

# Hosting a USA Weightlifting Sanctioned Event



## Minimum Standards & Requirements

### Section 1

#### THE MEET DIRECTOR

- Must be a current USA Weightlifting member.
- Must hold a SafeSport Trained Certification
- Is entirely responsible for all areas of the competition inclusive of health and safety, results management, and set up, regardless if he or she delegates the task.

#### THE MEET VENUE

- The competition must be completed on a either a 12ft x 12ft OR 4m x 4m flat surface. If your competition surface is larger than 4m x 4m (or, 12ft x 12ft), then a 4m x 4m (or, 12ft x 12ft) space must be clearly marked.
- Alcohol is prohibited in the warm-up and field of play areas. For the avoidance of doubt, alcohol is permitted in the spectator area.
- The competition must be completed on kilogram weights. The competition set must be a colored, kilo weight set.
- There must be a sufficient warm up area and equipment for each athlete, as an absolute minimum standard, there must be 1 platform for every 4 competitors, separate to the warm-up platform. Warm up platforms should have a minimum of a 2ft safety perimeter around the platform itself and should measure 8ft x 8ft or more. Each warm up platform should have sufficient kilo equipment.
- There must be 15kg and 20kg bars available for each warm up and competition platform. Provision of lighter technique bars for Youth athletes is strongly encouraged. If you do not have lighter bars available it must be highlighted on the entry form that the minimum attempt is 20kg for Women, 25kg for Men.

*Failure to fulfill obligations in Section 1 may result in a suspension of the ability to be a meet director, or further sanctioning subject to review by the USA Weightlifting Ethics & Judicial Committees.*



# Minimum Standards & Requirements

*IWF Technical and Competition Rules & Regulations and USA Weightlifting addendum takes precedence over the requirements below (except where stated). In addition, the USA Weightlifting Code of Ethics and Code of Conduct, together with codes of both the US Center for SafeSport and US Anti-Doping Agency, must be respected at all times.*

- f. There must be a private area for the weigh-in, using a scale that is accurate to 0.1kg at minimum. If there are any CCTV in the weigh in area, it must be shut off during the competition. Any windows or other viewable areas from the weigh-in area must be covered.
- g. As part of the USADA LiftClean Program, the competition may be subject to no advanced notice testing by the US Anti-Doping Agency. Meet Directors are obliged to provide any and all information and facilities requested by the USADA Doping Control Officer.

## OPERATION OF THE MEET

- a. The competition must have 3 LWC officials (or higher) to adjudicate the lifting at all times.
- b. Officials conducting the weigh-in must possess a background check and be SafeSport trained.
- c. Introductions should follow the IWF protocol only and take place 10 minutes before competition commences, with the break clock beginning after the final introduction has taken place.
- d. A clear system for the adjudication of the lift is necessary. While an electronic results system is preferred, as a minimum standard, a white and red flag visible to the athlete must be provided.
- e. Weigh-In must be conducted on-site (remote weigh-in is strictly prohibited). For minor-aged athletes, 2 individuals of the same gender as the athlete should be in the room during the weigh-in. One of the individuals may be the coach of the athlete.
  - i. Government issued ID is required for individuals aged 18 or over.
  - ii. A birth certificate is considered sufficient for individuals aged 17 or under, where the individual does not have Government issued photo-ID, such as a passport or driving license.
  - iii. If the registration was NOT conducted through the USA Weightlifting membership management system, the USAW membership card must be checked.
  - iv. Meet directors are required to observe the USAW addendum regarding weigh-ins for 17 and Under age group. Where the athlete is taking advantage of the novice clause, the weigh-in should take place in the costume being worn on the platform.
- f. The meet director must ensure there is sufficient emergency plans in place for the event in case of medical emergency, commensurate with the number of entries.
- g. The following rules, designed for IWF competition, are not required in USA Weightlifting competitions at the local level, at the discretion of the meet director:
  - i. Local level competitions may allocate sessions at the meet director's discretion, either by bodyweight category or by entry total.
  - ii. Bib numbers are not required at Local competitions
  - iii. Cards may be shuffled in accordance with the lifting order at the local competition in the event an electronic scoring system is not present.



# Minimum Standards & Requirements

*In order for the event to be sanctioned and therefore covered under USAW's General Liability Policy, the event must abide by local and state laws and requirements.*

*Individuals who have issues to raise about a competition they have attended should immediately reach out to [usaw@usaweightlifting.org](mailto:usaw@usaweightlifting.org)*

- iv. Athletes in their *first year of membership* who are Junior or Youth athletes (aged 20 or under), are permitted to not use a singlet, however wearing a singlet is encouraged. \*Does not apply where an LWC (Local Weightlifting Committee) specifies in its bylaws that it requires singlets.\*
- h. Music is permitted at local competitions at the discretion of the meet director, however if an athlete requests the music be turned off for their lift, the meet director must turn down the music for that athlete's attempts.
- i. All athletes and coaches participating in the competition MUST be members of USA Weightlifting. The competition will not be covered by insurance in the event non-members participate in the competition. The meet director is obliged to check membership at the Weigh-In.
- j. Unless designated by the entry form for invitational reasons (E.G. A College only competition, A youth only competition, a meet with qualifying totals, a meet with a cap of entries, a novice only meet or an LWC Championship), a USA Weightlifting sanctioned event is obliged to accept any USA Weightlifting members' entry who is in good standing with the organization.
- k. Announcements must be made in a fashion loud enough for all athletes and coaches to be able to hear.

## SANCTIONING A COMPETITION

- a. Sanctions are requested online via the membership system.
  - i. Sanctions must be requested at least 10 (ten) business days before a competition.
  - ii. A meet director may elect to have USA Weightlifting's membership system manage the competition entries and start list. To do so email [usaw@usaweightlifting.org](mailto:usaw@usaweightlifting.org)
  - iii. Your LWC President will approve or deny the sanction in accordance with these requirements and your LWC local requirements/bylaws.
    - i. Your LWC President has 5 (Five) business days to approve the sanction. If he or she does not approve it in this timeline, please reach out to [usaw@usaweightlifting.org](mailto:usaw@usaweightlifting.org).
    - ii. Appeals to sanction denials are heard by the LWC Presidents Committee.
  - iv. If the date of the competition is changed, your LWC President must also approve the date change.
  - v. Personal data received in connection with running a USA Weightlifting competition should be used for that exclusive purpose. Any other use of that data is strictly prohibited.

## RESULTS MANAGEMENT

- a. Meet directors are required to upload results from their competition into the USAW membership system. This can be done by using the upload form for results located. For support reach out to [usaw@usaweightlifting.org](mailto:usaw@usaweightlifting.org)
- b. Meet Directors must enter the results of the competition within 14 (fourteen) calendar days of the event.
  - i. If the event is a final qualification deadline competition for a national competition, the results are required to be uploaded within 24hrs.
- c. Meet director should upload the LWC/National/International referees that officiated the event into the USAW membership system. Click [here](#) for instructions on how to do that.
- d. Once entered, it is the responsibility of the Meet Director to review the results and contact [usaw@usaweightlifting.org](mailto:usaw@usaweightlifting.org) with any discrepancies.



# Hosting a USA Weightlifting Sanctioned Event



## Best Practices & Education Section 2

**It's my first  
meet! Can  
someone help  
me?**

*If you are not personally involved with an individual who has run local competitions before, you can reach out to your local LWC President for guidance.*

*The USA Weightlifting Competition Committee or the USA Weightlifting Events Department are also available for assistance.*

### FINDING A VENUE

If you don't own a venue, the first step is finding a venue that you can use for your competition.

A venue for a Weightlifting competition needs to be able to withstand the pressure of dropping a barbell (approximately 3000lb per square inch) and have sufficient space for the number of platforms required for the competition. For example, a one platform competition with 6 warm up platforms will generally need around 5000 sq. ft or more, though less is acceptable provided the above safety measurements are respected.

The following typically provide good spaces for Weightlifting competitions:

- Barbell Clubs- *search for local clubs [here](#)*
- CrossFit Boxes
- YMCA Facilities
- Community/City Leisure Facilities
- Local High Schools or Middle Schools
- University and College gymnasiums

### SETTING UP A VENUE

Depending on the size of the competition, you should allow several hours for the set-up of the competition. Generally, 3-4 hours per number of competition platforms will be sufficient.

*Don't forget to thank and reward your set-up team!*



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## Platforms

If you have a flat surface made of rubber, you may use this as the competition platform. However, the best way to produce a competition platform is to use plywood and build a two-layer 12ft x 12ft platform. This is affordable to build and can easily be broken down and stored.

If you have a flat surface made of rubber, you may use this as a warm up area, taping off 8ft x 8ft. However, the best way to produce a warm up platform is to build them from 4 sheets of 8x4 plywood, available at your local hardware store.

Commercial brands like [Rogue Fitness](#) (a partner of USA Weightlifting) offer platform kits.

It is best practice to provide a wood surface underneath the feet of the lifter on both the competition and warm up platforms, but not required.

It is best practice to have a separation, such as a pipe and drape, curtain, or a barrier between the warm up area and the competition platform, but not required.

Sufficient chalk should be provided for competitors in a raised bucket, and it is best practice to have Roisin available to ensure feet do not slip.

## Referees/Announcers

A table should be set up for the changes/marshal/announcer desk. To save space, it is possible to have the announcer and marshal at the same table. An inexpensive pop-up table from your local hardware store is perfectly sufficient.

The referee chairs are required to be 13.12ft away from the competition platform. A safety barrier should protect the officials. If you do not own a safety barrier, it's acceptable to use a hand build object to protect officials.

You'll need chairs for your loaders as well. Remember to provide them with alcohol-based disinfectant and a cloth to clean the bar in the case there is blood. You should also provide a broom to sweep the competition surface, and a metal/wire brush for cleaning blood from the bar.

## Awards

Awards should be announced where and when they are being given. If you don't have a medal stand, you can easily make one by using weights to create three different levels. Awards can be bought cost-effectively. USA Weightlifting uses A1 Awards in Indianapolis, but feel free to use any provider.

## Weigh-In Area

If there is a permanent closed room available this is the best one to use for the weigh-in area. This can be an office, a dressing room, etc. An alternative is to use a pipe and drape. If the latter, make sure to use bulldog clips to close any gaps in the pipe and drape to ensure there is no draft close to the area. There should be enough room for one table, the scale, and for three people in the room. A similar size to a changing room at a retail clothing store is appropriate. If the room has any windows, cover them with a thick covering so that they cannot be seen through. If the area has any CCTV or other cameras, they MUST be shut off.

*The easiest way to manage registrations is directly through USA Weightlifting.*

Remember, you'll need to make sure you have an accurate scale, that is at least reading to 0.5kg. It is wise to have this calibrated, which is usually done by a local scale firm in your area or by a national chain such as Mettler Toledo.

## REGISTRATIONS

The easiest way to manage registrations is through USA Weightlifting, using the membership system. This will negate the need to check membership on-site.

However, you can compose an entry form in any way you wish once a sanction is granted.

The information you will need from your entrants are, at minimum:

- Name (as stated in their USAW Membership profile)
- USAW Membership ID number
- Gender
- Bodyweight Category
- Entry Total
- Date of Birth (only required if you are running separate Masters, Junior, or Youth Categories)
- Any waivers (automatically done if you are using the USAW membership system for entries)

The entry form is your opportunity to give information about your competition to the athletes. You should include all relevant information that you can, including but not exclusive to:

- Bodyweight and Age Categories offered
- If you have lighter bars than 15kg and 20kg available (Youth technique bars)
- If, and what, prizes are available
- The address and time of the competition
- The cost and how to enter
- The entry deadline and if late entries will or will not be accepted
- The refund policy
- Any entry caps
- Contact email

## PROMOTING YOUR MEET

Now it's time to promote the meet!

First of all, you can choose to have your meet listed publicly on the USA Weightlifting event calendar. You will do this during the sanction process.

It's a good idea to send an invite to each USAW club within a reasonable driving distance of your competition. You can do so using the [Find a Club](#) feature on the USA Weightlifting website, or ask your LWC President to send out an invitation for you.

Another method of promotion you should explore is posting to your social media and your club's social media pages.

*Make sure to post information about your meet on your club's social media pages!*

Other places that you may find participants for your competition include:

- CrossFit affiliates located locally
- Commercial gyms
- High school and middle school strength coaches
- University strength areas
- Local parks and recreation facilities

Most commonly, CrossFit affiliates will be keen to compete and are well worth reaching out to. You can find a great map of all CrossFit affiliates on their [website](#).

## SCHEDULING

Once you have received your entries, it's time to make a schedule. Typically, this is done by gender and then by bodyweight categories (lightest to heaviest). You may schedule your competition by entry total or by an alternative bodyweight category progression as well, provided this is clearly communicated to the athletes concerned.

Generally, you will want to target 15 or less per session, but you can have up to 18 per session per platform. You should allow approximately 9 minutes per athlete, to allow for all attempts and for time to load the bar in-between.

## PROCURING EQUIPMENT

To make sure you are providing a great competition experience, you'll need a 190kg set of plates (and bars) for each platform, including warm up platforms.

Many clubs don't have sufficient weights available, so it is perfectly acceptable to ask local clubs if you can borrow equipment. Make sure you know who owns what and label that clearly. Be prepared, if equipment is damaged during the meet, you need to replace that.

Of course, you can also purchase those weights, but borrowing may be a more affordable and sustainable solution.

For larger meets, you'll need to be prepared to offer over 200kg of weight where you have athletes who will attempt those weights.

While you must provide colored weights in the competition platform, the warm up area can be flexible. Provided the 190kg can be loaded onto the bar, and the athlete clearly knows the weights they are using.

Don't forget, many youth and masters athletes may use 2.5kg and 5kg weights. It's best to have some available for the competition platforms at least. Where you don't have 2.5kg and 5kg large diameter weights, it's acceptable to have only clips available in the warm up room. Some method to secure the weight on the bar should be provided.

## LOADING THE BAR

Loading the bar is a critical part of the competition and fast loaders are going to keep you moving on time. Remember this when you are recruiting volunteers! If this is the first

*It is highly advisable to have a copy of the IWF rulebook available to refer to in the case of a discrepancy.*

*You should also have a copy of the LWC or State records if your area maintains such a record.*

time your loaders are going to be loading, make sure you provide a loading chart. The bar must be secured. If you do not have friction plates, they must be loaded inside the collar. If you are using only clips, all plates must be loaded within the clips.

When using youth bars, transfer to the 15kg bar at 20kg (15kg bar plus 2.5kg on each side). In other words, as soon as possible. For men who are using lighter bars, that number is 25kg.

It is acceptable to set a minimum attempt of 20kg/25kg, but you must state this is on your entry form.

## CARDS AND WEIGH-IN

The best way to manage your event is using an online competition provider, many of which are available for free. However, this is not always possible.

A card template can be used and downloaded from the internet. [Click here](#) to download the template. You will need these later when posting results.

If you are using an electronic system, the cards should be static according to the start number. The start number should be assigned randomly, in order of the lot number. This is also the order in which athletes must weigh-in.

If you are not using an electronic system, they can be shuffled in the order of the lifting. If you are not using an electronic display, you need a scorekeeper volunteer, who needs to record the current scores on a display such as a portable whiteboard.

This number will also designate who goes first on their opening attempts if two athletes have entered the same total.

At the weigh-in, the official must ask for the opening attempts for the snatch and the clean and jerk, in kilos. The athlete may change up to twice during the course of the competition attempt. Remember, if the athlete is following themselves, they must declare the same weight or a change within 30 seconds, otherwise they must take that same weight and cannot change. The athlete (or coach) must initial the bodyweight and the opening weights to show they are accepted.

The head judge must give a loud and audible down signal to the athlete, if you are not using a system that provides a down signal. They must also raise their hand and clearly lower their hand whilst doing so.

The cards should be put out in the order that the lifting is to take place. The coach or athlete must mark their changes, while the marshal will mark good lift or bad lift and total those.

## RESULTS MANAGEMENT

After the competition is complete, you need to fill out the results sheet and upload it onto the USAW membership management system. You can find the necessary information for uploading results [here](#).



*Make sure you have enough volunteers! Strive to have more rather than less.*

Meet directors have 14 to upload results, we recommend that you do so as soon as possible. If your meet was a last chance qualifier, it must be done within 24 hours.

## **VOLUNTEERS & REFEREES**

You'll need at least 5 officials at all times. 3 referees, a speaker, and a marshall. You can find these by approaching the LWC referees via the online directory.

USA Weightlifting members can also take the LWC exam at any time for free and become a referee for the competition. The 3 referees in the chair must be certified at the LWC level or higher.

Note that some international Masters events require 2 National officials.

Those who are conducting the weigh-in must be SafeSport trained and possess a current background check with USA Weightlifting.

The speaker can technically be un-certified, but they need to be familiar with the rules so that they are able to keep the competition flowing.

You will also need volunteers to set up and/or load the bar. It's easy to underestimate how busy you will be on meet days, so don't over commit yourself. Typical areas that you can find volunteers are:

- Local barbell clubs
- Corporate volunteering programs
- The scouts
- Universities

Make sure you have enough volunteers headed into meet day. Having more rather than less is advisable. Remember some volunteers may not show, so make sure you have accounted for this.

Treat your volunteers well so they come back next time. Provide coffee, water, and snacks for the officials and volunteers. It's especially important to look after those who are setting up or tearing down the competition, since this is often the most exhausting area.

## **SAFETY & SECURITY**

It is the responsibility of the meet director to ensure a safe and secure environment. Make sure to follow common sense safety. You should run through a risk assessment when you have set up to find any safety hazards you may have, and address those.

Make sure you have sufficient medical coverage and know how to contact medical support close to your venue in the case of an emergency.

## **VIDEOS AND WEBCASTING**

You are not obligated to provide a video, photography, or webcast of your event. If you do, make sure to include permission in your entry form. IF you are using USA Weightlifting's management system, this is done automatically.

Remember to let athletes and coaches know the link for the webcast.

# Still have questions?



There are plenty of resources that can help you run a successful competition!

*Don't hesitate to reach out if you have any questions!*

You can also reach out to your LWC President and your USA Weightlifting Competition Committee Members!

Shoot us an email [here!](#)



Credit & Thanks:

USA Weightlifting Competition Committee as of 2/24/2018

Arthur Drechsler, Anna Martin, Rachel Crass,  
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