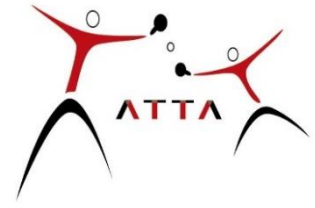




Army Table Tennis Association (ATTA)

Aldershot Garrison Sports Centre (AGSC)
Rawlinson Road, ALDERSHOT, Hampshire
GU11 2LQ

army_table_tennis@outlook.com



See Distribution

24 Nov 24

Administrative Instruction – Army Table Tennis Training & Championships + Inter Unit Competition – 10 – 13 Feb 25

1. The 2025 Army Table Tennis Training and Championships plus Inter Unit Competition (Army Champs or Army Championships) will be held at the Aldershot Garrison Sports Centre (AGSC) Gymnasium over the period Mon 10 to Thu 13 Feb 25. This will include Training / Coaching prior to the Inter Unit Competition, followed by the Championships Individual Tournament to finish. It should be noted that a condition of entry for our Army Champs is that all players are to be available for all 4 days to benefit from the coaching and matches on offer. This includes supporting the Finals for those that have previously been knocked out.
2. Depending on entrants and if time permits, the Events will be finished by Thursday early or mid-afternoon, after the presentations. Entries are invited from all serving Army personnel (Regulars & Reserves) alongside members within the University Officers' Training Corps (UOTC) and Civil Servants. The Inter Unit Competition will be based on a Round Robin knockout format to decide the Inter Unit Champions alongside a Plate / Novice Event. The Championships Individual Tournament will include Singles and Doubles Events for both Men's (Open) and Ladies' as well as Mixed Doubles plus Plate & Novice Singles. The format of the Championships Individual Tournament itself will depend upon the number of entries; however, it is likely to consist of 1 day of initial qualification pools, which will be played as Round Robins, followed by knockout rounds leading to Quarter Finals, Semi Finals and Finals on the last day.
3. In keeping with the ATTA Chair's intent, one key aim of the Army Championships is to encourage maximum participation from across the whole Army. The entire Event will provide a fantastic opportunity for Team Coaches / Captains to consider their respective squad selections for any upcoming Fixtures and the Inter Services later in the season. Another key aim of the Army Championships will be a build up towards the next season [Army Table Tennis Training & Round Robin Competition + Inter Corps Cup from 8 to 11 Sept 25](#). To that end, all those involved with Army Table Tennis whether at Army, Corps or Unit level are requested to publicise the event and to positively encourage participation.
4. Details of this event will initially be promulgated through this Administrative Instruction (AI) and will also be posted onto the ATTA & ASCB website, social media pages such as [Instagram](#) and [Facebook](#) and [Defence Connect](#). This Admin Instruction contains the Entry Form for potential participants and addressees are requested to promulgate these details as widely as possible.

5. Further details can be obtained from [ATTA Secretary](#) – Capt Khem Gurung.

(Original Signed)

M HUTSON

OF2 Capt REME

Army Table Tennis Chair

Matthew.Hutson101@mod.gov.uk

Annexes:

- A. Tournament & Competition Information for Participants – 2025 Army Table Tennis Training & Championships + Inter Unit Competition
- B. Competition Rules & Guidance – 2025 Army Table Tennis Inter Unit Competition
- C. Individual Entry Form – 2025 Army Table Tennis Training & Championships + Inter Unit Competition

Distribution:

Action:

ATTA Committee Members

All Army Players - Via Team Captains and ATTA Secretary

Information:

Army Sport

BFBS Aldershot

Soldier Magazine

Forces News

Tournament & Competition Information for Participants – 2025 Army Table Tennis Training & Championships + Inter Unit Competition

1. **General.** The 2025 Army Table Tennis Training and Championships plus Inter Unit Competition (Army Champs or Army Championships) will be held at the Aldershot Garrison Sports Centre (AGSC) Gymnasium over the period Mon 10 to Thu 13 Feb 25. It should be noted that a condition of entry for our Army Champs is that all players are to be available for all 4 days to benefit from the coaching and matches on offer.
2. **Eligibility.** The Army Champs is open to all serving Army personnel (Regulars & Reserves) alongside members within the University Officers' Training Corps (UOTC) and Civil Servants. Noting Civil Servants cannot be crowned as Round Robin Champion so will be awarded to the next in line if qualifies, e.g., the Runner Up.
3. **Format of Matches.** The format used will depend upon the number of entries that are received. It is anticipated that there will be several qualifying groups. Those who qualify from the Round Robin group stages will go forward to the knockout rounds which will lead to Quarter and Semi Finals followed by a Final for each Event. There will be an element of seeding to ensure a spread of talent across each of the qualifying groups. Matches will be played over the best of 5 sets except for the Finals which will be played over the best of 7 sets. Competitors shall be prepared to act as umpires.
4. **Inter Unit Competition.** The Inter Unit Competition will consist of the following set up with further Rules & Guidance at Annex B:
 - a. Each Unit Team for the Inter Unit Competition will consist of 3 x players unless one Team member gets injured on which one substitution can take place under the decision of the ATTA and/or Official Army Championships Referee.
 - b. **All players on a Unit Team must officially be from the same Unit to be awarded the title of Army Inter Unit Champions.**
5. **Championships Individual Tournament.** The Championships Individual Tournament will consist of the following 7 Events:
 - a. Men's (Open) Singles – states 'Open' to only raise number of Ladies' matches
 - b. Ladies' Singles
 - c. Men's (Open) Doubles – states 'Open' to only raise number of Ladies' matches
 - d. Ladies' Doubles
 - e. Mixed Doubles
 - f. Plate (Open) Singles
 - g. Novice (Open) Singles

6. **Timings.** The outline timings:

a. Mon 10 Feb 25.

- 08.30 – 0845 hrs: Players arrive at **0830** for registration and assist in set up
- 0845 – 0915 hrs: Registration (All)
- 0915 – 0945 hrs: Introduction & Welcome by the ATTA Chair & Coaches. (All players to attend).
- 0945 – 1200 hrs: Group Coaching Session
- 1200 – 1230 hrs: Practice Session
- 1230 – 1330 hrs: Lunch Break
- 1330 – 1400 hrs: Practice Session
- 1400 – 1600 hrs: Group Coaching Session
- 1600 – 1630 hrs: Practice Session
- 1630 – 1700 hrs: Equipment placed in ATTA Store

b. Tue 11 Feb 25.

- 0830 – 0900 hrs: Players arrive at **0830** and set up.
- 0900 – 0930 hrs: Inter Unit Competition Brief / Warm Up Session
- 0930 – 1230 hrs: Start Inter Unit Competition
- 1230 – 1330 hrs: Lunch Break
- 1330 – 1630 hrs: Continue Inter Unit Competition
- 1630 – 1700 hrs: Equipment placed in ATTA Store

c. Wed 12 Feb 25.

- 0830 – 0900 hrs: Players arrive at **0830** and set up.
- 0900 – 0930 hrs: Championships Individual Tournament Brief / Warm Up Session
- 0939 – 1230 hrs: Start Championships Individual Tournament
- 1230 – 1330 hrs: Lunch Break
- 1330 – 1630 hrs: Continue Championships Individual Tournament
- 1630 – 1700 hrs: Equipment placed in ATTA Store

- d. Thu 13 Feb 25.
- 0830 – 0900 hrs: All to arrive at **0830** to set up for remaining match Finals.
 - 0900 – 1300 hrs: Finish Key Matches (Quarter Finals if needed plus Semi Finals & Finals to include Open & Women's Singles Finals to be played last).
 - 1300 – 1400 hrs: Presentation of Prizes (all players to attend where possible).

Please note that all players (including those knocked out during the Round Robin stages) are expected to attend the last day including the Presentations.

7. **Dress.** Individuals **must** adhere to the following dress direction. Whilst participating players shall wear recognised table tennis clothing or appropriate sports kit. White shirts and vest tops are **not** permitted. The Army Table Tennis Association (ATTA) and/or Official Army Championships Referee, in the matter of dress, will have the final decision and anyone not meeting the requirement will be disqualified. Any Army Table Tennis player attending who has Army Table Tennis kit must bring it to the event for it to be collected in by Cpl Dilip Rai.

8. **Sporting Equipment.** White plastic match balls will be provided for matches. **All competitors MUST BRING A BAT**

9. **Entry Forms.** Those wishing to enter are to complete the online MS Entry Form at Annex C and complete it by **COP Mon 3 Feb 25**. Entries received after that date will **not** be accepted. Please note for the Inter Unit Competition registration it will take place on the first day of the Army Championships, there is also no limit to the number of Unit Team entries per Unit so let the best one win!

10. **Entry Fees.** Many costs will be funded through ATTA funds, however a small entry fee of £10 per player is required. This amount will be used to offset the cost of coaching and presentations. Personnel are to pay online (highly recommended) or via their bank.

a. To pay online the details are:

- (1) Account Name: ASCB Account
- (2) Sort Code: 16-19-26
- (3) Account No: 10529980
- (4) **Transfer Reference:** ATTA to start then last 4 numbers of your Service Number followed by first four letters of your surname, e.g, **ATTA3948Culf**

b. The fees of £10 per player must be paid prior to player's participation. Please ensure the payment is made with enough time for funds to clear to assist the ATTA Treasurer. Failing that please get in touch via email if there is an issue with payment. Under no circumstances will players be permitted to participate without payment having been received.

c. **NO CASH IS TO BE USED.**

11. **Authority for Travel.** This letter provides the authority for travel when supported by your completed entry form. The rules relating to travelling at public expense are contained in [2019DIN10-025](#). Self-evidently, participants are expected to make the most efficient use of available transport including use of the military white fleet. Every effort is to be made to reduce costs by sharing transport whenever possible.

12. **Accommodation and Feeding.** The key details you required are listed below.

a. Players requiring accommodation are to arrange it for themselves but should be aware that limited-service transit accommodation is available within the Aldershot Garrison, noting all feeding in the area is PAYD. The main camp used within Aldershot Garrison is St. Omer Barracks, Thornhill Road, GU11 2BG.

b. **Please complete the accommodation booking form located on our Website at [ATTA Trg & Champs + Inter Unit Comp | british army tt \(armytabletennis.org\)](#) ASAP.**

c. If you require any more information, the number for the Accommodation Booking Operator SLAMIS is **01252 355960** and their email address is DIORDPFI-PACSLAMISTeamGpMail@mod.gov.uk

d. Once your allocation is confirmed, all details about the accommodation available and feeding arrangements will be emailed to you along with your booking confirmation under "Garrison Visitors' Accommodation Booking Terms and Conditions".

13. **Insurance.** All players are reminded of the need to have the details of your participation published on Unit Part 1 Orders to provide the necessary insurance cover.

14. **Army Championships Queries.** Any queries are to be reported to the ATTA and/or Official Army Championships Referee who will give guidance and if required will make a clear decision in consultation with relevant ATTA Committee Members. The ATTA and/or Official Army Championships Referee's decision is final regarding the Army Championships, which includes both the Inter Unit Competition plus the Championships Individual Tournament, and general International Table Tennis Federation (ITTF) rules for playing the sport of table tennis.

15. **Points of Contact/s (POC).** The POC for the Army Table Tennis Training & Championships + Inter Unit Competition are:

The Primary POC:

- Capt Khem Gurung - Email: atta_secretary@outlook.com

Alternative POC are:

- Cpl Hannah Bacon - Email: army_table_tennis@outlook.com

- Capt Matt Hutson - Email: Matthew.Hutson101@mod.gov.uk

Competition Rules & Guidance – 2025 Army Table Tennis Inter Unit Competition

1. Each Unit Team for the Inter Unit Competition will consist of 3 x players unless one Team member gets injured on which one substitution can take place under the decision of the Army Table Tennis Association (ATTA) and/or Official Army Championships Referee.
2. Unit Teams can be comprised of male and female players.
3. One player within the Unit Team must be a novice player which is defined as a player who has not competed previously in a local league or Competition either in the UK or overseas.
4. **All players on a Unit Team must be from the same Unit¹ to be awarded the title of Army Inter Unit Champions.**
5. To enhance participation it is acceptable for 3 players from different Units to make up a Team, however they will not be permitted to go through to the main knockout part of the Event (after the Inter Unit Team Round Robin group stages they will automatically go into the Consolation / Plate Event no matter how well they have done as they cannot officially be awarded the title of Army Inter Unit Champions if they are not all from the same Unit).
6. Every Unit Team is to list their players in ranking order with their best player listed at number 1 and their weakest player listed at number 3. If a substitute player is used in a match they must be listed as per their ability (either at 1, 2 or 3). The order of players listed is not to be changed about, it must remain in their true ranking order for the whole Inter Unit Competition.
7. Each match will consist of 3 x singles matches so the outcome of each match will always produce a winner (3-0 or 2-1). All matches will be played as a best of 3 (first player to win 2 games). Only in the Semi Finals and Final of the main event will the matches be played as a best of 5 match (first player to win 3 games).
8. Units are permitted to enter more than one Unit Team (to be named A, B, C etc). The Unit Teams should be in ranked order (i.e., Team A being the strongest, Team C the weakest).
9. In the initial Round Robin group stages, all Unit Teams will take turns to umpire their own matches. This will continue for the later stages with an ATTA Committee member or allocated neutral Official umpiring the Final.
10. In the Round Robin group stages if a count back is required (i.e., when a few Unit Teams have beaten each other and there is no outright group winner) it will be worked out on overall games won (then on points if required) so all group stage matches are to be played out in full. In the knockout stages of the Main Event and Consolation / Plate Event if time dictates for matches to be concluded at the earliest opportunity once a Unit Team has

¹ Evidence such as MyMUSTER to be presented, if challenged.

gone 2-0 up in the match this is acceptable (preferably all 3 matches should be played out to obtain an accurate overall score for each match if timelines permit).

11. Any queries are to be reported to the ATTA and/or Official Army Championships Referee who will give guidance and if required will make a clear decision in consultation with relevant ATTA Committee Members. The ATTA and/or Official Army Championships Referee's decision is final regarding the Army Championships, which includes this said Inter Unit Competition, and general International Table Tennis Federation (ITTF) rules for playing the sport of table tennis.

12. Should it be established that a Unit Team has not obeyed and played by the above rules the Unit Team could face disqualification and may be subject to AGAI (Army General and Administrative Instructions) disciplinary action via their parent Unit if their conduct is deemed by the ATTA Committee as unacceptable behaviour and therefore unsporting.

13. All matches (players & Unit Teams) should be actively supported, enjoyed, and conducted in a mutually respected sporting manner.

14. Unit Team list/s are to be submitted in person to the ATTA and/or Official Army Championships Referee on the first day of the Army Championships on whichever day that falls which is currently a Monday.

15. In line with the eligibility of the Army Table Tennis Training & Championships this all so applies to the Inter Unit Competition, which is open to all serving Army personnel (Regulars & Reserves) alongside members within the University Officers' Training Corps (UOTC) and Civil Servants. Noting Civil Servants cannot be crowned as Army Champion so will be awarded to the next in line if qualifies, e.g. the Runner Up.

ENTRY FORM

ARMY TABLE TENNIS TRAINING & CHAMPIONSHIPS + INTER UNIT COMPETITION: 10 – 13 FEB 25

By individually entering the [Army Championships](#) at the links provided or further below via the QR Code, you should then commit to being available for the duration of all 4 days. Note that, where possible, participation includes supporting the Finals and staying for the Presentations on the Thursday afternoon, Thu 13 Feb 25. Please ensure that you provide a valid email address as this will be used to notify you of any changes.

Link & QR Code for Entry Form plus AI's and Accomd Booking Form:
[Army Championships](#)



atta_secretary@outlook.com –

Capt Khem Gurung, ATTA Secretary controls this email address – if you require confirmation of your place email Khem directly

Please note for the **Inter Unit Competition registration** it will take place on the first day of the Army Championships, there is also no limit to the number of Unit Team entries per Unit so let the best one win!

Entry Fees. To pay online the details are:

Account No: **10529980** / Sort Code: **16-19-26** / Account Name: **ASCB Account**

Transfer Reference: ATTA to start then last 4 numbers of your Service Number followed by first four letters of your surname, e.g, **ATTA3948Culf**

The fees of £10 per player must be paid prior to player's participation. Please ensure the payment is made with enough time for funds to clear to assist the ATTA Treasurer. Failing that please get in touch via email if there is an issue with payment.

Under no circumstances will players be permitted to participate without payment having been received.

NO CASH IS TO BE USED

ALL ENTRIES MUST BE RECEIVED BY COP MON 3 FEB 25

Please return the Accommodation Booking Form to:
diordpfi-pacslamisteamqpmail@mod.gov.uk