



**FIG WORLD CUP**  
**AEROBIC GYMNASTICS**  
**Cantanhede | Portugal**  
**25-28 May 2017**

**Pavilhão “Os Marialvas”**



WORKPLAN

Dear Friends,

The Gymnastics Federation of Portugal as the honour to welcome all participating Federations to the Aerobic Gymnastics FIG World Cup, Category B Event, that will be held in Cantanhede, Portugal, from 26<sup>th</sup> to 28<sup>th</sup> of May 2017.

This work plan as been developed in accordance with the FIG Rules, to provide all necessary information concerning the participation of the national federations, at the above mentioned event.

**1 - Participating Federations:** Algeria, Austria, Azerbaijan, Brazil, Bulgaria, China, Finland, Germany, Greece, Hungary, Italy, Japan, Peru, Portugal, Russia, Slovakia, Spain and Turkey.

**2 - Host Federation:** Gymnastics Federation of Portugal

Contact Person: Paula Araújo

Address: Estrada da Luz, 30A, 1600-159 Lisbon, Portugal

Tel: 00315 218141145 / Fax: 00351 218142950 / E-mail: [gympor@gympor.com](mailto:gympor@gympor.com) / Website: [www.gympor.com](http://www.gympor.com)

**3 - Competition Venue:** Pavilhão Marialvas

Address: Rua Luís de Camões, nº19, 3060 – 183 Cantanhede, Portugal

Tel: +351 231 422 101 / E-mail: [academia.cantanhedegym@gmail.com](mailto:academia.cantanhedegym@gmail.com) / Website: [www.cantanhedegym.com](http://www.cantanhedegym.com)

**4 - Competition Dates**

Qualifications: Friday 26<sup>th</sup> to Saturday 27<sup>th</sup> May 2017

Finals: Sunday 28<sup>th</sup> of May 2017

**5 - Local Organising Committee:** Academia Cantanhedegym

Address: Rua da Concórdia, Lote 12, 3060 – 149 Cantanhede / Portugal

Contact Person: João Dias

Mobile: +351 925123182 / E-mail: [academia.cantanhedegym@gmail.com](mailto:academia.cantanhedegym@gmail.com)

Website: [www.cantanhedegym.com](http://www.cantanhedegym.com)

**6 - Organising Committee**

President	João Paulo Rocha
Vice-President	João Dias
Executive Director	Sofia Costa
Technical Director	Maria Félix
Financial Director	Agostinho Moura
Local Technical Coordinator	Vanda Dias
Volunteers	Sérgio Morais
Protocol & Social Program	Miguel Almeida
Communication & Marketing	Teresa Jorge
Facilities	Paulo Pessoa
Security	António Pereira
Transports & Accommodations	João Dias
Secretary	Daniel Santos
Scoring System	Sérgio Mateus
Photography	Rainer Fleck
Logistics	João Santos & Sérgio Morais
Speaker	Vasco Otero

## **7 - Technical Regulations**

The competition must be organized under the following FIG rules, as valid in the year of the competition, except for any deviation mentioned in these directives:

- Statutes
- Technical Regulations
- Code of Points and relevant Newsletters
- Licenses Rules
- World Cup Rules for Aerobic Gymnastics
- General Judges Rules
- Specific Judges' Rules for Aerobic Gymnastics
- Medical Organization of the Official FIG Competitions
- Doping Control Rules
- Media Rules
- Apparatus Norms
- Advertising and Publicity Rules
- Regulations for Awards Ceremonies and subsequent decisions of the FIG Executive Committee

## **8 - FIG Official Representative**

The official FIG representative appointed for the competition to act as President of the Superior Jury is Mr. Sergio Garcia, President of the FIG Aerobic Gymnastics Technical Committee.

## **9 - Competition jury**

The number of Juries (judges' panels) may be decided by the organizing member federation depending on the number of participating competitors and judges. The Juries are set up by a draw - directed by the FIG Technical Delegate - from the judges present at the event. Priority will be given to the judges of the highest category.

A jury must consist of one Chair of Judges' Panel, 4 Artistic, 4 Execution and 2 Difficulty judges.

A federation may not have a judge on both the execution and artistic panels. The Chair of Judges' Panel and the difficulty judges should also be from different federations.

The CJP must be of Cat. 1.

The Difficulty Judges must be Cat. 1 or 2.

The Execution and Artistic judges must be Cat. 1, 2 or 3.

If, on the day of the competition, there are no sufficient number of judges in the requested categories, the Technical Delegate may take whatever action needed to secure the running of the event.

Each participating federation must provide minimum one judge Cat. 1, 2 or 3\*. Failure to do so, or if a participating Federation sends a judge with a Cat. 4 (instead of Cat. 1, 2 or 3) will result in a fine of Swiss Francs 2'000.- to be paid to the Organizing Member Federation.

\*Member Federations who have only Cat. 4 judges are allowed to send a Cat. 4 judge who may be used as Time and Line judge only.

The Organizing Member Federation is responsible that there are enough FIG brevetted judges present with the appropriate category of brevet for their function. Should there not be sufficient judges, the Organizing Member Federation may propose to the FIG for approval the name of neutral additional judges to complete the panels (plus 1 reserve). These judges, once approved, have to be invited at the cost of the Organizing Member Federation. Such invitation must be made through the respective Member Federation.

Should the Organizing Member Federation fail to propose names for additional judges, the FIG will invite such judges at the cost of the Organizing Member Federation.

## 10 - Floor supplier

Gymnova, 6632 Cancun (wood matt surface), FIG Certified.

## 11 - Age Group and Categories

Age limit: 18 years (born in 1999 or before) & Categories: IM, IW, MP, TR and GR

## 12 - Participation

The World Cup Competitions consist of Qualifications and Finals in all 5 categories.

### Participation in the Qualifications:

- All competitors must take part in the qualifications.
- In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied. Nevertheless the gymnasts not qualified for the finals and with same final score will receive the same World Cup points.

### Participation in the Finals:

- The top eight scores per category from the qualifications qualify for the Finals.
- In addition, if the Organizing Member Federation has not qualified in any category, it may nominate one participation in max. 1 category of its choice.
- Maximum participation in the finals is therefore 8+1 participants in one category and 8 in the other four categories.
- Such "Wild Card Participant" must have participated in the respective category in the qualification.
- In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied.

The participation is limited to 2 units per country in each category. Only senior gymnasts in good standing with the correct age and holding a valid FIG License may participate. The Organizing Committee will be responsible for checking the validity of the gymnast' Licenses. No gymnasts will be accepted without a valid FIG License at the deadline of the Nominative Registration. The Organising Member Federation (OMF) may limit the participation with criteria to be defined by the OMF. Those criteria must be approved by the FIG.

The maximum size of the invited delegation is as follows:

Head of delegation		1
Team Manager	(if 4 and more units)	1
	(if 8 and more units)	2
Coaches	(if 1 unit)	1
	(if 2 to 7 units)	2
	(8 and more units)	3
Gymnasts (2 per category)		26
Doctor		1
Physiotherapist	(if 1 to 3 units)	1
	(if 4 and more units)	2
Judges		2

A unit being an individual gymnast, a pair, a trio or a group.

### 13 - Detailed Schedule:

<b>Tuesday,</b>	<b>23/05/2017</b>	<b>All day: Arrival of Delegations and accreditation at Pavilhão Marialvas</b>
	10:00-18:00	Training sessions by schedule
	19.30-20.30	Rehearsal of the official ceremonies (Opening, Awards & Closing) by LOC in the Competition Hall
<b>Wednesday,</b>	<b>24/05/2017</b>	<b>All day: Arrival of Delegations and accreditation at Pavilhão Marialvas</b>
	09:00-23:00	Training sessions by schedule
<b>Thursday,</b>	<b>25/05/2017</b>	<b>FIG WC Training sessions by schedule (before and after the competition)</b>
	08.30-09:00	Orientation Meeting for all Head of Delegations, Coaches and Judges (Pavilhão Marialvas)
	09:00-11:30	Judges Instruction Meeting (Pavilhão Marialvas)
	11.30-13.30	IOC & Youth Qualifications (IW AG1 & IM – IW Youth)
	14.30-20.00	IOC & Youth Qualifications (IW – IM AG1 & IW – MP – TR Youth)
	20:00-21.00	Rehearsal of the Official Opening/Closing Ceremony (COMPULSORY FOR ALL NATIONS with maximum 10 competitors by nation)
<b>Friday,</b>	<b>26/05/2017</b>	
	08.30-09.00	IOC Judges Meeting
	09.00-12.30	IOC Qualifications (MP – GR AG1 & IM – IW AG2 & IW SNR)
	13.30-16.00	IOC & Youth Qualifications/Finals (IM AG1 & IW AG2 & IM – IW – MP Youth)
	14:00-15:00	Athletes Meeting (2 per NF – Marialva Park Hotel)
	16.45-17.15	World Cup Judges Meeting
	17.30-17.45	Official Opening Ceremony
	17.45-18.15	World Cup Qualifications (MP)
	18.30-19.30	IOC & Youth Qualifications/Finals (GR AG2 & TR – GR Youth)
	19.45-20.05	Youth Competition Award Ceremony
<b>Saturday,</b>	<b>27/05/2017</b>	
	08.30-09.00	IOC Judges Meeting
	09.00-13.00	IOC Qualifications/Finals (MP–TR AG1 & IM–IW–TR–GR AG2 & IM–IW–TR SNR)
	13:00-13:20	IOC Award Ceremony
	14.15-14.45	World Cup Judges Meeting
	15.00-17.30	World Cup Qualifications (IM – IW – TR – GR)
<b>Sunday,</b>	<b>28/05/2017</b>	
	08.30-09.00	IOC Judges Meeting
	09.00-12.15	IOC Finals (IM-IW-TR–GR AG1 & MP–TR-GR-AD AG2 & MP–GR-AD-AS SNR)
	12:00-12:20	IOC Award Ceremony
	13.30-14.00	World Cup Judges Meeting
	14.15-14.30	Opening Ceremony
	14.30-15:30	World Cup Finals (IM – IW – TR)
	15:30-15:50	WC Award Ceremony
	16.00-17.00	World Cup Finals (MP – GR)
	17.15-17.35	WC Award Ceremony
	17.35-18.00	Closing Ceremony
	19.30	Final Banquet (Hotel Quinta da Lagoa)
<b>Monday,</b>	<b>29/05/2017</b>	<b>All day: Departure of the delegations</b>

#### 14 - Training and competition areas

- a) At the accreditation desk, all delegations will receive the final detailed training schedule..  
General warm-up: This area can be used by each nation team during 1 hour.  
Specific warm-up: This area will have a competition floor, with music for each routine during 2 minutes. The coaches and gymnasts should bring their own training extra CDs.  
Podium / Competition area: This area will be at the main competition hall with official floor at the podium / stage, using the routine music previously send by e-mail to the LOC.
- b) The Opening Ceremony Rehearsal is compulsory for all nations with the presence of the Head of Delegation, Coaches and maximum participation of 10 gymnasts by nation. The nations will present a 2 x 8 counts with music.

#### 15 - Music procedure

In order to simplify the management of the music and to limit the technical problems of wiring for sound during the competitions, the Organizing Committee wishes to reduce the variety of the various musical supports (CD, key USB) and use only the numerical support. Each music will be classified and indexed in a file on the computers of wiring for sound by respecting the flow schedule in order to be able to use them quickly and effectively.

**All the music used must be send to LOC by the following email: [aer.fig.wc.ioc.acq.musics@gmail.com](mailto:aer.fig.wc.ioc.acq.musics@gmail.com) or by the link (Chrome or Firefox Browser): <http://www.cantanhedegym.com/WorldCupInternationalOpen/#/musicwc>, until 07<sup>th</sup> May 2017, in WAV or MP3 format. It is also necessary to send the attached Music Release form. Each music will have to contain following information:**

- The name of the competition (WC)
- The name of the nation (official abbreviation of the country)
- The last and first name of all competitor/s
- The category (IM, IW, MP, TR, GR, AD, AS) & Country/Team # ID

Example: WC\_POR\_ SILVA\_Sara\_IW1\_wav or mp3

***\*Although, all teams should bring their own CDs for each routine with the identification of the Nation, Gymnasts Names, Category, Age group, music time.***

**16 – Awards:** The organising member federation must pay a minimum prize money per medallist as follows:

B - Tournaments: Total minimum 8'950.- (Swiss Francs):

The Prize Money, free of any deductible taxes, will be distributed in EURO by Bank Transfer (performed by FIG) after Anti-Doping testing results, as follows:

<u>For Tournaments Category B:</u>			<u>Total</u>	<u>CHF 8'950.-</u>
Individual Men	Gold	500.-	7 x 850.-	5'950.-
Individual Women	Silver	250.-		
Mixed Pairs	Bronze	100.-		
Trios				
Groups	Gold	300.-	5 x 600.-	3'000.-
	Silver	200.-		
	Bronze	100.-		

In case of a tie, the prize money will be added and divided by the number of gymnasts:

1, 1, 3 (prize money for rank 1 and 2 is added and divided by 2)

1, 2, 2 (prize money for rank 2 and 3 is added and divided by 2)



No prize money, and no medals will be given, if there are less than 4 participating Member Federations per category. "Wild Card Participants" will receive medals and prize money. "Hors concours competitors" will not receive prize money.

### **17 - Accommodation**

The official hotel Marialva Park Hotel is located between 5 minutes walking from the Competition Hall. The Hotel Quinta da Lagoa, Herdade Lago Real and Hotel Miravillas are 20 minutes from the Competition Hall (by bus, provided by the LOC).

All participating federations must pay for their accommodation and meals costs to the LOC. Entries without payment will be considered as invalid and will be refused.

### **18 - Transports**

The delegations have to cover by themselves the costs for their international transportation.

The LOC will arrange at a determined fee, the transport service from the OPORTO/LISBON International airport to the accommodation place in Cantanhede and to the competition hall. Transportation from Oporto Airport to the competition venue or hotel and back is 50€ (fifty Euros). Transportation from Lisbon Airport to the competition venue or hotel and back is 75€ (seventy five Euros).

### **19 - Medical services**

The Host Federation, the Local Organizing Committee and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like. The FIG Technical Regulations foresee that all participating Federations are responsible for making their own arrangements to have the necessary valid insurance coverage against illness, accidents and for repatriation for all the members of their Delegation.

The LOC will verify the insurance declaration in English writing upon arrival of the delegation members (All delegation) (e.g. cover note or photocopy of the valid policy). These delegation members with insufficient insurance cover must inform the LOC in advance. The LOC will subsequently offer insurance at the Federations own charge as follows: 40 EURO per person/day.

### **20 - Accreditation**

**For the accreditation process, all delegation members must send to LOC by the following email: [aer.fig.wc.ioc.acg.photos@gmail.com](mailto:aer.fig.wc.ioc.acg.photos@gmail.com) or by the link (Chrome or Firefox Browser): <http://www.cantanhedegym.com/WorldCupInternationalOpen/#/photowc>, the pictures identified, in jpeg format, until 07<sup>th</sup> May 2017. Each photo taken in the accreditation will have an extra fee of 5 euros.**

Example: WC\_POR\_SILVA\_Sara\_SNR

The accreditation will be at Pavilhão Marialvas

Address: Rua Luís de Camões, nº19, 3060 – 183 Cantanhede, Portugal

Tel: +351 231 422 101 / E-mail: [academia.cantanhedegym@gmail.com](mailto:academia.cantanhedegym@gmail.com) / Website: [www.cantanhedegym.com](http://www.cantanhedegym.com)

The Head of Delegation has to be ready to present the following documents:

- Passports of each member of the delegation.
- Insurance declaration in English, for Head of delegation, Team Manager and Coaches.
- National Flag and Anthem.
- Two CDs for each routine with the Country, Category and Names of the competitor/s.
- List of difficulty elements for each routine.
- To be ready to fill a list for the order of your competitors during the time for the trainings.
- FIG Gymnast Licences and one copy of all FIG Licences must be given in the accreditation

## **21 – Athletes Meeting**

- General information about our new TC
- Short and long term goals for the next 4 years from athletes side as well
- Review about the first World Cup of the new cycle.

The AER Athlete Representative kindly ask every athlete who participated in the Suzuki World Cup to collect their impressions and give some feedback about the competition.

During the Orientation Meeting detailed and updated information will be given to all nations. If you need some more information in advance, please do not hesitate to contact us.

Looking forward to welcome you in Cantanhede!