

# International Open



Federação  
de Ginástica  
de Portugal



**GINÁSTICA AERÓBICA**  
**5º Open Internacional**  
**Cantanhede | Portugal**  
**27 Fevereiro - 1 Março 2015**

**Pavilhão "Os Marialvas"**

# WORKPLAN

Dear Friends,

The Gymnastics Federation of Portugal and Academia Cantanhedegym have the honour to welcome all participating teams to the 5<sup>th</sup> Aerobic Gymnastics International Open Competition, that will be held in Cantanhede, Portugal, from 27<sup>th</sup> of February to 1<sup>st</sup> of March 2015.

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

**1 - Participating Federations:** Bulgaria, China, Finland, Hungary, Mexico, Portugal, Russia and Spain.

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

Contact Person: Paula Araújo

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

Tel: 00351 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 27<sup>th</sup> to Saturday 28<sup>th</sup> February 2015

Finals: Sunday 1<sup>st</sup> of March 2015

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

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

Contact Person: João Dias or Vanda Dias

Mobile: +351 925123182 / +351 962366569 / 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	Bernardo Tomás
Financial Director	Paulo Branco
Technical Director	Fernanda Marta
Local Technical Coordinator	Vanda Dias
Volunteers	Paulo Branco
Protocol & Social Program	Miguel Almeida
Communication & Marketing	Vitor Simões
Facilities	Rui Lucas & Sergio Morais
Security	César Francisco
Transports & Accommodations	Joao Dias
Secretary	Regina Guerra & Ricardo Lima
Scoring System	Sofia Costa
Photography	Carlos Alberto Matos

## 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
  - General Judges Rules
  - Specific Judges' Rules for Aerobic Gymnastics
  - Apparatus Norms
  - Advertising and Publicity Rules
  - Regulations for Awards Ceremonies
- and subsequent decisions of the FIG Executive Committee

## 8 - FIG Official Representative

The FIG World Cup official will be the President of the Superior Jury, Mr. Sergio Garcia, Member 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 draw with priority to the judges of the highest category. If, on the day of the competition, there are no sufficient number of judges in the requested categories, the Technical Director may take whatever action needed to secure the running of the event.

## 10 - Apparatus supplied

Original Gymnova Aerobic Floor, FIG Certified.

## 11 - Age Group and Categories

AG1: 12 – 14 years / AG2: 15-17 years / Seniors: 18 or more years in 2015.  
Categories: IW, IM, MP, TR and GR - GRAD - GRAS

## 12 - Participation

The competition consist of Qualifications and Finals in all categories. There will be qualifications only for the categories and age groups with more than 9 participants.

Only gymnasts in good standing with the correct age and holding a valid FIG License may participate.

The Local 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.

### 13 – Event Detailed Schedule

Wednesday,	25/02/2015	All day: Arrival of Delegations and accreditation at Pavilhão Marialvas
Thursday,	26/02/2015	All day: Training sessions by schedule
	09.30-10:30	Orientation Meeting for all Head of Delegations, Coaches and Judges
	11:30-13:30	Judges briefing
	15:00-16.00	Rehearsal of the Official Opening Ceremony (COMPULSORY FOR ALL NATIONS with maximum 10 competitors by nation)
	20.00-21.00	Rehearsal of the official ceremonies (Opening, Awards & Closing) by LOC in the Competition Hall
Friday,	27/02/2015	
	08.30-12.30	IOC Training Sessions
	13:00-14:00	Judges Meeting
	14:30-14:35	Presentation of Nations Youth Competition
	14:35-16:35	Youth IOC & Awards Ceremony
	16:45-18:00	IOC Qualifications - AG1 IW
	18.30-18.45	Official Opening Ceremony
	18.45-19.50	World Cup Qualifications (IM – MP – GR)
Saturday,	28/02/2015	
	08.00-12.30	IOC Training Sessions
	12:30-13:30	Judges Meeting
	14:00-18:00	IOC Qualifications (AG1TR - AG2IW - SeniorIW)
	18.30-19.35	World Cup Qualifications (IW-TR)
Sunday,	01/03/2015	
	08:00-10:00	Training sessions for the WC Finalists
	09:00-10:00	Judges Meeting
	10:15-13:30	IOC Finals & Awards Ceremonies
	14:30-16:30	IOC Finals & Awards Ceremonies
	17:00-17:15	Opening Ceremony
	17.15-18:20	World Cup Finals (IM-MP-GR)
	18:20-18:35	Award Ceremony
	18:35-19:25	World Cup Finals (IW-TR)
	19:25-19:40	Award Ceremony
	19.40-20:00	Closing Ceremony
	20.30	Final Banquet
Monday,	02/03/2015	All day: Departure of the delegations

### 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 E-mail ([academia.cantanhedegym@gmail.com](mailto:academia.cantanhedegym@gmail.com)) until 20<sup>th</sup> February 2015. The LOC wishes to receive the gymnasts' music in MP3 format. 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)

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

Example: IOC\_POR\_ SANTOS\_Maria\_IWAG2\_4\_ mp3

**16 – Awards:** Diplomas for all participants and medals for the best 3 Ranked by categorie and age group.

### 17 - Accommodation

The official hotel Marialva Park Hotel is located between 5 minutes walking from the Competition Hall. The Hotel Arcada is 20 minutes travel time by BUS. 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 (**except for gymnasts and judges**).

All athletes who have licensed FIG valid and that they are participating in an event abroad FIG approved listed in the calendar, do not need to present an insurance proof.

The LOC will verify the insurance declaration in English writing upon arrival of the delegation members (Head of Delegation, Team Manager and Coaches) (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: 35 EURO per person/day.

## 20 - Accreditation

**For the accreditation process, all delegation members must send to the LOC E-mail:**  
[academia.cantanhedegym@gmail.com](mailto:academia.cantanhedegym@gmail.com), the pictures in jpeg format until 18<sup>th</sup> February 2015.

The accreditation will be upon arrival to Cantanhede, 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

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,

Cantanhede 13rd February 2015

Organizing Committee President



(João Paulo Rocha)