



Aerobic Gymnastics Senior Pan American Championships 2023
November 8th to 11th, 2023 Lima, PER

DIRECTIVES

Event ID: 17555

Dear PAGU affiliated Member Federations,

The Pan American Gymnastics Union (PAGU) through the Peruvian Gymnastics Federation has the pleasure to invite your Federation to participate in the aforementioned official FIG and PAGU international event.

DISCIPLINE	Aerobic Gymnastics
PAN AMERICAN GYMNASTICS UNION	Pan American Gymnastics Union Tenayuca 55, Oficina 403 Colonia Letran Valle C.P. 03650, Alcaldía Benito Juárez Mexico City, MEX Phone: +52 55 8984-7848 Email: info@upag-pagu.org
HOST FEDERATION	FEDERACIÓN DEPORTIVA PERUANA DE GIMNASIA Av. Del Aire S/N Puerta N° 15 del CAR Videna San Luis Telephone: 511-4762277 E-mail: fdpgconsejo@federaciongimnasia.com.pe Web Page: www.federaciongimnasia.com Natalia Balarezo: Comisión Técnica GA FDPG 51-997596560 PanamericanoGA2023@gmail.com
LOCATION	Lima, Perú
DATES	November 8th to 11th, 2023
VENUE	Trainings, warm-ups and competitions will be at: CAR: Centro de Alto Rendimiento Av. Del Aire S/N Puerta N° 15 del CAR Videna San Luis
APPARATUS	Please refer to the attached apparatus list.
RULES AND TECHNICAL REGULATIONS	The event will be organized according to the following FIG rules, as valid in the year of the event, and PAGU Technical Regulations: <ul style="list-style-type: none">• Statutes• Code of Ethics• Code of Conduct• Technical Regulations• Code of Discipline• Code of Points and relevant Newsletters / Helpdesk• General Judges' Rules• Specific Judges' Rules for Aerobic Gymnastics• Anti-doping Control Rules• Medical organization of FIG competitions and events• FIG Framework for safeguarding athletes and other participants from

	<p>harassment and abuse in sport during events</p> <ul style="list-style-type: none"> • License Rules • Media Rules • Apparatus Norms • Rules for sanctioning (approval) of International Events • Advertising and Publicity Rules • Regulations for Award Ceremonies • Accreditation Rules <p><i>and subsequent decisions made by FIG and PAGU Executive Committee.</i></p>									
INVITED FEDERATIONS	Pan American Gymnastics Unión invites all Federations affiliated to the PAGU and to the FIG, and which are up to date in their obligations.									
AGES	<p>Senior: *as of December 31st 2023 All gymnasts must have a valid FIG license until the end of the event.</p>									
JUDGES AND JURY	<p>All judges must have a current valid FIG brevet at the time of the event. Each Federation must send 2 judges and shall evaluate in all phases of the competition. If one delegation sends a maximum of 5 units, only 1 judge with FIG brevet will be required. Federations with PAGU TC member may register him in addition to the judges of his Federation. The fine for failing to participate with the required judges is \$1,000.00 USD per missing judge. This fine must be paid to PAGU no later than September 6th, 2023 and it does not apply to those Federations that do not have FIG brevet judges and that this is the first cycle in which they participate in PAGU competitions. The National Federation must inform PAGU in advance (at the time of the definitive registration) to allow the appointment of an invited neutral judge. The judges' panel will have at least: 4 Artistic Judges 4 Execution Judges 2 Difficulty Judges 1 Chair Judge 2 Line Judges 1 Time Judge</p>									
REGISTRATION DEADLINES	<table border="1"> <tr> <td>Provisional Registration</td> <td>7 August 2023</td> <td>https://intranet.upag-pagu.org</td> </tr> <tr> <td>Definitive Registration</td> <td>6 September 2023</td> <td>https://intranet.upag-pagu.org</td> </tr> <tr> <td>Nominal Registration</td> <td>6 October 2023</td> <td>https://intranet.upag-pagu.org</td> </tr> </table>	Provisional Registration	7 August 2023	https://intranet.upag-pagu.org	Definitive Registration	6 September 2023	https://intranet.upag-pagu.org	Nominal Registration	6 October 2023	https://intranet.upag-pagu.org
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ENTRIES	<p>The entry fee for this event is \$50.00 USD per gymnast and category and must be paid to Local Organizing Committee (LOC) no later than September 6th, 2023.</p> <p>Entry fees will be valid only if they are sent to PAGU through member Federations, the corresponding deposits are attached, and the forms are filled in with the required information.</p> <p>Untimely entries will not be valid, and participation will not be permitted.</p> <p>A gymnast can only take part on 3 categories, according to FIG Technical Regulations, Section 1, Art. 4.4, pt 6.</p> <p>Note: Gymnasts registered in the Pan American Championship can also participate in the Club Pan American Cup, provided they make the respective registration and payment.</p> <p>There will be only one competition for Qualifications and for Finals. The scores will be taken into consideration for both, the Pan American Championship and the Club Pan American Cup respectively.</p>									
DELEGATION	The maximum number of persons per official delegation is as follows:									

SIZE	Function	Senior
	Gymnasts-units	
	Women's Individual	4
	Men's Individual	4
	Mixed Pair	4
	Trio	4
	Group	4
	Aero Dance	4
	Aero Step	4
	Coaches	1 if participating with 1 unit 2 if they participate with 2-7 units 3 if they participate with 8-15 units 4 if they participate with 16-20 units 5 if they participate with 21 units or more
	Medical Personal	1
	Judges	2
	Head of Delegation	1
	<p>Accreditation cost for additional delegation members is \$100.00 USD per person and must be paid to Local Organizing Committee no later than September 6th, 2023.</p> <p>Only the following persons will be entitled to receive an additional accreditation: Coach, Doctor, Physiotherapist, Team Manager and third judge (different from the PAGU TC Member).</p> <p>The accreditation for the third judge has no additional cost.</p>	
ACCREDITATIONS	<p>Along with the Nominative registration all Federations must send a copy of the passport and a photograph for each member of the delegation. These documents shall be sent via email to: info@upag-pagu.org (only passports) PanamericanoGA2023@gmail.com</p> <p>Requirements for each photo:</p> <ul style="list-style-type: none"> • File format: JPEG • Dimensions: min 210 x 270 pixels; max 420 x 540 pixels • 3.5cm width x 4.5cm height • File size: maximum 1 MB • White background <p>Each document must be identified with the Country Code, Last name, Name, Age Group, Category and Function of each member. Example: PER_FERNANDEZ_Ana_Senior_IF_Gymnast</p> <p>These documents must be sent no later than October 6th, 2023.</p> <p>In case of not sending the photograph as requested, the Local Organizing Committee can take the photograph during the accreditation and will have an additional cost of \$10.00 USD for each one.</p> <p>In case of theft or loss of the accreditation, it must be informed immediately to the Local Organization Committee for the cancellation of the accreditation. The replacement of stolen or lost accreditation will cost \$10.00 USD to be covered by the accreditation holder.</p> <p>Accreditation will be distributed upon arrival at the accreditation desk.</p> <p>More information on the access zones for each accreditation will be given in the Work Plan.</p> <p>In addition, the LOC will distribute information regarding the gymnasts' safeguarding plan.</p>	
EVENT FORMAT	<p>The Pan American Championship consists of two phases: Qualifications and Finals in all categories.</p> <p>Qualification</p> <p>A maximum of 4 gymnasts/units are allowed to participate per Federation on each category.</p>	

	<p>Finals The highest eight (8) gymnasts/units ranked per category and age group will qualify to finals (maximum 2 per Federation). In case of a tie that cannot be broken, a second draw will be held for the tied positions, right after the Qualification competition. If the Organizing Federation failed to qualify at least one gymnast/unit in an age group, it may have a “wild card” with a gymnast/unit in the category they choose on that specific age group, provided they participated in the Qualifications phase. Therefore, the maximum number of gymnasts/units during the Finals is 8+1 in one category and 8 gymnasts/units on the remaining categories. The gymnast/unit with the “wild card” may be awarded a medal.</p> <p>Team Ranking In order to participate on Team Ranking, Federations must be represented by at least one unit in 4 different categories during the qualifying round in:</p> <ul style="list-style-type: none"> • Aerobic Gymnastics: Individual Men and/or Individual Women, Mixed Pair, Trio, Group. • Aero Dance and/or Aero Step for Seniors. • Aero Dance for Junior and AG. <p>Team Ranking will be established by the sum of the top 5 places as follows: Senior:</p> <ul style="list-style-type: none"> • the 4 best places from Aerobic Gymnastics: Individual Men or Individual Women, Mixed Pair, Trio, Group • the best place in Aero Dance or Aero Step <p>The top 5 places of each Team will turn into points according to their placement during Qualifications; for example, 1^o place = 1 point, 2^o place = 2 points, etc. The Federation with the lowest number of points will be declared Pan American Team Champion. Medals will be awarded to the best place on each category registered by the winner Teams for Team Ranking, even if they failed to contribute points to the final Team sum. Delegations must inform their team composition (1 Individual Men and/or Individual Women, 1 Mixed Pair, 1 Trio, 1 Group, 1 Aero Dance and/or Aero Step) at the moment of the Nominative Registration.</p>
<p>AWARDS</p>	<p>The best 3 places on each category will receive a medal and diploma. The tie breaking rules provided in the PAGU Technical Regulations will be applied. The scores obtained in the Qualification phase will be used to determine the Team Ranking (if the Federation registers at least 4 different categories). Medals and diplomas will be presented to the members of the best 3 Teams per age group, including two official coaches designated by their Federation. All members of the delegation will receive a certificate of participation.</p>
<p>PROVISIONAL SCHEDULE</p>	<p>Monday Nov/06 All day Arrival of PAGU authorities Arrival of delegations Delegations’ registration Limited trainings upon previous request</p> <p>Tuesday Nov/07 Delegates’ Technical Meeting Judges Briefing Podium Training</p> <p>Wednesday Nov/08 Opening Ceremony Qualification Competition</p> <p>Thursday Nov/09 Qualification Competition</p> <p>Friday Nov/10</p>

	<p>Qualification Competition Saturday Nov/11 Finals Competitions Awards Ceremonies Sunday Nov/12 All day Departure of Delegations and PAGU authorities</p>
DEFINITIVE SCHEDULE	A detailed program of activities with final schedule will be sent to the National Federations after the close of the definitive registration.
MEDICAL SERVICES	The Local Organizing Committee will provide first aid services and ambulance at the competition and training sites during the official activities.
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.
VISA	<p>Please verify immediately with your travel agency, Embassy or Consulate of Peru in your country if a visa is required for your travel to Peru. The Local Organizing Committee will be happy to assist each member of the Delegation by sending an official invitation letter, provided that this request is made no later than October 6th, 2023.</p> <p>This request must include the function, full name, gender, date of birth, citizenship, passport number, passport's expiration date, arrival and departure dates of the Delegation's member, as well as the city the official invitation letter must be sent to.</p>
INSURANCE	<p>The Host Federation, the Local Organizing Committee ("LOC"), the PAGU 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 foresees that all participating Federations are responsible for making their own arrangements needed to have the necessary valid insurance coverage against illness, accidents and for 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.</p> <p>For additional information on FIG IMSSA Insurance for Athletes and Judges, please visit https://www.gymnastics.sport/site/pages/medical-insurance.php</p> <p>The LOC will verify the insurance upon arrival of the delegations (e.g., copy of valid insurance policy). Delegation members with insufficient insurance coverage must inform the LOC in advance, but no later than October 6th, 2023. The LOC will offer insurance at the Federations own charge as follows: \$50.00 USD per person per day, for the official days of the event.</p>
SAFEGUARDING	<p>From the official event day of arrival until the official day of departure, participants (gymnasts, coaches, judges and any other delegation members) have the possibility to contact by phone or e-mail the LOC Safeguarding Officer in case of harassment and abuse of any type or if they are worried and do not feel comfortable.</p> <p>The information regarding the LOC Safeguarding Officer will be communicated upon arrival of the delegations on site.</p> <p>In addition, posters of the "10 Golden Rules of Gymnastics", the FIG campaign to raise awareness about youth protection in Gymnastics, will have to be displayed in several locations, including training and warm-up halls and public zones.</p>
INTERNATIONAL TRANSPORTATION	<p>The Federations invited to participate must cover the international transportation costs of the members of their delegation.</p> <p>International Airport of arrival</p>

<p>LOCAL TRANSPORTATION</p>	<p>Aeropuerto Internacional Jorge Chávez (LIM) The Travel Itinerary Form must be returned to the LOC no later than <u>October 6th, 2023.</u></p>																					
	<p>Local transportation to and from the airport will be provided for all delegations that have made the reservations on the official hotels through the Local Organizing Committee. The Local Organizing Committee will provide local transportation from the airport to the hotel and vice versa, only on the official arrival day, Monday, November 6th and on the official departure day, Sunday, November 12th (except for PAGU representatives arriving or departing on different days). Delegations arriving or returning on unofficial days may contact the Local Organizing Committee (panamericanoGA2023@gmail.com) to arrange transportation to their lodging (hotels) or to the airport at a cost of \$40.00 USD per person per trip (airport-hotel or hotel-airport). The request must be submitted and paid no later than <u>October 6th, 2023.</u> The Local Organizing Committee will provide transportation from the official hotels to the competition and training facilities and vice versa, for all duly accredited members of the delegation and according to the official program of activities and if the weather (rain) situations require it.</p>																					
<p>MEALS AND ACCOMMODATION</p>	<p><u>OFFICIAL HOTELS</u></p> <p>Option A:</p> <table border="1" data-bbox="459 936 1452 1111"> <thead> <tr> <th>Occupation</th> <th>Price per night, per person</th> <th>Includes (per person)</th> </tr> </thead> <tbody> <tr> <td>Single</td> <td>USD\$ 120.00</td> <td>Breakfast, Lunch, Dinner</td> </tr> <tr> <td>Double or Triple</td> <td>USD\$ 100.00</td> <td>Breakfast, Lunch, Dinner</td> </tr> </tbody> </table> <p>Option B:</p> <table border="1" data-bbox="459 1245 1452 1420"> <thead> <tr> <th>Occupation</th> <th>Price per night, per person</th> <th>Includes (per person)</th> </tr> </thead> <tbody> <tr> <td>Single</td> <td>USD\$ 100.00</td> <td>Breakfast, Lunch, Dinner</td> </tr> <tr> <td>Double</td> <td>USD\$ 90.00</td> <td>Breakfast, Lunch, Dinner</td> </tr> <tr> <td>Triple</td> <td>USD\$ 80.00</td> <td>Breakfast, Lunch, Dinner</td> </tr> </tbody> </table> <p>Meal service starts with lunch on the arrival day and finishes with breakfast on the departure day. Prices charged for the hotel rooms will not exceed the usual hotel rates.</p> <p>The Meals and Accommodation form be sent to the LOC no later than <u>September 6th, 2023.</u> Rooms and meals will be distributed according to the order in which the requests and payments are received. The participating Federations must cover the accommodation and/or meals expenses of their delegation members. 50% of the lodging/food costs must be paid to the Local Organizing Committee no later than <u>September 6th, 2023.</u> The remaining 50% must be paid no later than <u>October 6th, 2023.</u> Note: Rooms and prices cannot be guaranteed if requests and/or payments are received after the deadlines.</p>	Occupation	Price per night, per person	Includes (per person)	Single	USD\$ 120.00	Breakfast, Lunch, Dinner	Double or Triple	USD\$ 100.00	Breakfast, Lunch, Dinner	Occupation	Price per night, per person	Includes (per person)	Single	USD\$ 100.00	Breakfast, Lunch, Dinner	Double	USD\$ 90.00	Breakfast, Lunch, Dinner	Triple	USD\$ 80.00	Breakfast, Lunch, Dinner
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<p>CLOSING PARTY</p>	<p>Closing Party will be held on Sunday, November 11th and will not have additional cost to the accredited members of the participating delegations that have their lodging at one of the official hotels and have made this reservation through the Local Organizing Committee.</p>																					

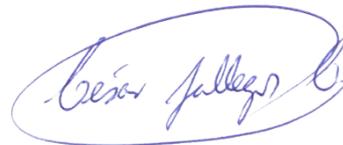
CANCELLATION POLICY	Additional entrances can be requested to the LOC for this Closing Party before September 6 th , 2023, at the moment of the reservation of the meals and accommodation packages. The price for the additional entrance is \$50.00 USD.																				
	<p>Cancellation policy: The PAGU and the Local Organizing Committee strongly recommend that each Federation take cancellation insurance for their accommodation and meals reservation.</p> <table border="1"> <thead> <tr> <th>Cancellation Date</th> <th>Reimbursement for cancellation</th> </tr> </thead> <tbody> <tr> <td>No later than October 6th, 2023</td> <td>50%</td> </tr> <tr> <td>On and after October 7th, 2023</td> <td>No reimbursement</td> </tr> </tbody> </table>	Cancellation Date	Reimbursement for cancellation	No later than October 6 th , 2023	50%	On and after October 7 th , 2023	No reimbursement														
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BANK INFORMATION	<p>The following payments should be done directly to the bank account of the Local Organizing Committee:</p> <ul style="list-style-type: none"> - Registrations - Meals and lodging - Additional accreditations - Insurance - Transportation Airport-Hotel or Hotel-Airport (if applicable) <p>The payments should be done only after the LOC has sent the corresponding invoice to the Federation with the total amount to pay and the bank information.</p> <p>The participating federation is responsible for covering the commissions related to the bank transfers.</p> <p>Each participating Federation is requested to send the LOC the reference of the transfer transaction as follows: BANK: BBVA CONTINENTAL SWIFT: BCONPEPL ADDRESS: Av. República de Panamá 3055 San Isidro - Lima NAME: FEDERACIÓN DEPORTIVA PERUANA DE GIMNASIA SAVINGS ACCOUNT IN USD: 0011-0661-0200054320</p>																				
MARKETING MEDIA	<p>FIG advertising and publicity norms must be respected.</p> <p>The media representatives, as well as the communications staff of the federations who are interested in covering the event, may apply for registration to PAGU (info@upag-pagu.org) no later than October 6th, 2023. In addition, the National Federations are asked to send a confirmation letter to PAGU. Pictures for accreditations must be sent to the LOC before October 6th, 2023.</p>																				
SOCIAL MEDIA	<p>Information about the event will be posted on the following sites: UPAG Instagram: @upagpagu Twitter: @UPAG_PAGU Facebook: UPAG.PAGU.ORG</p>																				
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ADDITIONAL INFORMATION	Remaining 50% payment of Meals and Accommodation	October 6 th , 2023
	Travel Itinerary Form	October 6 th , 2023
	Request and payment for transportation from/to the airport in non-official dates	October 6 th , 2023
	Visa Request Form	October 6 th , 2023
	Documents for Accreditation (photos and copy of passports)	October 6 th , 2023
	Insurance request and payment	October 6 th , 2023
	Submission of music form and music in mp3 format	October 6 th , 2023
	<p>National Anthem During the accreditation the National Anthem of the country must be delivered.</p> <p>National Flag During the accreditation the National Flag of the Country must be delivered. The size of the flag must be 2.1m x 1.2m</p> <p>Music While the LOC guarantees respect for copyright and the dissemination of musical works, each National Federation must verify that the music of its Aerobic Gymnastics athletes does not infringe any copyright and that can be disseminated in the media. This confirmation must be done along with the nominative registration, no later than October 6th, 2023. Each Federation will be asked to report on the duration, composer, artist, and title of the music to be used for each exercise.</p> <p>Once the start list is determined, it will be provided a link to the head of delegation, where the music should be uploaded with the numeral prefix (according to the start list) and properly identified: Example: 015_COL_ADULTO_IF_PEREZ_Juana</p> <p>MP3 music and the music form should be sent to: panamericanoGA2023@gmail.com</p>	

Sincerely,



Patricia Dieguez
PAGU's General Secretary

Dr. César Amed Gallegos Castillo
President of the Sport Gymnastics Federation
of Peru

Mexico City, September 6th, 2023