

# FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



## WORK PLAN



### FIG WORLD CUP ACRO ACROBATIC GYMNASTICS

PUURS – BELGIUM

6 - 9 APRIL 2023



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**1. GENERAL INFORMATION**

The competition will be organized under the following FIG rules, as valid in the year of the competition, except for any deviation mentioned in the World Cup Rules for Acrobatic Gymnastics:

- Statutes
  - Technical Regulations
  - Code of Points and relevant Newsletters
  - Licenses Rules
  - World Cup Rules for Acrobatic Gymnastics
  - General Judges Rules
  - Specific Judges' Rules for Acrobatic Gymnastics
  - FIG Anti-doping Rules as it is WADA requirements
  - Accreditation Rules
  - Medical Organization of the Official FIG Competitions and Events
  - Media Rules
  - Apparatus Norms
  - Advertising and Publicity Rules
  - Regulations for Awards Ceremonies
- and subsequent decisions of the FIG Executive Committee

**2. COMPETITION VENUE**

De Vrijhals  
 Vrijhalsweg 15  
 2870 Breendonk – Puurs-Sint-Amunds (Belgium)  
 ☎: +32(0)3 886 05 28

**3. FEDERATION INTERNATIONALE DE GYMNASTIQUE (FIG)**

Fédération Internationale de Gymnastique (FIG)  
 Contact Person: Rui Vinagre  
 Avenue de la Gare 12A  
 1003 Lausanne (Switzerland)  
 ☎: +41 (0) 21 321 55 10 / Direct +41 (0) 21 321 55 32  
 e-mail: [rvinagre@fig-gymnastics.org](mailto:rvinagre@fig-gymnastics.org)  
 website: <http://www.gymnastics.com/>

Technical Delegate: Mr. Bernardo Tomás (ACRO TC Vice-President)

**4. ORGANISING FEDERATION**

Royal Belgian Gymnastics Federation – Flemish League (Gymnastiekfederatie Vlaanderen vzw)  
 Zuiderlaan 13 – 9000 Gent  
 Contact person: Jean Herrel  
 ☎: +32 (0) 9 243 12 06  
 e-mail: [jeanherrel@gymfed.be](mailto:jeanherrel@gymfed.be)  
 website: [www.gymfed.be](http://www.gymfed.be)

**5. LOCAL ORGANISING COMMITTEE (LOC)**

Ambitious Pro Gymnastics  
 Vooruitgangstraat 7C, 2870 Puurs-Sint-Amunds  
 Contact person: Danny Cuyt  
 ☎: +32 (0) 468 10 20 18  
 e-mail: [Cuyt.Danny@gmail.com](mailto:Cuyt.Danny@gmail.com)  
 website: <https://ambitious-pro-gymnastics.be/world-cup>

President (Royal Belgian Gymnastics Federation – Flemish League)	Peter Frederickx
LOC President	Danny Cuyt
Competition Manager	Jean Herrel
Financial Manager	Werner Fransen
Administration Manager	Kitty Claes
Accommodation Manager	Danny Cuyt
Transport Manager	Chris Van Renterghem
Medical Responsible	Jos Weckx
Security Manager	François Engels
Infrastructure Manager	Gust Verbeeck
Press and Communication Manager	Sandra Van Buggenhout
HR Manager	Inge Vanderminnen
Catering Manager	Gust Verbeeck

## 6. PROVISIONAL PROGRAMME

Day	Date	Hours	Programme
Monday	3 <sup>rd</sup> of April	All day	Arrival Delegations
			Free training
Tuesday	4 <sup>th</sup> of April	All day	Arrival Delegations
			Free training
Wednesday	5 <sup>th</sup> of April	9h30   15h00	Podium training
		14h00   15h30	Judges Meeting
		16h00	Orientation meeting
Thursday	6 <sup>th</sup> of April	13h00	Start warming up
		14h00   16h40	Qualifications 1 <sup>st</sup> exercise World Cup
Friday	7 <sup>th</sup> of April	17h30	Start warming up
		18h30   21h10	Qualifications 2 <sup>nd</sup> exercise World Cup
Saturday	8 <sup>th</sup> of April	17h30	Start warming up
		18h30   20h40	Finals World Cup
		20h40   21h00	Award Ceremony
Sunday	9 <sup>th</sup> of April	15h30	Gala & Farewell Party
Monday	10 <sup>th</sup> of April	All day	Departure of Delegations

## 7. ACCREDITATION

### Accreditation Centre

Each delegation will be taken to the accreditation desk at the competition venue upon arrival.

The following items will be checked there:

- FIG license
- Total payment of participation
- Insurance: Every delegation member needs a valid insurance against illness, accidents and repatriation for all the members of their delegation (cover note or photocopy of the valid policy)

- Transport – confirmation of departure
- Check correct names of delegations
- Present passports of all competitors and judges for the control of nationality and age.

The definitive work plan will be given to the Head of Delegation on accreditation, if there changes to this one.

When all the commitments are fulfilled, you will receive the accreditations for your delegation. An accreditation is personal, non-transferable and compulsory to receive access to the training & competition hall, the lunch & dinner hall and the farewell dinner. All participants and officials are required to wear their accreditation at all times!

In case you lose your accreditation, you will have to buy a new one! (€ 100).

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 their coaches / medical staff with transferable access card.

As far as the number of accreditations per federations is concerned, the rules will be strictly applied. No further accreditations may be issued. Any additional person is considered as a spectator and must buy entry tickets.

#### **Guest**

Each federation has the right to one Guest accreditation at their discretion, e.g. for sponsors, important federation's officials, etc.

The Organising Committee is entitled to charge the following costs for Guests accreditations:

“Guests” who have accommodation booked through the Organising Committee have access to the delegation seats, transport system and are invited to the Farewell party. The price to be paid to the OC is € 175,00 .

#### **8. INFORMATION DESK**

The Information and the Technical Desk (located in the Competition Hall) will be staffed daily. If you have questions about your stay or about the competition, you can ask them here!

#### **9. MAIL BOXES**

Daily information will be delivered in the Delegation's WhatsApp groups. Results will be consultable in the Acro Companion application.

#### **10. MUSIC**

Please upload your music in mp3 format to the Acro Companion application.– **deadline is Tuesday, the 4<sup>th</sup> of April.**

During training you need a personal copy of your music on USB-drive. In case of any technical problems during the competition, the LOC may ask your music on USB.

The Head of Delegation or the coach will be requested to sign one form on behalf of the competitor with the confirmation that the music used does not violate any copyrights and that it can be broadcasted within sports.

**11. TARIFF SHEETS**

Please make and upload your tariff sheets in the Acro Companion application – deadline is **Tuesday, the 4<sup>th</sup> of April** or hand in one copy of each exercise to the LOC at accreditation.

**12. ORIENTATION MEETING**

The Orientation Meeting will take place on Wednesday, the 5<sup>th</sup> of April (16h00) at the competition venue. This meeting is intended for the Heads of Delegation and Team Managers. Participation is compulsory. The actual and updated competition plan will be distributed accordingly.

**13. JUDGES****Judges' meeting (at the competition venue)**

- Wednesday- 5<sup>th</sup> of April, 2023 14h00
- Thursday - 6<sup>th</sup> of April, 2023 13h40
- Friday - 7<sup>th</sup> of April, 2023 18h10
- Saturday - 8<sup>th</sup> of April, 2023 18h10

**Judges' instruction meeting**

The judges' instruction (for all judges) will take place after the judges' meeting on Wednesday - 5<sup>th</sup> of April 15h35 at the competition venue.

An additional, special judges' instruction for the DJ and CJP will take place on Wednesday - 5<sup>th</sup> of April at the competition venue

The judges' instruction is compulsory. Judges not participating will not be allowed to judge. The instructions will be given by members of the Acrobatic Gymnastics Technical Committee. All judges are expected to participate in the evaluation of the Tariff sheet.

**Judges' panels / draw**

The judges' panels are set up by a draw - directed by the FIG Technical Delegate - from the judges present at the event. Priority will be given to the judges of the highest category.

Each participating federation must provide minimum one judge. Failure to do so will result in a fine of Swiss Francs 2'000,00. For requirements see the General and Specific Judges' Rules.

**Superior Jury**

President of the Superior Jury: Mr. Bernardo Tomás (ACRO TC Vice-President)

**14. PODIUM TRAINING**

Wednesday, the 5th of April 2023

National Federation	# teams	General Warm-up 30 min		Warm-up - Floor 1 7,5 min/team		Podium training - Competition Floor 7,5 min/team	
		IN	OUT	IN	OUT	IN	OUT
POR (7)	7	9:30:00	10:00:00	10:00:00	10:52:30	10:52:30	11:45:00
GBR (5) - AZE (1)	6	10:30:00	11:00:00	11:00:00	11:45:00	11:45:00	12:30:00
USA (4) - GEO (2)	6	11:15:00	11:45:00	11:45:00	12:30:00	12:30:00	13:15:00
AUT (3) - ISR (3)	6	12:00:00	12:30:00	12:30:00	13:15:00	13:15:00	14:00:00
UKR (3) - IRL (3)	6	12:45:00	13:15:00	13:15:00	14:00:00	14:00:00	14:45:00
GER (5) - BEL (1)	6	13:30:00	14:00:00	14:00:00	14:45:00	14:45:00	15:30:00
KAZ	5	14:22:30	14:52:30	14:52:30	15:30:00	15:30:00	15:30:00

**15. ATHLETES' MEASUREMENTS**

The athletes' measurement will take place on Wednesday, the 5<sup>th</sup> of April after the podium training of each national federation at the sports complex (time according to the schedule). All competitors are requested to present themselves with their accreditation card. Failure to present will result in a penalty from each exercise and an official sanction. Athletes are measured in bare feet wearing T-shirt or competition attire.

Athletes' measurement after training	
11:55:00	POR
12:40:00	GBR - AZE
13:25:00	USA - GEO
14:10:00	AUT - ISR
14:55:00	UKR - IRL
15:40:00	GER - BEL
15:40:00	KAZ

**16. WARM UP & COMPETITION**

Thursday	6 <sup>th</sup> of April	13h00		Start warming up
		14h00	16h40	Qualifications 1 <sup>st</sup> exercise World Cup
Friday	7 <sup>th</sup> of April	17h30		Start warming up
		18h30	21h10	Qualifications 2 <sup>nd</sup> exercise World Cup
Saturday	8 <sup>th</sup> of April	17h30		Start warming up
		18h30	20h40	Finals World Cup
		20h40	21h00	Award Ceremony

**17. OPENING AND CLOSING CEREMONY**

**Opening Ceremony**

There will be an opening ceremony just before the start of the qualifications.

**Closing Ceremony**

No Closing Ceremony will be held.

**18. MEDAL AWARD CEREMONIES**

Only the medal winners will be invited to participate in the medal Award Ceremony. National Track Suit must be worn.

No prize money, medals and World Ranking Lists points will be given, if there are less than 4 units per category.

**19. FLOORS / COLOUR**

Gymnastics floors: Spieth – Janssen&Fritsen

Colour: Blue

Apparatus	FIG ID
Artistic/Acrobatic Floor	253
Landing Mat 20cm	258

One floor for the trainings / warm-ups and one for the competition hall will be available. Mats in the general warm-up area will be set up.

All trainings, podium trainings, and competitions will exclusively be held as indicated in the aforementioned schedule attached to the Work Plan.

**20. OFFICIAL HOTELS / 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 forms. 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.

**Check-out procedures**

In principle, a copy of the individual account of each delegation member will be available the day before departure. After confirmation, the balance due will have to be paid in full upon check-out. Delegations will be responsible for all hotel costs incurred, including all extra costs (such as hotel services, laundry, room service, mini-bar, parking, paid TV movies, telephone calls). Any damages made to the Hotel facilities will be the exclusive responsibility of the Delegation concerned.

**21. MEALS**

All meals (except breakfast = hotel) will be served in the catering tent near the competition venue.

Delegations that book their accommodation through the OC have full board in their package. Entry to the catering area will only be possible with the official accreditation or with purchased meal tickets. Tickets for meals (€ 15/person/meal) can be ordered through the OC.

**Meals Times**

Lunch : 11h30 - 15h00

Dinner : 17h00 - 22h00



**22. FAREWELL DINNER**

A farewell dinner will be organized and will be followed by a farewell party.

All delegations who have booked their accommodation through the OC, are invited to participate without additional payment.

Extra tickets will be available at the LOC office at 25,00 € per person. Requests for extra tickets can be made until Saturday - 8<sup>th</sup> of April, 2023.

**23. TRANSPORTATION and VISAS**

Please refer to the directives for details on Visas, International Transportation, Local Transportation, Shuttle Services and Deadlines.

**Arrivals**

Based on the received travel schedules, the LOC personnel will be present at the arrival points with greeting signs. The Delegations will be requested to make their ways to meet with them.

Please refer to the directives for further details on Arrivals

**Departures**

If entitled, local transportation will be coordinated by the LOC from the Official Hotels to the departure area based on the information collected from the delegations. Each delegation will be asked to confirm the departure details of their members at Accreditation. A detailed schedule for departures will be distributed via the Delegation WhatsApp groups.

Please refer to the directives for further details on Departures

**Shuttle**

Shuttle timetables will be provided to the Head of Delegation or his/her Substitute upon arrival and will also be available at the Information Center and on display at the official hotels. The schedule will strictly be followed by the drivers. Please be on time at the required place for the pick-up.

**24. MEDIA-PRESS**

Media Officer: Delphine Gosseye - Contact: +32 (0)9 243 12 04 –

[delphinegosseye@gymfed.be](mailto:delphinegosseye@gymfed.be)

OC responsible press : Sandra Van Buggenhout - Contact: [apq.worldcup.oc@gmail.com](mailto:apq.worldcup.oc@gmail.com)

The valid FIG Media Rules will be followed.

**25. SEATING FOR DELEGATIONS**

A special area in the competition area will be reserved for the Delegations. Please note that all Delegation members must be seated in this designated area.

**26. VIDEO RECORDING**

All exercises of the competition will be recorded in a quality which allows to judge the exercises. Only the cameras of the organisation are allowed in the Competition Hall. Video Recording is not permitted in the Competition Venue from the spectators' seating.

**27. ENTRY TICKETS**

Tickets for the World Cup can be bought at the competition venue. For further information please contact the OC.

**28. BANK ACCOUNT INFORMATION**

Name : AXA Bank Belgium nv-sa-AG  
Address : Grotesteenweg 214 - 2600 Antwerpen  
Account name : Events for gymnastics vzw  
Account number : 751-2032242-35  
SWIFT : AXABBE22  
IBAN : BE57 7512 0322 4235

All payments have to be made in EUR and this no later than on accreditation.

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

30 March 2023

LOC President – Mr. Danny Cuyt