



WORKPLAN



Portugal, 26th and 27th June 2021

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GENERAL INFORMATION

This Work Plan has been developed in accordance with the following FIG regulations and rules, as valid in the year of the competition, except for any deviations mentioned in these directives or in the FIG World Cup Rules for Trampoline Gymnastics:

- Statutes
- Code of Ethics
- Technical Regulations
- License Rules
- Code of Points and relevant Newsletters
- General Judges' Rules
- Specific Judges' Rules for Trampoline, Tumbling and Double Mini-Trampoline
- Medical Organization of the Official FIG Competitions
- Anti-Doping Rules
- Media Rules
- Apparatus Norms
- Advertising and Publicity Rules
- Accreditation Rules
- Regulations for Awards Ceremonies

and subsequent decisions of the FIG Executive Committee

ORGANIZING COMMITTEE

<i>President</i>	Luís Arrais	<i>Operational director</i>	João Paulo Dias
<i>Executive director</i>	Jorge Abrantes		Rui Magalhães
<i>Secretariat</i>	Maria João Dinis	<i>Logistics</i>	Mário Abrantes
	Etelvina Simões		João Salustiano
	Paula Macedo		Tiago Horta
<i>Technical Program</i>	João Marques	<i>IT</i>	Paulo Rodrigues
	Isabel Falcão	<i>Image</i>	Rui Pedro Borges
	Mariana Pombo	<i>Media</i>	Mónica Wolters
	Sofia Teixeira		Joana Patrocínio
	João Saraiva		Rui Sousa
<i>Accommodation</i>	Filipa Nobre	<i>Security</i>	Gonçalo Cunha
	Patrícia Amendoeira		Paulo Oliveira
<i>Meals</i>	Vânia Henriques	<i>Protocol</i>	Joana Nobre
<i>Transports</i>	Mário Amaro	<i>Medical Support</i>	Maria António Castro
<i>Volunteers</i>	Joana Nogueira		Catarina Silva
<i>NF support</i>	Teresa Loureiro		

Host Federation

Gymnastics Federation of Portugal
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1600-159 Lisboa, Portugal
Tel: (+351) 21 814 11 45
e-mail: gympor@gympor.com
website: www.fgp-ginastica.pt

Organizing Committee

Associação Académica de Coimbra
Secção de Ginástica
R. Padre António Vieira, 1
3000-315 Coimbra, Portugal
Contact Person: Jorge Abrantes
Mobile: (+351) 918 733 044
e-mail: worldcup@coimbragymfest.org
website: <http://coimbragymfest.org/en/home>

FIG TECHNICAL DELEGATE

Mr. **Miguel Vicente** FIG TRA-TC Member

COMPETITION VENUE

CAR – Centro de Alto Rendimento de Anadia

Rua Ivo Neves n.º 405
3780-124 Anadia
Tel.: +351 234 738 218

NATIONAL ANTHEM AND FLAG

Delegations are requested to bring their national flag and in digital format their national anthem. These must be handed to the OC Secretariat by the head of delegation upon arrival at the time of accreditation.

VISA

Federations requiring an official invitation to obtain a visa are asked to contact the Organizing Committee **immediately** by sending the official visa form to worldcup@coimbragymfest.org.

INSURANCE

Federations are obliged to cover the expense of insurance for members of their delegation (illness, accident and repatriation) and to bring the evidence of such insurance. Insurance will be checked and collected during accreditation.

OFFICIAL LANGUAGE

The official language of the World Cup is English. Announcements will be made in Portuguese and English only.

Interpretation from and into any other language must be organized by the delegations.

ACCREDITATION AND ID CARDS

All delegation members will receive an accreditation ID Card. The accreditation ID Card is personal, non-transferable, and compulsory to get access to the training and competition hall, functions, and the bus system. All participants and officials are required to wear the ID Cards **at all times**.

Accreditation will take place at the accreditation room in **CAR Sports Hall**. All delegations will be directed to the accreditation room from the airport. Delegations travelling by car must go first to the accreditation room.

HoD are requested to provide a valid **phone number** (working in Portugal) and **e-mail address**. These contact details will be used as mailbox to inform all competition results, information and occurrence during and after the competition as well to inform delegations about possible exposure to COVID-19.

At accreditation, HoD must check the correct **names** of their complete delegation, verify **accommodation** requirements, make any necessary **payments**, hand in their national **anthem** and **flag** as well as their confirmation of **insurance**.

HoD are requested to provide a negative Covid-19 **PCR** (Polymerase chain reaction) **test** results not older than 72 hours before crossing Portuguese borders of all delegation members. The documents must be from an official test laboratory, include the names of the delegation members and be in English.

HOD are requested to hand in the Pre-event health and responsibilities **questionnaire** (available in ANNEX of this Workplan) of all delegation members.

HOD are requested to check the list for the **PCR test booked** (see Covid-19 paragraph of this document) and to pay cash the related costs (if you have not made a previous bank transfer).

As far as the number of accreditations per country is concerned, the FIG Rules and the Directives will be strictly applied.

The OC will check nationality and age of the competitors. The age and nationality control will take place at the same time as accreditation:

The control will be carried out by checking the passports of the participants. The Head of Delegation must bring **passports** of all participants to the accreditation.

TRANSPORTATION

The Organizing Committee will provide shuttle bus transportation between Porto airport, hotels and competition venue between arrival and departure for training and competition. Transport will be arranged based on training and competition schedule. Only people involved in a specific training/competition groups will be allowed to access a specific time bus.

All forms of public transport must be avoided.

On buses all participants are requested to:

- Properly wear a FFP2 mask;
- Maintain social distancing.

Buses will be regularly sanitized.

ACCOMMODATION AND MEALS

The organizing committee is not responsible for any damages in the hotel rooms, costs for mini bars, pay TV or the like. This is responsibility of each delegation.

Breakfast is included in the Full Pack and is served at each hotel.

Lunch and **Dinner** are included in the Full Pack and is served at CAR Sports Hall (outside area) when vouchers are handed in. Unused vouchers will not be refundable.

Lunch will be served from 12:00 until 15:00

Dinner will be served from 18:30 until 21:30

GENERAL PROGRAMME

Thursday, 24th June 2021

Trampoline		Tumbling					DMT		Other
Training Hall	Comp. Hall	Competition Hall	Start	Finish	Time	Training Hall	Comp. Hall		
Warm Up	Competition	Competition				Warm Up	Competition		
			9:00	9:15	0:15				
G1 AUS, FRA, GRE, GEO 7W + 10M	G3 BLR, ESP, MEX, ITA 10W + 10M	G1 RUS, FRA 5W + 2M	9:15	9:30	0:15	G1 ESP 2W + 3M	G3 SWE 1W + 3M		
			9:30	9:45	0:15				
			9:45	10:00	0:15				
G2 POR, RUS 8W + 11M	G4 GER, POL, SLO, SWE 7W + 11M	G2 POR 2W + 3M	10:00	10:15	0:15	G2 POR 2W + 6M	G4 RUS 1W + 2M		
			10:15	10:30	0:15				
			10:30	10:45	0:15				
			10:45	11:00	0:15				
			11:00	11:15	0:15				
			11:15	11:30	0:15				
			11:30	11:45	0:15				
			11:45	12:00	0:15				
			12:00	12:15	0:15				
			12:15	12:30	0:15				
			12:30	12:45	0:15				
			12:45	13:00	0:15				
			13:00	13:15	0:15				
			13:15	13:30	0:15				
			13:30	13:45	0:15				
			13:45	14:00	0:15				
			14:00	14:15	0:15				
			14:15	14:30	0:15				
			14:30	14:45	0:15				
			14:45	15:00	0:15				
G3 BLR, ESP, MEX, ITA 10W + 10M	G1 AUS, FRA, GRE, GEO 7W + 10M	G1 RUS, FRA 5W + 2M	15:00	15:15	0:15	G3 SWE 1W + 3M	G1 ESP 2W + 3M		
			15:15	15:30	0:15				
			15:30	15:45	0:15				
G4 GER, POL, SLO, SWE 7W + 11M	G2 POR, RUS 8W + 11M	G2 POR 2W + 3M	15:45	16:00	0:15	G4 RUS 1W + 2M	G2 POR 2W + 6M		
			16:00	16:15	0:15				
			16:15	16:30	0:15				
			16:30	16:45	0:15				
			16:45	17:00	0:15				
			17:00	17:15	0:15				
			17:15	17:30	0:15				
			17:30	17:45	0:15				
			17:45	18:00	0:15				
			18:00	18:15	0:15				
			18:15	18:30	0:15			WC Welcome Event	
			18:30	18:45	0:15				
			18:45	19:00	0:15				
			19:00	19:15	0:15			WC Orientation Meeting	
			19:15	19:30	0:15				
			19:30	19:45	0:15				
			19:45	20:00	0:15				
			20:00	20:15	0:15				
			20:15	20:30	0:15				
			20:30	20:45	0:15				
			20:45	21:00	0:15				
			21:00	21:15	0:15				
			21:15	21:30	0:15				
			21:30	21:30	0:00				

Friday, 25th June 2021

Trampoline		Tumbling					DMT		Other
Training Hall	Comp. Hall	Competition Hall	Start	Finish	Time	Training Hall	Comp. Hall		
Warm Up	Competition	Competition				Warm Up	Competition		
G4			9:00	9:15	0:15	G1			
GER, POL, SLO, SWE			9:15	9:30	0:15	ESP			
7W + 11M			9:30	9:45	0:15	2W + 3M			
G3	G4		9:45	10:00	0:15	G2	G1		
BLR, ESP, MEX, ITA	GER, POL, SLO, SWE		10:00	10:15	0:15	POR	ESP		
10W + 10M	7W + 11M		10:15	10:30	0:15	2W + 6M	2W + 3M		
G2	G3		10:30	10:45	0:15	G3	G2		
POR, RUS	BLR, ESP, MEX, ITA		10:45	11:00	0:15	SWE	POR		
8W + 11M	10W + 10M	G2	11:00	11:15	0:15	1W + 3M	2W + 6M		
		POR	11:15	11:30	0:15	G4	G3		
		2W + 3M	11:30	11:45	0:15	RUS	SWE		
AUS, FRA, GRE, GEO	POR, RUS		11:45	12:00	0:15	1W + 2M	1W + 3M		
7W + 10M	8W + 11M	G1	12:00	12:15	0:15		G4		
		RUS, FRA	12:15	12:30	0:15		RUS		
	AUS, FRA, GRE, GEO	5W + 2M	12:30	12:45	0:15		1W + 2M		
	7W + 10M		12:45	13:00	0:15			FIG Judges Meeting	
			13:00	13:15	0:15				
			13:15	13:30	0:15				
			13:30	13:45	0:15				
			13:45	14:00	0:15				
			14:00	14:15	0:15				
			14:15	14:30	0:15				
			14:30	14:45	0:15				
			14:45	15:00	0:15				
			15:00	15:15	0:15				
			15:15	15:30	0:15				
			15:30	15:45	0:15				
			15:45	16:00	0:15				
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			20:45	21:00	0:15				
			21:00	21:15	0:15				
			21:15	21:30	0:15				
			21:30	21:30	0:00				

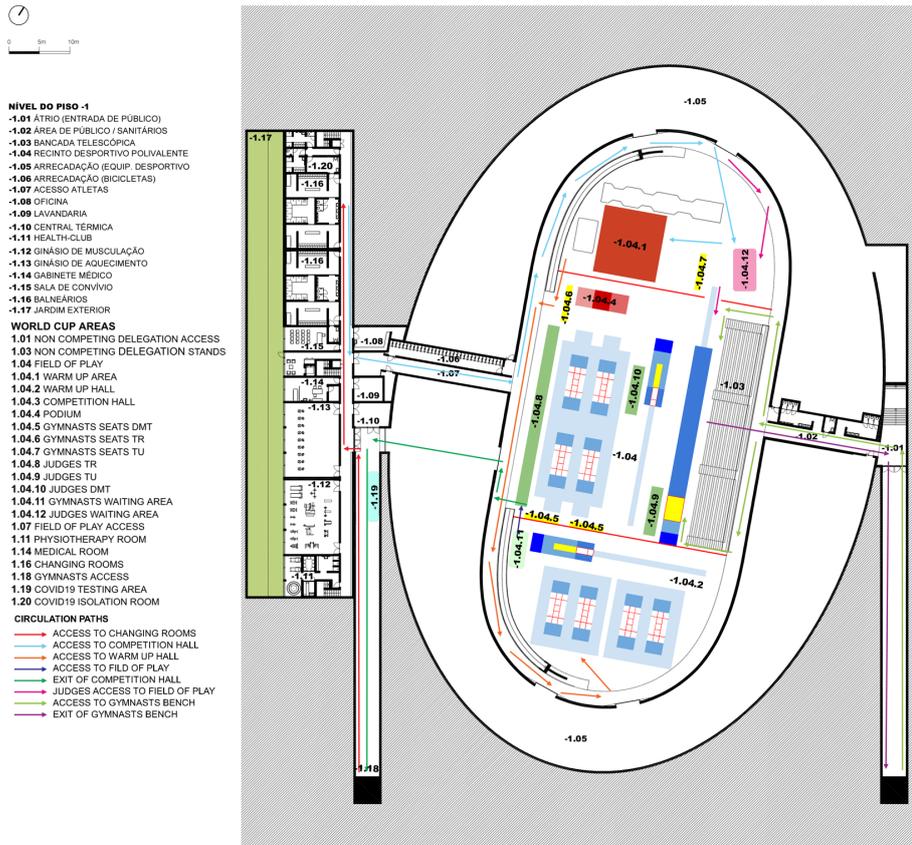
Saturday, 26th June 2021

Trampoline		Tumbling				DMT		Other
Training Hall Warm Up	Comp. Hall Competition	Competition Hall Competition	Start	Finish	Time	Training Hall Warm Up	Comp. Hall Competition	
G1 M TRS			9:00	9:15	0:15	W		
			9:15	9:30	0:15			
			9:30	9:45	0:15			
W & G2 M TRS	G1 M TRS		9:45	10:00	0:15	G1 M	W	
			10:00	10:15	0:15			
			10:15	10:30	0:15			
	W & G2 M TRS		10:30	10:45	0:15	G2 M	G1 M	
			10:45	11:00	0:15			
			11:00	11:15	0:15			
			11:15	11:30	0:15			
			11:30	11:45	0:15			
			11:45	12:00	0:15			
			12:00	12:15	0:15			
			12:15	12:30	0:15			
			12:30	12:45	0:15			
			12:45	13:00	0:15			
			13:00	13:15	0:15			
			13:15	13:30	0:15			
			13:30	13:45	0:15			
			13:45	14:00	0:15			
			14:00	14:15	0:15			
G1 W & M TRA Prelims			14:15	14:30	0:15			
			14:30	14:45	0:15			
			14:45	15:00	0:15			
G2 W & M TRA Prelims	G1 W & M TRA Prelims		15:00	15:15	0:15			
			15:15	15:30	0:15			
			15:30	15:45	0:15			
G3 W & M TRA Prelims	G2 W & M TRA Prelims		15:45	16:00	0:15			
			16:00	16:15	0:15			
			16:15	16:30	0:15			
	G3 W & M TRA Prelims	W Warm up	16:30	16:45	0:15			
			16:45	17:00	0:15			
			17:00	17:15	0:15			
		W Prelims	17:15	17:30	0:15			
			17:30	17:45	0:15			
			17:45	18:00	0:15			
			18:00	18:15	0:15			
			18:15	18:30	0:15			
			18:30	18:45	0:15			
			18:45	19:00	0:15			
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			20:15	20:30	0:15			
			20:30	20:45	0:15			
			20:45	21:00	0:15			
			21:00	21:15	0:15			
			21:15	21:30	0:15			
			21:30	21:30	0:00			

Sunday, 27th June 2021

Trampoline		Tumbling				DMT		Other
Training Hall Warm Up	Comp. Hall Competition	Competition Hall Competition	Start	Finish	Time	Training Hall Warm Up	Comp. Hall Competition	
			9:00	9:15	0:15			
			9:15	9:30	0:15			
			9:30	9:45	0:15			
			9:45	10:00	0:15			
			10:00	10:15	0:15			
			10:15	10:30	0:15			
			10:30	10:45	0:15			
			10:45	11:00	0:15			
			11:00	11:15	0:15			
			11:15	11:30	0:15			
			11:30	11:45	0:15			
			11:45	12:00	0:15			
			12:00	12:15	0:15			
			12:15	12:30	0:15			
			12:30	12:45	0:15			
			12:45	13:00	0:15			FIG Judges Meet
			13:00	13:15	0:15			
			13:15	13:30	0:15			
			13:30	13:45	0:15			
			13:45	14:00	0:15			
		Warmup TUM W	14:00	14:15	0:15			
		W Finals TUM	14:15	14:30	0:15			
Warmup TRS W			14:30	14:45	0:15			
			14:45	15:00	0:15			
Warmup TRS M	Finals TRS M		15:00	15:15	0:15			
			15:15	15:30	0:15			
	Finals TRS W		15:30	15:45	0:15			
			15:45	16:00	0:15			
			16:00	16:15	0:15			Award Ceremony TRS+TUM
			16:15	16:30	0:15	Warmup DMT W		
			16:30	16:45	0:15	Warmup DMT M	W Finals DMT	
			16:45	17:00	0:15		M Finals DMT	
Warmup TRA W			17:00	17:15	0:15			
			17:15	17:30	0:15			
Warmup TRA M	W Finals TRA		17:30	17:45	0:15			
			17:45	18:00	0:15			
	M Finals TRA		18:00	18:15	0:15			
			18:15	18:30	0:15			
			18:30	18:45	0:15			Award Ceremony TRA + DMT
			18:45	19:00	0:15			Award Ceremony World Cup Final
			19:00	19:15	0:15			
			19:15	19:30	0:15			
			19:30	19:45	0:15			
			19:45	20:00	0:15			
			20:00	20:15	0:15			
			20:15	20:30	0:15			
			20:30	20:45	0:15			
			20:45	21:00	0:15			
			21:00	21:15	0:15			
			21:15	21:30	0:15			
			21:30	21:30	0:00			

SPORTS HALL LAYOUT and PATHS

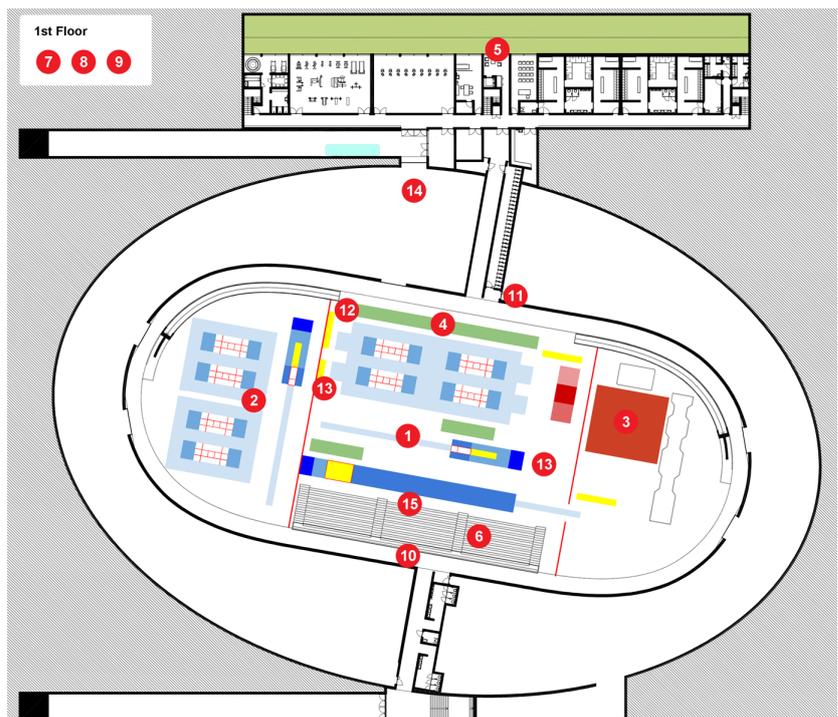


PLANTA DO PISO -1

SPORTS HALL LAYOUT and ZONES

Zones

- 1 Competition Area
- 2 Training Hall
- 3 Warm-up Hall
- 4 Competition Management and Judges' seating
- 5 Judges' meeting rooms and Judges' break area
- 6 Delegation seating
- 7 LOC Offices
- 8 FIG Offices
- 9 Doping Control Zone
- 10 Media
- 11 Media Grandstands
- 12 TV Compound
- 13 Photographers Positions
- 14 Mixed Zone
- 15 VIP



ORIENTATION MEETING

All Heads of Delegation must attend the meeting. One extra official per delegation may also attend. The FIG TRA-TC and the Organizing Committee will provide detailed information regarding the event. All information will be in English only. Judges cannot be representatives of their NF at the Orientation Meeting.

- 24th June at 19:00

VENUE ACCESS

The access to the Venue will be limited to the training/competing group. Besides gymnasts, the access will be allowed only to accredited persons.

Measuring the temperature of everyone upon entering the venue. People with high temperatures (above 37,5° C) will not be allowed inside the venue.

For those showing about 37,5 degrees, a second reading will be made with contact thermometers.

HoD will be asked to sit in designated areas, maintaining proper social distancing, during the entirety of their stay at the Venue.

The competition will be a closed-door event.

Judges will be allowed to access the Venue according to the schedule of the panel they are involved in.

Maximum of 6 people allowed at the same time in dressing rooms but gymnasts and judges are suggested to access the Venue already wearing their training/competition attire.

Upon entering the Venue all accredited persons are requested to:

- Properly wear an FFP2 mask;
- Maintain social distancing;
- Measure their temperature using a thermometer provided at the entrance;
- Wear clean shoes, preferably dedicated to the venue;
- Disinfect hands.

TRAINING AND COMPETITION

Gymnasts do not need to wear an FFP2 mask during warm up or while competing. Gymnasts should keep a physical distance from others of at least 1,5 meters whenever possible.

Coaches/Medical Staff/HoD/Judges are required to properly wear an FFP2 at all times.

Disinfection of the hands before any touching of apparatuses and spotting mats is mandatory.

During competition, before and after their performance, gymnasts and coaches must stay on the defined waiting areas/seats, maintaining social distancing, and avoid walking around the Venue.

All unused clothes (jackets/trousers/shoes...) must be stored in bags. No items can be left in the Venue.

AWARD CEREMONIES

Only the medal winners are invited to participate, and they must wear according to FIG rules.

Gymnasts are requested to wear a FFP2/N95 mask while marching in and during award ceremonies; they are allowed to be unmasked for the photos only.

Gymnasts must remain on their own podium step without making any contact with the other athletes or dignitaries.

Dignitaries and hosts are required to wear a protective FFP2/N95 mask.

Gymnasts will collect their medal themselves from a tray presented by the hosts.

EQUIPMENT

	Competition Hall	Training Hall
Trampoline	4 FIG ID 109	4 FIG ID 109
Double Mini-Trampoline	1 FIG ID 224	1 FIG ID 224
Tumbling	1 FIG ID 465	
HDTMD	FIG ID 116	

WARM UP

During warm up, it is permitted – only – to set foot on the floor of the competition and training hall for the competitors, and physiotherapists/doctors in conformity with the training schedule.

MARCH IN

The competitors are asked to assemble in the assembly area, 5 minutes prior to each competition. The gymnasts must wear the competition attire (as per Code of Points).

STARTING ORDER – DRAWING OF LOTS

The drawing of lots and starting order will be made in the FIG office and published on the FIG website.

The starting order for the finals will be in the inverse order of merit, according to the Technical Regulation.

The list of finalists and the two reserves will be distributed to the Heads of Delegation after the qualifications.

Any withdrawal from the Finals must be declared in writing with the LOC.

Please note: The World Cup Competition draw, the competition groups, the starting lists, the training groups, the training schedule, and the competition schedule are based on the assumption that all registered federations will participate in accordance with their nominative registrations. Should there be any changes to participating numbers at the time of the competition, the FIG Technical Delegate in consultation with the Organizing Committee reserve the right to make adjustments, which will facilitate the smooth running of the competition.

COMPETITION CARDS

All electronic competition cards must be delivered to the e-mail juwper@gmail.com before Friday 25th June until 18:00.

DRAWING OF LOTS FOR JUDGES

The judges meeting, which are compulsory for all judges, will take place on the CAR Sports Hall.

- 25th June at 12:30

- 27th June at 12:30

The judges draw will take place at the end of each of the judges' instructions.

Please note that the Judges' instructions will be held in English only.

SUPERIOR JURY

Technical delegate will act as president of the superior jury

SCORES AND RESULTS

The scoring system used is Sporttech. The scores will be shown in the competition hall and live on the website <http://sporttech.io>.

A resumed list of results will be e-mailed to the HoD at the end of qualifications.

A detailed list of results, including all judges' marks, will be e-mailed to the HoD at the end of the competition.

VIDEO RECORDING

All routines will be recorded on video by the OC.

MEDICAL SERVICES

Medical services will be provided by the Medical Centre located in Sports Hall.

DOPING CONTROL

Doping Controls will be made during the World Cup, as per the FIG regulation. The Doping Controls can take place during training and / or Competition.

BANQUET AND FAREWELL PARTY

There will be a banquet in the meals site starting at 20:30.

The banquet is for official delegation members only, and a valid banquet ticket must be presented at the entrance.

The closing banquet is free of charge for the delegations who have booked their accommodation through the Organizing Committee.

Due to the current health situation, there may be last minute changes. In any case, the rules in force for wearing a mask whenever you are not eating, social distance and hand washing are mandatory. It will not be allowed any kind of assembly and there will be defined group areas.

INFORMATION AND CORRESPONDENCE DURING THE WORLD CUP

Each delegation will receive all information via the HoD email communicated at the time of accreditation.

All information, requests and correspondence regarding this World Cup should be addressed to the Organizing Committee.

COVID-19 PREVENTION

The Head of delegation is responsible for the daily monitoring of the condition of each member of the delegation and the possible appearance of flu-like symptoms – shivering, runny nose, sneezing, sore throat, diffuse muscle pain, mild cough, shortness of breath and fever. Symptomatic members should be immediately isolated in a separate room.

All delegations must know and comply with the rules presented in the documents, which, in advance, were sent:

- Mandatory Instructions with regards to prevention of Covid-19 spread;
- COVID-19 GUIDELINES AND PROCEDURES.

Necessary PCR tests for the return trip will be arranged and **Delegations are requested to inform the LOC beforehand about any specific requests regarding timing or special needs/form relating to PCR test reports. Costs** related to COVID-19 testing **must be supported by each delegation.** PCR cost is **60€** (sixty euros) and must be paid cash in euro upon accreditation or earlier by bank transfer.

PCR tests will be arranged **at competition Venue on 26th of June.**

Coimbra, 4th of June 2021



FIG Trampoline World Cup Coimbra Gym Fest 2021



Annex

PRE-EVENT HEALTH AND RESPONSABILITIES QUESTIONNAIRE

(to be completed by each accredited person and
presented at accreditation or sent after 20th June 2021)

DELEGATION:

Head of delegation: *(name of the representative official)*

Head of delegation's phone number: *(with international prefix)*

DELEGATION MEMBER: *(full name)*

Function:

Permanent address:

Address during the event (not necessary if accommodation booked with the LOC):

Mobile phone number:

E-mail address:

I HEREBY DECLARE THAT:

- I am not currently showing any symptoms of viral disease (fever, cough, difficulty breathing, disturbance or loss of taste and smell, etc.);
- I have not been in contact with any person infected with SARS-CoV2 in the past 14 days;
- I have not been in quarantine for the past 14 days;
- I am familiar with and will follow the instructions regarding prevention of COVID-19;
- I am obliged to immediately contact the Medical Team and my Head of Delegation in case of any symptoms;
- I am familiar with the epidemic situation in Portugal, as well as with the risk of spread of COVID-19;
- I am familiar with the fact that I bear personal responsibility, in case of presenting untruthful information;
- I am familiar with the fact that the LOC does not bear any responsibility in case I am infected with COVID-19.

Signature of the accredited person: _____

Signature of legal guardian (if under 18): _____

Date: