tainan City International Dragon Boat Races. I understand and shall abide by the following conditions:

1. I have been informed that the competition is a potentially dangerous and physically challenging sporting event, and I consent to the minor's participation.
2. The information I have provided is right and true; in case of forgery, impersonation or other illegalities, I shall willingly bear all consequences and responsibilities.

Regards,
Tainan City Government

Consenting party (sign and affix seal)

Parent or legal guardian _____

Telephone number _____

Date: _____

Note: The contact telephone number is to be used only in case of emergency; it is suggested that signees include it on the consent form.