



34th Suzuki World Cup 2023
22nd – 23rd April 2023, Tokyo Japan
Category B Tournament



WORKPLAN

April 3rd, 2023

FIG Event ID: 17176

Dear Friends,

We are happy to welcome all participating federations for the 34th Suzuki World Cup 2023 - FIG World Cup Series Competition – Category “B” which will be held from 22nd and 23rd of April 2023 in Tokyo, Japan and provide you with all information concerning the participation at the above-mentioned events.

Participating Gymnastic Federations:

Australia / Azerbaijan / Cambodia / Chinese Taipei / France / Hong Kong, China / Indonesia* / India / Japan / Mexico / Peru / Philippines / Portugal / Romania* / Spain / Thailand / United States / Vietnam
(*: only judge)

1. HOST FEDERATION / LOCAL ORGANIZING COMMITTEE

International Aerobic Federation (IAF)
Crest One Bldg.3F, 5-7-10 Higashi-Oi, Shinagawa-Ku, Tokyo JAPAN 140-0011
Tel.: +81 3 5796-7521 / Fax.: +81 3 5796-7527
e-mail: kazi.tanaka.iaf-jaf@aerobic.or.jp
Contact person: Kazi Tanaka – Secretary General

2. COMPETITION VENUE

Ota City General Gymnasium, Tokyo JAPAN
1-11-1 Higashi-Kamata, Ota-Ku, Tokyo JAPAN 144-0031
Tel.: +81-3-5480-6688 / Fax.: + 81-3-5480-1105
website: <https://www.ota.esforta.jp/pdf/english.pdf>

3. COMPETITION DATES

22nd and 23rd of April 2023 (the detailed schedule is provided below)

4. FIG Rules (as valid in the year of the competition)

- - Statutes
 - Code of Ethics
 - Code of Conduct
 - Technical Regulations
 - Code of Discipline
 - Code of Points, relevant Newsletters, and Helpdesk
 - General Judges' Rules
 - Specific Judges' Rules for Aerobic Gymnastics
 - Anti-Doping Rules
 - Licence rules
 - Medical Organisation of FIG Competitions and Events
 - FIG Framework for Safeguarding Athletes and other Participants from
 - Harassment and abuse in Sport during Events
 - Apparatus Norms
 - Media Rules
 - Apparatus Norms
 - Rules for Advertising and Publicity
 - Accreditation Rules
 - Rules for Awards Ceremonies
 - World Cup Rules for Aerobic Gymnastics
- and subsequent decisions of the FIG Executive Committee plus “Special Rules” as in the below.

5. “Special Rules”

a. Ranking list:

Since this is a combined competition grouping FIG and IAF competitors, 2 separate ranking lists will be established.

- Suzuki World Cup Ranking List including all participants (FIG and IAF competitors)

- FIG World Cup Tokyo Ranking List including FIG competitors ONLY

b. Qualifications and Finals:

Qualifications:

The qualifications are open for maximum 2 units from FIG and 2 units from IAF, thus a participation of 4 units per category.

Finals:

The Finals are open for 2 units per country only. The 2 bests will qualify for the Finals irrespective of their origin (FIG or IAF), thus the 8 best from the Qualifications irrespective of their origin (FIG or IAF) will compete at the Finals.

c. Prize money:

Prize money as mentioned under **PRIZE MONEY** will be paid to the top 3 per category of the Suzuki World Cup Ranking List. Prize money will also be paid to the top 3 per category of the FIG World Cup Tokyo Ranking List, provided they are not included in the top 3 of the Suzuki World Cup Ranking List.

d. World Cup Points:

World Cup Points can only be earned by FIG competitors listed in the FIG World Cup Tokyo Ranking List and duly registered by their respective FIG affiliated Federation in good standing and in possession of a FIG license.

e. Award Ceremonies

Only one award ceremony (per category) will be held based on the Suzuki World Cup Ranking List.

f. Registration

- FIG gymnasts with valid FIG licence may only be registered by their respective FIG member Federation using the FIG on-line registration system on the FIG database platform.

- IAF competitors will register through the IAF member Federation directly to the LOC.

See also **(REGISTRATION DEADLINES)**

6. FIG OFFICIAL REPRESENTATIVE

The official FIG Representative appointed for the Competitions who will act as a President of the Superior Jury is Ms. Ana MACANITA – FIG AER TC member.

7. JURIES

A Jury will consist of: 1 Chair of Judge's Panel; 2 Difficulty Judges; 4 Artistic Judges; 4 Execution Judges; 1 Time Judge; 2 Line Judges.

Each participating Federation must provide a minimum of 1 judge (Category 1, 2 or 3) with a valid FIG Brevet for the current cycle (2022-2024). Failure to do so will result in a fine of CHF. 2,000. - to be paid to the organizing federation.

The position of the judges will be decided by a draw before the competitions.

8. APPARATUS SUPPLIED

FIG ID: 158

9. AGE LIMITS:

18 years (as of Dec. 31, 2023)

10. PARTICIPATION

The maximum size of delegation is as follows:

Head of Delegation	1
Team Manager	1
- 4 to 7 units if 8 and more units	2
Coach	1
- 1 unit	2
- 2 to 7 units	3
- 8 and more units	
Gymnasts 2 per category	24
Medical Doctor	1
Mental Health Professional	1
Paramedical staff	1
- 1 to 3 units	2
-4 and more units	
Judge	2

11. COMPETITION FORMAT

The World Series Competition consists of Qualifications and Finals in all 5 categories. (See “Special Rules”)
If the host federation has not qualified in any category for the Finals, the host country may nominate 1 participation in max. 1 category of its choice.

Maximum participation in the Finals is therefore 8+1 participants in 1 category and 8 in the other 4 categories.
Such “Wild Card Participant” must have participated in the respective category in the qualification. “Wild Card Participants” will receive medals and prize money, but they will not receive any World Series Points.

12. AWARDS

The Prize Money, free of any deductible taxes, will be distributed in **Japanese Yen** as follows:

■Suzuki World Cup Ranking List

Total: 3,000,000JPY (approx. CHF21'000 as of June 2022)

	IW/IM/MP*/TRIO*/GROUP*
1 st place	300,000 JPY (approx. 2,100 CHF)
2 nd place	200,000 JPY (approx. 1,400 CHF)
3 rd place	100,000 JPY (approx. 700 CHF)

*: for MP/TRIO/GROUP, the prize money is divided among the members

■FIG World Cup Series Tokyo International

Total: 1,253,000JPY (approx. CHF8,950 as of June 2022)

1 st place	73,000 JPY (approx. 500 CHF) for IM, IW 145,000 JPY (approx. 1,000 CHF) for Mixed Pair* 218,000 JPY (approx. 1,500 CHF) for Trio, Group*
2 nd place	36,400 JPY (approx. 250 CHF) for IM, IW 73,000 JPY (approx. 500 CHF) for Mixed Pair* 109,000 JPY (approx. 750 CHF) for Trio* 145,000 JPY (approx. 1,000 CHF) for Group*
3 rd place	15,000 JPY (approx. 100 CHF) for IM, IW 29,000 JPY (approx. 200 CHF) for Mixed Pair 45,000 JPY (approx. 300 CHF) for Trio 73,000 JPY (approx. 500 CHF) for Group

*: for MP/TRIO/GROUP, the prize money is divided among the members

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

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, and no medals will be given, if there are less than 4 participating units per category

“Wild Card Participants” will receive medals and prize money.

“Hors concours competitors” will not receive prize money.

13. DETAILED SCHEDULE (as of April 3rd)

Thursday, 20 April 2023 (Provisional)

All day Arrival of Delegations and accreditation @Shinagawa Prince Hotel, Main tower, 2F

Friday, 21 April 2023 (Provisional)

10:00 - 10:45	Orientation Meeting – For all Head of delegations, Coaches and Judges
10:00 - 10:45	REHEARSAL FOR THE OPENING CEREMONY - ALL GYMNASTS
11:00 - 15:00	Judge's meeting / Scoring system training for all judges
11:00 - 18:30	Training sessions

Saturday, 22 April 2023 (Provisional)

8:00 - 9:00	Judges Draw for Qualification
9:30 - 9:45	Opening Ceremony
	(IAF AG competition/Qualifications)
13:30 - 14:10	Qualifications (MP)
14:10 - 14:20	Break
14:20 - 15:05	Qualifications (Trio)
15:05 - 15:15	Break
15:15 - 16:30	Qualifications (IW)
16:30 - 16:40	Break
16:40 - 17:05	Qualifications (GP)
17:05 - 17:15	Break

17:15 - 18:30	Qualifications (IM)
18:30 - 18:40	Announcement of the Finalists
18:40	Closing

Sunday, 23 April 2023 (Provisional)

8:00 - 9:00	Judges Draw for Finals
9:10	Photo session for judges
9:30 - 9:55	Opening Ceremony (IAF AG competition/Finals)
14:00 - 14:30	Finals (MP)
14:30 - 14:40	Break
14:40 - 15:10	Finals (Trio)
15:10 - 15:20	Break
15:20 - 15:50	Finals (IW)
15:50 - 16:00	Break
16:00 - 16:25	Finals (GP)
16:25 - 16:35	Break
16:35 - 17:05	Finals (IM)
17:05 - 17:15	Break
17:15 - 17:50	Award Ceremony
17:50	Closing
19:30 - 21:30	Farewell Party @Shinagawa Prince Hotel 4F Chinese Restaurant

Monday, 24 April 2023

All day	Departure of the delegations
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14. INSURANCE

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. 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. 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. The LOC will verify the insurance coverage upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy). The insurance must be valid at least starting from the arrival day of the delegation and must last for the delegations' entire stay. 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: 2,190JPY per person/day.

14.1. Medical Services

During the official Trainings and Competition, the LOC will provide medical persons in the competition venue.

14.2 COVID-19

The LOC should follow local guidelines in management of COVID-19.

The LOC must facilitate COVID-19 testing for delegations when it is required to have a negative test for return to their country.

15. DOPING CONTROLS

Anti-doping control 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

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.

16. TRANSPORTATION

16.1. International transportation

The delegations have to cover by themselves the costs for their international transportation.

16.2. Local transportation

The LOC provides Pick-up Service & local transportation to all delegation members from Narita or Haneda International Airport to the hotel and back at the following costs provided that LOC receives the Flight and Accommodation Form before February 22, 2023. This fee includes train between the hotel and the venue during the event (April 21st, 22nd and 23rd).

Departure Arrival	Narita	Haneda
Narita	7,000JPY/person	4,000JPY/person
Haneda	4,000JPY/person	2,000JPY/person

*For those delegations that do not need any meet/send-off service and tickets between the airport and the hotel, neither LOC or KNT will not take any responsibility for any local transportation.

17. ACCOMMODATION (Official Hotel)

Shinagawa Prince Hotel Address: 4-10-30, Takanawa, Minato-ku, Tokyo 108-8611 JAPAN
tel: +81-3-3440-1111 fax: +81-3-3-3441-7092
<http://www.princehotels.com/shinagawa/>

18. ACCREDITATION

The accreditation desk will be open on 20th April, 2023 at 9:00am and is situated in the 2nd floor of the Shinagawa Prince Hotel Main Tower. For those of you who will be arriving to Japan before April 20th, please come to the desk between 9:00am to 18:00pm on 20th April.

During the Accreditation the Head of Delegation has to be ready to present the following:

- Passports of each member of the delegation
- Insurances for each member of the delegation
- One CD for each routine with the Country, Category and Names of the competitors
- *Please refer the below instructions for more details.
- NHK Questionnaire
- Release Music/Portrait/Injury
- Those delegations that are due to do some payments to the Organizing Committee have to be ready to fulfill them

[Music CD preparation]

We ask every gymnast to submit one (1) music CD/routine upon your arrival. Please put your country name, category and name on the CD and bring at least 2 copies for just in case.

The LOC prepares "Professional equipment" for this event.

In order to avoid any troubles please note that;

- Record your music in high resolution stereo quality, NOT mono quality
- Make it as music formatted CD
- NO MP3 quality and
- NO USB

Please be reminded that there is nothing we, LOC, can do in case the music didn't start playing and the result will show "DNS" (did not start) accordingly.

During the Orientation Meeting on 21st of April, 2023 at 10:00 at Ota Gym. – detailed information regarding the Competitions will be given.

If you need some more information in advance, please do not hesitate to contact us.
Looking very much forward to welcome you in Tokyo!!!

Sincerely,



Norifumi YAMAMOTO
Executive Director, JGA
Japan Gymnastic Association



Kaoru Chinen
President, IAF



Kazi TANAKA
Secretary General, IAF

Encl.

- NHK Questionnaire
- Release Music/Portrait/Injury