



**2023 Acrobatic Gymnastics Junior and Age Group
Pan American Championships
8 - 10 December 2023, Ibagué, COL**

DIRECTIVES

Event ID: 17591

Dear PAGU affiliated Member Federation,

The Pan American Gymnastics Union (PAGU) through the Colombian Gymnastics Federation (COL) has the pleasure to invite your Federation to participate in the aforementioned official FIG and PAGU International Event.

DISCIPLINE	Acrobatic Gymnastics
PAN AMERICAN GYMNASTICS UNION	Pan American Gymnastics Union Tenayuca 55, Oficina 403 Colonia Letrán Valle C.P. 03650, Alcaldía Benito Juárez Mexico City, Mexico Phone: +52 55 8984-7848 E-mail: info@upag-pagu.org
HOST FEDERATION	Colombian Gymnastics Federation Phone: +573103433090 E-mail: fedecolg@yahoo.com Website: www.fedecolgim.co Contact: Samir Portillo Phone: +57 310 3535459 E-mail: fedecolg@hotmail.com
LOCAL ORGANIZER COMMITTEE	Contact: Carlos Parra Phone: +57 321 2169634 E-mail: fedecolg@hotmail.com
LOCATION	Ibague, Colombia
DATES	From 8 to 10 December 2023
VENUE	Competition and training venue: Coliseo Mayor de Ibagué Parque Deportivo Km 1 vía aeropuerto Tolima, Ibagué
APPARATUS SUPPLIER	Please refer to the attached apparatus list. For training, warm-up and competition, identical apparatus will be used.

RULES AND REGULATIONS	<p>The event will be organized under the following FIG rules, as valid in the year of the event, and PAGU Technical Regulations:</p> <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 ● Anti-Doping Rules ● Medical Organization of FIG Competitions and Events ● FIG Framework for Safeguarding Athletes and other Participants from Harassment and abuse in Sport during Events ● 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 Committees.</i></p>
INVITED FEDERATIONS	<p>The Pan American Gymnastics Union invites all Federations affiliated to the PAGU and the FIG and which are up to date in their obligations.</p>
AGES	<p>Junior: Age Group 2: Age Group 1: <i>Age by December 31, 2023</i> All gymnasts must have a valid FIG license until the end of the event.</p>
JUDGES AND JURIES	<p>All judges must have a current valid FIG brevet at the time of the event.</p> <p>Each Federation with FIG brevet judges must send at least 1 judge and a maximum of 2 judges as follows:</p> <ul style="list-style-type: none"> ● Federations with 1 or 2 units participating, and with FIG brevet judges, must participate with at least 1 judge (compulsory) from categories 1, 2 ,or 3. ● Federations with 3 or more units participating, and with FIG brevet judges, must participate with 2 judges (compulsory) from categories 1, 2, or 3. ● If a Federation does not have category 3 or higher FIG brevet judges, they may present category 4 judges. <p>The CJP will be a neutral judge, category 2 or higher, invited by PAGU for the competition.</p> <p>Federations with PAGU TC members may register them in addition to the judges of their Federation.</p> <p>The fine for failing to participate with the required number of judges is USD\$1,000.00, per missing judge and must be paid to PAGU by <u>October 6, 2023</u> at the latest.</p> <p>Federations that do not have FIG brevet judge's category 3 or higher are exempt from the fine.</p>

	<p>If there are not enough judges, UPAG/PAGU will invite neutral judges of the right category to ensure a full panel of judges.</p> <p>The panel of judges will have: 4 Artistic judges 4 Execution judges 2 Difficulty judges 1 Chair judge</p> <p>The National Federation must inform PAGU of the judges to be nominated for the Championships at the time of the definitive registration (October 6, 2023) to allow the appointment of invited neutral judges.</p>																																								
REGISTRATION DEADLINES	<table border="1"> <tr> <td>Provisional registration</td> <td>September 20, 2023</td> <td>PAGU intranet KSIS website</td> </tr> <tr> <td>Definitive registration</td> <td>October 6, 2023</td> <td>PAGU intranet KSIS website</td> </tr> <tr> <td>Nominative registration</td> <td>November 6, 2023</td> <td>PAGU intranet KSIS website</td> </tr> </table>	Provisional registration	September 20, 2023	PAGU intranet KSIS website	Definitive registration	October 6, 2023	PAGU intranet KSIS website	Nominative registration	November 6, 2023	PAGU intranet KSIS website																															
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ENTRY FEES	<p>The entry fee for this event is USD\$50.00 per gymnast and category. It must be paid to the Local Organizing Committee (“LOC”) by October 6, 2023 at the latest.</p>																																								
DELEGATION SIZE	<table border="1"> <thead> <tr> <th>Function</th> <th>Juniors 13-19 years</th> <th>Age Group 12-18 years</th> <th>Age Group 11-16 years</th> </tr> </thead> <tbody> <tr> <td>Gymnasts</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Maximum 3 units/category “All Around”</td> <td>39</td> <td>39</td> <td>39</td> </tr> <tr> <td>Additional participants as Specialists*</td> <td>13</td> <td>13</td> <td>13</td> </tr> <tr> <td>Coaches</td> <td>1 per category per level 2 if more than 9 units</td> <td colspan="2">1 per category per level 2 if more than 9 units</td> </tr> <tr> <td>Judges</td> <td colspan="3">See Above “Judges and Juries”</td> </tr> <tr> <td>Medical personnel</td> <td colspan="3">1</td> </tr> <tr> <td>Physiotherapist</td> <td colspan="3">1 if 1-4 units 2 if more than 5 units</td> </tr> <tr> <td>Head of delegation</td> <td colspan="3">1</td> </tr> <tr> <td>Team manager</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p><i>*pair or group that participates in balance or dynamic only</i></p> <p>A maximum of 4 units are allowed to participate per Federation in each category and age group.</p> <p>The cost of the accreditation for additional Delegation members is USD\$100.00 per person and must be paid to LOC by October 6, 2023 at the latest.</p> <p>Only the following persons may receive an additional accreditation:</p> <ul style="list-style-type: none"> ▪ Additional coaches per age group (maximum 3 per category) ▪ Additional medical staff (doctor, physiotherapist) ▪ Team Manager (maximum 1 if participating with 4-5 units and maximum 2 if participating with 6 units or more) ▪ Chaperone (1 for every 10 gymnasts in AG1, AG2 and Junior) ▪ A third judge (different from the member of the PAGU/TC). This accreditation has no cost. 	Function	Juniors 13-19 years	Age Group 12-18 years	Age Group 11-16 years	Gymnasts				Maximum 3 units/category “All Around”	39	39	39	Additional participants as Specialists*	13	13	13	Coaches	1 per category per level 2 if more than 9 units	1 per category per level 2 if more than 9 units		Judges	See Above “Judges and Juries”			Medical personnel	1			Physiotherapist	1 if 1-4 units 2 if more than 5 units			Head of delegation	1			Team manager	1	1	1
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<p>ACCREDITATION</p>	<p>Along with the Nominative Registration all the Federations must send a copy of the passport and photograph of each delegation member to KSIS. (The scoring program to be used for the Competition. Detailed instructions to follow.)</p> <p>Requirements for the photos:</p> <ul style="list-style-type: none"> ● File format: JPEG ● Dimension: min 210 x 270 pixels; max 420 x 540 pixels ● 35 mm width x 45 mm high ● File size: max 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: MEX_FERNANDEZ_Ana_AG1_MP_Gymnast</p> <p>This documentation must be uploaded no later than November 6, 2023. In case of not sending the photograph as requested, the Local Organizing Committee can take the photograph during the registration and will have an additional cost of USD\$10.00 for each one. In case of theft or loss of the accreditation, it must be informed immediately to the Local Organizing Committee for the cancellation of the accreditation. The replacement of stolen or lost accreditation will cost USD\$50.00 to be covered by the accreditation holder. Accreditation will be distributed upon arrival at the registration desk. More information on the access zones for each accreditation will be given in the Work Plan.</p> <p>The LOC will use SportEvents (https://sportevents.com.co/) platform for the delegations convenience, to request:</p> <ul style="list-style-type: none"> ● Invitation Letter for Visa purpose ● Insurances offered by LOC ● Accommodation booking ● Meals booking ● Local transportation arrangement ● After provisional registration each NF will receive a User and Password to login into SportEvents platform. <p>In addition, the LOC will distribute information regarding the gymnasts' safeguarding plan.</p>
<p>EVENT FORMAT</p>	<p>The Pan American Championship consists of two phases: Qualifications and Finals in all categories and age groups.</p> <p>Unless noted otherwise, the competition will follow FIG Rules for Juniors, Age Group 1 and Age Group 2. Description of each phase, results determination method and tie breaking rules can be consulted in the PAGU Technical Regulations 2020 edition.</p> <p>Qualifications Qualification for Balance and Dynamic Finals and to receive a ranking for All Around. Qualifications may be entered by all pairs or groups, including specialists, intending to qualify for Finals. And by all pairs and groups intending to receive a ranking for the All Around.</p> <p>Finals Balance and Dynamic for 11-16 (AG 1)</p>

	<p>1 – 3 P/G No finals, awards based on qualifications 4 – 8 P/G Up to 6 finalists. Finals will take place as per the 2022-24 FIG Age Group Rules. Awards for the second routine will be based on qualifications.</p> <p>9 – 15 P/G 8 finalists 16 – 20 P/G 10 finalists 20+ P/G 12 finalists</p> <p>There is no All-around final for 11-16 (AG1)</p> <p>Finals – Balance and Dynamic for 12 – 18, (AG 2) and Juniors 13-19 The number of pair/groups (P/G) in finals is determined by the total number of units based on the nominative entries as follows:</p> <p>1 – 3 P/G No finals 4 – 8 P/G Up to 6 finalists 9 – 15 P/G 8 finalists 16 – 20 P/G 10 finalists 20 + P/G 12 finalists</p> <p>All-around Final - Combined Age Group 12-18 and Juniors (not 11-16) The event can be entered by all pairs and groups that have taken part in Qualifications. The total scores from the Qualifications and All Around will be used to rank the competitors (Scores from the Balance Qualifications, + the Dynamic Qualifications, + the scores from the Combined All-around Final. B+D+C = total score.)</p> <p>For 12-18 and Junior (13-19) the pair/group with the highest total scores from Qualifications and All-Around Final (B+D+C) will be declared the winners and all-around Pan American Champions.</p> <p>Team Competition There will be Teams awards for AG1 (11-16), and a combined Team award for AG 2 (12-18) and Juniors (13-19)</p> <p>The team ranking is determined by the highest 3 scores of the team:</p> <ul style="list-style-type: none"> ● There must be one score* from a pair ● There must be one score* from a group ● The next highest score* from either a pair or a group will be taken into account <p>*If a Federation has less than the number of scores required, the Federation is not eligible for the Team award.</p> <p>In AG1, the score to take into consideration is the sum of the Balance and Dynamic scores the pair/group obtained during the Qualification. In AG2 and Junior, the score to take into consideration is the sum of the Balance and Dynamic scores the pair/group obtained during the Qualification plus the score obtained in the Combined exercise during the All Around Final.</p>
PROVISIONAL SCHEDULE	<p>Monday 4/December All day Arrival of PAGU authorities</p> <p>Tuesday 5/December All day Arrival of Delegations Delegations' registration Limited trainings upon previous request</p> <p>Wednesday 6/December</p>

	<p>All day Trainings by schedule Delegates' Technical Meeting</p> <p>Thursday 7/December Judges' Briefing Podium Training</p> <p>Friday 8/December Opening Ceremony Competition</p> <p>Saturday 9/December Competition</p> <p>Sunday 10/December Finals Competition Awards Ceremonies</p> <p>Monday 11/December All day Departure of Delegations and PAGU authorities</p>
EVENT MANAGER	<p>Contact person: Carlos Parra Phone: +57 321 2169634 E-mail: fedecolg@hotmail.com</p>
MEDICAL SERVICES	<p>The Local Organizing Committee will provide first aid and ambulance at competition and training sites during the official activities.</p>
COVID 19	<p>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.</p>
VISA	<p>Please verify immediately with your travel agency or Colombian Embassy or Consulate in your country if a visa is required for your travel to Colombia. The Local Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that this request is made before <u>November 6, 2023</u> to the LOC through SportEvents https://sportevents.com.co/</p> <p>The request must include the function, full name, gender, date of birth, citizenship, passport number, passport expiry date, the arrival and departure dates of the Delegation member, as well as the city the visa application support letter must be sent to.</p>
INSURANCE	<p>The Host Federation, the Local Organizing Committee, the PAGU and the FIG will not be held responsible for any liabilities in case of accidents, illness, 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 for 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 upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy). Delegation members with insufficient insurance coverage must inform the LOC in advance, but no later than <u>November 6, 2023</u>. The LOC will subsequently offer insurance at the Federations own charge as follows: USD\$80.00 per person for the official days of the event. . The request of the insurance must be done to the LOC through SportEvents https://sportevents.com.co/</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 invited participating federations must cover the international travel costs of their delegation members.</p> <p>International Airport of arrival</p> <ul style="list-style-type: none"> - Aeropuerto Perales, Ibagué – IATA: IBE - If you require bus transportation from Bogota to Ibague you can contact the LOC <p>The request of transportation from the airport to the hotel and vice versa must be done to the LOC through SportEvents https://sportevents.com.co/ before November 6, 2023 at the latest.</p>						
LOCAL TRANSPORTATION	<p>Local transportation will be offered to and from the Ibague airport, provided for all Delegations. The Local Organizing Committee will provide local transportation from the Ibague airport to the hotel and vice versa (except for PAGU representatives arriving or departing on different days). Transportation to and from the Bogotá airport may be arranged by special request and may have an additional cost.</p> <p>Delegations arriving or departing in non-official days may contact the Local Organizing Committee (fedecolg@hotmail.com) to arrange transportation to its accommodation (official hotels) or to the airport at a cost of USD\$20.00 per person per trip (airport-hotel or hotel-airport) from Ibague airport (IATA: IBE).</p> <p>The request of transportation from the airport to the hotel and vice versa must be done to the LOC through SportEvents https://sportevents.com.co/ before November 6, 2023 at the latest.</p> <p>The Local Organizing Committee will provide transportation from the official hotels to the competition and training venues and vice versa, for all members of the delegation duly accredited and according to the official program of activities, provided for all delegations.</p>						
ACCOMMODATION, MEALS	<p><u>OFFICIAL HOTELS</u></p> <p>By order of the local authorities of the city of Ibague and the department of Tolima, as well as those of the national government of Colombia and to guarantee compliance with the biosafety protocols, it is strongly recommended that the participating delegations stay at the official hotels provided by the LOC.</p> <p>All the options include full board</p> <p>Option 1:</p> <table border="1" data-bbox="540 1871 1484 1936"> <thead> <tr> <th data-bbox="540 1871 732 1936">Occupancy</th> <th data-bbox="732 1871 1036 1936">Price per person/night</th> <th data-bbox="1036 1871 1484 1936">Included (per person)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Occupancy	Price per person/night	Included (per person)			
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CANCELLATION POLICY	<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>Date of cancellation</th> <th>Reimbursement for cancellation</th> </tr> </thead> <tbody> <tr> <td>From October 7, 2023 to October 31, 2023</td> <td>50% reimbursement</td> </tr> <tr> <td>From November 1, 2023</td> <td>No reimbursement</td> </tr> </tbody> </table>	Date of cancellation	Reimbursement for cancellation	From October 7, 2023 to October 31, 2023	50% reimbursement	From November 1, 2023	No reimbursement															
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BANK INFORMATION	<p>Bank: Name: BANCOLOMBIA Code (SWIFT): COLOCOBM Address: CALLE 30 # 6 – 75 MEZZANINE TORRE SUR, BOGOTA Country: COLOMBIA</p> <p>Beneficiary: Name: FEDERACION COLOMBIANA DE GIMNASIA Account number: 35869092595 Address: TRANSVERSAL 21 BIS # 60-35, BOGOTA Country: COLOMBIA</p> <p>The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p> <p>Each participating Federation is kindly requested to inform the LOC the payment reference as follows: Country – Discipline – Invoice#</p>																					
MARKETING	FIG advertising and publicity norms must be respected.																					

MEDIA	<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) by November 6, 2023 at the latest. In addition, the National Federations are asked to send a confirmation letter to the PAGU.</p> <p>Photos for accreditations must be submitted to the Local Organizing Committee by November 6, 2023.</p>																																		
SOCIAL MEDIA	<p>Information about the event will be posted on the following sites:</p> <p>Colombian Gymnastics Federation Facebook: https://www.facebook.com/fedecoljim2 Twitter: @fedecoljim Youtube: https://m.youtube.com/channel/UCpOjuEM46FLQ_j_CwnNff2A/featured Instagram: @fede.coljim</p> <p>PAGU Instagram: @upagpagu Twitter: @UPAG_PAGU Facebook: UPAG.PAGU.ORG</p>																																		
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ADDITIONAL INFORMATION

National Anthem

National Anthem of your country must be delivered onsite during the registration.

National Flag

National Flag of your country must be delivered onsite during the registration.
The size of the flag shall be 1.2 mts x 2.1 mts

ACRO Music

While the LOC guarantees respect for copyright and the dissemination of musical works, each National Federation must verify that the music of its Acrobatic Gymnastics athletes does not infringe any copyright and may be disseminated in the media.

This confirmation must be sent to the LOC (fedecolg@hotmail.com) and to the PAGU (info@upag-pagu.org) along with the nominal registration, no later than **November 6, 2023**. Each Federation will be asked to report on the duration, composer, artist and title of the music to be used for each exercise.

Along with the Music Form, the Federation must send via KSIS (details to follow), to the LOC the music in mp3 format of each of the units, duly identified.

Requirements of the music files:

- Max size: 10 MB
- File format: MP3
- File name:
CountryCode_AgeGroup_Category_LastNames.mp3

Example:

USA_Senior_MP_Jones, Smith.mp3

Sincerely yours,

Patricia Dieguez
PAGU Secretary General



Samir Portillo Diaz
President of the Colombian Gymnastics Federation

Bogotá, September 21st, 2023