

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



WORLD AGE GROUP COMPETITION
TRAMPOLINE · DMT · TUMBLING
2015 ODENSE · DENMARK

24th FIG WORLD AGE GROUP COMPETITIONS
TRAMPOLINE GYMNASTICS
(TRAMPOLINE, TUMBLING & DOUBLE MINI-TRAMPOLINE)

Odense (DEN)
December 3 – 6, 2015



WORK PLAN

1. TABLE OF CONTENTS

1	Table of Contents	2
2	Foreword	3
3	Fédération Internationale de Gymnastique	4
4	Local Organising Committee	4
5	Provisional Programme	6
6	Participation Right and Accreditation	8
7	Insurance	10
8	Change of Start List	10
9	Venue	10
10	Transport and Visa	11
11	Accommodation	11
12	Meals	11
13	Training	12
14	Warm Up	12
15	Competition	12
16	Kiss & Cry	13
17	FIG Certified Apparatus	13
18	Judges' Panels, Superior Jury and Jury of Appeal	14
19	Scoring	15
20	Inquiry	15
21	Ceremonies	15
22	Medical Services	16
23	Anti-Doping Control and Therapeutic Use Exemptions	17
24	Meetings and Instructions	17
25	Media and TV	18
26	Sponsor's Area	19
27	Tourist Information	19
28	Summary of Remaining Deadlines	21
	List of Appendixes	21

2. FOREWORD

This work plan for the **24th FIG Trampoline Gymnastics World Age Group Competitions** in Odense to be held from 3 to 6 December 2015 has been developed between FIG Headquarters, the FIG TRA-TC and the Local Organising Committee (LOC) in accordance with the following FIG regulations and rules (as valid in 2015):

- Statutes
- Technical Regulations
- Judges' Rules (General and Trampoline Gymnastics Specific)
- Trampoline Gymnastics Code of Points and Guide to Judging
- TRA World Age Group Competitions Rules 2013-2016
- Apparatus Norms
- Advertising and Publicity Rules
- Rules for Accreditation
- Medical Organization of the Official FIG Competitions
- Doping Control Rules
- Regulations for Award Ceremonies
- Media Guidelines
- License Rules
- *and subsequent decisions of the FIG Executive Committee and TRA Technical Committee.*

All participating Federations commit to respect the FIG Statutes and all FIG rules and regulations, especially with regards to the age and nationality of the gymnasts as well as the respective regulations concerning "Insurance" (Art. 12.10 of the Technical Regulations).

Federations which have not fulfilled their financial obligations towards the FIG (e.g. annual membership fees, unpaid invoices, non-refundable entry fee, etc) and the LOC will not be allowed to participate in these World Age Group Competitions.

3. FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE (FIG)

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FIG TRAMPOLINE TECHNICAL COMMITTEE (TRA-TC) and SUPERIOR JURY

TRA-TC President	Horst Kunze
TRA-TC 1 st Vice-president	Christophe Lambert
TRA-TC 2 nd Vice-president	Stéphan Duchesne
TRA-TC member	Liu Xing
TRA-TC member	Nikolai Makarov
TRA-TC member	Tatiana Shuyska
TRA-TC member	Dmitri Poliaroush

FIG ATHLETES' REPRESENTATIVE

Athletes' Representative	Nuno Merino
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FIG STAFF

TRA Sports Events Manager	Rui Vinagre
Sports Events Manager	Alexandre Cola

4. LOCAL ORGANISING COMMITTEE (LOC)

Danish Gymnastics Federation

Idraettens hus

2605 Broendby

Denmark

TEL. +45 4326 2601

Email: info@gymdanmark.dk

Website: wch2015.dk

Contact Persons: Janne Jelstad, [jje@gymdanmark.dk](mailto:jie@gymdanmark.dk)
Flemming Knudsen, fkn@gymdanmark.dk

ORGANISING COMMITTEE OFFICIALS

Flemming Knudsen	President
Janne Jelstad	Events Manager & Head of TV
Marianne Knudsgård	President of the Danish Trampoline & Tumbling Committee
Erik J. Mogensen	Vice President of the Danish Trampoline & Tumbling Committee
Morgen Mørkeberg	Competition and Venue Director
Bo Zierau	Competition and Venue
Trine Frederiksen	Competition and Venue
Ralph Jensen	Competition and Venue
Maria Sigl	Volunteers Director
Frederik Flemming	Technical, Competition and Venue Director
Betina P. Thomsen	Catering Director
Amalie Thomsen	Catering
Mariann Holmslykke	Secretariat and accreditation Director
Rikke Holmslykke	Secretariat and accreditation
Anette Jentzsch	Head of Press and Media
Espen Larsen	Secretary Trampoline & Tumbling

Information Center and Desks

The Information Center will be located at the Arena Fyn and will be in operation during all training, warm-up, and Competition times. The Information Centre will be open approx. 30 minutes before the start of the first training and 30 minutes after the last training / competition.

Delegations' Mail Boxes will be set up at the Information Center. All information regarding competition, warm-up and training, notification of meetings, transport, official functions, as well as FIG and LOC correspondences will be distributed via the delegations' mail boxes.

A special "Mail Box" authority card will be issued to each Head of Delegation or his/her Substitute. This card must be shown by the Head of Delegation or his/her substitute when collecting all information from their Delegation Mail Box. The delegation member designated to collect the information from the Delegation Mail Box will be required to sign for information collected.

All STARTING ORDERS, intermediate RESULTS and FINAL RESULTS' BOOK will be sent ONLY via email to the National Federations' official email and Head of Delegations' (or his/her representative) email.

There will be no paper distribution (starting orders, intermediate results and results) on site. For the Head of Delegation's (or his/her representative) email, delegation will be requested to inform LOC about the correct email address.

Liaison Officers

The Official Language will be English. Interpretation from and into any other language must be organized by the Delegations.

5. PROGRAMME (subject to changes)

DATE	DESCRIPTION	LOCATION
Monday, 30.11.2015 All day 14:00 – 20:00	Arrival & accreditation for delegations Open training in the Training hall	Arena Fyn (Training and Warm-Up)
Tuesday, 01.12.2015 All day 09:00 – 21:45 17:00 – 19:00	Arrival & accreditation for delegations Training as per schedule Orientation meeting	Arena Fyn Arena Fyn(Meeting Room)
Wednesday, 02.12.2015 09:00 – 21:45 10:00 – 12:00 <i>after the meeting</i> 14:00 – 16:00 <i>after the meeting</i> 17:00 – 19:00 <i>after the meeting</i>	Training as per schedule Judges' meeting and draw (TRA) Judges Instruction by Sportech (TRA) Judges' meeting and draw (TUM) Judges Instruction by Sportech (TUM) Judges' meeting and draw (DMT) Judges Instruction by Sportech (DMT)	Arena Fyn Arena Fyn(Meeting Room) Arena Fyn (FOP) Arena Fyn(Meeting Room) Arena Fyn (FOP) Arena Fyn(Meeting Room) Arena Fyn (FOP)
Thursday, 03.12.2015 09:00 – 09:25 09:30 – 09:50 10:00 – 13:45 10:00 – 11:30 11:30 – 13:00 10:00 – 12:15 12:15 – 14:15 15:00 – 16:30 17:30 – 18:00 18:05 – 18:35 18:40 – 19:10 19:15 – 19:45 19:50 – 20:20	Judges' Briefing Opening Ceremony 11-12 IND B / 11-12 IND G – Qualifications 13-14 TUM B – Qualifications 13-14 TUM G - Qualifications 15-16 DMT G – Qualifications 15-16 DMT B – Qualifications 17-18 SYN B / 17-18 SYN G - Qualifications 11-12 IND B – Finals / 11-12 IND G – Finals 13-14 TUM B – Finals / 15-16 DMT G – Finals 13-14 TUM G – Finals / 15-16 DMT B – Finals 17-18 SYN B – Finals / 17-18 SYN G – Finals Award Ceremonies	Arena Fyn(Meeting Room) Arena Fyn Arena Fyn Arena Fyn Arena Fyn Arena Fyn Arena Fyn Arena Fyn Arena Fyn Arena Fyn Arena Fyn Arena Fyn Arena Fyn
Friday, 04.12.2015 09:20 – 09:45 10:00 – 14:30 10:00 – 12:15 12:15 – 14:30 10:00 – 12:15 12:15 – 13:45 15:00 – 16:15 17:30 – 18:00 18:05 – 18:35 18:40 – 19:10 19:15 – 19:45 19:50 – 20:20	Judges' Briefing 13-14 IND B / 13-14 IND G – Qualifications 15-16 TUM G – Qualifications 15-16 TUM B - Qualifications 17-18 DMT B – Qualifications 17-18 DMT G – Qualifications 11-12 SYN B / 11-12 SYN G - Qualifications 13-14 IND B – Finals / 13-14 IND G – Finals 15-16 TUM G – Finals / 17-18 DMT B – Finals 15-16 TUM B – Finals / 17-18 DMT G – Finals 11-12 SYN B – Finals / 11-12 SYN G – Finals Award Ceremonies	Arena Fyn(Meeting Room) Arena Fyn Arena Fyn Arena Fyn Arena Fyn Arena Fyn Arena Fyn Arena Fyn Arena Fyn Arena Fyn Arena Fyn Arena Fyn Arena Fyn

Programme (cont.)

Saturday, 05.12.2015		
09:20 – 09:45	Judges' Briefing	Arena Fyn(Meeting Room)
10:00 – 15:30	15-16 IND B / 15-16 IND G – Qualifications	Arena Fyn
10:00 – 11:30	17-18 TUM B – Qualifications	Arena Fyn
11:30 – 13:45	17-18 TUM G - Qualifications	Arena Fyn
10:00 – 11:30	11-12 DMT G – Qualifications	Arena Fyn
11:30 – 13:00	11-12 DMT B – Qualifications	Arena Fyn
16:00 – 17:15	13-14 SYN B / 17-18 SYN G - Qualifications	Arena Fyn
18:30 – 19:00	15-16 IND B – Finals / 15-16 IND G – Finals	Arena Fyn
19:05 – 19:35	17-18 TUM B – Finals / 11-12 DMT G – Finals	Arena Fyn
19:40 – 20:10	17-18 TUM G – Finals / 11-12 DMT B – Finals	Arena Fyn
20:15 – 20:45	13-14 SYN B – Finals / 13-14 SYN G – Finals	Arena Fyn
20:50 – 21:20	Award Ceremonies	Arena Fyn
Sunday, 06.12.2015		
09:20 – 09:45	Judges' Briefing	Arena Fyn(Meeting Room)
10:00 – 13:45	17-18 IND B / 17-18 IND G – Qualifications	Arena Fyn
10:00 – 11:30	11-12 TUM G – Qualifications	Arena Fyn
11:30 – 13:00	11-12 TUM B - Qualifications	Arena Fyn
10:00 – 12:15	13-14 DMT B – Qualifications	Arena Fyn
12:15 – 14:15	13-14 DMT G – Qualifications	Arena Fyn
14:30 – 16:45	15-16 SYN B / 15-16 SYN G - Qualifications	Arena Fyn
17:30 – 18:00	17-18 IND B – Finals / 17-18 IND G – Finals	Arena Fyn
18:05 – 18:35	11-12 TUM G – Finals / 13-14 DMT B – Finals	Arena Fyn
18:40 – 19:10	11-12 TUM B – Finals / 13-14 DMT G – Finals	Arena Fyn
19:15 – 19:45	15-16 SYN B – Finals / 15-16 SYN G – Finals	Arena Fyn
19:50 – 20:20	Award & Closing Ceremonies	Arena Fyn
21:30 – 01:00	Farewell Banquet	Arena Fyn – Hall B
Monday 07.12.2015		
All day	Departure of delegations	

Note: All timings are subject to slight alterations

6. PARTICIPATION RIGHT and ACCREDITATIONS

Accreditation Principles

Please refer to the directives for details on the participation rights, maximum delegation size, supplementary accreditations, payment procedures, and insurance deadlines.

In addition, a list including all medical personnel duly approved by the FIG is published on the FIG website. Medical personnel seeking accreditation for these World Championships and who are not on this list must send to the FIG offices (attention Mr. Loïc Vidmer at lvidmer@fig-gymnastics.org) a copy of his/her medical certificate/diploma duly translated in English or French and must complete the "Form to be accredited as Medical Doctor or Paramedical staff at FIG Events (2015 edition)" form which can be downloaded from the FIG database after creating a profile for medical staff, (please refer to the FIG database User instructions available on the FIG administration website) as soon as possible but at the very latest at the deadline of the nominative registration. Without this document, the accreditation of the medical personnel will not be released.

Accreditation Principles

FIG Accreditation rules have to be strictly respected and applied notably as far as the number of accreditations and transferable access cards (TAC) per federation is concerned. The accreditation identifies individuals in good standing from FIG affiliated federations participating in the event. It indicates and defines individuals' right to access to the different zones as per their functions. All participants and officials are required to wear their Accreditation Card at all times.

The accreditation is personal, non-transferable and compulsory to have access to the training and competition halls, the official functions and the transport system of the LOC (if applied). The access in the Warm-up Hall is strictly limited to the gymnasts participating in the specific competition and according to the warm-up schedule, with the appropriate delegation member with transferable access card. The accreditation card is also necessary to pass the security controls and have access to lunches and dinners.

Any misuse of an accreditation (zone, time, transfer, etc.) will lead to the withdrawal of the accreditation and a fine of CHF 2500.- for each case.

In case of lost or stolen accreditation, the LOC must be informed immediately to block the accreditation. Lost or stolen accreditations may be replaced (except TAC) at the charge of the card holder (DKK 500).

Transferable access cards (TAC)

The TACs are only transferable **within** the NF's official delegation and **appropriate function**.

They can only be used in conjunction with the primary accreditation card.

Lost or stolen transferable cards shall not be replaced.

Accreditation Center

The accreditation center will be located at the Arena Fyn and will be open as follows:

- 30 November and 01 December 2015 from 08:00 to 21:00

Accreditation and inscriptions are managed by sporttech.io system. Each Federation will receive an email from LOC with specific instructions early October.

Accreditations will be distributed based on the Definitive Registrations to the Head of Delegation or his/her substitute, at the Accreditation Center upon arrival of the Delegations.

No additional accreditations may be issued without the prior approval of FIG (for changes after the on-line nominative registration (please refer to Appendix 1). Accreditations will not be delivered unless all financial, organizational and insurance obligations have been met.

Any additional person is to the nominative list considered as a spectator and must buy entry tickets.

For gymnasts and judges a copy of valid passport (format JPG) is to be submitted by email to the LOC via email www.wch2015.dk until October 28, 2015 at the very latest.

Delegations who did not respect this directive will have to wait at the accreditation center.



If the accreditation info and the passport copies have not submitted as per instruction at October 28, 2015 at the latest, there will be a charge of DKK100 for each photo taken at the accreditation center.

The accreditation sent without pictures will not be handled with priority. You may wait at the accreditation center.

Control and Distribution of the Required Material

Upon accreditation Heads of Delegations or their substitutes will be requested to:

- present to the LOC the valid passport of all Delegation Members for proof of identity and Nationality. A scan of the passports of each gymnast and judge will be made by the LOC and handed out to the FIG.
- make any necessary payments (insurance, accommodation, additional accreditation, etc.)
- show proof of the cover note or photocopy of the valid insurance policy
- check the correct names of their complete Delegation
- verify the accommodation and meal requirements
- verify the return flight schedules
- hand in a CD with the music of their Federation national anthem (Appendix 2)
- confirm their national flag presented by them to the LOC
- Hand in 1 copy of each of the official forms for Difficulty - Competition Cards (Appendix 4), with all routines (Qualifications and Finals) registered.

In principle, no changes can be made to the Competition Cards. Changes will be accepted only in case of injuries or minor accidents, or for other important reasons, subject to approval by the FIG Superior Jury.

A definitive work plan, starting order, and schedules will be given to the Head of Delegation upon accreditation if needed.

Delegation Seating

The LOC will reserve a number of seats for the seating of the accredited delegation members in the venue. These seats will be available on a first come, first served basis. Delegates will be requested not to sit in any other spectator seats within the arena unless permitted to do so by a representative of the LOC. Reserved places will also be put at the disposal of Press, Radio, Television, Photographers, authorized officials and guests of honours (Appendix 5).

7. INSURANCE

Upon arrival in Odense each delegation must provide a copy of their insurance policy to the LOC which will then be copied and filed. Delegation members with insufficient insurance cover must inform the LOC in writing in advance but by no later than 15 October 2015.

The LOC will subsequently offer insurance at the Federations own charge as follows:

- Delegations between 0-10 persons: Dkk 6.000
- Delegations between 11-20 persons: Dkk 12.000.

8. CHANGE OF START LIST

- If gymnasts get injured or ill before the arrival at the place of the competition (between the Nominative Registration and the Accreditation), the injured or sick gymnasts can be replaced by another gymnast (and accredited) upon arrival. The FIG and the LOC must be informed immediately (Appendix 2).
- In the case of injuries or illness between the time of accreditation and until 24 hours prior to the beginning of the respective Qualifications the federation is allowed to change accreditations. The gymnast injured or ill must return their accreditation and another gymnast can be accredited. The FIG and the LOC must be informed immediately (Appendix 2).
- 60 minutes prior to the beginning of each phase of the competition (with medical certificate verified by the official FIG/LOC medical doctor), a gymnast can be substituted (Appendix 2).
- In the case of injuries or illness with medical certificate verified by the official FIG / LOC medical doctor of one of the confirmed gymnasts in qualification from 60 min prior to the beginning of qualification or team final and until the end of qualification or team final, one reserve gymnast substitute by the NF. The substitute shall take exactly the same place as the replaced gymnast

In all above mentioned cases, the replacing gymnast will fill the position of the replaced gymnast (in the draw/starting order).

- After 24 hours prior to the beginning of Qualification, no accreditations can be changed. The 24 hour period is from the start of the day of Qualification (Group 1).

In case a Federation withdraws a gymnast from the Qualification Round, his place in the starting order will not be taken by the next gymnast from the same Federation. I.e. if **ABC 2** is withdrawn the **ABC 2** place will remain "empty".

9. VENUE

For general layout of the Offices and "back of the house", Training and Warm-up area, Field of Play (FOP), please see Appendix 5.

10. TRANSPORTATION and VISA

Please refer to the directives for details on Visas, International Transportation, Local Transportation, Shuttle Services and Deadlines. For earlier or later departures, please contact directly the LOC in order to discuss the local transportation possibilities.

Arrivals

Accredited team delegations who stay at one of the official hotels and book their accommodation through the Organizing Committee will be provided with local transport from Odense Railway – bus station to the hotel and back, and from hotels to the venue and back.

Transportation to/from other national traffic points (airports ect.) can be arranged on payment.

Departures

If entitled, local transportation will be coordinated by the LOC from the Official Hotels to only the following departure airports - Copenhagen International Airport (CPH) or Billund International Airport (BLL) based on the information collected from the delegations. Each delegation will be asked to confirm the departure details of their members at Accreditation. A detailed schedule for departures will be distributed via the Delegation Mail boxes.

Phone Number

Responsible persons for Transportation:

- Transfer: Marianne Knudsgaard, +4520855672
- Shuttle: Andre Jensen +4561 63 01 99

11. ACCOMMODATION

Please refer to the directives for details on the selection of official Hotels, locations, payments coordinates and cancellation policy.

12. MEALS

Please refer to the directives for details on the selection of meals, official Hotels, locations, payments coordinates and cancellation policy.

Farewell Banquet

Accredited Delegation members (with the exception of media), who will stay at one of the official hotels and will book their accommodation through the LOC will receive a free ticket for the Farewell Banquet.

This function will be held at the Arena Fyn – Hall B on 6 December 2015 from 21:30 to 01:00. Additional tickets are available for delegation members not staying at the official hotels. These tickets are 350 DKK per person sold in advance.

Farewell banquet tickets may also be purchased onsite at an additional higher cost by December 2, 2015.

Dress code: Casual.

13. TRAINING

Official training schedules

The official training schedules for the event are attached for your consideration (Appendix 6).

During the days of official trainings (December 1st and 2nd), each TRA/TUM/DMT gymnast will have three training sessions per day, one in each of the 3 areas (training/warm-up/FOP).

After the Qualifying Rounds, training will be only available to those who have qualified for the finals.

Changes to the official scheduled training hours will not be accepted and delegations must respect the designated training times and the allocated areas.

Early training opportunities

Delegations arriving earlier than the official arrival date are requested to contact the LOC in order to receive information on early training opportunities if needed. All costs related to these early trainings opportunities will have to be covered by the Federation concerned.

14. WARM-UP

For the Qualification Round and Finals, in addition to the allocated warm-up time in the warm-up area, a 30 seconds warm-up period (TRA) / 2 passes warm up (TUM & DMT) will be granted to each gymnast on the competition equipment (according to 12.2 of the CoP).

Please note that gymnasts abusing the right to warm-up may receive a penalty of 0.3 points (decision by the Chair of Judges' Panel).

15. COMPETITION

The Competition Director and the Floor Managers will be in charge of the competitions, warm-ups, and training areas. All instructions given by them must be strictly observed, especially during TV broadcast (i.e. in relation with the marching in and out, Kiss & Cry, etc.).

Announcements, Roll Calls and March-in

During the competitions, the announcements will be made in English.

The first roll call will be conducted in the warm up hall 10 minutes prior to the start of the respective competition. The second roll call will be conducted at the entrance of the competition hall 5 minutes prior to the start of the respective competition. The gymnasts must remain in position and may not leave within these 5 minutes.

For march-in, the gymnasts are required to wear their competition attire.

The competitions will be held in accordance with the 2015 FIG Technical Regulations including Section 4 for Trampoline Gymnastics, Reg. 4.3.1-4.3.3 and FIG Trampoline Gymnastics Code of Points.



Please note that at these World Age Group Competitions, the start signal for the gymnasts (according to §13.1 in the CoP) is when the Chair of Judges Panel give permission to start, after the name of the gymnasts is announced by the speaker.

Competition

Based on the Definitive Registration entries and in accordance with the FIG Technical Regulations, the gymnasts' drawing of lots was conducted on September 16, 2015 in Lausanne (FIG Headquarters) by FIG Deputy Secretary General – Nicolas Buompane accompanied by LOC FIG Sports Events Manager – Alexandre Cola.

Based on the drawing of lots the starting orders (by NF) in the different categories have been established (see Appendix 7). The starting order will be according to the nominative registrations made by the member Federations, where the gymnasts are written down from 1 to 4. (e.g. the first competitor on the online registrations from national federation **ABC** will compete in the position of **ABC 1**).

This starting order will be confirmed after the arrival of the nominative registered gymnasts in Odense. The FIG, in consultation with the TRA TC and the LOC reserves the right to apply minor adjustments to the draw and starting order should the nominative registrations received generate organizational problems in terms of training, warm-up and competition schedules.

Competition Schedules

Please see Appendix 8.

The Competition Director and the Floor Managers will be in charge of the competitions, warm-ups, and training areas.

All instructions given by them must be strictly observed at all times, especially during TV broadcast (i.e. in relation with the marching in and out, Kiss & Cry).

16. KISS & CRY

The Kiss & Cry will be used only during the finals.

The number of officials (coach and/or medical) authorized in the Kiss & Cry is:

- 1 or 2 (SYN) gymnasts and 1 official (with TAC only)

This rule has to be strictly respected; any violation of it will result in a fine.

17. FIG CERTIFIED APPARATUS

Trampolines:

Manufacturer Supplier: Eurotramp Ultimate 4X4 Trampoline

Reference number: 3050

Tumbling Track:

Manufacturer Supplier: Euro Gymnastics Equipment

Reference number: Skakoun tumbling track (sktumg14a)

Double Mini-Trampolines:

Manufacturer Supplier: Eurotramp Ultimate 6X6 DMT

Time Measurement Device (provided by LOC):

Time Measurement Device: ACROSPORT TMD AS-1

18. JUDGE'S PANELS, SUPERIOR JURY and JURY of APPEAL

Superior Jury

The Superior Jury will consist of the Technical President - Mr. Horst Kunze as President of the Superior Jury and three TRA-TC members (per apparatus):

Christophe Lambert
Stephan Duchesne
Nikolai Makarov
Tatiana Shuyska
Dmitri Poliaroush

Judges (All)

Only judges with the appropriate and valid category of brevet for their function for this XIII Cycle (2013-2016) will be authorised to judge in Odense.

Judges are requested to arrive in Odense the day before the Judges' Instruction and to be available until the last day of the competition. Judges not taking part at the Judges Meetings/Judges Instructions will not be able to integrate the panels.

All judges will be "labelled" according to their nationality, i.e. they are presented as representing their NF on the scoreboards, on printed judges' lists and results, in TV graphics, etc.

Chairs of Judges Panels

The Chairs of Judges' Panels will be nominated on site by the TRA-TC and will be made public at the Judges' Meeting.

Difficulty, Execution and Synchro/Time of Flight judges

All D, E and S/T Judges for the respective Qualification Rounds will be drawn during the Judges' meeting on December 2, 2015.

In the draw of judges for the finals, if possible, only E judges whose federations are not represented in the final will participate.

For all draws, priority will be given to the highest ranked judges present at the competition.

Jury of Appeal

The Jury of Appeal is:

- Brian Stocks (Jury of Appeal President)

and second / third persons (members) to be designated in accordance with the matter of the appeal. In case of a judge's appeal, a person not involved in the decision of the Superior Jury and in the judging process of the apparatus concerned will be nominated.

19. SCORING

Sportech will provide the official scoring equipment for these World Championships. The Sportech equipment will be used for the data management of the start lists, scores and results.

While the IRCOS system will be used in accordance with FIG Rules, the results will be distributed in accordance with the Technical Regulations. The list of competitors and judges' assignments will be distributed before each competition.

20. INQUIRY

Please refer to Technical Regulations, Section 1, Reg. 8.4.

Only inquiries for the difficulty scores are allowed, provided that they are made verbally immediately after the publication of the score or at the very latest before the end of the exercise of the following gymnast; for the last gymnast of a group, this limit is one minute after the score is shown on the score board.

The person designated to receive the verbal inquiry (Inquiry Officer), seated at the Head Table, has to note the time of receiving it and this starts the procedure. Only the accredited coaches in the competition area are entitled to submit an inquiry. Late verbal inquiries will be rejected.

A federation is not allowed to complain against a gymnast from another federation. Inquiries for all other scores (i.e. Execution, Synchronised and Time of Flight) are not allowed.

The inquiry must be confirmed as soon as possible in writing but within 4 minutes at the latest after the verbal inquiry and requires **an agreement of payment** of:

- USD 300.- for the first complaint
- USD 500.- for the second complaint
- USD 1'000.- for the third complaint

Federations shall not pay cash when submitting the inquiry (no cash money on the FOP; invoices will be sent later by the FIG Headquarters to the NFs concerned).

Should the inquiry not be confirmed in writing within 4 minutes, the procedure becomes obsolete.

Should the inquiry prove correct and is accepted, this sum will not be invoiced by FIG to the Federation. Otherwise, the sum will be invoiced by FIG to NF and will be transferred to the FIG Foundation.

Every inquiry must be examined by the Superior Jury and a final decision (which may not be appealed) must be taken at the very latest:

- at the end of the group for the Qualifying competitions
- before the score of the following gymnast is shown for the Finals.

Additional information is laid down in the Technical Regulation, Section 1, Reg. 8.4.

Inquiry Form is attached (Appendix 9).

21. CEREMONIES

Opening Ceremony

The Opening Ceremony will take place on December 3, 2015 in Arena Fyn at 9:30.

All delegation members will be invited to be present at the Opening Ceremony. Further detailed information will be given during the Orientation Meeting.

The Judges', Coaches' and Athletes' Oath will be read during the Opening Ceremony according to the Technical Regulations, 2015 edition, Reg. 7.12, 7.12.1, 7.12.2.

Award Ceremonies

All award ceremonies will take place according to the General Programme and will be carried out in accordance with the FIG Regulations for Award Ceremonies. On the podium, awards will only be presented to the medal winners as follows:

Individual Finals	Individual Gymnasts ranked 1 st to 3 rd
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Please ensure that your Federation's medallists are in time for the line-up prior to the ceremonies. The athletes must wear the correct competition attire for the Award.

Closing Ceremony

The Closing Ceremony will take place after the last award ceremony, on December 6, 2015 at Arena Fyn.

22. MEDICAL SERVICES

The LOC will be responsible for providing medical coverage and suitably equipped first-aid room for injuries sustained in the Competition Hall, Warm-up Hall and Training Halls. Medical Centers for essential emergency services with a team of doctors and physiotherapists (sportive and first-aid) will be available for all accredited persons during the competition, warm-up and training periods. These Centers will be equipped as follows: defibrillators, stretchers, medical bags for first-aid and refrigerators with ice.

Dr. Walter Ulrichsen will act as the official Chief Medical Officer. For emergencies, traumas, medical treatment or request outside of the competition, warm-up and training times, please contact the doctor on duty at the 24 Hours Emergency Department.

The Official hospital will be:

- **Odense University Hospital (OUH),**
Odense, Denmark

The certified Delegation Medical Team, responsible for the corresponding Federation, may provide the necessary medical care for their Delegation members under the provisions of their own licensing and liability coverage. The LOC will not provide team medical staff with medical credentials, hospital privileges, and/or liability coverage. In the case of emergency or medical treatment being required in the official hospital, or medical treatment for a Delegation without Medical staff, the LOC Medical Team will assist with the requests from the delegations.

A leaflet which will provide practical information on medical and anti-doping issues will be distributed by LOC to all Delegation at accreditation.

Please refer to Appendix 10 for the Gymnast's Injury Report Form and Appendix 11 for FIG Rules regarding "Medical Organization of FIG Competitions."

A leaflet which will provide practical information on medical and anti-doping issues will be distributed by LOC to all Delegation at accreditation.

23. ANTI DOPING CONTROL and THERAPEUTIC USE EXEMPTIONS

Under the supervision of the FIG, anti-doping control will be organized by the LOC during these World Age Group Competitions in accordance with the valid FIG-WADA Anti-Doping Control Regulations. The anti-doping controls may take place at any time.

As per the applicable FIG Therapeutic Use Exemption (TUE) procedure in effect concerning the participation to FIG Events, any gymnast in need of a TUE is responsible, together with his/her Federation, to submit his/her request to the FIG **no later than 30 days** before the start of this competition, except for duly justified emergency cases.

No TUE request will be accepted nor approved on spot. Any information request on the use of a substance and its potential prohibited character shall go through the doctor of the National Federation, the National Anti-Doping Organization or the National Olympic Committee.

24. MEETINGS – INSTRUCTIONS

Orientation Meeting

The Orientation Meeting will be held in English on:

- 01 December 2015 from 17:00 to 19:00 at the Arena Fyn (Meeting Room)

Very important information concerning the detailed organisation of these World Age Group Competitions (running of the competitions, opening, closing and award ceremonies, ...) will be given by the LOC and FIG.

Participation is compulsory as per Technical Regulations, Section 1, Reg. 5.14. Unjustified failure to attend this meeting will result in a sanction of CHF 1'000.- against the NF, to be paid to the FIG. Delegation representatives have to attend this meeting with a max of 2 accredited members per delegation, including the Head of Delegation or a substitute. Judges may not represent their country at the Orientation Meeting.

Judges' Instructions Meetings, Briefings and Draw

Each judge will be required to bring and submit their Judges' Log Book as well as to be present at the roll call.

The Judges' meetings will be held on December 2, 2015:

- TRAMPOLINE – 10:00
- TUMBLING – 14:00
- DOUBLE MINI-TRAMPOLINE – 17:00

All the judges are required to take part in the respective meeting and at subsequent instructions. Judges who do not participate in the judges' instruction and meetings will not be authorized to judge; they will receive warnings and possibly other sanctions as well.

The draws of the Judges' Panels for the Qualification will be conducted by the Superior Jury.

The judges must respect the FIG dress code.

Superior Jury Meeting (TC) and Video Analysis

A continued evaluation of the judge's work will be carried out by the Superior Jury. This will be done by observation and scoring during the competitions and by a global video analysis after the competitions by the responsible members of the Superior Jury. In case mistakes are established, the guilty judges will be punished accordingly.

Sportech

The Sportech Instructions will be held in the Arena Fyn, after the respective Judges Meeting.

25. MEDIA and TV

Journalists – Editors – Photographers

Only professional journalists, editors and photographers holding an official and valid press card issued by recognized international press agencies, and official national or international Sports Journalists Associations will be accredited.

- Only professional journalists, editors and photographers operating for editorial use exclusively will be accepted.
- Editorial use implies use by a media: agencies, newspapers, magazines, TV, Internet.

Representatives of the National Gymnastics Federations

- For representatives of the FIG affiliated or associated NF, acting as media for their *Press & Communication* activities, the FIG will deliver limited ES-F and EP-F credentials per Federation.
- When requesting accreditation, the Federation must submit by Fax / Digital an official document duly signed by its President or Secretary General, attesting in good faith to the position of the Media delegate(s).
- A double accreditation (Press and Member delegation) is not accepted.

Web editors

A Gymnastics specialist website must be recognized by his NF.

Mixed Zone

During competitions, as well as podium trainings and qualification rounds, athletes must exit through the Mixed Zone. As they enter the Mixed Zone, journalists will collect flash quotes. There is no obligation for an athlete to stop in the Mixed Zone, but co-operation with the press is most appreciated.

To help gymnasts to talk to the press, each participating federation can ask for one MZO (Mixed Zone Card). Limited distribution. First comes, first serve. The MZO card is delivered by the FIG Media Operations Officer.

Training Halls

The media is welcome to observe training, but is kindly requested to remain in the designated area (Zone 11).

Warm-Up Hall

This is a No Go Zone area. No access for media at all.

Podium training

All accredited media have free access to the FOP (Field of Play), during the official Podium Training sessions of all disciplines. ENR card holders are accepted without cameras.

Press conferences

Only if a press conference is planned, the participation for gymnasts is compulsory according to TR 2015, Section 1, Reg. 4.11.14. Federations are responsible for the proper and timely appearance of the medallists at press conferences. Any federation which does not ensure that its athletes appear as stated above will be fined immediately for each infraction. The amount of the fine was fixed by the Council in 2000 at CHF 2'000.-“

The cancellation of a Press Conference is the responsibility of the FIG Media Operations Officer. If a gymnast is selected for a doping control, he or she must, prior to the control, attend the award ceremony and the press conference.

Award Ceremony

After the national anthem, Gymnasts are requested to face all directions, together, to wave to the spectators and to allow photographers to take pictures of all medallists.

Publicity on competition attire –National Emblems

Publicity and National Emblem Rules on attire and equipment must be strictly respected as per FIG Advertising Rules. If the FIG Publicity Rules are not followed, the Code of Points calls for deductions. Each Federation may complete the online Publicity form, if deemed necessary, until **08 November 2015** to submit for approval.

Cameras and Video Recording

All exercises on each apparatus will be recorded on digital video cameras (IRCOS). To protect the TV rights, personal video or TV cameras and recording devices will not be allowed in the Competition Hall (including from spectator seating), with the exception of the Host Broadcaster, Rights Holder and IRCOS cameras.

The official FIG IRCOS footages will be available for sale to all FIG member Federations. Pictures can be taken from the seats in the Competition Hall, but without flash. In the Training and Warm-up Halls, coaches can only make videos of their own gymnasts.

26. SPONSOR'S AREA

Only FIG and DEN Gymnastics approved sponsors will have a promotional booth in the public area, at the Arena Fyn – Hall A (Fanzone).

27. TOURIST INFORMATION

Ticketing

Tickets for these World Age Group Competitions can be bought by ordering on the WCH website: www.wch2015.dk

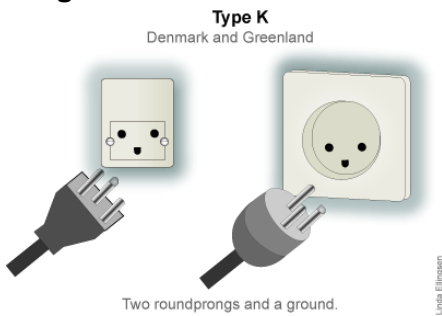
Currency

The DEN currency is Danish Krone (DKK)

Power Supply

Voltage 230 V; frequency 50 Hz.

Plugs



Weather In Odense in November

Average minimum: 4°C / 57°F

Average maximum: 10°C / 75°F

Hours of Sunshine: 8

Time (GMT)

During the event, Odense will be on Winter Time (UCT +1 Hr).

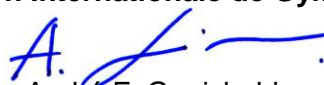
28. SUMMARY OF REMAINING DEADLINES

For the FIG	Deadline
Nominative Registrations	November 4, 2015
Online Publicity (not compulsory)	November 8, 2015
Media Accreditation	October 28, 2015

For the LOC	Deadline
Visa Request online (not compulsory)	June 24, 2015
Travel Schedule (Arrivals)	October 28, 2015
Travel Schedule (Departures)	October 28, 2015
Meals (not compulsory)	August 26, 2015
Farewell Banquet (if applicable)	October 28, 2015
Accommodation & Meal Costs (Final Payment)	October 28, 2015
Accreditation at the charge of the Delegations or the FIG Authority	October 28, 2015

Lausanne, 16 October 2015

Fédération Internationale de Gymnastique


André F. Gueisbuhler
Secretary General

List of Appendices

- Appendix 1: Request of Accreditation changes
- Appendix 2: Change of Start List (Gymnasts)
- Appendix 3: National anthem and Flag confirmation
- Appendix 4: Competition Cards
- Appendix 5: Layout of FOP, Offices and "back of the house"
- Appendix 6: Training Schedules / Training Groups
- Appendix 7: Starting Order (NF)
- Appendix 8: Competition Schedules
- Appendix 9: Inquiry Form
- Appendix 10: Gymnasts Injury Report
- Appendix 11: FIG Rules regarding "Medical Organization of FIG Competitions"