

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



# 29<sup>th</sup> FIG TRAMPOLINE GYMNASTICS WORLD AGE GROUP COMPETITIONS

**Sofia (BUL)**  
**23-26 November 2022**



## WORK PLAN

**ID 16463**

**Note:**

Certain items written in this Work Plan are subject to change depending on the COVID-19 situation in the host city and country, and also on decisions made by the Bulgarian Government and the public health authority in the host city.

The criteria for the participants entering the country are to be updated accordingly.

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## 2. **FOREWORD**

This work plan for the **29<sup>th</sup> FIG Trampoline Gymnastics World Age Group Competitions** in Sofia to be held from 23 until 26 November 2022 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 2022):

- Statutes
- Code of Ethics
- Technical Regulations
- Judges' Rules (General and Trampoline Gymnastics Specific)
- Trampoline Gymnastics Code of Points
- Trampoline Gymnastics Newsletters
- Apparatus Norms
- Advertising and Publicity Rules
- Rules for Accreditation
- Medical Organization of the FIG Competitions and Events during the COVID-19 pandemic
- FIG Framework for Safeguarding Athletes and other Participants from Harassment and abuse in Sport during Events
- Anti-Doping Rules
- Regulations for Award Ceremonies
- Media Rules
- 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. 11.6 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 Championships.

The official languages of these World Championships will be English. Interpretation from and into any other language must be organized by the Delegations. Announcements will be made in English and Bulgarian.

This Work Plan is available in English ONLY.

## 3. **FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE (FIG)**

Contact persons: Rui Vinagre and Alexandre Cola

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CH-1003 Lausanne

SWITZERLAND

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Website: [www.gymnastics.sport](http://www.gymnastics.sport)

## FIG OFFICIALS

Jury of Appeal and Competitions' Supervisory Board President	Mr. Ali AL-HITMI
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## FIG TRAMPOLINE TECHNICAL COMMITTEE (TRA-TC) and SUPERIOR JURY

TRA-TC President	Christophe LAMBERT
TRA-TC 1 <sup>st</sup> Vice-president	Tatiana SHUYSKA
TRA-TC 2 <sup>nd</sup> Vice-president	Miguel VICENTE MARIÑO
TRA-TC member	Mariela STOYCHEVA
TRA-TC member	Dmitri POLIAROUGH
TRA-TC member	Xing LIU
TRA-TC member	Shinya MUTO

## FIG ATHLETES' REPRESENTATIVE

Athletes' Representative	Rosannagh MACLENNAN
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## FIG STAFF

TRA Sports Events Manager	Rui VINAGRE
Sports Events Manager	Alexandre COLA

## SWISS TIMING – IRCOS

Swiss Timing Team Leader	Nicola COLLI
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## 4. LOCAL ORGANISING COMMITTEE (LOC)

### BULGARIAN TRAMPOLINE FEDERATION

Contact Person: Mariela STOYCHEVA  
Venue: 75 „Vassil Levski“ bd.  
1040 SOFIA  
Tel./ Mob: + 359 888 58 59 68  
E-mail: [bul\\_tramp@abv.bg](mailto:bul_tramp@abv.bg)  
Website: [www.trampoline-bulgaria.com](http://www.trampoline-bulgaria.com)

### LOCAL ORGANIZING COMMITTEE OFFICIALS

Local Organizing Committee	
President	Stoian DIMITROV
Executive Director	Nikolay IGNATOV
Competitions` & Ceremonies` Director	Bonka DIMITROVA
Head of Secretariat	Boryana MAKSIMOVA
Head of Finance	Iliyana BAKALOVA
Head of Accreditation	Evgeni YORDANOV
Ceremonies` Director	Bonka DIMITROVA
Deputy Venue Manager	Milena STANCHEVA
Head of Press	Antoaneta ILIEVA
Medical Officer	Martin IVANOV
Head of Security	Valentin GANEV
Marketing Manager	Iva STOYANOVA
Transport Manager	Iliya ZAPRYANOV

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The LOC Office (Level -1) and Sport Information Desk - SID (Level 0) will be located at the competition venue and will be in operation from November 20<sup>th</sup> until 26<sup>th</sup>, 2022. It will be open approximately 30 minutes before the start of the first training and 30 minutes after the last training / competition session.



The LOC phone number is as follows: +359 897 21 11 65

Emergency number (out-of-office hours): +359 897 21 11 65, +359 888 58 59 68

Delegations' Mail Boxes will be set up at the SID.

A special "Mail Box" authority card will be issued during accreditation to each Head of Delegation or his/her representative. This card must be shown by the Head of Delegation or his/her Representative when collecting new information from their Delegation' Mail Box. The Delegation member designated to collect the information from the Delegation' Mail Box will be required to sign each time he/she collects a document.

No hard copies of any documents (start list, results & other relevant documents) will be available for distribution. The relevant documents will be distributed electronically via Swiss Timing.

**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. Delegations will be requested to inform the LOC about the correct email address upon arrival.**

In addition, all the necessary information will be communicated via WhatsApp group (mobile phone numbers of HoD will be collected for this purpose). Information desks and boards, including transport, will also be set up at each official hotels' lobby.

### **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)**

<b>Sunday, November 20, 2022</b>		
All day 10:00 – 18:15	Arrival of Delegations Accreditations	
<b>Monday, November 21, 2022</b>		
All day	Arrival and Accreditation of Delegations	
08:00 – 21:00	Training as per Schedule	
16:00 after OM	Orientation Meeting (OM) Deadline to submit Competition Cards	
<b>Tuesday, November 22, 2022</b>		
08:00 – 21:00	Training as per schedule	
13:00 – 15:00	Judges' meeting TRA (instruction and draw)	
<i>followed by</i>	Judges' instruction by Swiss Timing (TRA)	
15:30-16:30	Judges' meeting TUM (instruction and draw)	
<i>followed by</i>	Judges' instruction by S Swiss Timing (TUM)	
17:00-18:00	Judges' meeting DMT (instruction and draw)	
<i>followed by</i>	Judges' instruction by S Swiss Timing (DMT)	
<b>Wednesday, November 23, 2022</b>		
09:00 – 10:30	Judges' briefing	
09:30 – 09:50	Opening Ceremony	
	<b><u>Qualifications</u></b>	
10:00 – 15:00	13-14 IND M / W	
10:00 – 10:45	11-12 TUM M	
10:00 – 12:15	17-21 DMT W	
10:45 – 12:15	11-12 TUM M	
12:45 – 15:30	17-21 DMT M	
15:45 – 16:15	11-12 SYN M / W	
	<b><u>Finals</u></b>	
17:30 – 18:00	13-14 IND M / W	
18:05 – 18:35	11-12 TUM M & 17-21 DMT W	
18:40 – 19:10	11-12 TUM W & 17-21 DMT M	
19:15 – 19:45	11-12 SYN M / W	
19:45 – 20:15	<b><u>Award Ceremonies</u></b>	

Thursday, November 24, 2022		
09:20 – 09:50	Judges' briefing	
	<b>Qualifications</b>	
10:00 – 16:20	15-16 IND M / W	
10:00 – 12:30	17-21 TUM W	
13:00 – 16:20	17-21 TUM M & 11-12 DMT M & 11-12 DMT W	
16:30 – 17:30	13-14 SYN M / W	
	<b>Finals</b>	
18:00 – 18:30	15-16 IND M / W	
18:35 – 19:05	17-21 TUM W	
19:10 – 19:40	17-21 TUM M & 11-12 DMT W	
19:45 – 20:15	13-14 SYN M / W	
20.15 – 20:45	<b>Award Ceremonies</b>	
Friday, November 25, 2022		
09:20 – 09:50	Judges' briefing	
	<b>Qualifications</b>	
10:00 – 15:30	17-21 IND M / W	
10:00 – 12:30	13-14 DMT W	
13:00 – 15:30	15-16 TUM W & 15-16 TUM M & 13-14 DMT M	
15:45 – 17:15	15-16 SYN M / W	
	<b>Finals</b>	
17:30 – 18:00	17-21 IND M / W	
18:05 – 18:35	15-16 TUM M & 13-14 DMT W	
18:40 – 19:10	15-16 TUM W & 13-14 DMT M	
19:15 – 19:45	15-16 SYN M / W	
19:45 – 20:15	<b>Award Ceremonies</b>	
Saturday, November 26, 2022		
09:20 – 09:50	Judges' briefing	
	<b>Qualifications</b>	
10:00 – 13:00	11-12 IND M / W	
10:00 – 12:15	15-16 DMT W	
11:30 – 13:00	13-14 TUM M	
12:15 – 15:00	15-16 DMT M	
13:30 – 15:00	17-21 SYN M / W & 13-14 TUM W	
	<b>Finals</b>	
16:00 – 16:30	11-12 IND M & W	
16:35 – 17:05	13-14 TUM M & 15-16 DMT W	
17:10 – 17:40	13-14 TUM W & 15-16 DMT M	
17:45 – 18:15	17-21 SYN M & W	
18:15 – 18:45	<b>Award Ceremonies</b>	
Followed by	<b>Closing ceremony</b>	
Sunday, November 27, 2022		
All day	Departure of Delegations	Hotels

Note: All timings are subject to slight alterations

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## **6. PARTICIPATION RIGHT and ACCREDITATIONS**

### **Participation Rights**

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 Age Group Competitions and who are not on this list must send to the FIG office (attention Mr. Loïc Vidmer at [lvidmer@fig-gymnastics.org](mailto: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" 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's transferable access card. The accreditation card is also necessary to pass the security controls and have access to lunch and dinner (if applies).

### **Accreditations for the World Age Group Competitions are not valid for the World Championships.**

**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.**

Further steps are possible (e.g. case to be submitted to the Gymnastics Ethic Foundation).

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 (refer to the directives for the price).

The accreditation procedure will only be dealt and accepted from delegations by the Head of Delegation, the Team Manager or any other person with the appendix 8 duly filled, stamped and signed by the National Federation President or Secretary General.

### **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.

Accreditations are managed via Sportech.io digital platform. In order to register, please use the following link:

[29th FIG Trampoline Gymnastics World Age Group Competitions Online Accreditation](#)

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, Appendix 2 and/or Appendix 3).

Accreditations will not be delivered unless all financial, organizational and insurance obligations have been met.



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If a delegation decides to complete the accreditation procedure at another moment, the LOC will try to help as soon as possible. The LOC however will give priority to those countries who arrive at the agreed time and those delegations who fulfilled their financial obligations.



If the accreditation info has not been submitted as per instruction at 26 October 2022 at the latest, there will be a charge of EUR 10 for each photo taken at the accreditation center.

The member's profile made without pictures will not be handled with priority. You may wait at the accreditation center.

As mentioned in the Directives, the Federations must submit online picture for each of their delegation member to the LOC via Sportech.io digital platform.

The LOC will contact the Federation which have not finalized the procedure

The picture requirements are as follows:

Requirements for each identity color photo:

- Identity: country code\_function\_full name, for example: CHN\_Team Manager\_LI Haoyang
- File format: .jpg or .jpeg
- Dimensions: 350 mm x 450mm or 276 pixels wide x 354 pixels high

### **Control and Distribution of the Required Material**

Upon accreditation Heads of Delegations or their substitutes (max 2 persons) will be requested to:

- check the correct names of their complete Delegation members
- present to the LOC the valid passport of all Delegation Members for proof of identity and Nationality.
- confirm the NF contact details onsite (e-mail and mobile phone) for proper delivery of the gymnasts' start lists, judges' lists and results)
- prove of the fulfilment of all financial obligations to the LOC and finalize the necessary payments if needed (i.e. insurance, additional accreditation, etc.)
- verify the accommodation and meal requirements
- verify the return flight schedules
- confirm the accuracy of the Federation National Anthem and National Flag presented by the LOC, and sign the relevant form
- hand in 1 copy of each of the official forms for Difficulty - Competition Cards (Appendix 5) with Qualifications & Finals' exercises

For any details regarding the Competition Cards, please refer to #7 of the relevant Code of Points.

If there are any changes, the definitive work plan, starting order, and schedules will be sent to the Head of Delegations via email addresses provided at the Accreditation.

The National Federations are requested to submit passport copies of each member of their delegation to the LOC online via mail: bul\_tramp@abv.bg.

The LOC will contact the Federation which have not finalized the procedure.

**The Head of Delegation/delegation members have to bring his/her/their own work plan and all appendices.**

### **Delegation Seating**

Delegations are requested to use only the appropriate area – Zone 6.

## **7. INSURANCE**

Please refer to the directives for details on the insurance policy.

Please also refer to the document provided by FIG for Athletes and Judges on the First Class Assistance published on the [FIG website](#).

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The National Federations are requested to send copy of the Insurance to the LOC via mail:  
bul\_tramp@abv.bg.

## **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 1).
- 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 1).
- 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 1).
- 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 (Appendix 3), 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 4.

## **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**

The LOC personnel will be present at all arrival points with greeting signs to welcome the Delegation members. Delegations will be requested to make their ways to meet with them.

Upon arrival, all the delegations will be informed of the time of accreditation assigned for them according to the Accreditation schedule made by the LOC.

### **Departures**

If entitled, transportation will be coordinated by the LOC from the official hotels to the departure area based on the information collected from the Delegations and confirmed by the Head of Delegation during the accreditation. A detailed schedule for departures will be displayed on the board at the official hotels and will be send to the delegations by email.

Accreditation cards will not give the possibility to use the public transports in Sofia.

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### Transport Office and Phone Number

Transportation Managers will be present at the SID and at the pick-up/drop off areas. The transport office phone number (printed on the back of each delegate's accreditation card) are: +359 87 810 0091; +359 88 631 7037; +359 88 708 1118

Accredited team delegations who will arrive and depart on the official arrival and departure dates and has given the detailed information to LOC, will be provided with local transport from Sofia International Airport (SOF) to the official hotels based on the information received.

The LOC will contact the Federation which have not finalized the procedure.

This service will be guaranteed by the LOC. Upon receipt of the travel information, further instructions will be provided to the Delegations as required.

For those Delegations or member of Delegations that do not arrive on the official arrival day as mentioned on the general schedule, upon request, the LOC may arrange additional transportation. Please, contact the LOC for additional information.

Buses will be available for the local transportation of all accredited persons from the official hotels to the training, warm-up, and competitions venue (following the competition, warm-up, training and meeting schedules) as well as to any other official activities and back as needed.

Buses timetables will be provided to the Heads of Delegation upon arrival and will also be available at the Information desk and on display at the official hotels.

## **11. ACCOMMODATION**

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

### **Check In Procedures**

Each Official Hotel will have received a rooming list from those delegations who have submitted the necessary information to the LOC. The room keys and hotel information will be distributed to the delegation upon their hotel check-in.

Credit cards imprints may be made to cover all incidental costs during the individuals' stay. Room keys will not be issued until all the requirements of accreditation have been fulfilled and all payment finalized.

Check-in time at official hotels is 14:00.

The check-in times of the respective hotels must be strictly respected.

### **Check out Procedures**

All extra services at the hotel should be paid by the delegations during the check-out. Delegations will be responsible for all extra costs incurred.

The check-out time at official hotels is 12:00.

The LOC recommend to do the respective check out at least one hour before the scheduled transportation to the airport.

## **12. MEALS**

Please refer to the Directives for details on the prices, reservations, arrangements, payments procedures as well as cancellation policy, including deadline for submission and payment.

The LOC will contact the Federation which have not finalized the procedure.

Breakfast (included in the price of each of the official hotels), lunch and dinner will be served in accordance with training and competition schedules as per the following meal timing provided that the delegations sent their meal request on due time:

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**At the official Hotels:**

- Breakfast from 07:00 to 10:00
- Dinner from 19:30 to 23:00.

**At the Arena NSB Sofia:**

- Lunch from 12:00 to 15:00

As delegations were asked to book their meals through the LOC will receive the meal vouchers during the accreditation procedure and then use them at the Arena NSB Sofia depending on their request.

The LOC will provide the Delegations with free water bottles in the training and in the warm-up hall. The LOC will provide the judges throughout the event with refreshments.

**Due to the preventive measures connected with COVID-19, there will be no farewell banquet.**

### 13. **TRAINING**

#### **Official training schedules**

Please refer to Appendices 6a/6b.

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.

### 14. **WARM-UP**

For the Qualifications and Finals, in addition to the allocated warm-up time in the warm-up area, a 45 seconds warm-up period (TRA) / 1 exercise warm up (TUM & DMT) will be granted to each gymnast on the competition equipment (according to 12.1 of the CoP).

Please note that gymnasts abusing the right to warm-up may receive a penalty according to the Trampoline Gymnastics Code of Points 2022-2024.

### 15. **COMPETITION**

The Competition Director and the Floor Manager will be in charge of the competition, warm-up, 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 2022 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*

#### **Competition**

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Based on the Definitive Registrations and in accordance with the FIG Technical Regulations, the gymnasts' drawing of lots was conducted on August 31<sup>st</sup>, 2022 in Lausanne by the FIG Trampoline Gymnastics Technical Committee President – Christophe Lambert and the Sports Events Manager - Rui VINAGRE, with the attendance of all the FIG TRA Technical Committee Members.

Based on the drawing of lots the starting orders in the different categories were established.

The FIG, in consultation with the TRA TC and the LOC reserves the right to apply adjustments to the starting order should the nominative registrations received generate organizational problems in terms of training, warm-up and competition schedules.

## **Competition Schedules**

Please see Appendix 7.

### **16. KISS & CRY**

The number of persons authorized in the Kiss & Cry is:

- 1 gymnast and 1 official (with TAC only), for Individual Competition.
- 2 gymnasts and 1 official (with TAC only), for Synchronized Competition.

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

### **17. FIG CERTIFIED APPARATUS**

#### **Trampolines:**

Manufacturer Supplier: Trampolines: Eurotramp Ultimate 4x4 Trampoline - FIG ID: 610 (former 271)  
Trampoline Measurement System Eurotramp - FIG ID: 269  
Mats around Trampoline - FIG ID: 584 (former 285)

#### **Tumbling Track:**

Manufacturer Supplier: Tumbling Track: Skakun Original 2014 – FIG ID: 465  
Landing Area: Eurotramp – FIG ID 567

#### **Double Mini-Trampolines:**

Manufacturer Supplier: Eurotramp Ultimate DMT 6x6. - FIG ID: 493  
Landing Area: Eurotramp – FIG ID 566

### **18. JUDGES' PANELS, SUPERIOR JURY and COMPETITION SUPERVISORY BOARD**

#### **Superior Jury**

The Superior Jury will consist of the Technical Committee President - Mr. Christophe Lambert as President of the Superior Jury and three TRA-TC members, or appointed Judges of cat. 1 and 2.

- Tatiana Shuyska
- Miguel Vicente Mariño
- Mariela Stoycheva
- Dmitri Poliaroush
- Liu Xing
- Shinya Muto

#### **Judges (All)**

Only judges with the appropriate and valid category of brevet for their function for this XV Cycle (2022-2024) will be authorised to judge in these World Age Group Competitions.

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Judges are requested to arrive in Sofia 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 and Execution judges**

All D and E Judges for the respective Qualification Rounds will be drawn during the Judges' meeting on November 22<sup>nd</sup> 2022.

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 and Competitions' Supervisory Board**

The Jury of Appeal is:

- Ali AL-HITMI (President)

and two 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**

Swiss Timing will provide the official scoring equipment for these World Age Group Competitions. The Swiss Timing equipment will be used for the data management of the start lists, list of competitors and judges' assignments as well as scores and results.

The IRCOS system will be used in accordance with FIG Rules.

### **20. INQUIRY**

As per Art. 8.5 of the TR, 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 score of the following individual gymnast or pair is shown. For the last individual gymnast/pair 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) 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. The expected score **must** be mentioned on the inquiry form for the inquiry to be accepted. An area close to the Kiss & Cry where the coach of the competing gymnast can see the score of the exercise will be designated. Late verbal inquiries will be rejected.

A National Federation is not allowed to complain against a gymnast from another federation. Inquiries for Execution scores 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 CHF 300.- for the first inquiry, CHF 500.- for the second inquiry, CHF 1'000.- for the third and all subsequent inquiries, lodged by the same Federation throughout the World Age Group Competitions (and not starting from "1" at each competition phase).

**Federations shall not pay cash as cash money is not allowed on the FOP.**

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

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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 group for the Qualifications
- before the score of the following individual gymnast/pair is shown for the Finals

After review of the inquiry, should the final score be higher, this sum will not be invoiced by FIG to the Federation. However, should the final score remain unchanged or be lower, the sum will be invoiced and transferred to the FIG Foundation for Solidarity.

## **21. CEREMONIES**

### **Opening Ceremony**

Please refer to the general schedule for the date and time of 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, Reg. 7.12.

### **Presentation of the Finalists:**

The LOC will make a presentation of the finalists (in all categories) before the respective finals.

Dress code is competition attire

More information about meeting point and circulation will be given at the orientation meeting.

### **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	Individual Gymnasts/Pairs ranked 1 <sup>st</sup> to 3 <sup>rd</sup>
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**The gymnast(s) must be on time for the award ceremony as advised according to the schedule.**

**A gymnast or a team who is absent with unjustified reason will be disqualified.**

### **Dress code: National tracksuit**

The national flags of the best 3 competitor(s) per category will be hoisted and the national anthem of the winner(s) will be played.

### **Closing Ceremony**

The Closing Ceremony will take place on November 26<sup>th</sup>, 2022 after the last award ceremony.

For specific timing, please refer to the general schedule.

## **22. MEDICAL SERVICES**

The medical service is provided by the Local Organising Committee according to the Medical Organization of the FIG Competitions and Events.

Kindly refer also to the insurance coverage details available at:

<https://www.gymnastics.sport/site/pages/medical-insurance.php>

Upon the World Age Group Competitions accreditation, the document "Medical and anti-doping practical information" will be handed out to each delegation. It contains information regarding the access to medical care and mentions useful contact details in case of emergency.

Dr. Mariela SIRAKOVA 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.

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The Official hospitals are:

- University Multiprofile Hospital for Active Treatment and Emergency Medicine  
"N.I.Pirogov" 21 Totleben Blvd., Sofia
- Acibadem City Clinic Tokuda Hospital  
51B Nikola Vaptsarov Blvd., 1407 Sofia
- University Hospital Saint Anna Mladost  
1 Residential District, 1750 Sofia

### **23. SAFEGUARDING**

From the event's official date of arrival until the official day of departure, participants (gymnasts, coaches, judges and any other delegation members) have the opportunity to contact by phone or e-mail a Safeguarding Officer in case of harassment, abuse of any type, if they are worried or do not feel comfortable.

There will be one LOC Safeguarding Officer as well as one person from the FIG. The FIG contact number to be informed later, will be reachable from the accreditation day until the end of the event. The LOC Safeguarding contact will be communicated upon arrival of the delegations.

### **24. COVID-19 Measures**

These World Age Group Competitions will be organized according to the FIG Medical Guidelines for FIG Competitions and Events during the COVID-19 pandemic and additional measures agreed between the FIG and LOC.

### **25. DOPING CONTROLS and THERAPEUTIC USE EXEMPTIONS**

Anti-doping controls will be organised by the International Testing Agency (ITA) on behalf of the FIG and according to the current WADA Code, WADA International Standards and FIG Anti-Doping Rules.

The doping controls may take place at any time.

As per the applicable FIG Therapeutic Use Exemption (TUE) procedure in effect concerning the participation at 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.

No TUE request will be accepted nor approved on spot, except for duly justified emergency cases.

Should you need further assistance about TUE requests, please contact the FIG at [antidoping@fig-gymnastics.org](mailto:antidoping@fig-gymnastics.org)

### **26. MEETINGS and INSTRUCTIONS**

**It is highly recommended that the Head of Delegation, the judges and any other accredited person who will follow meetings to take their personal computer and/or tablet with them to Sofia.**

**Many meetings may be held online and the LOC will not provide any computer/tablet.**

**It is therefore the responsibility of the respective person to have the necessary support to follow those meetings.**

#### **Orientation Meeting**

For timing, please refer to the General Schedule.

Please note that attendance is compulsory for every delegation

The participants will be able to ask their questions at the end of the meetings as usual.

Judges may not represent their country at the Orientation Meeting.

In case a federation is composed only by a gymnast and a judge, the gymnast must attend the orientation meeting.



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Important information about the organization of these World Age Group Competitions will be given by the LOC and the FIG. This Meeting will be held exclusively in English. As per Technical Regulations, Section 1, Reg. 5.12. unjustified failure to attend this meeting will result in a sanction of CHF 1'000.- against the Federation to be paid to the FIG.

### **Judges' Instructions Meetings, Briefings and Draw**

The Judges' Instruction, will be as per the general schedule.

All registered judges are required to take part in the judge's meetings, subsequent briefings and draws. Judges who do not participate in the judges' meetings and briefings will not be authorized to judge; they will receive warnings and possibly other sanctions as well.

The draws of the Judges' Panels for the Qualifications and Finals will be conducted by the Superior Jury. The judges must respect the FIG dress code during competition days.

### **Superior Jury (TC) Meeting and Video Analysis**

A continued evaluation of the judge's work will be carried out by the Superior Jury. This will be done by the Judges Evaluation Program (JEP) during the competitions.

### **Swiss Timing instruction**

The scoring Instruction will be held online, for specific timing, please refer to the general schedule.

Judges must be present at their respective Judges' instruction as per the general schedule.

## **27. MEDIA and TV**

### **Media accreditation**

Media accreditation for the World Age Group Competitions is open from 11 October to 1 November 2022 and handled by the LOC. Please contact the LOC Head of Press Mrs. Antoaneta Ilieva at [trabul@abv.bg](mailto:trabul@abv.bg)

The FIG Accreditation Rules and Media Rules have to be strictly respected.

### **Media Positions**

#### **Mixed Zone**

After podium training sessions and competitions, gymnasts must exit the Field of Play (FOP) through the Mixed Zone.

While there is no obligation for a gymnast to agree to the interview requests, cooperation with the press is most appreciated.

Federations are responsible for the proper and timely appearance of their gymnasts at press and media opportunities, such as the Mixed Zone and press conferences. According to the FIG Technical Regulations 2022, Reg. 4.10.15, any federation whose athletes do not appear as stated above will be fined for each infraction. The amount of the fine has been fixed by the FIG Council in 2002 at CHF 2'000.- To assist gymnasts to talk to the press, each participating federation may ask for one Mixed Zone Card.

### **Training halls**

No Media are allowed in the training halls.

### **Warm-up halls**

Warm-up halls are a No Go Zone for the media. Access will not be authorised.

### **Podium training**

All accredited media representatives have free access to the Field of Play during the official podium training sessions. ENR card holders are accepted with cameras.

### **Kiss and Cry Area**

Gymnasts are requested to go to the Kiss and Cry Area immediately after the end of their exercise. The coaches are requested NOT TO STOP the gymnasts before they are seated in the K&C. Only one coach is allowed to assist the athletes in the Kiss and Cry Area.

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### **Award ceremonies**

After the playing of the national anthem, gymnasts are requested to face all directions, together, to allow photographers to take photos of all medallists.

### **Opening and Closing press conferences**

No opening or closing press conferences will be held at this event.

### **Medallists' press conferences**

No medallists' press conferences are scheduled for this event.

### **Cameras and video recording**

In order to protect television rights, personal video or TV cameras and recording in the competition hall including from the spectators' **and delegation seating** is permitted solely for personal, private, non-commercial and non-promotional purposes, with the exclusion of licensing, broadcasting and / or publishing any such video and / or sound recordings including on social media and the internet.

The only exceptions are the host broadcaster, rights holders and video control review cameras.

All exercises will be recorded in high definition by digital video cameras.

Photos without flash may be taken from the seats in the competition hall. In the training and warm-up halls, coaches may only take videos of their own gymnasts.

### **Publicity on competition attire – National Emblems**

Publicity and national identification rules on attire and equipment must be strictly respected as per the FIG Advertising Rules. As the Code of Points foresees deductions should the FIG Publicity Rules not be followed, each NF may fill in the online Publicity form if deemed necessary by **30 October 2022** in order to have it approved.

Please refer to the Directives for additional information on the Publicity Rule Chart and contact details.

Reminder National Identification:

- Must be in the form of a flag or the country name (abbreviated with FIG 3-letter federation code or in full)
- The national emblem or crest (even NOC logo) if the country has one, or its coat of arms, may be worn in addition to the required flag or country name

## **28. USEFUL INFORMATION**

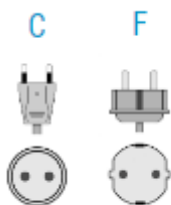
### **Currency:**

The BUL currency is the Bulgarian Lev (code BGN).

### **Power supply:**

For Bulgaria there are two associated plug types, **types C and F**.

Voltage 230 volts; frequency 50 Hz. An adapter might be needed.



### **Temperature**

Average minimum: 3 °C

Average maximum: 11 °C

## 29. SUMMARY OF REMAINING DEADLINES

### FOR THE FIG

For the FIG	Deadline
Nominative Registrations	26 October 2022

### FOR THE LOC

For the LOC	Deadline
Accommodation: by name	26 October 2022
Visa Request	26 October 2022
Travel Schedule (arrivals / departures)	26 October 2022
Meals	26 October 2022

Payment (to be made to the LOC)	
Accommodation Costs (balance)	26 October 2022
Meal Cost	26 October 2022
Accreditations at the charge of the Delegations or the FIG Authority	26 October 2022

Lausanne, 11 October 2022

### Fédération Internationale de Gymnastique



Nicolas Buompane  
Secretary General

### List of Appendices

- Appendix 1: Change of Start List / Request for substitution (Gymnasts)
- Appendix 2: Request of accreditation changes (Officials)
- Appendix 3: Request for accreditation withdrawal without replacement
- Appendix 4: Layout of FOP, Offices and "back of the house"
- Appendix 5: Competition Cards
- Appendix 6: Training Groups / Training Schedules
- Appendix 7: Competition Schedules
- Appendix 8: Accreditation release form

*(end of document)*