



**2022 Acrobatic Gymnastics Pan American Championship
November 18th to 20th , 2022 Bogotá, COL**

DIRECTIVES

**Senior Event ID: 17218
Junior/ AG Event ID: 17261**

Dear PAGU affiliated Member Federation,

The Pan American Gymnastics Union (PAGU) through the Colombian Gymnastics Federation (COL) has the pleasure to invite your Federation to participate in the aforementioned official FIG and PAGU International Event.

DISCIPLINE	Acrobatic Gymnastics
PAN AMERICAN GYMNASTICS UNION	Pan American Gymnastics Union Tenayuca 55, Oficina 403 Colonia Letrán Valle C.P. 03650, Alcaldía Benito Juárez Mexico City, Mexico Phone: +52 55 8984-7848 E-mail: info@upag-pagu.org
HOST FEDERATION	Colombian Gymnastics Federation Phone: +573103433090 E-mail: fedecolg@yahoo.com Website: www.fedecolgim.co Contact: Jaime Corredor Phone: +573202739276 E-mail: fedecolg@yahoo.com
LOCAL ORGANIZER COMMITTEE	Contact: Marinela Perez Phone: +573133451839 E-mail: panamacro2022@fedecolgim.co
LOCATION	Bogotá, Colombia
DATES	From 14 to 21 November 2022
VENUE	Competition and training venue: Coliseo de la Unidad Deportiva el Salitre Avenida calle 63 con Carrera 68 Bogotá, Colombia
APPARATUS SUPPLIER	Please refer to the attached apparatus list. For training, warm-up and competition, identical apparatus will be used.
RULES AND REGULATIONS	The event will be organized under the following FIG rules, as valid in the year of the event, and PAGU Technical Regulations: <ul style="list-style-type: none"> • Statutes • Code of Ethics • Code of Conduct • Technical Regulations • Code of Discipline

<p>INVITED FEDERATIONS</p>	<ul style="list-style-type: none"> • Code of Points and relevant Newsletters / Helpdesk • General Judges' Rules • Specific Judges' Rules • Anti-Doping Rules • Medical Organization of FIG Competitions and Events • FIG Framework for Safeguarding Athletes and other Participants from Harassment and abuse in Sport during Events • License Rules • Media Rules • Apparatus Norms • Rules for Sanctioning (approval) of International Events • Advertising and Publicity Rules • Regulations for Award Ceremonies • Accreditation Rules <p><i>and subsequent decisions made by FIG and PAGU Executive Committees.</i></p> <p>The Pan American Gymnastics Union invites all Federations affiliated to the PAGU and the FIG and which are up to date in their obligations.</p>
<p>AGES</p>	<p>Seniors: 15 years and older*</p> <p>Junior: 13-19 years*</p> <p>Age Group 2: 12–18 years*</p> <p>Age Group 1: 11–16 years*</p> <p>*Age by December 31, 2022</p> <p>All gymnasts must have a valid FIG license until the end of the event.</p>
<p>JUDGES AND JURIES</p>	<p>All judges must have a current valid FIG brevet at the time of the event.</p> <p>Each Federation with FIG brevet judges must send at least 1 judge and a maximum of 2 judges as follows:</p> <ul style="list-style-type: none"> • Federations with 1 or 2 units participating, and with FIG brevet judges, must participate with at least 1 judge (compulsory) from categories 1, 2 or 3. • Federations with 3 or more units participating, and with FIG brevet judges, must participate with 2 judges (compulsory) from categories 1, 2, or 3 • Federations may present 1 or 2 of category 4 for age group only. <p>The CJP will be a neutral judge, category 2 or higher, invited by PAGU for the competition.</p> <p>Federations with PAGU TC member may register them in addition to the judges of their Federation.</p> <p>The fine for failing to participate with the required number of judges is USD\$1,000.00, per missing judge and must be paid to PAGU by <u>September 15, 2022</u> at the latest.</p> <p>Federations that do not have FIG brevet judge's category 3 or higher are exempt from the fine.</p> <p>If there are not enough judges, UPAG/PAGU will invite neutral judges of the right category to ensure a full panel of judges.</p> <p>The panel of judges will have:</p> <ul style="list-style-type: none"> 4 Artistic judges 4 Execution judges 2 Difficulty judges 1 Chair judge

REGISTRATION DEADLINES	The National Federation must inform PAGU of the judges to be nominated for the Championships at the time of the definitive registration (September 15, 2022) to allow the appointment of invited neutral judges.					
	Provisional registration	August 31, 2022	info@upag-pagu.org			
	Definitive registration	September 15, 2022	info@upag-pagu.org			
	Nominative registration	October 15, 2022	info@upag-pagu.org			
ENTRY FEES	The entry fee for this event is USD\$50.00 per gymnast and category. It must be paid to the Local Organizing Committee (“LOC”) by September 15, 2022 at the latest.					
DELEGATION SIZE	Function	Seniors	Juniors 13-19 years	Age Group 12-18 years	Age Group 11-16 years	
	Gymnasts					
	Maximum 3 units/category “All Around”	39	39	39	39	
	Additional participants as Specialists*	13	13	13	13	
	Coaches	1 per category per level 2 if more than 9 units		1 per category per level 2 if more than 9 units		
	Judges Category 1, 2, and 3 (the members of the ACRO/TC of the PAGU are additional to the judges that each NF can register) Exceptionally Category 4	According to the rules outlined above: <ul style="list-style-type: none"> Federations with 1 or 2 units and with judges with FIG brevet must present at least 1 judge (mandatory) of category 1, 2, or 3. Federations with 3 or more units and with judges with FIG brevet must present 2 judges (mandatory) of category 1, 2, or 3. Federations that do not have a judge of the required Category, 1 2 or 3, may present a maximum of 2 Category 4 judges for age group only. 				
	Medical doctor	1				
	Paramedical Staff	1 if 1-4 units 2 if more than 5 units				
	Head of delegation	1				
	Team manager	1	1	1	1	
	<i>*pair or group that participates in balance or dynamic only</i>					
	A maximum of 4 units are allowed to participate per Federation in each category and age group.					
	The cost of the accreditation for additional Delegation members is USD\$100.00 per person and must be paid to LOC by September 15, 2022 at the latest.					
Only the following persons may receive an additional accreditation: <ul style="list-style-type: none"> Additional coaches per age group (maximum 3 per category) Additional medical staff (doctor, physiotherapist) Team Manager (maximum 1 if participating with 4-5 units and maximum 2 if participating with 6 units or more) Chaperone (1 for every 10 gymnasts in AG1, AG2 and Junior) A third judge (different from the member of the PAGU/TC). This accreditation has no cost. 						

<p>ACCREDITATION</p>	<p>Along with the Nominative Registration all the Federations must send a copy of the passport and a photograph of each delegation member to PAGU at info@upag-pagu.org—and to KSIS. (The scoring program to be used for the Championships. Detailed information to follow.)</p> <p>Requirements for the photos:</p> <ul style="list-style-type: none"> • File format: JPEG • Dimension: min 210 x 270 pixels; max 420 x 540 pixels • 35 mm width x 45 mm high • File size: max 1 MB • White background <p>Each document must be identified with the Country Code, Last name, Name, Age Group, Category and Function of each member. Example: MEX_FERNANDEZ_Ana_AG1_MP_Gymnast</p> <p>This documentation must be uploaded no later than October 15, 2022.</p> <p>In case of not sending the photograph as requested, the Local Organizing Committee can take the photograph during the registration and will have an additional cost of USD\$10.00 for each one.</p> <p>In case of theft or loss of the accreditation, it must be informed immediately to the Local Organizing Committee for the cancellation of the accreditation.</p> <p>The replacement of stolen or lost accreditation will cost USD\$50.00 to be covered by the accreditation holder.</p> <p>Accreditation will be distributed upon arrival at the registration desk.</p> <p>More information on the access zones for each accreditation will be given in the Work Plan.</p> <p>In addition, the LOC will distribute information regarding the gymnasts' safeguarding plan.</p>								
<p>EVENT FORMAT</p>	<p>The Pan American Championship consists of two phases: Qualifications and Finals in all categories and age groups.</p> <p>Unless noted otherwise, the competition will follow FIG Rules for Seniors, Juniors, Age Group 1 and Age Group 2.</p> <p>Description of each phase, results determination method and tie breaking rules can be consulted in the PAGU Technical Regulations 2020 edition.</p> <p>Qualifications</p> <p>Qualification for Balance and Dynamic Finals and to receive a ranking for All Around.</p> <p>Qualifications may be entered by all pairs or groups, including specialists, intending to qualify for Finals. And by all pairs and groups intending to receive a ranking for the All Around.</p> <p>Finals – Balance and Dynamic for all Age Groups, Juniors and Seniors</p> <p>The number of pair/groups (P/G) in finals is determined by the total number of units based on the nominative entries as follows:</p> <table data-bbox="456 1669 876 1801"> <tr> <td>1 – 8 P/G</td> <td>6 finalists</td> </tr> <tr> <td>9 – 15 P/G</td> <td>8 finalists</td> </tr> <tr> <td>16 – 20 P/G</td> <td>10 finalists</td> </tr> <tr> <td>20 + P/G</td> <td>12 finalists</td> </tr> </table> <p>Not more than 2 pair/groups (with highest score) per federation may proceed to the final.</p> <p>All-around Final - Combined</p>	1 – 8 P/G	6 finalists	9 – 15 P/G	8 finalists	16 – 20 P/G	10 finalists	20 + P/G	12 finalists
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Age Group 12-18, Juniors and Seniors (not 11-16)

The event can be entered by all pairs and groups that have taken part in Qualifications. The total scores from the Qualifications and All Around will be used to rank the competitors.

Note: Not more than 2 pair/groups (with highest score) per federation may proceed to the final.

The Junior and Senior competitors with the highest total scores from Qualifications and All-Around Final will be declared the winners and all-around Pan American Champions.

For Age Group 12-18, the pair/group with the highest total scores from Qualification and All Around will be declared the winners and the 12-19 Pan American Age Group Champions.

There is no All Around for Age Group 11-16.

Team Competition

There will be Teams awards for AG1 (11-16) and AG2, (12- 18) and a combined Team award for Junior and Senior.

The team ranking is determined by the highest 3 scores of the team:

- There must be one score* from a pair
- There must be one score* from a group
- The next highest score, from either a pair or a group will be taken into account

*If a Federation has less than the number of scores required, the Federation is not eligible for the Team award.

In AG1, the score to take into consideration is the sum of the Balance and Dynamic scores the pair/group obtained during the Qualification. In AG2, Junior and Senior, the score to take into consideration is the sum of the Balance and Dynamic scores the pair/group obtained during the Qualification plus the score obtained in the Combined exercise during the All Around Final.

PROVISIONAL SCHEDULE**Monday 14/November**

All day Arrival of PAGU authorities

Tuesday 15/November

All day Arrival of Delegations
Delegations' registration
Limited trainings upon previous request

Wednesday 16/November

Delegates' Technical Meeting
All day Trainings by schedule

Thursday 17/November

Judges' Briefing
Podium Training

Friday 18/November

Opening Ceremony
Competition

Saturday 19/November

Competition

Sunday 20/November

Finals Competition
Awards Ceremonies

Monday 21/November

All day Departure of Delegations and PAGU authorities

EVENT MANAGER	<p>Contact person: Diego Londoño Phone: +573143993802 E-mail: panamacro2022@fedecolqim.co</p>
MEDICAL SERVICES	<p>The Local Organizing Committee will provide first aid and ambulance at competition and training sites during the official activities.</p>
COVID-19	<p>The FIG requires all participants, judges and officials to take standard precautionary measures, such as frequent hand-washing, wearing masks or face coverings as necessary, and keeping a physical distance of at least 1.5 meters whenever possible.</p> <p>The only situation in which the safety distance does not have to be respected is when a coach provides assistance (catch, lead, spotting) during an athlete's performance. This phase must be kept as short as possible, and the assisting person is obliged to wear a mask throughout.</p> <p>Gymnasts do not need to wear a mask or face covering while they are performing at the training venue or on the FOP and must keep a physical distance of at least 1.5 meters whenever possible.</p> <p>All Federations members that require a COVID Test before departing to own country must contact the LOC and pay USD 50 per test of each member that requires testing.</p> <p>Additional information will be included in the Work Plan that will be sent to the Federations prior to the event.</p>
VISA	<p>Please verify immediately with your travel agency or Colombian Embassy or Consulate in your country if a visa is required for your travel to Colombia. The Local Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that this request is made before <u>October 15, 2022</u> to the LOC at panamacro2022@fedecolqim.co</p> <p>The request must include the function, full name, gender, date of birth, citizenship, passport number, passport expiry date, the arrival and departure dates of the Delegation member, as well as the city the visa application support letter must be sent to.</p>
INSURANCE	<p>The Host Federation, the Local Organizing Committee, the PAGU and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like.</p> <p>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.</p> <p>Basic insurance (sickness, accident and repatriation) in your country of residence is compulsory in order to be able to benefit from coverage by FIG IMSSA subsidiary insurance.</p> <p>Please also refer to https://www.gymnastics.sport/site/pages/medical-insurance.php for additional information regarding the FIG IMSSA insurance for Athletes and Judges.</p> <p>The LOC will verify the insurance upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy). Delegation members with insufficient insurance coverage must inform the LOC in advance, but no later than <u>October 15, 2022</u>.</p>

	<p>The LOC will subsequently offer insurance at the Federations own charge as follows: USD\$80.00 per person for the official days of the event.</p>																		
<p>INTERNATIONAL TRANSPORTATION</p>	<p>The invited participating federations must cover the international travel costs of their delegation members.</p> <p>International Airport of arrival</p> <ul style="list-style-type: none"> - Aeropuerto El Dorado, Bogotá – IATA: BOG <p>The Travel Itinerary Form must be returned to the LOC at panamacro2022@fedecolgim.co by October 15, 2022 at the latest.</p>																		
<p>LOCAL TRANSPORTATION</p>	<p>Local transportation will be offered to and from the airport of Bogotá, provided for all delegations</p> <p>The Local Organizing Committee will provide local transportation from the airport to the hotel and vice versa, only for days 14 - 15/November 2022 and on the official departure day of November 21, 2022 (except for PAGU representatives arriving or departing on different days).</p> <p>Delegations arriving or departing in non-official days may contact the Local Organizing Committee (panamacro2022@fedecolgim.co) to arrange transportation to its accommodation (official hotels) or to the airport at a cost of USD\$20.00 per person per trip (airport-hotel or hotel-airport) from Bogota airport (IATA: BOG). The request must be submitted and paid by October 15, 2022 at the latest.</p> <p>The Local Organizing Committee will provide transportation from the official hotels to the competition and training venues and vice versa, for all members of the delegation duly accredited and according to the official program of activities, provided for all delegations</p>																		
<p>ACCOMMODATION, MEALS</p>	<p><u>OFFICIAL HOTELS</u></p> <p>By order of the local authorities of the city of Bogota, as well as those of the national government of Colombia and to guarantee compliance with the biosafety protocols, it is strongly recommended that the participating delegations stay at the official hotels provided by the LOC.</p> <p>All the options include full board</p> <p>Option 1: HOTEL WYNDHAM***** Ac. 24 #51-40, Bogotá D.C https://acortar.link/P0vDc6 +57 (601) 608 3000</p> <table border="1" data-bbox="516 1432 1458 1570"> <thead> <tr> <th>Occupancy</th> <th>Price per person/night</th> <th>Included (per person)</th> </tr> </thead> <tbody> <tr> <td>Single</td> <td>USD\$160</td> <td>1 breakfast, 1 lunch, 1 dinner</td> </tr> <tr> <td>Double</td> <td>USD\$120</td> <td>1 breakfast, 1 lunch, 1 dinner</td> </tr> </tbody> </table> <p>Option 2: HOTEL TRYP**** Av. La Esperanza # 51-40.Bogotá D.C. http://www.hoteltrypembajada.com +57 (601) 489 3000</p> <table border="1" data-bbox="516 1738 1458 1877"> <thead> <tr> <th>Occupancy</th> <th>Price per person/night</th> <th>Included (per person)</th> </tr> </thead> <tbody> <tr> <td>Single</td> <td>USD\$160</td> <td>1 breakfast, 1 lunch, 1 dinner</td> </tr> <tr> <td>Double</td> <td>USD\$120</td> <td>1 breakfast, 1 lunch, 1 dinner</td> </tr> </tbody> </table> <p>Option 3: HOTEL PARQUE 63 ****</p>	Occupancy	Price per person/night	Included (per person)	Single	USD\$160	1 breakfast, 1 lunch, 1 dinner	Double	USD\$120	1 breakfast, 1 lunch, 1 dinner	Occupancy	Price per person/night	Included (per person)	Single	USD\$160	1 breakfast, 1 lunch, 1 dinner	Double	USD\$120	1 breakfast, 1 lunch, 1 dinner
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Calle 63 # 36 21, Bogotá D.C.

<https://hotelparque63bogota.com-hotel.com> | +57 (601) 742 7704

Occupancy	Price per person/night	Included (per person)
Single	USD\$120	1 breakfast, 1 lunch, 1 dinner
Double	USD\$90	1 breakfast, 1 lunch, 1 dinner

The meals service starts with lunch on the arrival day and finishes with the breakfast on the departure day.

While the Accommodation and Meals Form must be returned to the Local Organizing Committee by **September 15, 2022** at the latest, the hotel rooms and meals will be distributed in the order in which the applications and payments are received.

The participating Federations must cover the accommodation/meal expenses of all members of their delegation.

The first 50% of Accommodation/meal costs must be paid to the LOC by **September 15, 2022** at the latest. And the final payment must be paid to LOC by **October 15, 2022**.

Note: Rooms/meals and their prices cannot be guaranteed if requests and/or payments are received after the deadlines.

The prices charged for the hotel rooms will not exceed the usual hotel rates.

CANCELLATION POLICY

Cancellation policy: The PAGU and the Local Organizing Committee strongly recommend that each Federation take cancellation insurance for their accommodation and meals reservation.

Date of cancellation	Reimbursement for cancellation
From October 16, 2022 to October 31, 2022	50% reimbursement
From November 1, 2022	No reimbursement

BANK INFORMATION

Bank:

Name: BANCOLOMBIA

Code (SWIFT): COLOCOBM

Address: CALLE 30 # 6 – 75 MEZZANINE TORRE SUR, BOGOTA

Country: COLOMBIA

Beneficiary:

Name: FEDERACION COLOMBIANA DE GIMNASIA

Account number: 35869092595

Address: TRANSVERSAL 21 BIS # 60-35, BOGOTA

Country: COLOMBIA

The participating federation is responsible for covering all bank fees in connection with the bank transfers.

Each participating Federation is kindly requested to inform the LOC the payment reference as follows: **Country – Discipline – Invoice#**

MARKETING

FIG advertising and publicity norms must be respected.

MEDIA	<p>The media representatives, as well as the communications staff of the federations who are interested in covering the event, may apply for registration to PAGU (info@upag-pagu.org) by October 15, 2022 at the latest. In addition, the National Federations are asked to send a confirmation letter to the PAGU.</p> <p>Photos for accreditations must be submitted to the Local Organizing Committee by October 15, 2022.</p>																																				
SOCIAL MEDIA	<p>Information about the event will be posted on the following sites:</p> <p>Colombian Gymnastics Federation Facebook: https://www.facebook.com/fedecolgim2 Twitter: @fedecolgim Youtube: https://m.youtube.com/channel/UCpOjuEM46FLQ_j_CwnNff2A/featured Instagram: @fede.colgim</p> <p>PAGU Instagram: @upagpagu Twitter: @UPAG_PAGU Facebook: UPAG.PAGU.ORG</p>																																				
DEADLINES SUMMARY	<p>To PAGU (info@upag-pagu.org) and to KSIS (details to follow)</p> <table border="1" data-bbox="461 863 1435 1077"> <tr> <td>Provisional Registration</td> <td>August 31, 2022</td> </tr> <tr> <td>Definitive Registration</td> <td>September 15, 2022</td> </tr> <tr> <td>Nominative Registration</td> <td>October 15, 2022</td> </tr> <tr> <td>Payment of the fine for missing judge</td> <td>September 15, 2022 (to PAGU)</td> </tr> <tr> <td>Submission of music form</td> <td>October 15, 2022 (to PAGU)</td> </tr> <tr> <td>Copy of passports and photos</td> <td>October 15, 2022</td> </tr> </table> <p>To the Local Organizing Committee (panamacro2022@fedecolgim.co)</p> <table border="1" data-bbox="461 1142 1419 1726"> <tr> <td>Payment of the entry fees</td> <td>September 15, 2022 (to LOC)</td> </tr> <tr> <td>Payment for additional accreditation</td> <td>September 15, 2022 (to LOC)</td> </tr> <tr> <td>Accommodation/meals form</td> <td>September 15, 2022 (to LOC)</td> </tr> <tr> <td>Payment of first 50% for accommodation/meals</td> <td>September 15, 2022 (to LOC)</td> </tr> <tr> <td>Payment of final 50% for accommodation/meals</td> <td>October 15, 2022 (to LOC)</td> </tr> <tr> <td>Travel itinerary form</td> <td>October 15, 2022 (to LOC)</td> </tr> <tr> <td>Request and payment for transportation from/to the airport on non-official dates</td> <td>October 15, 2022 (to LOC)</td> </tr> <tr> <td>Visa letter request form</td> <td>October 15, 2022 (to LOC)</td> </tr> <tr> <td>Documents for accreditation passports and photos</td> <td>October 15, 2022 to KSIS</td> </tr> <tr> <td>Submission of music</td> <td>October 15, 2022 to KSIS</td> </tr> <tr> <td>Submission of music form</td> <td>October 15, 2022 (to LOC)</td> </tr> <tr> <td>Request and payment of insurance</td> <td>October 15, 2022 (to LOC)</td> </tr> </table>	Provisional Registration	August 31, 2022	Definitive Registration	September 15, 2022	Nominative Registration	October 15, 2022	Payment of the fine for missing judge	September 15, 2022 (to PAGU)	Submission of music form	October 15, 2022 (to PAGU)	Copy of passports and photos	October 15, 2022	Payment of the entry fees	September 15, 2022 (to LOC)	Payment for additional accreditation	September 15, 2022 (to LOC)	Accommodation/meals form	September 15, 2022 (to LOC)	Payment of first 50% for accommodation/meals	September 15, 2022 (to LOC)	Payment of final 50% for accommodation/meals	October 15, 2022 (to LOC)	Travel itinerary form	October 15, 2022 (to LOC)	Request and payment for transportation from/to the airport on non-official dates	October 15, 2022 (to LOC)	Visa letter request form	October 15, 2022 (to LOC)	Documents for accreditation passports and photos	October 15, 2022 to KSIS	Submission of music	October 15, 2022 to KSIS	Submission of music form	October 15, 2022 (to LOC)	Request and payment of insurance	October 15, 2022 (to LOC)
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ADDITIONAL INFORMATION

National Anthem

National Anthem of your country must be delivered onsite during the registration.

National Flag

National Flag of your country must be delivered onsite during the registration.
The size of the flag shall be 1.2 mts x 2.1 mts

ACRO Music

While the LOC guarantees respect for copyright and the dissemination of musical works, each National Federation must verify that the music of its Acrobatic Gymnastics athletes does not infringe any copyright and may be disseminated in the media.

This confirmation must be sent to the LOC (panamacro2022@fedecolgim.co) and to the PAGU (info@upag-pagu.org) along with the nominal registration, no later than **October 15, 2022**. Each Federation will be asked to report on the duration, composer, artist and title of the music to be used for each exercise.

Along with the Music Form, the Federation must send, via KSIS (details to follow), to the LOC the music in mp3 format of each of the units, duly identified.

Requirements of the music files:

- Max size: 10 MB
- File format: MP3
- File name:
CountryCode_AgeGroup_Category_LastNames.mp3

Example:

USA_Senior_MP_Jones, Smith.mp3

Sincerely yours,



Patricia Dieguez
PAGU Secretary General



Jaime Corredor
President of the Colombian Gymnastics Federation

Mexico City, Mexico
August 9th, 2022