



FIG TRAMPOLINE GYMNASTICS WORLD CUP AGF TROPHY FEBRUARY 18 & 19, 2023



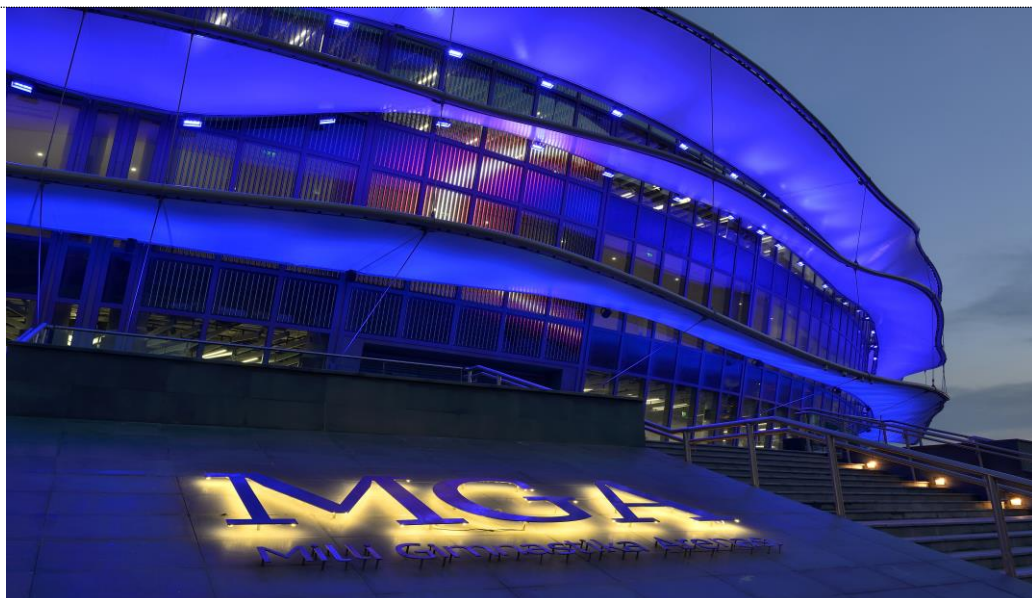
DIRECTIVES TRA and TUM

EVENT ID: 17169

Dear FIG Affiliated Member Federation,

Following the decision of the Executive Committee, the Gymnastics Federation of **Azerbaijan** has the pleasure to provide information related to the organization of **the FIG Trampoline Gymnastics World Cup AGF Trophy**.

FIG	Fédération Internationale de Gymnastique (FIG) Contact person: Rui Vinagre 12A Avenue de la Gare 1001 Lausanne Switzerland Tel: general: +41 21 (0) 321 55 10 / Direct: +41 (0) 21 321 55 32 E-mail: rvinagre@fig-gymnastics.org Website: www.gymnastics.sport
HOST FEDERATION	Azerbaijan Gymnastics Federation Contact person: Nurlana Mammadzada MGA – Milli Gimnastika Arenası (National Gymnastics Arena) 178 Heydar Aliyev Avenue AZ1029, Baku, Azerbaijan Tel: +99412 493 30 11 / Mob: +99450 385 39 69 E-mail: office@agf.az Website: www.agf.az
LOCATION	Baku, Azerbaijan
DATE	February 18 & 19
VENUE	MGA – Milli Gimnastika Arenası (National Gymnastics Arena) 178 Heydar Aliyev Avenue AZ1029 Baku, Azerbaijan Tel : +99412 566 96 99 E-mail: info@mga.az Website: www.mga.az MGA was officially opened in April 2014. The gymnastics specialized Arena has already hosted many different international sport events. The Arena has the ability to stretch from 5,000 to 9,600 seats, depending on the size and the nature of the event it hosts. This sports facility has become a favorite training camp venue of many gymnasts all over the world. Training and Warm-up facilities will be located within MGA during the competition concerned.



APPARATUS SUPPLIER

A detailed list of **Apparatus supplied** to be used for this world cup will be published on the FIG website.

PROVISIONAL SCHEDULE

Thursday February 16	Arrival of Delegations
Friday February 17	Training and Podium Training Orientation Meeting Judges' Instruction
Saturday February 18	Qualification TRA Ind., TUM* and TRA SYN**
Sunday February 19	Finals (must be run separately) TRA IND W TRA IND M TUM W TUM M TRA SYN W TRA SYN M
Monday February 20	Departure of Delegations

*TUM can be run simultaneously with TRA individual or synchro

** SYN qualifications may also be run in the morning of day 4.

PARTICIPATION

The World Cup competition will consist of Qualifications and Finals.

Participation in the Qualifications:

- All competitors must take part in the qualifications.
- In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied. Nevertheless, the gymnasts not qualified for the finals and with the same final score will receive the same world cup points.

Participation in the Finals:

- The top eight gymnasts or pairs from the qualifications qualify for the finals.
- Max. 2 individuals or 1 pair per NF per discipline.
- In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied.

Cancellation Policy (valid for TUM only):

- The **organizing member Federation (LOC)** may cancel the competition if at the time of the definitive entry there are less than 4 countries registered in this category. In case of such a cancellation, the LOC must reimburse, in full, the entry fee and payments made for accommodation. Should flights have to be cancelled due to the above, the risk is at the charge of

	<p>the participating member Federations (NF).</p> <ul style="list-style-type: none">– The participating member Federation (NF) may cancel its participation without any penalty or payment for fees, accommodation and meals already booked, in case of less than 4 participating countries in that category after the definitive deadlines.– Procedure and deadlines for the cancellation by the organising member federation or participation by the NF is as follows:– FIG shall inform the organising member federation about the participation, within 5 days after the Definitive registration deadline.– The organising member federation has the possibility to cancel the event respectively their participation within 5 days after information by the FIG. Such notification must be sent by e-mail or fax to the FIG. Cancellations after this deadline will not be accepted.																																																																														
FEDERATIONS INVITED	The Organizing Member Federation invites all FIG Member Federations who have paid their annual membership fee for Trampoline Gymnastics.																																																																														
SIZE OF DELEGATION AND FIG LICENCE	<p>Only senior gymnasts in good standing with the correct age and holding a valid FIG License may participate. The Organizing Committee will be responsible for checking the validity of the gymnast's Licenses. No gymnasts will be accepted without a valid FIG License at the deadline of the Nominative Registration. The maximum size of the invited delegation is as follows:</p> <p>Trampoline World Cups Series</p> <table><tr><th rowspan="2"></th><th colspan="2">TRA IND</th><th colspan="2">TRA SYN</th><th colspan="2">TUM</th><th rowspan="2">Total</th></tr><tr><th>M</th><th>W</th><th>M</th><th>W</th><th>M</th><th>W</th></tr><tr><td>Head of Delegation</td><td>1</td><td></td><td>1</td><td></td><td>1</td><td></td><td>1</td></tr><tr><td>NF President or Secretary General ¹</td><td>1</td><td></td><td>1</td><td></td><td>1</td><td></td><td>1</td></tr><tr><td>Team Manager</td><td>1</td><td></td><td>1</td><td></td><td>1</td><td></td><td>1</td></tr><tr><td>Coach</td><td>1</td><td>1</td><td>1</td><td></td><td>1</td><td>1</td><td>5</td></tr><tr><td>Gymnasts</td><td>4</td><td>4</td><td>4</td><td>4</td><td>4</td><td>4</td><td>24</td></tr><tr><td>Medical Doctor</td><td colspan="2">1</td><td colspan="2"></td><td colspan="2">1</td><td>1</td></tr><tr><td>Paramedical staff</td><td colspan="2">1</td><td colspan="2"></td><td colspan="2">1</td><td>2</td></tr><tr><td>Judge</td><td colspan="2">2</td><td colspan="2"></td><td colspan="2">2</td><td>4</td></tr></table>		TRA IND		TRA SYN		TUM		Total	M	W	M	W	M	W	Head of Delegation	1		1		1		1	NF President or Secretary General ¹	1		1		1		1	Team Manager	1		1		1		1	Coach	1	1	1		1	1	5	Gymnasts	4	4	4	4	4	4	24	Medical Doctor	1				1		1	Paramedical staff	1				1		2	Judge	2				2		4
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AGE LIMITS	<p>Participating gymnasts must be at least 17 years (born in 2006 or before) in all disciplines.</p> <p>Note: <i>gymnasts who have participated in a Senior World Championships, Senior Continental Championships or World Cup competitions may <u>not</u> participate in Junior competitions afterwards.</i></p>																																																																														
JUDGES AND JURIES	<p>The number of Judges' panels may be decided by the organizing member federation depending on the number of participating competitors and judges. The Judges' panels will be set up by a draw – directed by the FIG Technical Delegate – from the judges present at the event.</p> <p>Each participating federation must provide minimum one judge (minimum category III) per discipline in which they participate. Failure to do so will result in a fine of CHF 2'000.- to be paid to the organizing member federation by January 12, 2023.</p> <p>The organizing federation is responsible that there are enough FIG brevetted judges present with the appropriate category of brevet for their function.</p> <p>For categories and eligibility, please, refer to the FIG General Judges Rules, Art 5.</p>																																																																														
FIG TECHNICAL DELEGATE AND EC MEMBER	<p>The FIG Technical Delegate and EC member (if applicable) will be designated by the FIG.</p> <p>The FIG Technical Delegate will serve as President of the Superior Jury.</p>																																																																														
	<p>Provisional, Definitive and Nominative registrations must be completed by entering the composition of the delegation on-line on: https://database.gymnastics.sport/login. These registrations will only be accepted from FIG Gymnastics Member Federations.</p>																																																																														



Courtyard Baku by Marriott 4*

Address: 300-303 quarter, intersection of M. Fuzuli and A. Topchubashov streets, Nasimi district, Baku, AZ1009

Tel: +99412 310 40 40

Website: <https://www.marriott.com/hotels/travel/gycy-courtyard-baku/>

The costs per person/night at Courtyard Baku by Marriott Hotel are as follows:

EUR 110 – (single room, including breakfast)

EUR 70 – (twin room, including breakfast)

Distances

Airport – 26,6 km (33 min. drive)

Training/competition venue – 12,2 km (17 min. drive)



Sport Plaza Hotel & Apartments 3* (low cost)

115 Heydar Aliyev Avenue, Building 187 C, Baku AZ1029

Tel: +99412 565 05 55

Website: www.sportplaza.org

This sport hotel located within the area of the Athletes` Village used during the Baku 2015 First European Games, offers rooms like at the Olympic Village standard with single and twin occupancy with separate and shared bathroom. It is just opposite the MGA.

	<p>The costs per room at Sport Plaza hotel are as follows: 45 EUR – (single room, including breakfast) 75 EUR – (twin room with separate bathroom, including breakfast) 55 EUR – (twin room with shared bathroom, including breakfast)</p> <p><u>Distances</u> Airport – 17,5 km (18 min. drive) Training/competition venue – 4,7 km (6 min. drive)</p> <p>While the Accommodation Form must be submitted to the LOC via SmartScoring Digital Platform (https://gymdata.online/) by December 12, 2022 at the very latest, the Hotel rooms will be allocated on a “first come, first served” basis. Appropriate access code will be sent to each participating Federation after the deadline of the Provisional Registration.</p> <p>The invited participating federations must pay for the accommodation expenses of their delegation members. The prices charged for the hotel rooms will not exceed the usual hotel rates.</p> <p>*Note: the above-mentioned hotel prices are valid before the accommodation deadline which is December 12, 2022. The hotel prices will increase automatically by 5 EUR per person per night at all the official hotels after the accommodation deadline.</p> <p>100% of the total accommodation payment shall be transferred to the LOC bank account (see bank account section) by January 12, 2023.</p>
<p>MEALS</p>	<p>Depending of COVID-19 pandemic situation closer to the event, it might be obligatory for the delegations to reserve meals at the official hotel through the LOC. The participating Federations will be informed on due time.</p> <p>LOC proposes the following options for having meals at the below-mentioned hotels/competition venue and costs which can be ordered by delegations if they wish:</p> <p>Baku Marriott Hotel Boulevard Lunch - 30 EUR (each) Dinner - 35 EUR (each)</p> <p>Courtyard Baku by Marriott Lunch - 25 EUR (each) Dinner - 30 EUR (each)</p> <p>Sport Plaza & Apartments Lunch - 15 EUR (each) Dinner - 15 EUR (each)</p> <p>MGA (competition venue) Lunch – 15 EUR (each)</p> <p>The invited participating federations must pay for the meals expenses of their delegation members.</p> <p>The Meal Request must be submitted to the LOC via SmartScoring Digital Platform (https://gymdata.online/), access code will be sent to each participating Federation after the deadline of the Provisional Registration) by January 12, 2023 at the very latest.</p>

	100% of the costs for the meals must be paid to the LOC by January 12, 2023.
CANCELLATION POLICY	<p>Accommodation</p> <p>Rooms cancelled between December 12, 2022 and January 12, 2023 will be subject to a cancellation fee of 20% of the total accommodation payment.</p> <p>Rooms cancelled after January 12, 2023 until arrival of the delegations on site or “no shows” will be subject to a cancellation fee of 100% of the total accommodation cost.</p> <p>Meals</p> <p>Meals cancelled after February 2, 2023 will be subject to a cancellation fee of 100% of the total meal cost.</p>
FINAL BANQUET	The Organization of Farewell Banquet for all delegation members depends on the pandemic situation we will have at that time. The information will be indicated in the Work Plan closer to the event.
INTERNATIONAL TRANSPORTATION	<p>The invited participating federations must pay for the travel costs of their delegation members.</p> <p>LOC will meet and see of the official members of the delegations at Heydar Aliyev International Airport (GYD), bus or railway station in Baku, provided that their accommodation was booked through the Organizing Committee.</p> <p>The Travel details must be submitted to the LOC via SmartScoring Digital Platform (https://gymdata.online/, access code will be sent to each participating Federation after the deadline of the Provisional Registration) by January 12, 2023.</p>
LOCAL TRANSPORTATION	Event local transportation service from the official hotels to the venue and back will be provided to all delegations duly reserved their accommodation at one of the official hotels through the LOC and submitted their Travel Schedule for Arrival and Departure to the LOC by January 12, 2023 via SmartScoring Digital platform (the log-in details to access the LOC online system will be sent after the provisional entry deadline).
VISA	<p>Please verify immediately with your travel agent or Embassy or Consulate of Azerbaijan in your country if a visa is required for your travel to Azerbaijan.</p> <p>The Organizing Committee will be happy to assist each delegation member with an official invitation letter, provided that the request is made via email by January 12, 2023.</p> <p>More information on visa can be obtained from the LOC`s following e-mail: administration@agf.az</p>
INSURANCE	<p>The Host Federation, the LOC and the FIG will not be held responsible for any liabilities in case of accidents, illness (including COVID-19), 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 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. 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>If the note has not been sent in advance to the LOC (which is strongly recommended), the LOC will verify the insurance coverage upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy).</p> <p>The insurance must be valid at least starting from the arrival day of the delegation and must last for the delegations' entire stay.</p> <p>Delegation members with insufficient insurance coverage must inform the LOC in advance. The LOC will subsequently offer insurance coverage at the Federations own charge as follows: 5 EUR per person/day.</p>

ACCREDITATION	<p>Accreditation cards will be distributed at the Accreditation Centre situated at the Competition Venue upon arrival of the delegations.</p> <p>The following items will be checked there with the Heads of Delegations:</p> <ul style="list-style-type: none"> ▪ FIG license ▪ Total payment of financial obligations ▪ Insurance – every delegation member needs a valid insurance ▪ Competition Cards ▪ National anthem and national flag ▪ Transport – confirmation of departure <p>In order to accelerate the process of the accreditation, each participating federation is kindly requested to upload photos and passport copy of each member of its delegation (gymnasts, head of delegation, team manager, judges, coaches, medical staff and etc.) onto the SmartScoring Digital Platform (https://gymdata.online/, access code will be sent to each participating Federation after the deadline of the Provisional Registration). The deadline for photos upload (identity colour photo in JPG format, size – 45mm x 35 mm, resolution: 800x600px) is January 12, 2023. Please clearly indicate the corresponding full name (with correct spelling) in the file title. Uploading of photos in due time will prevent the delegations from waiting at the accreditation centre.</p> <p>In addition, the LOC will distribute information regarding the safeguarding Officer operations plan upon accreditation.</p>
FINANCIAL OBLIGATIONS	<p>Federations which have not fulfilled their financial obligations towards the FIG (e.g. annual membership fees, unpaid invoices, etc.) or the LOC may not be allowed to participate in these World Cups.</p> <p>Federations which have not fulfilled their financial obligations towards the LOC by the given deadline in the Invitation/Directives, may still have the possibility to participate, but the LOC will not guarantee the hotel booking, meals and local transportation.</p>
BANK ACCOUNT INFORMATION	<p>Beneficiary: Azerbaijan Gymnastics Federation Beneficiary's account: AZ75PAHA38190EURHC0190012035 Bank: "PASHA Bank", Baku, Azerbaijan SWIFT PAHAAZ22</p> <p>Correspondent: Raiffeisen Bank International AG Account with Institution: Am Stadtpark 9, 1030 Vienna Correspondent account: 1-55.081.095 SWIFT BIC: RZBAATWW</p> <p>Each participating member Federation is kindly requested to integrate the payment's purpose as follows: FIG Trampoline Gymnastics World Cup AGF Trophy 2023</p> <p>The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>
TIE BREAKING RULES	<p>In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied.</p> <p>The gymnasts with same final score will receive the same World Cup points.</p> <p>If there is still a tie, the points of the respective ranking are added and divided by the number of tied gymnasts / pairs.</p> <p>Example: 1, 1, 3 (points for rank 1 and 2 is added and divided by 2) 1, 2, 2, (points for rank 2 and 3 is added and divided by 2)</p> <p>The same principle applies to the prize money.</p>

PRIZE MONEY

The organising member federation will pay the following minimum prize money per discipline (amounts in Swiss Francs – CHF) - “discipline” means every final: individual trampoline men, individual trampoline women, synchro men, etc. The prize money, free of any deductible taxes, will be distributed in **CHF** as follows:

Ranking	Prize money (CHF)
1	1'500
2	1'000
3	500

No prize money, medals and World Cup Series Ranking Lists points will be given, if there are less than 4 participating federations in a category.

In case of a tie, the prize money will be added and divided by the number of gymnasts:

1, 1, 3 (prize money for rank 1 and 2 is added and divided by 2)

1, 2, 2, (prize money for rank 2 and 3 is added and divided by 2)

No prize money, medals and World Ranking Lists points will be given, if there are less than 4 participating Member Federations per category. This must be mentioned in the invitations.

ASSIGNMENT OF WORLD CUP SERIES RANKING POINTS

In principle, the official results and the updated FIG World Cup Series Ranking List will be published on the FIG web site within one working day after the competition.

Separate World Cup Series Ranking Lists are established for every discipline, beginning with the first World Cup event of the year and ending with the last World Cup event of the year as follows:

- Trampoline Individual Men / Trampoline Individual Women
- Trampoline Synchro Men / Trampoline Synchro Women
- Tumbling Men / Tumbling Women

For individual Trampoline and Tumbling World Cup points are assigned to the competitors by name.

Trampoline Synchro pairs are listed by name, but considered as an entity. In case of change of a Synchro partner, the Synchro Pair is considered as a new pair.

World Cup Points will be assigned to the competitors as follows:

Rank	Points	Rank	Points
1	60	16	15
2	55	17	14
3	50	18	13
4	44	19	12
5	38	20	11
6	32	21	10
7	28	22	9
8	25	23	8
9	22	24	7
10	21	25	6
11	20	26	5
12	19	27	4
13	18	28	3
14	17	29	2
15	16	30	1

	In the case that less than four federations participate per category, no World Cup points, no medals and no prize money will be given.
WINNER OF THE ANNUAL WORLD CUP	The winner of the annual World Cup per category is the individual gymnast / pair with the highest number of points of the World Cup Series Ranking List after the last event of the year: A special award ceremony will be held at the last World Cup Competition of the year (Cat. A) in which the World Cup winner will receive the World Cup.
EVENT MANAGER	Natalya Bulanova Tel : +99412 493 30 11 E-mail: td@aqf.az
MEDIA	Communication policy is planned to be implemented via the Federation`s official website, Facebook page and twitter account. Press Officer – Aysel Sultanova Tel: +99455 709 95 57 E-mail: press@aqf.az
SOCIAL MEDIA	https://www.facebook.com/azegymnastics https://www.youtube.com/c/AzerbaijanGymnasticsFederation https://twitter.com/azegymnastics https://www.instagram.com/azegymnastics/ https://www.tiktok.com/@azerbaijgymnastics https://t.me/azegymnastics
MEDICAL SERVICES	The Organizing Committee will provide first aid medical services. Physiotherapists will be present during the competitions.
OFFICIAL HOSPITAL	Central Clinic Hospital 76 Parliament Avenue, Baku, Azerbaijan Tel: +99412 492 10 92
DOPING CONTROLS	Anti-doping controls will be organised by the International Testing Agency (ITA) on behalf of the FIG and according to the WADA Code, Standards and FIG Anti-Doping Rules. Appropriate medical premises will be provided to carry out a required number of doping controls by AMADA (Azerbaijan National Anti-Doping Agency) according to the WADA regulations.
COVID-19	As the COVID-19 situation is still under observation and unstable around the world, besides the FIG medical guidelines for the particular event, FIG also still requires all the participants to follow the standard precautions. The FIG requires all participants, judges and officials to take standard precautionary measures, such as frequent hand-washing, wearing masks or face coverings at all times and keeping a physical distance of at least 1.5 metres whenever possible. 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. Gymnasts do not need to wear a mask or face covering while they are performing at the training venue or on the FOP and keeping a physical distance of at least 1.5 metres whenever possible. Detailed information related to specific policy implemented by the government of Azerbaijan and hosting Federation at the time of the competitions, will be communicated to the participating countries closer to the event and will also found their reflection in the AGF Safety Procedures for International Competitions during COVID-19 pandemic (to be sent together with the Work Plan, if necessary).

SAFEGUARDING	<p>From the official date of arrival until the official day of departure of the event, participants (gymnasts, coaches, judges and any other delegation members) have the opportunity to contact by phone or e-mail the LOC Safeguarding Officer in case of harassment or abuse of any type or if they are worried or do not feel comfortable.</p> <p>The information regarding the LOC Safeguarding Officer will be communicated upon arrival of the delegations.</p>
MARKETING	<p>The FIG advertising and publicity norms will be respected.</p>
TELEVISION	<p>Television coverage is compulsory. Host Broadcaster – AzTV Idman (Sports Channel of Azerbaijan Television and Radio Broadcasting Closed Joint-Stock Company) Contact person – Murad Jafarov International Sports & Events Coordinator E-mail: sport.sat@aztv.az Mob.: +994 77 277 54 06 The Organizing Member Federation will guarantee the production of a basic feed (international signal) at least for the Final rounds.</p>
VIDEO CONTROL SYSTEM	<p>SmartScoring Company will provide a scoring and result service, including video control system, which allows the recording, storage and provision of compilation of the recorded images. The video records will be provided to the FIG Technical Delegate after the completion of the competitions.</p>
RULES AND REGULATIONS	<p>The competition will be organized under the following FIG 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:</p> <ul style="list-style-type: none"> – Statutes – Code of Ethics – Code of Conduct – Technical Regulations – License Rules – Code of Points and relevant Newsletters – General Judges' Rules – Specific Judges' Rules for Trampoline Gymnastics – Medical Organization of the FIG Competitions and Events – Anti-Doping Rules – Framework for safeguarding athletes and other participants from harassment and abuse in sport during events – Media Rules – Apparatus Norms – Rules for Advertising and Publicity – Accreditation Rules – Rules for Awards Ceremonies – World Cup Rules for Trampoline Gymnastics <p>and subsequent decisions of the FIG Executive Committee</p>

DEADLINES	Provisional registration (on-line)	October 12, 2022
	Definitive registration (on-line)	December 12, 2022
	Nominative registration (on-line)	January 12, 2023
	Accommodation request (online, LOC)	December 12, 2022
	Travel schedule submission (online, LOC)	January 12, 2023
	Visa request (online, LOC)	January 12, 2023
	Meals` request (online, LOC)	January 12, 2023
	Photos` upload (online, LOC)	January 12, 2023
	Payment of 100% entry fee	January 12, 2023
	Payment of 100% accommodation costs	January 12, 2023
	Payment of 100% meals` costs	January 12, 2023
	Payment of the fine for missing judge	January 12, 2023

Sincerely Yours,

Baku, 28.06.2022

Place and date:



Nurlana Mammadzada
Secretary General