

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-Amants (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
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
website: www.gymfed.be

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

Ambitious Pro Gymnastics
Vooruitgangstraat 7C, 2870 Puurs-Sint-Amants
Contact person: Danny Cuyt
☎: +32 (0) 468 10 20 18
e-mail: 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 Responsable | 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 rd of April | All day | | Arrival Delegations |
| | | | | Free training |
| Tuesday | 4 th of April | All day | | Arrival Delegations |
| | | | | Free training |
| Wednesday | 5 th of April | 9h30 | 15h00 | Podium training |
| | | 14h00 | 15h30 | Judges Meeting |
| | | 16h00 | | Orientation meeting |
| Thursday | 6 th of April | 13h00 | | Start warming up |
| | | 14h00 | 16h40 | Qualifications 1 st exercise World Cup |
| Friday | 7 th of April | 17h30 | | Start warming up |
| | | 18h30 | 21h10 | Qualifications 2 nd exercise World Cup |
| Saturday | 8 th of April | 17h30 | | Start warming up |
| | | 18h30 | 20h40 | Finals World Cup |
| | | 20h40 | 21h00 | Award Ceremony |
| Sunday | 9 th of April | 15h30 | | Gala & Farewell Party |
| Monday | 10 th 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 4th 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 4th 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 5th 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- 5th of April, 2023 14h00
- Thursday - 6th of April, 2023 13h40
- Friday - 7th of April, 2023 18h10
- Saturday - 8th of April, 2023 18h10

Judges' instruction meeting

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

An additional, special judges' instruction for the DJ and CJP will take place on Wednesday - 5th 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 excepted 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

| | | General Warm-up 30 min | | Warm-up - Floor 1 7,5 min/team | | Podium training - Competition Floor 7,5 min/team | |
|---------------------|---------|---------------------------|----------|-----------------------------------|----------|--|----------|
| National Federation | # teams | 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 5th 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 th of April | 13h00 | | Start warming up |
|----------|--------------------------|-------|-------|---|
| | | 14h00 | 16h40 | Qualifications 1 st exercise World Cup |
| Friday | 7 th of April | 17h30 | | Start warming up |
| | | 18h30 | 21h10 | Qualifications 2 nd exercise World Cup |
| Saturday | 8 th 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/Acrobat 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 - 8th 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

OC responsible press : Sandra Van Buggenhout - Contact: apg.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