

RHYTHMIC GYMNASTICS



WORLD CUP



CRÉDITOS: fotografia: Carlos Alberto Matos - FGP // Design gráfico: Paulo Camilhas



April 3rd to 6th - 2014 - Lisboa - Portugal



WORK PLAN



1. ADMINISTRATION

1.1. FOREWORD

The present Work Plan has been developed in accordance with the following FIG rules and regulations:

- Statutes
- FIG Technical Regulations (2014)
- Rules for the FIG World Cup Competitions and Series in Rhythmic Gymnastics (2014)
- RG General and Specific Judges Rules
- FIG Apparatus Norms
- FIG Rules for Advertising
- FIG Rules for Accreditation
- Medical Organisation of the FIG Competitions
- FIG Anti-Doping Rules
- FIG Media Rules
- RG Code of Points (2013)

and subsequent FIG decisions.

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

Federations which have not fulfilled their financial obligations towards the FIG and the Local Organizing Committee will not be allowed to participate in those Lisbon RG Competitions 2014.

1.2. ORGANIZING COMMITTEE

PORTUGUESE GYMNASTICS FEDERATION

Contact Person	Mrs. ARAÚJO, Paula (General Secretary)
Address	Estrada da Luz, nº 30 – A 1600-159 Lisboa, Portugal
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Website	www.fgp-ginastica.pt



LOC OFFICIALS

President	Mr. ROCHA, João Paulo
Vice President	Mrs. LOUREIRO, Teresa
Executive Director and Local Technical Director	Mrs. SANCHES, Andreia
Secretariat Management	Mrs. SOUSA, Susana
Head of Personnel for Equipment	Ms. SILVA, Ana Sofia
Head of Scoring Office	Mr. DIAS, David
Liaison for Juries Matters	Ms. CHAMBEL, Isabel
Medical Services Doping Control Manager	Mrs. CARDOSO, Ana Isabel
Official Doctor	Mrs. PALMEIRA, Maria João
MKT and PRESS Coordinator	Ms. FERNANDES, Filipa
Hotels and Meals Coordinator	Ms. COSTA, Diana
Transportation Coordinator	Mr. CRUZ, Josefina
Ceremonies and “Gala” Coordinator	Ms. REIS, José Carlos
Protocol and Social Program Manager	Mrs. CANILHAS, Paulo
Volunteers Manager	Mr. FERNANDES, Ramiro
Co-Organization	Mrs. JORGE, Patrícia
	Lisbon City Hall
Support	Associação de Ginástica do Distrito de Setúbal
	Ginásio Clube Português
	Escola Secundária D. Dinis
Hospital	Hospital da CUF Descobertas

1.3. FIG – INTERNACIONAL GYMNASTICS FEDERATION

FIG COORDINATOR

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FIG DELEGATE, for Lisbon World Cup

Mrs. SAWADE, Isabell



2. COMPETITIONS

2.1. PROGRAM

RG World Cup of Lisbon PORTUGAL 3rd - 6th April, 2014		
1st April Tuesday	All day long	Delegations arrival Trainings in Competition Hall (according schedule) Trainings in School (according schedule)
2nd April Wednesday	All day long 19:00 - 20:00	Delegations arrival Trainings in Competition Hall (according schedule) Trainings in School (according schedule) Welcome and Orientation Meeting for the Heads of Delegations
3rd April Thursday	07:30 - 19:00 07:30 - 14:00 14:00 - 15:30 20:00 - 20:45 21:00 - 21:30 21:30 - 22:00 22:00 - 22:30	Trainings in School (according schedule) Trainings in Competition Hall (according schedule) Judges Instruction Judges meeting Groups Qualification - Gr. A - <i>10 Clubs</i> Opening Ceremony Groups Qualification - Gr. B - <i>10 Clubs</i>
4th April Friday	07:30 - 19:00 07:30 - 13:30 16:30 - 17:15 17:30 - 19:45 20:30 - 22:45	Trainings in School (according schedule) Trainings in Competition Hall (according schedule) Judges meeting Individuals Qualification - Gr. A - <i>Hoop; Ball</i> Individuals Qualification - Gr. B - <i>Hoop; Ball</i>
5th April Saturday	07:30 - 19:00 07:30 - 12:00 12:30 - 13:30 13:45 - 14:15 14:30 - 17:00 17:45 - 18:15 18:15 18:30 - 21:00 21:00	Trainings in School (according schedule) Trainings in Competition Hall (according schedule) Judges meeting Groups Qualification - Gr. B - <i>3 Balls 2 Ribbons</i> Individuals Qualification - Gr. B - <i>Clubs; Ribbon</i> Groups Qualification - Gr. A - <i>3 Balls 2 Ribbons</i> Award Ceremony for Groups Individuals Qualification - Gr. A - <i>Clubs; Ribbon</i> Award Ceremony for Individuals
6th April Sunday	07:30 - 11:00 13:45 - 14:45 15:00 - 15:45 15:45 - 16:45 16:45 - 17:30 17:30 - 18:30 18:30 19:00 - 19:45 21:00 - 00:00	Trainings in Competition Hall (For Finals) Judge Meeting Groups Finals - 10 Clubs Individual Finals - Hoop; Ball Groups Finals - 3 Balls 2 Ribbons Individual Finals - Clubs; Ribbon Finals Awards Ceremony Gala and Closing Ceremony Dinner and Fareweel Party



2.2. VENUE and TRAINING HALL

Competition

Pavilhão do Complexo Desportivo Municipal do Casal Vistoso
Rua João da Silva
1900-271 Lisboa

Training Hall - School

Pavilhão da Escola Secundária D. Dinis
Rua Manuel Teixeira Gomes
1950 Lisboa

2.3 TRAINING FORMAT and PROGRAM

Training Facilities

According with the FIG Technical Regulations:

- Minimum of 2 hours per day for federations participating in a single competition;
- Minimum of 3 hours per day for federations participating in two competitions.

Training Areas

1. At the Competition Hall:
 - a. Warm Up Gymnasium (8m high) – 1 carpet (Floor nº 4); ballet bars
 - b. Floor nº 3 (12m high) – Carpet with wooden floor
 - c. Floor nº 2 (12m high) – Complete RG competition floor (Gymnova, Ref. 6667)
 - d. Floor nº 1 (12m high) – Competition: Complete RG competition floor (Gymnova, Ref. 6667)
2. At the School:
 - a. Floor nº 5 (10m high) - Carpet
 - b. Floor nº 6 (10m high) - Carpet

Official Training Schedules

The training will start on the 1st April for all competitors, according to the flight time arrivals (ETA). Delegations must respect the designated training times and the allocated training carpets. Access to the competition hall and to the training locations will be given only to the members of the delegation wearing their accreditation card and only during their respective training times.

The training schedules will be given to the Delegations at arrival or accreditation.



2.4. CEREMONIES

Opening Ceremony

The opening ceremony will take place on the 3th of April at 21h30 in the competition hall. Each Delegation must present to the parade 1 gymnast (minimum), 2, 3 or 4 gymnasts (maximum).

One gymnast of each Delegation will carry the respective national flag, marching in behind a girl with the identification of the respective Country. After the official speeches the gymnasts will leave the places, by themselves, carrying their flags.

Awards Ceremonies

All awards ceremonies will take place immediately after the end of each competition. On the podium, awards will only be presented to the medal winners:

5th April	18:15	Groups all around	Groups ranked 1st to 3rd
	21:00	Individuals all-around	Individual Gymnasts ranked 1st to 8th
6 th April	18:30	Individuals Apparatus Finals	Individual Gymnasts ranked 1st to 8th in each apparatus
		Groups Finals	Groups ranked 1st to 3rd in each exercise

GALA – Closing Ceremony

The Gala will take place in the competition hall after the last medal award ceremony on the 6th of April, from 19h00 to 19h45.

Any gymnast or Group that is interested is allowed to participate at the “Gala” for the participation of. This is a free participation.

The ones that are interested in the “Gala” performance must fulfil the attached form, and wait for the LOC confirmation of participation, because we have only 30 minutes for the Gala presentations. The registration form for Gala Presentation must be handed to the LOC, at the Heads of Delegation Orientation Meeting. The presentation will be confirmed on the 5th of April at the LOC office.

2.5. ORIENTATION MEETING

The Orientation Meeting for the Heads of Delegation will take place on the 2nd of April by 18h00 at Altis Park Hotel.

This is where the LOC will give practical informations on the running of the competitions.

This is the last moment for the Heads of Delegations to hand to the LOC:

- The “Gala” registration form



- The music's forms

2.6. JUDGES INSTRUCTION

The Judges instructions will take place on the 3rd of April, by 14h00, at the Competition Hall – Judges Room.

All Judges must be present.

2.7. OTHER INFORMATIONS

- Competition results/scores will be informed at each Hotel help desk. A full results book will be given to all delegations, at the 6th of April, after the competitions;
- Mail boxes: each delegation has a mail box at the entrance of the LOC office at the Competition Hall;
- Reserved seating: for Heads of Delegations; Judges and participants (gymnasts, coaches and other members);
- Bottles of water are at gymnasts disposal, but in Lisbon we can drink piped water.

3. OPERATIONAL AREAS

3.1. ACCREDITATION

The accreditation will take place upon arrival of the delegations, by schedule, in “Complexo Desportivo Municipal do Casal Vistoso” – Sports Hall.

Passports and FIG Licences will be checked during accreditation.

Music CD's (2 per gymnast/routine) and the music form, national flags and national anthems (1 CD) have to be handed out at the accreditation centre.

Heads of delegations have to present valid medical and accident insurance policies written in English language for all members of the delegation. Any outstanding payments have to be made by the head of delegation.

At the accreditation centre, heads of delegations have to present the forms with the D values of the gymnasts (2 copies), as well fill the Music forms (if not sent in advance).

Any missing photo will be taken upon arrival and the NF will be charged extra 10EUR – the accreditation will only be available 24hrs later – being provided a temporary access pass.

If any of these stapes is not dully fulfilled participation in the RG Lisbon 2014 events will not be possible!



Accreditation card must always be borne visible in the venue. In case of losing the accreditation card, new one will be issued for a fine of € 100.

3.2. TRANSPORTATION

For the delegations, transport will be organised from the Lisbon International Airport to the Hotels and back.

We also provide two shuttle services:

- 1: Hotels – Competition Hall - Hotels
- 2: Hotels – School (training hall) – Hotels

For Competition, there will be dedicated transportation for Judges and for Gymnasts, Coaches and other member delegations that are going to compete.

3.3. MEALS

A catering service for lunch and dinner will be organised for participants at the Competition Hall. A “meals card” must be showed to the access control.

Those “meals card” can be delivered at the LOC office.

Timetable:

Lunch – from 12h00 to 15h00

Dinner – from 18h00 to 21h00

3.4. DINNER AND FAREWELL PARTY

For: All Participants, PRESS, LOC and Guests

On the 6th of April

From 21h00 to 00h00 at the ALTIS PARK Hotel

Transportation:

- Dedicated Buses from the Hotel ALIF and DAH and return – see Hotels desk informations;

Dinner will be served.